



Meeting ADMINISTRATION COMMITTEE

Date WEDNESDAY, 18 FEBRUARY 2004 (10.30am – 10.56am)

**membership**

Persons absent are marked with `A`

**COUNCILLORS**

Vicki Smailes (Chair)

A Rita Sharpe (Vice-Chair in the Chair)

	Roy R J Barsley		Yvonne Davidson
	Sue Bennett		T A J Pettengell
A	M M Brandon-Bravo OBE		Reg Strauther
	Steve Carroll	A	David Taylor
	John Carter		Mick Warner
	Mrs K L Cutts		

**ALSO IN ATTENDANCE**

Councillor B G Smith

**MINUTES**

The Minutes of the last meeting held on Wednesday, 7 January 2004, having been circulated previously, were agreed as a correct record and were signed by the Chair.

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Martin Brandon-Bravo, Rita Sharpe and David Taylor.

**DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

There were no declarations of interest by Members or Officers.

**STATEMENT OF ACCOUNTS**

A report of the Head of Resources had been circulated previously.

**RESOLVED:-**  
**2004/010**

That the report be noted.

## **ALLIANCE FOR REGIONAL AID (AfRA) LOBBY OF BRUSSELS**

Members had before them a report of the Assistant Director (Regeneration, Learning, Skills and Employment) seeking approval for three Members and one Officer to attend the Alliance for Regional Aid's lobby of Brussels – based institutions on 16<sup>th</sup> – 18<sup>th</sup> March 2004.

### **RESOLVED:-** **2004/011**

That three Members (to include Councillor Winterton) and one officer be authorised to attend the Alliance for Regional Aid's Brussels lobby between 16<sup>th</sup> and 18<sup>th</sup> March 2004.

## **DISCOVERY AWARD ASSOCIATION – PRESENTATION OF DISCOVERY AWARDS – 28<sup>TH</sup> OCTOBER 2004**

### **RESOLVED:** **2004/012**

That approval be given for the provision of tea/coffee and biscuits for the presentation of certificates for the Discovery Award Association, with the cost (estimated at £145) being met from the County Hospitality Budget.

## **SOCPO CONFERENCE – 10<sup>TH</sup> – 12<sup>TH</sup> MARCH 2004**

### **RESOLVED:-** **2004/013**

- (1) That four elected Members (3 Labour Members and 1 Conservative Member) from the Personnel Committee and the Strategic Human Resources Manager be authorized to attend the SOCPO Annual Conference from 10<sup>th</sup> – 12<sup>th</sup> March 2004.
- (2) That consideration be given at the appropriate time to the level of County Council representation at future SOCPO Conferences.

## **DELIVERING PLANNING – LGA/NATIONAL PLANNING FORUM ANNUAL CONFERENCE – 2<sup>ND</sup> – 3<sup>RD</sup> MARCH 2004**

### **RESOLVED:-** **2004/014**

That Councillor John Bell, the Chair of Planning Committee be authorised to attend the LGA/National Planning Forum Annual Conference on 2<sup>nd</sup> – 3<sup>rd</sup> March 2004.

## **WESTMINSTER BRIEFING – SOCIAL EXCLUSION – 24<sup>TH</sup> FEBRUARY 2004**

During discussion on the report, it was moved by Councillor M Warner and duly seconded, that one Member of the Labour Group and one Conservative Member should attend the briefing. Although this proposal was supported by the majority

of Members present and voting, Councillor Mr Cutts, Leader of the Conservative Group, indicated that the group would not take up any place offered and that she would be voting against the proposal.

It was explained that the recommended attendance by Councillors Tsimbiridis and Allsop included in the report had arisen from Personal Development Plans prepared within the arrangements for Member Training and the Committee.

**RESOLVED:-**  
**2004/015**

That approval be given for Councillor Parry Tsimbiridis and Councillor Kate Allsop to attend the Westminster Briefing – Social Exclusion on 24th February 2004.

**NOTE**

In accordance with the provisions of Standing Order 7.3, Councillor Mrs K L Cutts and T A J Pettengell requested that their votes against Resolution 2004/015 above be recorded.

**THIRD ANNUAL ASSEMBLY OF STANDARDS COMMITTEES 13<sup>TH</sup> - 14<sup>TH</sup> SEPTEMBER 2004 – ICC BIRMINGHAM**

In response to questions, the Head of Members' Services indicated that the officers attending this event were likely to be the Monitoring Officer and one of the Council's solicitors involved in ethical/standards issues.

**RESOLVED:-**  
**2004/016**

That approval be given for attendance of the Chair and one of the Vice-Chairs of Standards Committee plus two officers at the Third Annual Assembly of Standards Committees on 13th –14th September 2004 in Birmingham.

