

minutes



Meeting ADMINISTRATION COMMITTEE

Date Wednesday 17 March 2010 (commencing at 10.00 am)

membership

Persons absent are marked with 'A'

COUNCILLORS

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

Reg Adair
Chris Barnfather
Joyce Bosnjak
Carol Pepper

June Stendall
Martin Suthers OBE
A Jason Zadrozny

OFFICERS IN ATTENDANCE

Mike Bradford – Senior Accountant
Carol Devaney – Senior Civic Officer
David Ellis – Service Manager, Member Support
Keith Ford – Senior Governance Officer

APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Jason Zadrozny (on other Nottinghamshire County Council business).

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting of the Committee held on 3 February 2010, 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.

ORDER OF BUSINESS

The Chair reported that agenda items 7 and 8 had been withdrawn in order to enable the report for item 8 – Retrospective Payment of Special Responsibility Allowance to be published for consideration as an open item at a future meeting of the Committee or Urgency Sub Committee.

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

- (a) **LOCAL GOVERNMENT ASSOCIATION – CULTURE, TOURISM AND SPORT CONFERENCE, GATESHEAD, 30-31 MARCH 2010**

RESOLVED 2010/009

That approval be given for the Portfolio Holder (Culture and Community) and one other Member to attend the annual LGA conference to be held in Gateshead on 30-31 March 2010.

- (b) **NATIONAL ASSOCIATION OF PENSION FUNDS (NAPF) LOCAL AUTHORITY CONFERENCE 2010**

RESOLVED 2010/010

That, in compliance with the Pension Fund's Statement of Investment Principles and training policy and the requirements of the Myners Principles, approval be given to the attendance of three Members at the NAPF Local Authority Conference in Warwickshire on 17-19 May 2010.

HOSPITALITY

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

RESOLVED 2010/011

That the report be noted.

- (b) **DUKE OF EDINBURGH'S AWARD CERTIFICATES PRESENTATIONS – GEDLING AREA, 5 MAY 2010**

RESOLVED 2010/012

That approval be given for a presentation ceremony to take place on the evening of 5 May 2010 for a maximum of 250 guests, with the estimated cost of £587.50 (£2.35 per head) to be met from the County Hospitality Budget.

- (c) **LUNCHTIME RECEPTION TO MARK COMPLETION OF WORK ON BESTWOOD WINDING ENGINE HOUSE**

Members felt that the local Divisional Member should be invited to this reception and that relevant local Divisional Members should always be invited to such events.

RESOLVED 2010/013

That approval be given for a reception for 50 people, including the local Divisional Member, to be held on a lunchtime in May 2010 in the Dynamo

House at Bestwood Country Park, with the approximate costs of £125 (£2.50 per head including beverages) to be met from the Country Parks Service revenue budget 2010.

(d) **PROVISION OF BUFFET FOR PLANNING AND LICENSING COMMITTEE – SPECIAL MEETING – 30 MARCH 2010**

RESOLVED 2010/014

That a buffet lunch be provided for Members of the Planning and Licensing Committee and relevant officers attending the special meeting on 30 March 2010, at an estimated cost of £120.00, to be met from the relevant Member Support budget.

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

Members commended the very high quality of the Sports Review of the Year event.

RESOLVED 2010/015

That the report be noted.

SCRUTINY DEVELOPMENT

RESOLVED 2010/016

That the County Council procure the services of a Centre for Public Scrutiny associate to deliver scrutiny development events to Scrutiny Chairs and non-executive Members.

The meeting closed at 10.15 am.

CHAIRMAN

M_17Mar10