

COMMITTEE : ADMINISTRATION AND REGULATION

DATE : WEDNESDAY 25TH JUNE 2014

TIME : 6.00 PM

PLACE : COMMITTEE ROOM 3, TOWN HALL, LUTON

COUNCILLORS : WORLDING (CHAIR)
BURNETT
CASTLEMAN
CHAPMAN
HOPKINS (VICE CHAIR)
LEWIS
SALEEM
TITMUSS

QUORUM : 3 MEMBERS

INFORMATION FOR THE PUBLIC

PURPOSE: The Administration Committee deals with all matters relating to elections and referendums, civic and ceremonial activities, Bye-laws, the Local Government Pension Scheme, any change in the name of the Borough or the Council, conferring the Freedom of the Borough and the appointment of representatives to outside organisations relating to the Committee's work.

The Regulation Committee deals with matters relating to contaminated land, pollution control, statutory nuisances, the control of street litter under the Environmental Protection Act 1990, the registration of births, deaths and marriages, Health and Safety at Work legislation and the formulation of policy guidance on all aspects of the Council's licensing functions.

This meeting is open to the public and you are welcome to attend.

For further information, or to see the papers, please contact us at the Town Hall:





IN PERSON, 9am to 5pm, Monday to Friday, or



CALL Democratic and Member Services on 01582 547149

ACCESS the Council's Committee Management Information System (CMIS) at agendas.luton.gov.uk/cmiswebpublic/

An induction loop  facility is available for meetings held in Committee Room 3. Arrangements can be made for access to meetings for  disabled people. If you would like us to arrange this for you, please call us on 547149

AGENDA

<i>Agenda Item'</i>	<i>Subject</i>	<i>Page No.</i>
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES	
	1. 22 nd April	2.1/1 – 2.1/10
	2. 1 st May	2.2/1 - 2.2/4
	3. 20 th May	2.3/1 – 2.3/1
3.	SECTION 106, LOCAL GOVERNMENT FINANCE ACT 1992	
	Those item(s) on the Agenda affected by Section 106 of the Local Government Finance Act 1992 will be identified at the meeting. Any Members so affected is reminded that (s)he should disclose the fact and refrain from voting on those item(s).	
4.	PECUNIARY AND NON PECUNIARY INTERESTS	
	Members are reminded that they must disclose both the existence and nature of any disclosable pecuniary interest and any personal interest that they have in any matter to be considered at the meeting unless the interest is a sensitive interest in which event they need not disclose the nature of the interest.	
	A member with a disclosable pecuniary interest must not further participate in any discussion of, vote on, or take any executive steps in relation to the item of business.	
	A member with a personal interest, which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest, must similarly not participate in any discussion of, vote on, or take any executive steps in relation to the item of business.	
	Disclosable pecuniary interests and Personal Interests are defined in the Council's Code of Conduct for Members and Co-opted members.	
5.	URGENT BUSINESS	
	The Chair to report on any business which is considered to be urgent and which should be discussed at the meeting in accordance with Section 100B(4)(b) of the Local Government Act 1972 and to determine when, during the meeting, any such business should be discussed.	
6.	REFERENCES FROM SCRUTINY COMMITTEES, EQUALITIES FORUMS, ETC.	

<i>Agenda Item</i>	<i>Subject</i>	<i>Page No.</i>
REPORTS		
7.	RESTRUCTURE OF LBC CATERING SERVICES (Report by Fiona McGlone – Interim Corporate Director of Children and Learning)	7/1 – 7/7
8.	POST DELETION – Building Control (Re-submission) (Report by Stephen Rizzo – Chief Building Control Surveyor)	8/1 – 8/39
9.	POST DELETION – Art Tutor Post at Chaul End Centre (Report by Head of Community Living) (Reporting Officer; Sandra Hayes)	9/1 - 9/4
10.	NEW APPRAISAL AND CAPABILITY POLICIES FOR SCHOOL SUPPORT STAFF (Report by Sharon Harte-Andrews – Snr. HR Adviser)	10/1 – 10/29
11.	PUBLIC HEALTH ANNUAL PAY AWARD (Report by Sheila Martin – HR Manager)	11/1 – 11/5
12.	LOCAL GOVERNMENT PENSION SCHEME (Report of the Head of HR and Monitoring Officer)	12/1 – 12/14
13.	THE LIVING WAGE – UPDATE ON TRADE UNIONS (Report of the Head HR and Monitoring Officer)	Oral Report
14.	INTERNALISING BAILIFFS FOR REVENUES & TRADING SERVICES (Report by Kevin Stewart, FIRRV, MAAT, MCMI – Change Leader)	14/1 – 14/19
15.	REVIEW AND REALLOCATION OF PITCHES AND STALLS IN KEY LOCATIONS OF LUTON TOWN CENTRE (Report by Aaron Wiltshire – Principal Licensing Officer)	(To follow)
16.	LOCAL GOVERNMENT ACT 1972, PART VA To consider whether to pass a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting during consideration of any item listed above if it is likely that if members of the public were present during those items there would be disclosure to them of exempt information falling within the Paragraphs of Part 1 of Schedule 12A to the Local Government Act 1972.	
17.	REMOVAL OF CAR CASH PAYMENS (Report by Paul Cripps - HR)	17/1 – 17/16