



meeting ADMINISTRATION COMMITTEE

date 18 February 2004 agenda item number

REPORT OF HEAD OF MEMBERS' SERVICES

PROPOSED BUFFET RECEPTION – ROCHIN VISIT – 24 APRIL 2004

Purpose of Report

To present a request for the provision of hospitality.

Background

In 2001 Kirkby-in-Ashfield was formally twinned with Ronchin, a town that forms part of the city of Lille in France. The twinning was initiated by a Community Group beginning in 1998 and regular contact and exchanges have been made since that time. As part of the formal twinning visit to Nottinghamshire, which saw the signing of the Twinning Charter, a reception was held at County Hall in 2001. This visit and subsequent contacts have resulted in the county itself forming contacts with the Region du Nord – the administrative area that includes Lille and Ronchin.

A major event is being held in the week beginning 19 April 2004. A group from Ronchin is undertaking a sponsored cycle from Ronchin to Kirkby. The cycle will not be on bicycles but on four wheeled, four person cycles. It will be a sponsored event with approximately half of the participants having disabilities. The visitors will be spending some time at Portland College where links have been made. Communities and counties between Dover and Nottingham are offering hospitality and support. Considerable media interest has been shown in the event and it is hoped the event will attract radio and telephone coverage.

The Ronchin visitors will number approximately 50. The planned route means that it would not be possible for them to be received at County Hall. However, Councillor Needham has asked that the Committee consider hosting an evening reception to be held at the Summit Centre in Kirkby-in-Ashfield. (The Summit Centre is a Coal Community Landmarks initiative which has been strongly supported by the county. The Centre has its own catering facilities and would be able to provide the buffet.) The reception would recognise the achievement of the Ronchin cyclists and provide an opportunity for members and officers to develop the existing contacts between the respective communities of Nottinghamshire and the Region du Nord. Councillors from Ronchin, including the Mayor, will form part of the delegation from France.

If the reception was approved, the maximum cost will be approximately £1,500.

RECOMMENDATION

1. That the Committee decide whether to approve the provision of a reception as described in the report.
2. That, if approved,
 - (a) invitations be issued in accordance with previously agreed arrangements as follows:-
 - 70 – external guests (including local representatives)
 - 2 – Chairman/escort
 - 3 – Members of this Committee
 - 2 – Cabinet Member. Conservative spokesperson
 - 2 – Relevant Select Committee Chair/Vice-Chair
 - 3 – Leaders of the Groups
 - 14 – Members from the rota
 - 2 – Chief Officers/representatives
 - 3 – Hon Alderman/former Chairmen/former Leaders from a rota
 - (b) that cost be met from the County Hospitality budget.

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Statutory and Policy Implications

The provision of hospitality is a matter for this Committee, acting within the delegations contained in the Council's Constitution. This particular request arises from the Council's work with local communities.

As many of the participants have disabilities it will be necessary to ensure that account is taken of access and evacuation needs when detailed event planning takes place.

Director of Resources Financial Comments (MB)

The cost of the reception will have to be met from the County Hospitality budget for 2004/05. The proposed budget is £58,251.

Executive Head of Legal and Democratic Services' Comments

To Follow

Background Papers Available for Public Inspection

Letter from Councillor Richard Needham dated 5 February 2004.