

## AGENDA

1. Minutes of the last meeting held on 12 April 2010
2. Apologies for absence
3. Declarations of Interest by Members and Officers:- (see note 2 below)
  - (a) Personal
  - (b) Prejudicial
4. Urgent approval since the previous Administration Committee Urgency Sub-Committee Meeting
5. Members attendance at Conferences and Seminars and other County Council business / Officers' travel outside of the United Kingdom
  - (a) Member Attendance at Planning Summer School, York University, 3-7 September 2010
  - (b) East Midlands Traveline Regional Manager's attendance at Systems Supplier Meetings in Munich 2010-11
  - (c) Officer attendance at the 6<sup>th</sup> International Bus Conference in Lyon, 9-11 June 2010
6. Hospitality
  - (a) Higher Level Teaching Assistant (HLTA) Certificates Presentations, 14 June 2010
7. Appointments to Outside Bodies
8. Mansfield District Council Electoral Review

## Notes

- (1) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

- (2) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Standing Orders. Those declaring must indicate whether their interest is personal or prejudicial and the reasons for the declaration. Any Member or Officer who declares a prejudicial interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted.

Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Keith Ford (Tel. 0115 9772590) or a colleague in the Governance Team prior to the meeting.

- (3) Members are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information may be recycled.

Ref: A\_25May10