

report



meeting	ADMINISTRATION COMMITTEE	
date	2 nd November 2005	agenda item number

REPORT OF THE HEAD OF MEMBERS SERVICES

LITERACY VOLUNTEERS – 16th FEBRUARY, 2006

1. Purpose of the Report

This is a request for the provision of hospitality at an Evening Reception for Literacy Volunteers.

Background

- Literacy Volunteers in Nottinghamshire Schools (Literacy Volunteers) is a Registered Charity which was formed in 1996 to train, vet, support and provide Volunteers in City and County Schools. These Volunteers assist children between the ages of 5 and 11 who are having difficulties in reading to overcome their problems and enjoy reading. The Charity employs six part-time staff who train and visit Volunteers in their schools, deal with the administration of the organisation and manage the project as a whole.

The Volunteers have to build up the children's self image by increasing their verbal skills, engage in confidence building and show that reading and books are fun. The Volunteers do not impose themselves on the children, but work in partnership, showing an interest in each child and when reading begins it is done at the children's own pace with praise for every step forward, no matter how small.

Helping children of this age group is a sound venture for the future which will hopefully help them to be better equipped to deal with the rest of their schooling and avoid truancy, which can lead to crime and anti-social behaviour in later life.

Currently there are 238 volunteers in 124 schools; two thirds are deployed in County primary schools, who give on average, half a day each week during term time at a local school helping between four or five children at each session. From the results of a survey carried out with participating schools in Easter 2005 it was found that there is a great need for the service Literacy Volunteers provides.

2.1 The Chairman of the County Council has received a letter from the Manager of Literacy Volunteers, supported by Paddy Tipping MP for Sherwood enquiring whether the County Council would be prepared to hold an Evening Reception on Thursday 16th February 2006 to celebrate their achievements, and in recognition of the dedication and commitment shown by helping primary school children, in both the County and City to overcome their reading difficulties. Their assistance to the children has helped the children to complete their education and will count greatly towards each of them reaching their full potential.

2.2 The invitation list for the reception would be:-

238	external guests
3	Group Leaders
2	Chairman & Lady (hosts)
2	Members of Administration Committee (on rota basis)
2	Relevant Select Committee Chair/Vice Chair
14	Members for the rota

Total list - 261

2.3 The estimated cost of the reception is:

Food	- 261 @ £12.50 per head = £3,262.50
Drinks	- 261 @ £2.50 per head = £652.50
Photographs	£200.00
Invitations	£75.00

Total cost - £4190

Financial Implications

3. The financial implications are set out in the main body of the report. When making a decision on this request, the Committee should have regard to the outstanding balance available in the budget and to commitments already agreed.

Statutory & Policy Implications

4. The County Hospitality budget is within the purview of the Administration Committee, which has the authority to determine the nature and level of hospitality to be provided.

Recommendation

5. That approval is given for an Evening Reception on 16th February 2006 in recognition of the dedication and commitment shown by Literacy Volunteers at a cost of £4,190 to be met from the County Hospitality Budget.

**PATRICIA HOLT-MURPHY
HEAD OF MEMBERS SERVICES**

Legal Services' Comments (KK)

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

Director of Resources Financial Comments (MB)

The cost of the presentation can be met from the 2005/06 budget for County Hospitality.

Background Papers

Letter to Councillor Davison, Chairman of the County Council