



meeting **ADMINISTRATION COMMITTEE**

date 8 September 2004 agenda item number 8

REPORT OF THE HEAD OF MEMBERS SERVICES

Civic Gifts

1. Purpose of the Report

To consider options for a new range of Civic Gifts.

Background

Members and Officers of the County Council representing the authority have exchanged gifts with visitors to the authority and on visits to other local authorities on many occasions. Both Members and Officer have asked that the stock of gifts be renewed and I have asked 2 officers of the Members' Services Department to assemble a range of samples for consideration by this committee.

The 'customers' for our gifts range from schoolchildren visiting County Hall on the programme of highly successful school council visits to civic dignitaries from abroad.

Where possible, the gifts in our sample are products by local artists, or local companies. The commissioning of samples also coincided with the 'Commission for Artists and Craft Workers based in the East Midlands' by our own Arts & Regeneration Team in Culture and Community. Some of the commission's for this project may be suitable for use as civic gifts. Prints of the painting for the Rufford Room (Committee Room D) have also been proposed as an appropriate civic gift

The Collection

On the day of the meeting, there should be sample gifts on display from the following individuals/companies:

- Longdale Craft Centre
- Pellacraft
- Victoria House Civic Gifts
- Harley Gallery

- Ingrid Pears (who designed and produced the County Council's gift for last November's Annual County Council Network Conference, held in our County)
- Richard Bett
- Local publications
- Ideas in response to the Arts & Regeneration Commission (closing date was 30th April 2004)
- A Cantamus CD (packaged with the County Council's corporate logo)

Statutory & Policy Implications

2.. 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. Members' attention is however drawn to the following:-

Recommendation

1. That members of the Administration Committee view and comment upon a range of gift samples in the Chairman's Suite at the rising of this meeting.
2. That the Head of Members Services be authorised to commission a new range of Civic Gifts in consultation with the Chair and Vice-Chair of the Administration Committee and Minority Group Spokespersons.

PATRICIA MAYFIELD
HEAD OF MEMBERS SERVICES

Legal Services' Comments (KK)

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

Director of Resources Financial Comments (R/MB)

The cost of any gifts purchased will be charged to the appropriate department when they are issued.

