COMMITTEE REF:

ADMC/5/06

LUTON BOROUGH COUNCIL

COMMITTEE : ADMINISTRATION

DATE : THURSDAY, 18TH MAY 2006

TIME : AT THE CONCLUSION OF THE MEETING OF THE AREA COMMITTEE BOARD

PLACE : COUNCIL CHAMBER, TOWN HALL, LUTON

COUNCILLORS :

QUORUM : 3 MEMBERS

INFORMATION FOR THE PUBLIC

PURPOSE: This 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.

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 546064

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 546064

AGENDA

Agenda Item	*Subject*	*Page No.*

1. ELECTION OF CHAIR

2. ELECTION OF VICE-CHAIR

3. APOLOGIES FOR ABSENCE

4. SECTION 106, LOCAL GOVERNMENT FINANCE ACT 1972

Those item(s) on the Agenda affected by Section 106 of the Local Government and 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).

5. DISCLOSURES OF INTERESTS

Members are reminded that they must disclose both the existence and the nature of any personal interest that they have in any matter to be considered at this meeting.

A Member with a personal interest in any matter to be considered at this meeting will also have a prejudicial interest in that matter if the interest is one 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 judgement of the public interest. A Member who has a prejudicial interest must withdraw from the meeting room unless (s)he has obtained a dispensation from the Council's Standards Committee.

6. 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.

7. APPOINTMENT OF MEMBERS WHOM OFFICERS ARE REQUIRED TO CONSULT BEFORE TAKING URGENT ACTION FOR WHICH POWER IS NOT DELEGATED TO OFFICER(S)

8. 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.

Contact Officer: Nina Boston **Direct Line: 01582 - 546064**