

AGENDA

1. Minutes of the last meeting of Administration Committee held on 19 January 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. Notification of decision taken under urgency procedures
6. Hospitality
 - (a) Garden Party 2011.
 - (b) Visit of Officials from PR China.
 - (c) Feedback and acknowledgements from Hospitality Events
7. Reports back from conferences or other approved visits.
 - (a) Report back on an approved visit abroad: British Council Connecting Classrooms School Partnership Programme School and Local Authority visit to China, 15 to 24 May 2010.
 - (b) Report back on the National Children and Adult Services Conference Shaping the Present and Building the Future 3 – 5 November 2010.

Notes

- (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:-

Customer Services Centre 08449 80 80 80
- (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_2 March 2011