

minutes



Meeting ADMINISTRATION COMMITTEE

Date Wednesday 13 July 2011 (commencing at 10.00am)

membership

Persons absent are marked with 'A'

COUNCILLORS

Mrs Kay Cutts (Chairman)

A Alan Rhodes (Vice-Chair)

A Reg Adair
A Chris Barnfather
A Joyce Bosnjak
Carol Pepper

A June Stendall
A Martin Suthers OBE
Jason Zadrozny

OFFICERS IN ATTENDANCE

David Ellis – Service Manager, Member Support
Ruth Rimmington – Temporary Governance Officer
Mike Bradford – Senior Accountant

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting of the Committee held on 25 May 2011, having been circulated to all Members, were taken as read and were confirmed and signed by the Chair.

APOLOGIES FOR ABSENCE

Apologies for absence were received from:-

Councillor Chris Barnfather (holiday)
Councillor Joyce Bosnjak (other)
Councillor Alan Rhodes (attended a County Council's Policy Network meeting in London for Chairmen and Lead Members)
Councillor Martin Suthers (medical)

DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

No declarations of interest were made.

COUNTY HOSPITALITY BUDGET FINANCIAL SUMMARY

RESOLVED 2011/29

That the report be noted.

APPOINTMENTS TO OUTSIDE BODIES

RESOLVED 2011/30

1. That the change of appointments to the existing outside bodies listed in the report be approved.
2. That the removal of the Nottinghamshire Improvement and Efficiency Partnership from the list of Outside Bodies be approved.

TRAVEL REQUEST FOR SOCIAL WORKER AND INTERPRETER

A revised report was tabled.

RESOLVED 2011/31

That approval be given for one Social Worker and an interpreter to travel to Poland, on a date to be confirmed no later than August 2011 for four nights, together with any necessary travel and accommodation arrangements with the cost being met from Children, Families and Cultural Services.

MEMBERS ATTENDANCE AT PLANNING SUMMER SCHOOL SWANSEA UNIVERSITY 3-5 SEPTEMBER 2011

RESOLVED 2011/32

That approval be given for one Member of the Planning and Licensing Committee to attend the Planning and Summer School to be held at Swansea University from 3-5 September 2011, subject to the member not having attended in the last two years.

HOSPITALITY

(A) SUMMER READING CHALLENGE CELEBRATION

RESOLVED 2011/33

That approval be given to support two Summer Reading Challenge celebration events as outlined in the report.

(B) DISCOVERY AWARD ASSOCIATION – PRESENTATION OF DISCOVERY AWARDS – 26 OCTOBER 2011

RESOLVED 2011/34

That the Discovery Awards Presentation to be held in County hall on 26 October 2011 be approved with hospitality being provided in the form of tea, coffee and biscuits for 60 guests at an estimated cost of £105.00 to be met from the County Hospitality Budget.

(C) SHOW RACISM THE RED CARD CIVIC EVENT

RESOLVED 2011/35

That approval be given for the County Council to host a civic reception for Show Racism the Red Card Awards on a date to be agreed in November 2011, with the cost being met from the Children, Families, and Cultural Services Achievement and Equality Team's budget.

**(D) DUKE OF EDINBURGH'S AWARD CERTIFICATES
PRESENTATION – RUSHCLIFFE AREA – MONDAY 19 SEPTEMBER
2011**

RESOLVED 2011/36

That approval be given to a Rushcliffe Area Duke of Edinburgh Awards presentation ceremony to take place on the evening of Monday, 19th September 2011, for a maximum of 300 guests followed by refreshments, at an estimated cost of £675.00 to be met from the County Hospitality Budget.

REPORTS BACK FROM CONFERENCES OR OTHER APPROVED VISITS

RESOLVED 2011/37

That the report be noted.

The meeting closed at 10.22am.

CHAIRMAN

M_13 July11