



meeting	ADMINISTRATION COMMITTEE	
date	WEDNESDAY 5 TH DECEMBER 2007	agenda item number

REPORT FROM THE JOINT ACTING HEADS OF MEMBERS' SERVICES

Annual Legal Service – Sunday 27th January 2008

1. Purpose

- 1.1 To seek the approval of the Administration Committee to the cost of hospitality associated with the annual Legal Service being shared jointly between the County and City Councils.

2. Background

- 2.1 Until about twelve years ago, arrangements were made to hold a Service (loosely described as “The Assize Service” for historical reasons) at St. Mary’s Church, Nottingham at 10.00 a.m. on the first day of each legal term, when High Court Judges came to sit in Nottingham. The High Sheriff, Chairman of the County Council, Lord Mayor, Coroner, Chief Constable and other such office holders were invited and normally attended, or were represented by their deputies. The Service, which includes a formal procession, is regarded primarily as an event for the High Sheriff, Chairman of the County Council and the Lord Mayor.

Following the Service, the procession moved across the road to the Shire Hall where the Letters Patent were read and an address by the senior High Court Judge was given to the magistrates, one of whose representatives then attended (in alternate years this would be a representative of the City or the County Bench).

Because the Service and ceremony took place on a Tuesday morning, congregation numbers fell and it was then agreed between those involved that the three Services should be amalgamated into one and that there should be an annual Legal Service on a Sunday at 10.45 a.m.

- 2.2 The service has, therefore, been successfully organised on this basis for a number of years. During this time different arrangements have been adopted in terms of meeting costs associated with hospitality for the event. Most recently, in 2006 it was agreed that the reception following the event would be jointly hosted by the County and City Councils. This had the added advantage of allowing the City’s Civic

dignitaries to wear their ceremonial robes. This arrangement is again proposed for the 2008 event.

3. Financial Implications

- 3.1 The cost of providing hospitality for approximately 80 guests in Shire Hall is in the region of £1,191.13. If approved the City Council would invoice the County Council for half the cost once the Legal Service had taken place. This cost would be funded from the County Hospitality Budget.

4. Recommendation

- 4.1 That consideration be given to the provision of hospitality in the Grand Jury Room at Shire Hall, Nottingham for approximately 80 guests at a cost of £1,191.13 to be divided equally between the County and City Councils and to the County's share being met from the County Hospitality budget.

5. Legal Services' Comments (KK)

- 5.1 The Administration Committee has the delegated authority to authorise hospitality to be offered by the County Council. The proposal in this report is therefore within the remit of this Committee.

6. Director of Resources Financial Comments (MB)

- 6.1 The financial implications are as outlined in the report.

Chris Holmes Paul Robinson
JOINT ACTING HEADS OF MEMBERS' SERVICES

Background Papers Available for Inspection

Financial details from the Civic Affairs Team Leader, Nottingham City Council.