

Meeting **ADMINISTRATION COMMITTEE**

Date 28 April 2010

agenda item number

**5(c)**

## **REPORT OF THE SERVICE MANAGER, MEMBER SUPPORT**

### **NOTTINGHAMSHIRE OUTWARD BOUND – PRESENTATION OF CERTIFICATES**

#### **Purpose of the Report**

1. To seek approval for hospitality at the Nottinghamshire Outward Bound Presentation of Certificates at County Hall on a Thursday evening in November 2010 for 200 guests.

#### **Information and Advice**

2. The Secretary of the Nottinghamshire Outward Bound Association has asked if the Chairman and the Lord-Lieutenant of Nottinghamshire would present the certificates to local young people who have successfully completed their courses. It is anticipated there will be approximately 200 people at the presentation.

#### **Financial Implications**

3. The cost of providing hospitality in the form of tea/coffee/orange juice & biscuits at £2.35 per head for 200 guests would be £470.

#### **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 Nottinghamshire Outward Bound Presentation being held in the Assembly Hall, County Hall on a date to be arranged in November (Thursday evening) and for hospitality to be provided in the form of tea/coffee/orange juice & biscuits for 200 guests. The estimated cost of £470.00 to be met from the County Hospitality Budget.

**David Ellis**  
**Service Manager, Member Support**

**Legal Services' Comments (SLB 29/03/2010)**

Administration Committee has authority to authorise hospitality to be offered by the County Council by virtue of paragraph 10 of Part 3 of the Council's Constitution, Responsibility for Functions.

**Comments of the Service Director (Finance) (MB 26/03/10)**

The financial implications are outlined in the report.

**Background Papers Available for Inspection**

Letter from the Secretary, Nottinghamshire Outward Bound Association

**Electoral Division(s) Affected**

All

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