report

Nottinghamshire County Council

meeting	**ADMINISTRATION COMMITTEE**
date	**30th September 2009**

agenda item number **6(b)**

REPORT OF THE SERVICE MANAGER, MEMBER SUPPORT

ANNUAL LEGAL SERVICE – SUNDAY 31ST JANUARY 2010 – SHIRE HALL

1. Purpose

1.1 This report seeks approval for the cost of hospitality associated with the annual Legal Service & Reception which marks the administration of justice in the City. The cost of the Reception will be shared jointly between the County and City Councils.

2. Background

2.1 In September 2003, Administration Committee agreed that hospitality after the Service should be provided by the County Council in alternate years. This is in the form of a reception in the Shire Hall.

2.2. In 2007 the Civic Office received a letter from the Lord Mayor's office suggesting that the City and County Councils divide the costs equally each year rather than pay the full amount alternate years. This was approved by the Administration Committee.

3. Financial Implications

3.1 The cost of providing hospitality for 80 guests in Shire Hall is £1,176.57. If approved the City Council would invoice the County Council for half the cost once the Legal Service had taken place. This cost to be funded from the County Hospitality Budget.

4. Recommendation

4.1 That approval be given to the provision of hospitality in the Grand Jury Room at Shire Hall, Nottingham, for approximately 80 guests, at an estimated cost of £1,176.57 to be divided equally between the County and City Councils.

DAVID ELLIS
Service Manager, Member Support

Legal Services' Comments (KK 31/07/09)

The Administration Committee has delegated authority to authorise hospitality to be offered by the County Council. The proposal in this report is therefore within the remit of this Committee.

Comments of the Service Director (Finance)

The financial implications are outlined in the report.   (MB 05/08/09)

Background Papers Available for Inspection

Letter from Richard Bullock MA DL, Under Sheriff for Nottinghamshire
Corporate Customer Quote for Shire Hall

Annual Legal Service2010/CAD