

minutes



Meeting	ADMINISTRATION COMMITTEE
Date	Wednesday 1 st February 2006 (10.30 am – 11.00 am)

Membership

Persons absent are marked with `A`

COUNCILLORS

		Sheila Place (Chair)	
	A	Sybil Fielding (Vice Chair)	
			Thomas A J Pettengell
A	Peter Barnes		Mick Storey
	Chris Baron		David Taylor
	Martin Brandon-Bravo OBE	A	Chris Winterton
	Mrs K L Cutts		
	Albert Haynes		
A	Stan Heptinstall MBE		

ELECTION OF CHAIR

RESOLVED:- 2006/001

That Councillor Sheila Place be elected Chair of the Committee until the Annual Meeting of the Council 2006.

MEMBERSHIP

It was noted that Councillor Albert Haynes had been appointed to the Committee in place of Councillor Andy Freeman.

MINUTES

It was moved, seconded and

RESOLVED:- 2006/002

The Minutes of the last meeting held on 2 November 2005 be agreed as a true and correct record.

Note

Arising from the above Resolution, the Minute Book was signed by Councillor Sheila Place.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chris Baron, Sybil Fielding, Stan Heptinstall and David Taylor.

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest made by Members or Officers.

COUNTY HOSPITALITY BUDGET – FINANCIAL SUMMARY

With the consent of the Committee, Nigel Stevenson, the director of Resources' representative had circulated a revised copy of his report and the current position in relation to the County Hospitality Budget, which showed an uncommitted balance of £13,711. In response to questions from Members, Mr Stevenson confirmed that any amounts unspent at year-end would be returned to the centre.

RESOLVED:- 2006/003

That the report be noted.

8TH IRISH AND UK LOCAL AUTHORITIES STANDING CONFERENCE ON NUCLEAR HAZARDS

RESOLVED:- 2006/004

- (1) That up to three Councillors and one Officer be authorised to attend the 8th Irish and UK Local Authorities Standing Conference on Nuclear Hazards on 23rd March 2006 in London.
- (2) That in accordance with usual practice a written evaluation of the event be produced for consideration as appropriate within the Council.

ANNUAL CONFERENCE OF THE TRADING STANDARDS INSTITUTE

RESOLVED:- 2006/005

- (1) That three members (being two members of the Labour Group and one member from the Conservative Group) and one Officer be authorised to attend the Annual Conference of the Trading Standards Institute on 20/22 June 2006 in London.
- (2) That in accordance with usual practice a written evaluation of the event be produced for consideration as appropriate within the Council.

SOCPO CONFERENCE

RESOLVED:- 2006/006

- (1) That four Members (being three Members of the Labour Group and one Member of the Conservative Group) and one Officer be authorised to attend the SOCPO conference on 29/31 March 2006 in Brighton.

- (2) That in accordance with usual practice a written evaluation of the event be produced for consideration as appropriate within the Council.

THE PLANNING CONVENTION 29 – 30 JUNE 2006, LONDON

RESOLVED:- 2006/007

- (1) That, subject to (2) below six Members of the Planning Committee be authorised to attend the Planning Convention in London, 29 – 30 June 2006.
- (2) That the cost be met 50:50 from the Members' Services Budget and the Budget for the Environment portfolio
- (3) That in accordance with usual practice a written evaluation of the event be produced for consideration as appropriate within the Council.

MEMBER VISITS TO DERBYSHIRE AND DURHAM SCHOOLS

RESOLVED:- 2006/008

That approval be given for the visits to two Derbyshire schools and two Durham schools in March 2006.

THE GLOBAL DIMENSION IN NOTTINGHAMSHIRE SCHOOLS – ARION STUDY VISIT, ATHENS, GREECE, 13 – 17 MARCH 2006

RESOLVED:- 2006/009

- (1) That approval be given for the Local Authority Officers to participate in the Arion Study visit to Athens, Greece, 13 – 17 March 2006.
- (2) That in accordance with usual practice a written evaluation of the event be produced for consideration as appropriate within the Council and that it be noted that it is the Committee's wish for the evaluation to be presented to this Committee and the appropriate select committee.

