

Notice of Meeting

Administration Committee

5.30pm on 23 July 2014

Committee Room 2



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

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Issue Date: 15 July 2014

Town Clerk and Executive Director of Finance – Nicholas Holgate

Committee Membership:

Councillors Nicholas Paget-Brown (Chairman), Tim Ahern (Vice-Chairman), Judith Blakeman, Victoria Borwick, Professor Sir Anthony Coates Bt, BSc,MD, FRCPath, FRCP, Emma Dent Coad, MA, Rock Feilding-Mellen.

Public Agenda

PLEASE NOTE 5.30pm START

A1. Apologies for Absence

A2. Declarations of Interest

Any Member of the Committee, or any other Member present in the meeting room, who has a disclosable pecuniary interest in a matter to be considered at the meeting is reminded to disclose the interest to the meeting and to leave the room while any discussion or vote on the matter takes place.

Members are also reminded that if they have any other significant interest in a matter to be considered at the meeting, which they feel should be declared in the public interest, such interests should be declared to the meeting. In such circumstances Members should consider whether their continued participation, in the matter relating to the interest, would be reasonable in the circumstances, particularly if the interest may give rise to a perception of a conflict of interests, or whether they should leave the room while any discussion or vote on the matter takes place.

A3. Minutes of the Meeting held on 12 February 2014 and 11 June 2014.

The minutes of the ordinary meetings held on 12 February 2014 and 11 June 2014 are attached for confirmation and signature.

A4. Review of Polling Districts and Polling Places - Report by the Electoral Registration Officer (attached).

A5. Any Other Oral or Written Items which the Chairman Considers Urgent.

A6. The Administration Committee to sit as Trustees of Council-managed Trusts to consider the following matters:

- (i) The Pocklington Apprenticeship Trust - Report by the Director for Family Services (attached)**
- (ii) The Thomas Huggett Aid Fund - Report by the Director for Family Services (attached)**

[Each written report on the public part of the Agenda as detailed above:

- (i) was made available for public inspection from the date of the Agenda;*
- (ii) incorporates a list of the background papers which (i) disclose any facts or matters on which that report, or any important part of it, is based; and (ii) have been relied upon to a material extent in preparing it. (Relevant documents which contain confidential or exempt information are not listed.); and*
- (iii) may, with the consent of the Chairman and subject to specified reasons, be supported at the meeting by way of oral statement or further written report in the event of special circumstances arising after the despatch of the Agenda.]*

Exclusion of the Press and Public

To exclude the press and public from the remainder of the proceedings by virtue of the confidential or exempt nature of the business to be transacted, as follows:

B1. Redundancy of an Officer – Report by the Executive Director of Planning and Borough Development (attached).

Not for publication by virtue of information relating to the financial or business affairs of any particular person (including the authority holding that information).

There are no other matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government (Access to Information) Act 1985.

Should any such matters arise during the course of discussion of the above items or should the Chairman agree to discuss any other such matters on the grounds of urgency, the Committee will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

The next ordinary meeting of this committee will be held on 17 September 2014