

## minutes



Meeting	ADMINISTRATION COMMITTEE
Date	Wednesday, 30 <sup>th</sup> January 2008 (commencing at 10.30 am)

### Membership

Persons absent are marked with `A`

### COUNCILLORS

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

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

### MINUTES

#### **RESOLVED: 2008/001**

That the Minutes of the last meeting of the Committee held on 5<sup>th</sup> December 2007 be agreed as a true and correct record.

#### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Stan Heptinstall and Thomas A. J. Pettengell, the latter on other County Council business.

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

Councillor John Allin declared a personal and prejudicial interest in item 9 – Polish Commemoration Ceremony of Regaining National Independence – Poznan in November 2007 - on the grounds that he is the Chairman of the County Council named in the report.

#### **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.

#### **RESOLVED: 2008/002**

That the report be noted.

**PROVIDING SUBSTANCE USE AND PSHE TRAINING TO SCHOOLS AND POLICE ON THE FALKLAND ISLES**

**RESOLVED: 2008/003**

- 1) That approval be given for the Local Authority Officer to participate in the DARE (UK) training events to be held on the Falkland Islands during February 2008 as set out in the report
- 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.

**ATTENDANCE OF A CARE ASSISTANT (EASTGATE DAY AND COMMUNITY SUPPORT SERVICE) TO SUPPORT THE INDEPENDENCE OF A SERVICE USER ON A HOLIDAY TO FLORIDA**

**RESOLVED: 2008/004**

That approval be given for the Care Assistant employed at Eastgate Day and Community Support Service to accompany the service user to Florida, in order that the booking may go ahead.

**YOUTH SPORT TRUST INTERNATIONAL INSPIRATIONS 2012 LOCAL AUTHORITY OFFICER VISIT TO BRAZIL**

**RESOLVED: 2008/005**

- 1) That approval be given for the two Local Authority Officers to accompany 12 Nottinghamshire schools attending the first phase of the International Inspirations programme from 2<sup>nd</sup> March 2008 to 9<sup>th</sup> March 2008.
- 2) that, in accordance with usual practice, any representative authorised to attend be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

**THE GLOBAL DIMENSION IN NOTTINGHAMSHIRE SCHOOLS STUDY VISITS PROGRAMME FOR EDUCATION AND VOCATIONAL TRAINING SPECIALISTS**

**RESOLVED: 2008/006**

- 1) That approval be given for the Local Authority Officer to participate in the Study Visit programme to Spain which will involve travel abroad for a period of more than four days
- 2) that, in accordance with usual practice, any representative authorised to attend the study visit be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

**NATIONAL ASSOCIATION OF PENSION FUNDS LOCAL AUTHORITY ANNUAL CONFERENCE**

**RESOLVED: 2008/007**

- 1) That the attendance of up to three Members of the County Council (2 Labour and 1 Conservative) and 1 Officer at the National Association of Pension Funds Local Authority Annual Conference at the De Vere Belfry Hotel, North Warwickshire on 19<sup>th</sup> – 21<sup>st</sup> May 2008 be approved and
- 2) that, in accordance with usual practice, Members authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

**MAINSTREAMING EQUALITIES ACROSS THE PUBLIC SECTOR CONFERENCE**

**RESOLVED: 2008/008**

- 1) That the attendance of one Member of the County Council at the Mainstreaming Equalities Across the Public Sector Conference on 26<sup>th</sup> February 2008 in London be approved and
- 2) that, in accordance with usual practice, the Member authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

**CIPFA ANNUAL CONFERENCE**

**RESOLVED: 2008/009**

- 1) That the attendance of three Members of the County Council (2 Labour, 1 Conservative) at the CIPFA Annual Conference on 17<sup>th</sup> – 19<sup>th</sup> June 2008 in Brighton be approved and
- 2) that, in accordance with usual practice, Members authorised to attend the conference be required to produce a written report evaluating their attendance for consideration as appropriate within the Council.

**REQUESTS FOR URGENT APPROVALS – TRAVEL, ACCOMMODATION – CONFERENCES AND SEMINARS**

**RESOLVED: 2008/010**

That the following approvals be noted:-

**EVENT**

**DATE**

Councillor Roles in Planning	15 <sup>th</sup> January 2008
Business Crime Reduction Initiative – Turin	9 <sup>th</sup> – 11 <sup>th</sup> December 2007
Migration Matters Planning for Population Change	30 <sup>th</sup> January 2008
Trading Standards and LACORS Year Ahead Seminar 2008	7 <sup>th</sup> – 8 <sup>th</sup> February 2008

**DUKE OF EDINBURGH'S AWARD CERTIFICATE PRESENTATIONS – NEWARK AND RUSHCLIFFE**

**RESOLVED: 2008/011**

- 1) That hospitality in the form of light refreshments as set out in the report be approved at County Hall on Thursday, 3<sup>rd</sup> April 2008 and a date to be arranged
- 2) that the cost of the events estimated at £812.50 each be met from the County Hospitality budget.

**REQUESTS FOR URGNT APPROVAL – HOSPITALITY**

**RESOLVED: 2008/012**

That the following approvals be noted:-

**EVENT**

**DATE**

Pension Investment Sub-Committee Lunch  
Visit from St. John The Baptist School, Colwick  
Reception to mark handover of the new  
Talbot Suite at Rufford Mill

1<sup>st</sup> February 2008  
11<sup>th</sup> January 2008  
28<sup>th</sup> March 2008

**OUTSIDE BODIES – WASTE RECYCLING ENVIRONMENTAL ISSUES (WREN) ADVISORY PANEL**

**RESOLVED: 2008/013**

- 1) That Waste Recycling Environmental Issues (WREN) Advisory Panel be added to the List of Approved Outside Bodies
- 2) that the Administration Committee approves the attendance of Councillor Stella Smedley at meetings of the Advisory Panel for Derbyshire and Nottinghamshire.

**APPOINTMENTS TO OUTSIDE BODIES**

**RESOLVED: 2008/014**

- 1) That the Alliance for Regional Development be added to the List of Approved Outside Bodies, and that the Coalfield Communities campaign be deleted and
- 2) that Nottingham Friends of Scope be deleted from the List of Approved Outside Bodies.

**CIVIC DINNER 2008**

**RESOLVED: 2008/015**

That the revised arrangements for the 2008 Civic Dinner, as set out in the report, be approved.

## **POLISH COMMEMORATION CEREMONY OF REGAINING NATIONAL INDEPENDENCE - POZNAN**

Having previously declared a personal and prejudicial interest in this item Councillor Allin left the meeting during discussion and voting on this item.

### **RESOLVED: 2008/016**

- 1) That the report be noted
- 2) that, where considered appropriate, the Committee determine on an individual basis whether the Council should pay the costs for the Chairman's escort to accompany the Chairman on civic duty abroad
- 3) that, in the light of the issues set out in the report, approval be given for Councillor John Allin to be reimbursed £62.80 in connection with the Chairman's escort accompanying him to Poznan in November 2007.

Councillor Allin returned to the meeting.

## **ATTENDANCE AT CONFERENCES**

Members were informed that reports had now been received from a number of outstanding events and copies placed in the Local Government Library.

### **RESOLVED: 2008/017**

That the action taken in making the arrangements referred to above be endorsed.

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

### **RESOLVED: 2008/018**

That the report be noted.

## **ACKNOWLEDGEMENTS**

### **RESOLVED: 2008/019**

That the report be noted.

The meeting closed at 11.00 am.

**CHAIR**

M\_30Jan08