

# minutes



Meeting ADMINISTRATION COMMITTEE

Date Wednesday 3 February 2010 (commencing at 9.30 am)

## membership

Persons absent are marked with 'A'

## COUNCILLORS

Mrs Kay Cutts (Chair)  
Alan Rhodes (Vice-Chair)

	Reg Adair		June Stendall
A	Chris Barnfather	A	Martin Suthers OBE
	Joyce Bosnjak	A	Jason Zadrozny
	Carol Pepper		

## OFFICERS IN ATTENDANCE

Paul Barrett – Finance Manager  
Carole Devaney – Senior Civic Officer  
David Ellis – Service Manager, Member Support  
Keith Ford – Senior Governance Officer

## APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chris Barnfather and Jason Zadrozny.

## MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting of the Committee held on 9 December 2009, having been circulated to all Members, were taken as read and were confirmed and signed by the Chair.

## DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

None.

## MEMBERS' ATTENDANCE AT CONFERENCES AND SEMINARS AND OTHER COUNTY COUNCIL BUSINESS / OFFICERS' TRAVEL OUTSIDE OF THE UNITED KINGDOM

- (a) CPPS SEMINAR ON TAKING FORWARD THE NATIONAL DEMENTIA STRATEGY, LEEDS – 24 MARCH 2010

This item was withdrawn as, since applying for a place on this seminar, Councillor Ward had been requested to undertake other County Council business on that date.

## **HOSPITALITY**

### **(a) COUNTY HOSPITALITY BUDGET – FINANCIAL SUMMARY**

#### **RESOLVED 2010/001**

That the report be noted.

### **(b) CHAIRMAN'S CIVIC DINNER – 11 MARCH 2010**

The Chair stated that, in order to better represent the political balance of the Council at this and all future similar civic events, the Leader and Deputy Leader should routinely be invited and two places should be offered between the three Opposition Group Leaders, to be shared on a rotating basis.

#### **RESOLVED 2010/002**

That approval be given for the provision of a Chairman's Civic Dinner on 11 March 2010, for approximately 70 guests, at an estimated cost of £3,945 to be met from the County Hospitality Budget.

Councillor June Stendall requested that her vote against the above resolution be recorded.

### **(c) DUKE OF EDINBURGH AWARD CERTIFICATE PRESENTATIONS – RUSHCLIFE AREA – 13 APRIL 2010**

#### **RESOLVED 2010/003**

That approval be given for a presentation ceremony to take place on the evening of 13 April 2010 for a maximum 250 guests at an estimated cost of £587.50 (£2.35 per head) to be met from the County Hospitality Budget.

### **(d) BUFFET RECEPTION FOR FIRST PRESENTATION OF ELIZABETH CROSS – 10 MARCH 2010**

#### **RESOLVED 2010/004**

That approval be given for the provision of a buffet lunch reception at an estimated cost of £486.50, to be met from the County Hospitality Budget.

### **(e) CIVIC RECEPTION IN RECOGNITION OF OUTSTANDING SERVICE DURING THE RECENT HAZARDOUS WEATHER CONDITIONS – 26 MARCH 2010**

It was underlined that discussions would be held with the Chairman around the issue of Member representation at this event.

**RESOLVED 2010/005**

That approval be given for a civic reception to take place on Friday 26 March 2010 for a maximum 150 guests at an estimated cost of £1,700 to be met from the County Hospitality Budget.

(f) **FEEDBACK AND ACKNOWLEDGEMENTS FROM HOSPITALITY EVENTS**

**RESOLVED 2010/006**

That the report be noted.

**REPORTS BACK FROM CONFERENCES OR OTHER APPROVED VISITS**

**RESOLVED 2010/007**

That the report be noted.

**APPOINTMENTS TO OUTSIDE BODIES – EAST MIDLANDS BROADBAND CONSORTIUM**

**RESOLVED 2010/008**

That the Service Director (ICT) appoint a Director and a separate Member for the company from within the senior management team of ICT Services (tier 3 officers or above).

The meeting closed at 9.54 am.

**CHAIRMAN**

M\_3Feb10