

20 March 2013

Agenda Item: 5 (a)

**REPORT OF THE CORPORATE DIRECTOR FOR POLICY PLANNING AND  
CORPORATE SERVICES**

**DUKE OF EDINBURGH AWARD CERTIFICATES PRESENTATIONS  
RUSHCLIFFE AREA MONDAY 29<sup>TH</sup> APRIL 2013**

**Purpose of the Report**

1. To consider arrangements for the presentation of Duke of Edinburgh Award Certificates at County Hall on Monday 29<sup>th</sup> April 2013 for the Rushcliffe Area.

**Information and Advice**

2. The County Council has hosted award ceremonies at which young people were presented with Gold, Silver and Bronze Certificates for the Duke of Edinburgh Award. The event has been held two or three times a year for approximately 100 young people accompanied by their parents/guardians.

The Chairman of the County Council has received a request to host this event in County Hall. There would be 100 recipients plus parents/guardians at the Presentation Ceremony, and refreshments have been requested in the form of tea/coffee and biscuits plus orange juice.

On 30<sup>th</sup> January 2008, Administration Committee approved the provision of light refreshments in the form of tea, coffee sandwiches and orange juice for guests attending the Duke of Edinburgh Award Ceremonies. The organisers do not require sandwiches at these events because guests have eaten beforehand.

**Other Options Considered**

3. The Committee could decide not to host the Duke of Edinburgh Award Ceremony.

**Reasons for Recommendation**

4. That approval be given for the Presentation Ceremony followed by refreshments to take place on the evening of Monday 29<sup>th</sup> April 2013, for a maximum of 250 guests with an estimated cost of £625.00 (£2.50 per head), being met from the County Hospitality Budget.

## **Statutory and Policy Implications**

5. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION**

That consideration be given to the County Council hosting the Duke of Edinburgh Awards Ceremony on Monday 29<sup>th</sup> April 2013 for the Rushcliffe Area.

**Jayne Francis-Ward**  
**Corporate Director, Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:**  
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### **Constitutional Comments (SG 12/02/2013)**

6. The Committee is the appropriate body to decide the issues set out in this report. The Committee has responsibility for authorising hospitality to be offered by the County Council under the Terms of Reference (paragraph 59(d.)) set out in the Constitution.

### **Financial Comments (MB 4/2/13)**

7. The financial implications are set in paragraph 4 of the report.

### **Background Papers available for Inspection**

Letter dated 15 January 2013 from the event organiser.

### **Electoral Division(s) and Member(s) Affected**

All