

**WYRE FOREST DISTRICT COUNCIL**

**Miscellaneous Functions Committee**

**The Council Chamber, Civic Centre, Stourport-On-Severn**

**Monday, 24th October 2005 (6PM)**

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**PRESENT:**

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

**OBSERVERS:**

There were no members present as observers

**MISC.48 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor P Dyke.

**MISC.49 APPOINTMENT OF SUBSTITUTES**

No substitutes were appointed

**MISC.50 DECLARATION OF INTERESTS**

No declarations of interest were made.

**MISC.51 MINUTES**

**DECISION:**

**The minutes of the meeting held on Monday, 26th September 2005 be confirmed as a correct record and signed by the Chairman.**

**MISC.52 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.53 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 have been made as "exempt information" would be disclosed if the minutes were published in full.

### (i) Minutes

The exempt minutes of the meeting held on Monday, 26th September 2005 were confirmed as a correct record and were signed by the Chairman.

### (ii) Benefits Replacement/Upgrade of Document Image Processing System - Evaluation Models

A report was considered from the Head of Financial Services and approval was given for the evaluation models to be used for the evaluation of tenders for the procurement of a Document Image Processing System.

### (iii) Tender for Tyre Replacement Service

Further to minute number MISC.47 of the Committee's 26<sup>th</sup> September 2005 meeting, the Committee considered a report from the Head of Cultural, Leisure and Commercial Services. This provided information on the receipt of tenders for a tyre replacement service.

Two tenders were received and these were opened at the meeting. Officers were authorised to award the contract, in consultation with the Chairman, on the basis of the tender evaluation exercise. The outcome was to be reported to the Committee for information on the 21<sup>st</sup> November 2005.

### (iv) Supply Contract for 2 Litter Collection Vehicles - GVW 3500 Kilogram and 3 Tipper Bodied GVW 3500 Kilogram with Storage Pod

A report was considered from the Head of Cultural, Leisure and Commercial Services that provided information to members on the receipt of tenders for the supply of two Litter Collection Vehicles and three Tipper Vehicles.

Five tenders had been received and these were opened at the meeting. Officers were authorised to award the contract, in consultation with the Chairman on the basis of price alone, providing the tender met the Council's specification. The award of the contract was based on the lowest tender price so no tender evaluation model had been required.

(v) **Tenders for the Supply of Play Equipment - Brinton Park**

A report was considered from the Head of Cultural, Leisure and Commercial Services that provided information to members on the receipt of tenders for the supply of play equipment for Brinton Park.

Six tenders had been received and these were opened at the meeting. Officers were authorised to award the contract, in consultation with the Chairman, on the basis of the tender evaluation exercise.

(vi) **Richard Eve Memorial Refurbishment - Award of Contract**

A report was considered from the Head of Cultural, Leisure and Commercial Services that provided a comparison of tenders received from the above contract and sought authority to accept the lowest.

(vii) **Award of Contract for a 14 Tonne GVW Road Sweeping Vehicle**

A report was considered from the Head of Cultural, leisure and Commercial Services that informed Members of the outcome of the tender evaluation exercise and the award of the contract.

The meeting ended at 6.42 pm.,