



Subject:	Corporate Diaries and Christmas Cards
Date:	24 th September, 2021
Reporting Officer:	John Walsh, City Solicitor/Director of Legal and Civic Services
Contact Officer:	Jim Hanna, Senior Democratic Services officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report/Summary of Main Issues
1.1	To consider whether the Committee wishes to proceed with the purchase of Corporate Diaries and Christmas Cards or allocate the money to a chosen charity.
2.0	Recommendations
2.1	The Committee is asked to consider: <ol style="list-style-type: none">1. whether or not it wishes to proceed with the purchase of Corporate Diaries for 2022;2. whether or not it wishes to proceed with the purchase of Corporate Christmas cards for 2021; and3. to decide if it does not want to proceed with either or both, that a process be developed and that the estimated costs be donated to a chose charity or charities each year instead.

3.0	Main Report
3.1	<p><u>Key Issues</u></p> <p>The Committee may recall that it had previously agreed the following:</p> <p style="text-align: center;"><i>“That a report be submitted to a future meeting providing information on the savings to be derived from ceasing the production of Members’ corporate diaries and Christmas cards and the process for donating those savings to a chosen local charity each Christmas.”</i></p>
3.2	<p>The costs associated with the purchasing those items the previous year was:</p>
	<ul style="list-style-type: none"> • Corporate Diaries £7,264.80 • Christmas Cards £948.00
3.3	<p>Prior to committing any resources to the developing of a process for donating to charities, it would be preferable to seek direction from the Committee on how it wishes to proceed.</p>
3.4	<p>Accordingly, the Committee is asked to consider the recommendations as set out in paragraph 2.</p>
	<p><u>Financial and Resource Implications</u></p>
3.5	<p>No additional financial resources as the amount was include in the current budget.</p>
	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.6	<p>None associated with this report.</p>
	<p>Documents Attached</p>
	<p>None.</p>