

minutes



Meeting ADMINISTRATION COMMITTEE – URGENCY SUB COMMITTEE

Date Wednesday 1 September (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
A Carol Pepper

June Stendall
Martin Suthers OBE
Jason Zadrozny

OFFICERS IN ATTENDANCE

Mike Bradford – Senior Accountant
Carol Devaney – Senior Civic Officer
Keith Ford – Senior Governance Officer
Chris Holmes – Service Manager, Governance and Scrutiny
Chris Warren – Head of Youth Support Service

MINUTES

The minutes of the last meeting held on 14 July 2010, having been circulated to all Members, were taken as read and were confirmed and signed by the Chair.

APOLOGIES FOR ABSENCE

None.

DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

None.

URGENT APPROVAL SINCE THE PREVIOUS ADMINISTRATION COMMITTEE URGENCY SUB COMMITTEE MEETING

RESOLVED 2010/016

That the report be noted.

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

(a) **MEMBER ATTENDANCE AT LOCAL GOVERNMENT ASSOCIATION
(LGA) RURAL COMMISSION MEETING ON 7 SEPTEMBER 2010
AND LGA RURAL CONFERENCE ON 8 SEPTEMBER 2010,
CHESTER**

The Chair highlighted that the later agenda item on Appointments to Outside Bodies included the proposed appointment of Councillor Laughton to the Local Government Association Rural Commission.

During discussions, Members requested that some form of guidance to enable greater consistency in decision-making about Member attendance at conferences and training events be drafted and discussed further with Group Leaders.

RESOLVED 2010/017

That approval be given for Councillor Laughton to attend the LGA Rural Commission meeting and the LGA Rural Conference on 7th and 8th September respectively in Chester.

(b) **YOUTH SUPPORT SERVICE – YOUNG PEOPLE'S RESIDENTIAL
VISIT TO AMSTERDAM, HOLLAND**

The Chair underlined the statutory requirement for authors to detail relevant background papers within reports. Chris Warren stated that a bid document and project planning paper should have been listed within the Background Papers section of this report.

RESOLVED 2010/018

That approval be given for four County Council officers from the Youth Support Service to participate in the planned visit to Amsterdam from 25 - 27 October 2010.

HOSPITALITY

(a) **DUKE OF EDINBURGH'S AWARD GOLD EXPEDITION
PRESENTATIONS – COUNTY HALL – 29 SEPTEMBER 2010**

RESOLVED 2010/019

That approval be given to hosting a presentation evening at County Hall, with light refreshments provided, at an estimated cost of £225, to be met from the County Hospitality budget.

(b) EXCEPTIONAL ATTENDANCE AWARDS – COUNTY HALL – 13 SEPTEMBER 2010

During discussions, Members highlighted the need for this issue to be raised with the media, to ensure the efforts of such pupils were fully recognised.

RESOLVED 2010/020

That the County Council hosts a civic reception for approximately 30 guests, including young people, parents or carers, school representatives and attendance staff, on 13 September 2010 at County Hall.

APPOINTMENTS TO OUTSIDE BODIES

Chris Holmes informed the Committee that Councillor Rhodes had also been appointed to East Midlands Councils as a regional Labour Party representative (which would entitle him to claim travel allowances in attending such meetings).

RESOLVED 2010/021

- 1) That the changes of appointments to existing outside bodies, as listed in the report, be approved.
- 2) That the addition of East Midlands Councils to the outside bodies list and the appointment of Councillor Mrs Kay Cutts as the County Council's representative to this organisation be approved.

The meeting closed at 10.18 am.

CHAIRMAN

M_1Sept10