

## minutes



Meeting	ADMINISTRATION COMMITTEE
Date	Wednesday, 12 <sup>th</sup> March 2008 (commencing at 2.30 pm)

### **Membership**

Persons absent are marked with `A`

### **COUNCILLORS**

Sheila Place (Chair)  
Sybil Fielding (Vice-Chair)

	John Allin		Stan Heptinstall MBE
A	Martin Brandon-Bravo OBE		Thomas A. J. Pettengell
A	John Cottee	A	Mick Storey
	Mrs. Kay Cutts		Chris Winterton
A	Albert Haynes		

### **MINUTES**

#### **RESOLVED: 2008/020**

That the Minutes of the last meeting of the Committee held on 30<sup>th</sup> January 2008 be agreed as a true and correct record.

#### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Martin Brandon-Bravo, Albert Haynes, Mick Storey and John Cottee, the latter on other County Council business.

#### **DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

There were no declarations of interest made by Members or Officers.

#### **COUNTY HOSPITALITY BUDGET – FINANCIAL SUMMARY**

The Strategic Director (Resources) had circulated a report which gave details of the current position in relation to the County Hospitality Budget.

Following full discussion of issues raised in the report and on a motion by the Chair, duly seconded, it was:-

#### **RESOLVED: 2008/021**

- 1) That consideration be given to carry forward the under spends in the current financial year and
- 2) that the report be noted.

## **PENSIONS INVESTMENT SUB-COMMITTEE MEETING**

### **RESOLVED: 2008/022**

- 1) That travel and accommodation arrangements for the meeting of the Pensions Investment Sub-Committee at Aegon's offices in Edinburgh on 2<sup>nd</sup> May 2008 be approved and
- 2) that, in accordance with usual practice, any representative authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

## **VISIT OF THE MAYOR OF POZNAN TO NOTTINGHAMSHIRE 1 – 3 APRIL 2008**

Members had before them a report of the Service Manager, Decision Making, Governance and Scrutiny seeking approval for hospitality for the Mayor of Poznan and his party during their stay in Nottinghamshire on 1<sup>st</sup> – 3<sup>rd</sup> April 2008. The Chairman reported to the Committee that due to revised travel arrangement it was likely there would be additional hospitality costs involved with the visit.

### **RESOLVED: 2008/023**

- 1) That the cost of this high profile reciprocal visit to the County be approved and
- 2) that any additional hospitality costs incurred in connection with the proposed visit be approved.

## **RECEPTION FOR HIS HOLINESS THE DALAI LAMA**

### **RESOLVED: 2008/024**

- 1) That hospitality in the form of a reception for His Holiness the Dalai Lama between 24<sup>th</sup>-28<sup>th</sup> May 2008 be approved
- 2) that the cost of hosting the reception estimated at £1450 to be met from the County Hospitality budget.

## **DUKE OF EDINBURGH AWARD CERTIFICATE PRESENTATIONS EAST NOTTINGHAMSHIRE RURAL**

### **RESOLVED: 2008/025**

- 1) That hospitality in the form of light refreshments, as set out in the report, be approved at County Hall on Tuesday, 22<sup>nd</sup> April 2008 and
- 2) that the costs of the event estimated at £812.50 be met from the County Hospitality budget.

**CIVIC RECEPTION TO MARK THE 100<sup>TH</sup> ANNIVERSARY OF THE TERRITORIAL ARMY**

**RESOLVED: 2008/026**

- 1) That hospitality in the form of a civic reception for the Territorial Army to mark their 100<sup>th</sup> Anniversary to be held at County Hall on Friday 11<sup>th</sup> April 2008 be approved and
- 2) that the cost of the event estimated at £2650 be met from the County Hospitality budget.

**AGIS RECEPTION**

**RESOLVED: 2008/027**

- 1) That hospitality in the form of a buffet reception at Nottinghamshire Police Headquarters on Monday, 7<sup>th</sup> April 2008 be approved and
- 2) that the estimated cost of the event at £1510 be met from the County Hospitality budget.

**REQUESTS FOR URGENT APPROVAL – HOSPITALITY**

**RESOLVED: 2008/028**

That the action of the Chief Executive in approving the following event be noted:-

**EVENT**

**DATE**

Veterans Celebrations 2008

27<sup>th</sup> June 2008

**MEMBER TRAINING PROGRAMME**

**RESOLVED: 2008/029**

- 1) That the Training Programme for 2008/09 be approved;
- 2) that the booking procedures and reporting cycles, set out in paragraph 2.10 of the report, be approved and
- 3) further reports be brought to Administration Committee in respect of an Induction Programme for new Members during 2008.

**APPOINTMENT TO “THE CROSSING” WORKSOP**

**RESOLVED: 2008/030**

That the County Councillor for Worksop West Division, or his nominee be nominated to the Board of The Crossing, Worksop.

## **REPORTS BACK ON CONFERENCES OR OTHER APPROVED VISITS**

**RESOLVED: 2008/031**

That the report be noted.

## **ACKNOWLEDGEMENTS**

**RESOLVED: 2008/032**

That the report be noted.

## **URGENT ITEM – PUBLIC SECTOR PEOPLE MANAGER’S ASSOCIATION CONFERENCE (PPMA) – 30<sup>TH</sup> APRIL TO 2<sup>ND</sup> MAY 2008**

In accordance with Section 100 (B) (4) of the Local Government Act 1972, the Chair had approved submission of this report as an urgent item in order that attendance at the conference could be approved within the very tight booking deadline.

**RESOLVED: 2008/033**

- 1) That the attendance of two Members of the Labour Group and 1 Member of the Conservative Group at the Public Sector Manager’s Association Conference (PPMA) from 30<sup>th</sup> April to 2<sup>nd</sup> May 2008 be approved and
- 2) that, in accordance with usual practice, any representative authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

The meeting closed at 2.45pm.

**CHAIR**

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