

report



Nottinghamshire
County Council

Meeting Administration Committee

date 28 July 2010

agenda item number **5d**

REPORT OF THE HEAD OF TRADING STANDARDS

CITIZENS ADVICE 70TH ANNIVERSARY CELEBRATION EVENT

Purpose of the Report

1. This report seeks formal approval for the County Council to fund a celebration and awards event to mark the 70th anniversary of the Citizens Advice Bureaux network.

Information and Advice

2. Citizens Advice Bureaux are individual charities who offer free, independent, confidential advice which operate under the Citizens Advice national organisation.
3. Across the County, there are seven Bureaux supporting members of our communities facing some of the most difficult challenges they may ever face. Most of those involved in delivering this invaluable service are volunteers, who give up their time freely. The County Council currently provides approximately 10% of total funding to the Bureaux in Nottinghamshire through Grant Aid contributions.
4. In order to celebrate the contribution of these volunteers in the County, and to mark the 70th anniversary of the organisation, the Council has been invited to financially support a celebration event for all current volunteers. The event would offer the Council the opportunity to thank and recognise the volunteers for their ongoing hard work.

The Proposed Event

5. The event proposed is an evening event on 21st September in the Marquee at Rufford Country Park for 350 guests in total, 330 of these being volunteers. The evening would feature awards made to the volunteers by a representative of the County Council, and also the Lord Lieutenant.

6. The estimated costs would be;

Buffet and Refreshments	£3500
Entertainment - Jazz Group	£250
Awards – 10 gift vouchers	£300
Invites	£100
Audio visual system hire (if needed)	£150
Estimated Total	£4300

By holding the event immediately after an existing booking, there will be no additional cost incurred with regards to the marquee. This total sum for the event can be found from the Community Safety Portfolio budget.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, Crime and Disorder and those using the service. Where such implications are material, they have been described in the text of the report.

Recommendation

8. It is recommended that approval be given to support the Citizens Advice Celebration event on **21st September** as outlined in this report.

MARK WALKER, HEAD OF TRADING STANDARDS

Legal Services' Comments

'The Administration Committee has delegated authority to approve hospitality to be offered by the County Council' (DD 19/7/10 LM)

Comments of the Service Director Finance

The financial implications are noted within the report (DD 15/7/10)

Background Papers Available for Inspection

None

Electoral Division(s) Affected

All