



meeting	ADMINISTRATION COMMITTEE		
date	8 TH SEPTEMBER 2004	agenda item number	6(a)

REPORT OF THE HEAD OF MEMBERS SERVICES

Duke of Edinburgh Award Certificate Presentations

1. Purpose of the Report

To agree arrangements for the presentation of Duke of Edinburgh Award Certificates.

Background

2. The County Council has hosted awards ceremonies at which young people were presented with Silver Certificates for the Duke of Edinburgh Award. The event has been held two or three times each year for approximately 100 young people accompanied by their parents.

DoE Award organisers in Broxtowe, Gedling and Rushcliffe have expressed an interest in using the Assembly Hall as a venue for their presentations. The DoE groups in the north and east of the county hold their ceremonies locally to them.

On 12th April 1999 Hospitality Advisory Panel approved the provision of light refreshments in the form of tea, coffee and orange juice for guests attending the ceremony in the Assembly Hall with an estimated cost of £400 each being met from County Hospitality Budget.

Recommendation

3. That Admin Committee approve the provision of light refreshments as outlined in the report with the estimated cost of £400 for each event being met from the County Hospitality Budget.

Patricia Mayfield
Head of Members Services Committee

Head of Legal Services' Comments (KK)

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

Director of Resources Financial Comments (R/MB)

The financial implications are as outlined in the report.

Background Papers

NIL