

**Exempt**

# **Miscellaneous Functions Committee**

## **Agenda**

**6pm**  
**16<sup>th</sup> June 2008**  
The Council Chamber,  
Civic Centre,  
Stourport-on-Severn.



## Miscellaneous Functions Committee

### Members of Committee:

**Chairman: Councillor M A W Hazlewood**  
**Vice-Chairman: Councillor M W Partridge**

**Councillor Mrs R L Akathiotis**  
**Councillor P Dyke**  
**Councillor B T Glass**

**Councillor Mrs T L Onslow**  
**Councillor D R Sheppard**  
**Councillor G C Yarranton**

### 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 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 Sue Saunders, Scrutiny / Committee Officer, Civic Centre, Stourport-on-Severn. Telephone: 01562-732733 or email [susan.saunders@wyreforestdc.gov.uk](mailto:susan.saunders@wyreforestdc.gov.uk)

# A G E N D A

## PART I

### 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 of the Committee held on the 21<sup>st</sup> January 2008. (Attached)

[Open Minutes 21st January 2008](#)

#### 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 paragraph 3 of Part 1 of Schedule 12A to the Act”

## PART 2

### Not open to the Press and Public

#### 7. Exempt Minutes

To confirm as a correct record the Exempt Minutes of the meeting of the Committee held on the 21<sup>st</sup> January 2008. (Attached)

[Exempt Minutes 21st January 2008](#)

#### 8. Contract for the Development of Bewdley Museum

To consider a report from the Head of Community and Partnership Services which progresses the procurement of a contract to develop Bewdley Museum in accordance with the Heritage Lottery Fund application. (Attached)

[Contract for the Development of Bewdley Museum](#)

#### 9. Contract for the Supply and Construction of New Changing Rooms at Habberley Road Playing Fields, Kidderminster/Contract to carry out refurbishments at Brown Westhead Park Changing Rooms, Wolverley, Kidderminster

To consider a report from the Head of Property and Operational Services which progresses the procurement of new changing rooms at Habberley Road, Kidderminster and the refurbishment of Brown Westhead Park, Wolverley changing rooms. (Attached)

[Supply Construction New Changing Rooms Hab Road Playing Fields Brown Westhead Park Changing Rooms Habberley Rd Brown Westhead Appendix 1](#)

#### 10. Contract for the Proposed New Toilet Facilities at Market Street, Kidderminster

To consider a report from the Head of Property and Operational Services that concludes the procurement of a new public toilet facility at Market Street, Kidderminster and provides a final report following the receipt of tenders. (Attached)

[Contract for proposed new toilet facilities](#)

#### 11. Exception to Standing Orders - Provision of Handheld Hardware and Software to Facilitate the Enforcement of the Decriminalisation of On-Street Parking

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given for the supply of handheld hardware, software and training to facilitate the enforcement of the decriminalisation of on-street parking. (Attached)

[Exception SO hardware software decrim](#)

#### 12. Exception to Standing Orders - Procurement of a Replacement Kerbside Recycling Vehicle

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given to the procurement of a replacement Kerbside Recycling Vehicle following the right-off of the original vehicle due to extensive fire damage. (Attached)

[Exception SO Kerbside Recycling Vehicle](#)

**13. Exception to Standing Orders - Contracts to provide services to the Council as an Employer's Agent, Architect and Health and Safety Planning Supervisor**

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given to provide services to the Council as an Employer's Agent, Architect and Health and Safety Planning Supervisor. (Attached)

[Exception SO Employers Agent architect](#)

**14. Exception to Standing Orders - Quotation for an Asigra remote backup solution**

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given to accept a quotation for an Asigra remote backup solution. (Attached)

[Exception SO Asigra Remote Backup](#)

**15. Exception to Standing Orders - Riverside Meadow Improvements, Stourport-on-Severn**

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given to finance a programme of improvement works to the Riverside Meadows area at Stourport-on-Severn. (Attached)

[Exception SO Riverside Meadows](#)

**16. Exception to Standing Orders - Habberley Road Changing Rooms, Refurbishment of Brown Westhead Park Changing Rooms.**

To note that in accordance with the Council's Constitution (Part 4, Contract Procedure Rule number 10), approval has been given to appoint Derek Evans & Partners to act as quantity surveyors, design consultants and CDM co-ordinator for the above two projects. (Attached)

[Exception SO Habb Rd Brown Westhead](#)

**17. 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.**