Nottinghamshire County Council



County Hall West Bridgford Nottingham NG2 7QP

ADMINISTRATION COMMITTEE

Date Wednesday, 20 October 2004 venue County Hall, West Bridgford, commencing at 10.30am Nottingham

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as under.

Chief Executive

agenda

- 1. To note the Minutes of the last meeting held on Wednesday 8 September 2004.
- 2. Apologies for Absence.
- 3. Declarations of Interest by Members and Officers:- (See note 4 below)
 - (a) personal
 - (b) prejudicial
- 4. Statement of Accounts
- 5. Terms of Reference of the Committee
- 6. Issues arising from the new Travel and Accommodation Policy Conferences/Seminars/and Member Training (To Follow)

Travel, Accommodation, Conferences and Seminars

- 7. Coalfields Community Campaign
- 8. Alliance for Regional Aid Visit to Brussels

- 9. Local Authority Pension Fund Forum Annual Conference
- 10. LGIU Annual Conference York
- 11. National Homecare Conference
- 12. Coalfield Restoration Landmark Statue
- 13. Urgent Approvals

Hospitality

- 14. County Council Civic Service
- 15. Holocaust Remembrance Day 27 February 2004
- 16. Common Purpose Programme Day Event
- 17. Environmental Education Liaison Meetings in Derbyshire
- 18. Appointments to Outside Bodies
- 19. Civic Gifts (To Follow)

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NOTES

- a) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Standing Orders. Any declaration should include the factual circumstances of the declaration, ie the nature of interest and the reasons why it is made.
 - b) Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Members' Services prior to the meeting.
- 2. Labour Group Meeting will be held on Wednesday 20 October 2004 at 10.00 am.
- Members are reminded that all papers, with the exception of those which contain exempt or confidential information may be recycled. Appropriate containers for this purpose are located in the respective Secretariats.
- 4. 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 Members Services within the Chief Executive's Department at County Hall (telephone Nottingham (0115) 977 4009).