

AGENDA

1. Minutes of the last meeting of Administration Committee held on 2 March 2011 – for confirmation
2. Apologies for absence
3. Declarations of Interest by Members and Officers:- (see note 2 below)
 - (a) Personal
 - (b) Prejudicial
4. County Hospitality Budget Financial Summary.
5. Appointments to Outside Bodies Review.
6. Members attendance at Conferences and Seminars and other County Council business / Officers' travel outside of the United Kingdom
 - (a) British Council Connecting Classrooms School Partnership Programme – School and Local Authority Visit to China 14-22 May 2011.
 - (b) National Children and Adult Services Conference 2011 “Tough Times, Good Decisions” – 19 to 21 October, London.
 - (c) Pension Fund Training 2011/12.
7. Hospitality
 - (a) Nottinghamshire Outward Bounds Awards Presentation November 2011.
8. Reports back from conferences or other approved visits.
 - (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 Ruth Rimmington (Tel. 0115 9773825) 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_6 April 2011