REQUESTS FOR URGENT APPROVALS – TRAVEL, ACCOMMODATION, CONFERENCES AND SEMINARS

RESOLVED:- 2006/010

- (1) That the report on the following approvals be noted:-

EVENT	DATE
LGA/Annual Capital Finance Conference	- 11 December 2005
National Association of Pension Funds NAPF	- 15/17 March 2006
Bus Station Study Tour	- 10 January 2006
NGLN Event – Delivering a New Agenda for Local Government	- 18 January 2006
Local Government Association Conference 'Delivering Sustainable Communities	- 13/15 February 2006

National Association of Councillors Tackling Anti-Social Behaviour and Improving Community Safety Conference	-	13/15 January 2006
Annual Conference of the Warwick University Local Authorities Research Consortium and Health Service Partnerships	-	23/24 January 2006
Trading Standards and LACORS, Year Ahead Leadership Conference	-	2/3 February 2006
Local Government Pension Scheme Hot Topic Seminars	-	18/19 January 2006
Attendance at a Northern Way Conference	-	18 January 2006
Global Dimension in Nottinghamshire Schools	-	18/25 February 2006
Teachers International Professional Development		

BUSINESS IMPROVEMENT BOARD – HOSPITALITY BUDGET 2005/06

RESOLVED:- 2006/011

- (1) That approval be given for the expenditure of £750 for the Business Improvement Board Meetings in 2005/06
- (2) That the anticipated cost of £750.00 be met from the budget for Performance within the Leader's Portfolio.

ENVIRONMENT DEPARTMENT SERVICES AWARDS EVENING

RESOLVED:- 2006/012

- (1) That approval be given to hold a further event celebrating the success of the input by individuals and teams in delivering excellent services to schools.
- (2) That it be noted that the event is to take place on 30 June 2006 and the sponsorship is to be sought to part-fund the event, with the net cost (£6,000 approximately) being met from existing Property Services budgets.

BASSETLAW PFI SCHEME RECEPTION FOR SCHOOLS

RESOLVED:- 2006/013

- (1) That approval be given for the provision of a small reception for approximately 90 guests at the National Fluid Power Centre, Worksop on 31st March 2006 for all staff who have worked in finalising the PFI contract.
- (2) That the cost, estimated at £965, be met from the Education Departments Hospitality budget 2005/06.

REQUESTS FOR URGENT APPROVALS - HOSPITALITY

RESOLVED:- 2006/014

That the report on the following approvals be noted.

EVENT**DATE**

Nottinghamshire Buildings at risk Website Launch	-	22 February 2006
Property Reference Group Lunch	-	8 November 2005
Holocaust Remembrance Day	-	27 January 2005
Pensions Investment Sub-Committee Lunch	-	3 February 2006

Note**HOLOCAUST REMEMBRANCE DAY 27 FEBRUARY 2006**

Arising from the previous item, it was:-

RESOLVED:- 2006/015

That a letter of thanks be sent to the young people who participated in the above event complimenting them on their production.

REPORTS BACK ON CONFERENCES**RESOLVED:- 2006/016**

That the report be noted.

BERRY HILL SOCIAL WELFARE CENTRE – TRUST REPRESENTATION**RESOLVED:- 2006/017**

- (1) That two County Councillors be nominated to represent the County Council on the Board of Berry Hill Social Welfare Trust.
- (2) That the appointments be made by the Head of Members' Services following consultation with the Groups' Whips and the Director of Culture and Community (in the case only of the nomination of an officer).
- (3) That in accordance with usual practice, the Head of Members' Services be authorised to appoint to any casual vacancy occurring in the County Council's representation in this organisation, following consultation with the Groups' Whips or Business Managers.

NOTTINGHAMSHIRE PARTNERSHIP**RESOLVED:- 2006/018**

1. (a) That Leader of the County Council be appointed as the County Council's representative on the Nottinghamshire Partnership;
(b) That this appointment be made until the 2006 Annual General Meeting of the County Council.
2. That the appointment be made by the Head of Members' Services.
3. That in accordance with usual practice, the Head of Members' Services be authorised to appoint to any casual vacancy occurring in the County

Council's representation in this organisation, following consultation with the Groups' Whips or Business Managers.

COMPANY SECRETARY SCAPE SYSTEM BUILD LIMITED

RESOLVED:- 2006/019

That approval be given for John Sears to take the position as Company Secretary of Scape System Build Limited.

ACKNOWLEDGEMENTS

RESOLVED:- 2006/020

That the report be noted.

URGENT ITEM

In accordance with Section 100(b)(4) of the Local Government Act 1972, the Chair had approved the submission of the following item. The report was urgent because information regarding the matter referred to therein had not been received until after the preparation of papers for this meeting and it was necessary to obtain approval for an event taking place on the day following this meeting.

'START OF WORKS' CEREMONY FOR THE A612 GEDLING TRANSPORT IMPROVEMENT SCHEME

RESOLVED 2006/021

- (1) That approval be given for the provision of lunch and refreshments for the 'Start of Works' Ceremony for the A612 Gedling Transport Improvement Scheme.
- (2) The estimated cost of £249.50 be met from the A612 Scheme Budget.

CHAIR

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