**6<sup>TH</sup> IRISH AND UK LOCAL AUTHORITIES STANDING CONFERENCE ON NUCLEAR HAZARDS – 25<sup>TH</sup> – 26<sup>TH</sup> MARCH 2004**

**RESOLVED:-**  
**2004/017**

- (1) Local Authorities Standing Conference on Nuclear Hazards on 25<sup>th</sup> – 26<sup>th</sup> March 2004.
- (2) That the County Council be represented by one Member of the Labour Group, 1 Member of the Conservative Group and 1 Officer of the County Council.

## **Note**

In accordance with the provisions of Standing Order 7.3 Councillor Mrs K L Cutts and T A J Pettengell requested that their votes against Resolution 2004/017 above be recorded.

Councillor Mrs Cutts, as Leader of the Conservative Group, indicated further that her Group would not be nominating a Member to attend.

## **LGA ANNUAL CONFERENCE AND EXHIBITION 6<sup>TH</sup> – 9<sup>TH</sup> JULY 2004** **BOURNEMOUTH INTERNATIONAL CENTRE**

### **RESOLVED:-** **2004/018**

That the County Council be represented at the LGA Annual Conference and Exhibition on 6<sup>th</sup> to 9<sup>th</sup> July 2004, at the Bournemouth International Centre by the Authority's representatives on the LGA, the Leader of the Conservative Group and the Chief Executive.

## **NATIONAL ASSOCIATION OF SCHOOL MASTERS/UNION OF WOMEN** **ANNUAL CONFERENCE – Llandudno 12<sup>th</sup> – 16<sup>th</sup> April 2004**

### **RESOLVED:-** **2004/019**

That the County Council be represented at the National Association of School Masters/Union of Women Teachers Annual Conference in Llandudno on 12<sup>th</sup> to 16<sup>th</sup> April 2004 by 2 Members of the Labour Group, 1 Member of the Conservative Group and 1 Officer of the County Council.

## **RECOGNITION OF EMPLOYEE CONTRIBUTIONS AND ACHIEVEMENTS** **WITHIN THE ENVIRONMENT DEPARTMENT**

### **RESOLVED:-** **2004/020**

That approval be given for the provision of a buffet reception on the evening of Thursday, 1<sup>st</sup> April 2004, to recognize the achievements of staff in the Property Services Division of the Environment Department and that the cost be met from the Environment Portfolio.

## **PROPOSED BUFFET RECEPTION – RONCHIN VISIT – 24<sup>TH</sup> APRIL 2004**

A report prepared on behalf of the Head of Members' Services had been circulated previously. During debate, there was a diversity of view as to whether the request for hospitality should be supported. Following discussion it was moved, duly seconded and

### **RESOLVED:-** **2004/021**

(1) That approval be given to the provision of a reception hosted by the Chair and leader of the County Council at the Summit Centre, Kirkby-in-Ashfield, in connection with the visit by representatives from Ronchin, France.

(2) That the invitation list be as follows:-

70 – external guests (including local representatives)

2 – Chairman/escort

3 – Members of this Committee

2 – Cabinet Member. Conservative spokesperson

2 – Relevant Select Committee Chair/Vice-Chair

3 – Leaders of the Groups

14 – Members from the rota

2 – Chief Officers/representatives

3 – Hon Alderman/former Chairmen/former Leaders from a rota

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(3) That the cost be met from the County Hospitality Budget.

#### **NOTE**

In accordance with the provisions of Standing Order 7.3, Councillor Mrs K L Cutts and T A J Pettengell requested that their votes against Resolution 2004/021 above be recorded.

#### **REQUESTS FOR URGENT APPROVAL – TRAVEL AND CONFERENCE POLICY**

The Head of Members' Services had circulated with the agenda a report which gave details of decisions taken under Urgent Approval procedures. The report also included information as to the processes and consultations required to enable urgent decisions to be taken. During discussion, the Members Training Adviser explained the arrangements for the feedback by Members of information from learning events they had attended.

#### **RESOLVED:-** **2004/022**

That the report on approvals given in respect of the following events/travel be noted:-

- a) Annual Conference of the Warwick University Local Authorities Research Consortium 26<sup>th</sup> – 27<sup>th</sup> January 2004
- b) Westminster Briefing – Youth Justice – London 27<sup>th</sup> January 2004
- c) Invitation for the Polish Liaison Officer to attend meetings in Poznan and Warsaw between 25<sup>th</sup> and 28<sup>th</sup> January 2004 to progress the Investors in People Project, the Police Authority

Drug-related Crime Project and the Domestic Abuse Project.

- d) The County Council's Beacon Application for Services for Older People at Westminster – Wednesday, 28<sup>th</sup> January 2004
- e) Joint Coalfield Communities Campaign and English Partnerships Annual Members Forum on 29<sup>th</sup> January 2004.
- f) CPA - Capacity Building – Melton Mowbray – 3<sup>rd</sup> February 2004
- g) Local Government Association – Annual Urban Conference, Leeds 3<sup>rd</sup> – 4<sup>th</sup> February 2004.

## **CHAIR**

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