

meeting	ADMINISTRATION COMMITTEE		
Date	16 June 2010	agenda item number	5(b)

CIVIC RECEPTION TO MARK THE 100TH ANNIVERSARY OF RED CROSS IN NOTTINGHAMSHIRE – THURSDAY 30TH SEPTEMBER, 2010.

Purpose of the Report

1. To seek approval for the provision of a Buffet Reception on Thursday 30th September, 2010 for approx 190 guests to mark the 100th Anniversary of Red Cross in Nottinghamshire.

Information and Advice

2. A request has been received from Chairman and County President of Red Cross Nottinghamshire asking if the County Council would consider hosting a Reception at County Hall to mark the 100th Anniversary of Red Cross in Nottinghamshire.

Within the County, Nottinghamshire Red Cross provides a wide range of services including:-

- First aid cover and ambulance services at public and private events throughout the county.
- Active on-site support for Fire & Emergency on a 24-hour basis.
- Direct assistance – health and social care, day centres, loan of medical equipment, youth groups etc.
- Refugee services to assist newcomers to the County
- First aid training in the workplace, private and public sector
- Humanitarian education in schools, to encourage volunteering in the community.

Financial Implications

3. The cost of an Evening Reception on Thursday 30th September, 2010 for approximately 190 guests (i.e. 150 guests from Red Cross Nottinghamshire plus 40 County Council representatives would be:-

	£
190 x £13.00 per head for catering	£2,470.00
Photographer	£ 125.00
Printing of Invitations	£ 50.00
TOTAL	£2,645.00

- 3.1. Guest List to be made up of the following:-
 150 External Guests (Red Cross Nottinghamshire)
 40 guests from the County Council as follows:-

Chairman and Lady	2
Vice-Chairman and Lady	2
Leader and Deputy Leader	2
2 Group Leaders	2
1 Relevant Cabinet Member	2
15 Members from the Hospitality Rota	15
3 Honorary Aldermen & guests	6
1 Relevant Director or representative	1
Lord-Lieutenant of Nottinghamshire & Lady Buchanan	2
3 Civic Heads in the County and Escorts	6

Statutory and Policy Implications

4. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, crime and disorder, human rights and those using the relevant service. Where such implications are material, they have been described in the text of the report.

Recommendation

5. That the Administration Committee approve the provision of a Civic Reception on Thursday 30th September, 2010 for 190 guests, with an estimated cost of £2,645.00 being met from the County Hospitality Budget.

David Ellis
Service Manager, Member Support

Legal Services' Comments

Administration Committee has authority to approve hospitality to be offered by the County Council and therefore has authority to approve the recommendation set out in this report. (NAB 14.05.10)

Comments of the Service Director (Finance)

The financial implications are outlined in the report. (MB 14/05/10)

Background Papers Available for Inspection

Letter from the Chairman & County President, Red Cross Nottinghamshire

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