



MISCELLANEOUS FUNCTIONS COMMITTEE

A G E N D A

Date: Monday, 24th September 2007

Time: 6.00pm

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

Miscellaneous Functions Committee

Members of Committee:

Chairman: Councillor Ms T L Onslow

Vice-Chairman: Councillor P Dyke

Councillor Mrs R L Akathiotis

Councillor Mrs S M Hayward

Councillor Miss S C Meekings

Councillor N J Thomas

Councillor J-P Campion

Councillor Miss M A Mason

Councillor D R Sheppard

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 Diana Glendenning, Committee Officer, Civic Centre, Stourport-on-Severn. Telephone : 01562-732763 or email diana.glendenning@wyreforestdc.gov.uk.

A G E N D A

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 20th August 2007 (Attached).

[Minutes 20th August 2007](#)

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 items of business on the grounds that they involve the likely disclosure of “exempt information” as defined in paragraph 3 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 20th August 2007. (Attached)

[Exempt Minutes 20th August 2007](#)

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

To consider a report from the Head of Cultural, Leisure and Commercial Services to progress the procurement of a 14 tonne GVW Road Sweeping Vehicle. (Attached)

[Supply Contract 14 tonne GVW Road Sweeping Vehicle](#)

9. SUPPLY CONTRACT FOR THREE TIPPER BODIED VEHICLES

To consider a report from the Head of Cultural, Leisure and Commercial Services which provides information to Members relating to the procurement of three 3,500kg Tipper Bodied Vehicles and seeks approval for the tender evaluation model, short list of suppliers and the tender timetable. (Attached)

[Supply Contract for Three Tipper Bodied Vehicles](#)

10. EXCEPTION TO STANDING ORDERS RELATING TO CONTRACTS - SCORES ON THE DOORS ONLINE PACKAGE

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 8), approval has been given to the procurement of a Scores on the Doors system in relation to Environmental Health inspection of food premises. (Attached)

[Exception to SO Scores on the Doors](#)

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.