

**WYRE FOREST DISTRICT COUNCIL  
MISCELLANEOUS FUNCTIONS COMMITTEE  
COUNCIL CHAMBER, CIVIC CENTRE, STOURPORT-ON-SEVERN**

**WEDNESDAY 13<sup>TH</sup> JULY 2005 (6PM)**

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**PRESENT:**

Councillors: J-P Champion, (Chairman), M W Partridge (Vice-Chairman) P Dyke, Mrs L Hyde, Mrs R L Lewis, Miss M A Mason, Miss S C Meekings, , Mrs P A Rimell, R Wheway, A D Williams.

**OBSERVERS:**

There were no members present as observers.

**MISC.1 APOLOGIES FOR ABSENCE**

There were no apologies for absence

**MISC.2 APPOINTMENT OF SUBSTITUTES**

No substitutes were appointed

**MISC.3 DECLARATION OF INTERESTS**

No interests were declared.

**MISC.4 MINUTES**

**DECISION:**

**The minutes of the meeting held on 23<sup>rd</sup> May 2005 be confirmed as a correct record of the meeting and signed by the Chairman.**

**MISC.5 EXCLUSION OF THE PRESS AND PUBLIC**

**DECISION:**

**Under Section 100A(4) of the Local Government Act, 1972 the press and public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of "Exempt Information" as defined in paragraphs 8 and 9 of Part I of Schedule 12A of the Act.**

**MISC.6 SUMMARY OF MINUTES**

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to these items has been made as "exempt information" would be disclosed if the minutes were published in full.

**MISC.7 MINUTES**

The exempt minutes of the meeting held on 23<sup>rd</sup> May 2005 were confirmed as a correct record of the meeting and were signed by the Chairman.

**MISC.8 MARKET TESTING OF BUILDING AND PUBLIC CONVENIENCES CLEANING**

The Committee considered a report from the Head of Cultural, Leisure and Commercial Services which provided information on the receipt of tenders for the Council's building and public conveniences cleaning contract.

One tender was received and opened for the contract. The Committee deferred consideration of the tender until its meeting on 22<sup>nd</sup> August 2005, to allow for evaluation by officers and consideration by the Commercial Services Policy and Scrutiny Panel.

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

A report was considered from the Head of Cultural, Leisure and Commercial Services which provided information relating to the procurement of a replacement road sweeping vehicle.

The Committee approved a tender evaluation model, a tender evaluation timetable and a list of companies to be invited to tender for the contract.

**MISC.10 EXCEPTIONS TO STANDING ORDERS RELATING TO CONTRACTS**

The Committee noted that in accordance with the Council's constitution (Part 4, Contract Procedure Rule Number 8), approval had been given to exceptions to the tendering procedure for the award of the following contracts:

- 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.

The meeting ended at 6.12pm.