

meeting ADMINISTRATION COMMITTEE

date 11 MAY 2004 agenda item number

REPORT OF ASSISTANT CHIEF EXECTUVE

Business Planning Review Board – Hospitality Budget 2004/05

1. Purpose of the Report

To seek approval for expenditure for hospitality associated with the Business Planning Review Board..

Background

- The Business Planning Review Board was established to provide advice to the Council on its approach to business planning. The Board's work is a natural development from earlier work undertaken on Best Value Reviews.
- 2.1 Membership of the Board is drawn from local businesses and other organisations, County Councillors and Officers and Trade Unions.
- 2.2 The Board meetings include hospitality because of the time of day meetings take place and the voluntary effort of external representatives who serve on it. The total cost of hospitality for the meetings scheduled for 2004/2005 is estimated as £600.

Statutory and Policy Implications

3. 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 service. Where such implications are material they have been described in the text of the report.

Recommendation

4. That approval be given to expenditure of £600 for the Business Planning Review Board meetings in 2004/05.

Andrew Muter Assistant Chief Executive

Head of Legal Services' Comments (KK)

The Administration Committee is responsible for authorising hospitality to be offered by the County Council. The proposal in this report is therefore within the remit of this Committee.

Director of Resources Financial Comments (R/MB)

The cost of the hospitality can be met from the 2004/05 budget for County Hospitality.

Background Papers

NIL