



MISCELLANEOUS FUNCTIONS COMMITTEE

AGENDA

Date: Wednesday 13 July 2005

Time: 6pm

Venue: Council Chamber
Civic Centre
Stourport-on-Severn.

Miscellaneous Functions Committee

Members of Committee:

Councillor J-P Campion (Chairman)
Councillor M W Partridge ((Vice-Chairman)

Councillor P Dyke
Councillor Mrs L Hyde
Councillor Mrs R L Lewis
Councillor Miss M A Mason

Councillor Miss S C Meekings
Councillor Mrs P A Rimell
Councillor R Wheway
Councillor A D Williams

Information for Members of The Public:-

Part I of the Agenda includes items for discussion in public. You have the right to request to inspect copies of Minutes and reports on this Agenda as well as the background documents used in the preparation of these reports.

Part II of the Agenda (if applicable) deals with items of "Exempt Information" for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

Delegation - All items are presumed to be matters which the Committee has delegated powers to determine. In those instances where delegation will not or is unlikely to apply an appropriate indication will be given at the meeting.

DECLARATIONS OF INTEREST - GUIDANCE NOTE

Code of Conduct

Members are reminded that under the Code of Conduct it is the responsibility of individual Members to declare any personal or personal and prejudicial interest in any item on this agenda. A Member who declares a personal interest may take part in the meeting and vote, unless the interest is also prejudicial. If the interest is prejudicial, as defined in the Code, the Member must leave the room. However, Members with a prejudicial interest can still participate if a prescribed exception applies or a dispensation has been granted.

Section 106 of the Local Government Finance Act 1992.

If any Member is two months or more in arrears with a Council Tax payment, they may not vote on any matter which might affect the calculation of the Council Tax, any limitation of it, its administration or related penalties or enforcement.

For further information:-

If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact Mrs Christine May, Committee Officer, Civic Centre, Stourport-on-Severn. Telephone :

AGENDA

PART 1

Open to the Press and Public

1. **APOLOGIES FOR ABSENCE**

2. **APPOINTMENT OF SUBSTITUTE MEMBERS**

To receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Head of Legal and Democratic Services, together with the name of the Councillor for whom he/she is acting.

3. **DECLARATION OF INTERESTS**

In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered.

Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.

(See guidance note on cover.)

4. **MINUTES**

To confirm as a correct record the Minutes of the meeting held on the 23rd May 2005.

5. **TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.**

6. **EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in paragraphs 8 and 9 of Part 1 of Schedule 12A to the Act”

PART 2

Not open to the Press and Public

7. MINUTES

To confirm as a correct record the exempt Minutes of the meeting held on the 23rd May 2005.

8. MARKET TESTING OF BUILDING AND PUBLIC CONVENIENCES CLEANING

- a) To open the tenders for the contract to clean the Council's buildings and public conveniences; and
- b) to consider a report from the Head of Cultural, Leisure and Commercial Services which provides information regarding the contract; and requests the Committee to defer consideration of the tenders until its meeting on 22 August 2005 to allow for evaluation by Officers and consideration by the Commercial Services Policy and Scrutiny Panel.

9. SUPPLY CONTRACT FOR A 14 TONNE GVW ROAD SWEEPING VEHICLE

To consider a report from the Head of Cultural, Leisure and Commercial Services, which provides information on the procurement of a replacement Road Sweeping vehicle and seeks members' approval of the tender evaluation model, prior to the issue of the tender documentation to tenderers.

10. EXCEPTIONS TO STANDING ORDERS RELATING TO CONTRACTS

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 8), approval has been given to exceptions to the tendering procedure for the award of the following contracts for:

- a) skateboarding equipment at Brinton Park, Kidderminster.
- b) ten additional lighting columns in Bromsgrove Street car park, Kidderminster; and
- c) Worcestershire Hub works at Stourport Civic Centre and Bewdley Guildhall.

11. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO

URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.

