

**WYRE FOREST DISTRICT COUNCIL**  
**MISCELLANEOUS FUNCTIONS COMMITTEE**  
**THE COUNCIL CHAMBER, CIVIC CENTRE, STOURPORT-ON-SEVERN**  
**MONDAY 13<sup>TH</sup> FEBRUARY 2006 (6PM)**

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**PRESENT:**

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

**OBSERVERS:**

There were no members present as observers.

**MISC.69    APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs L Hyde and Miss S C Meekings.

**MISC.70    APPOINTMENT OF SUBSTITUTES**

Councillor J A Shaw was appointed as substitute for Councillor Mrs L Hyde.

**MISC.71    DECLARATION OF INTERESTS**

Councillor J A Shaw declared a prejudicial interest in Agenda Item 11, Appointment of Consultants – Stourport Pride, in view of being a member of Stourport Forward Board of Management. (Minute numbers MISC 79 and 86 refer.)

**MISC.72    MINUTES**

**DECISION:**

**The minutes of the meeting held on 19<sup>th</sup> December 2005 be confirmed as a correct record and signed by the Chairman.**

**MISC.73    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.**

**MISC74 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.75 MINUTES**

The exempt minutes of the meeting held on 19<sup>th</sup> December 2005 were confirmed as a correct record and were signed by the Chairman.

**MISC.76 TENDER FOR TYRE REPLACEMENT SERVICE**

Further to Minute MISC.75 of its 19<sup>th</sup> December 2005 meeting, the Committee considered a report from the Head of Cultural, Leisure and Commercial Services regarding the contract for the Council’s Tyre Replacement Service. The tenders, received for the contract, were opened and noted. Further consideration of them was deferred until the Committee’s 20<sup>th</sup> March 2006 meeting to allow for evaluation by officers.

**MISC.77 SUPPLY CONTRACT FOR TWO REFUSE VEHICLES (18 TONNE GVW AND 26 TONNE GVW)**

The Committee considered a report from the Head of Cultural, Leisure and Commercial Services regarding the supply contract for two refuse vehicles. The tenders received were opened and noted. It was agreed that a report would be submitted to a future meeting on the outcome of the tender evaluation exercise to enable the Committee to award the contract.

**MISC.78 KIDDERMINSTER STREET MARKET**

The Committee considered a report from the Head of Cultural, Leisure and Commercial Services regarding suppliers invited to tender to the Kidderminster Street Market contract. Approval was given for the proposed tender timetable and tender evaluation model.

**MISC.79 APPOINTMENT OF CONSULTANTS – “STOURPORT PRIDE”**

The Committee considered a report from the Chief Executive regarding quotations for the preparation of a Public Realm Strategy for Stourport-on-Severn, entitled “Stourport Pride”. Consultants were appointed to advise on potential enhancements to key public areas around Stourport town centre, the canal basins and riverside.

**MISC.80**    **BENEFITS - REPLACEMENT/UPGRADE OF DOCUMENT IMAGE PROCESSING SYSTEM**

Further to Minute MISC.73 of its 19<sup>th</sup> December 2005 meeting, the Committee considered a report from the Head of Financial Services. This provided an update on the evaluation of the tenders received by the Committee, on 19<sup>th</sup> December 2005, for the Benefits Section's Document Image Processing Contract. Details of the award of the contract were to be submitted to the Committee's next meeting.

**MISC.81**    **EXCEPTIONS TO STANDING ORDERS RELATING TO CONTRACTS**

It was 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)    Sports Hall Floor and Plant Replacement Programme.
- b)    Mobile Building Control Software – On-site Link to Office System.

The meeting ended at 6.38 pm.