

Exempt

Miscellaneous Functions Committee

Agenda

**6.00pm
Monday, 20th July 2009
The Council Chamber
Civic Centre
Stourport-On-Severn**



Miscellaneous Functions Committee

Members of Committee:

Chairman: Councillor J Aston

**Councillor J-P Campion
Councillor B T Glass
Councillor M W Partridge
Councillor D R Sheppard**

**Councillor P Dyke
Councillor Mrs R L Lewis
Councillor M A Salter**

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.

There are particular circumstances when the Ethics and Standards Committee may exclude the public, which are in addition to those available at meetings of the Council, its Cabinet and Committees etc. These apply when the Ethics and Standards Committee considers the following:

Information relating to a particular chief officer, former chief officer or applicant to become a chief officer of a local probation board within the meaning of the Criminal Justice and Court Services Act 2000.

Information which is subject to any obligation of confidentiality.

Information which relates in any way to matters concerning national security.

A matter referred by an Ethical Standards Officer under the provisions of section 64(2) of the Local Government Act 2000. (Ethical Standards Officers investigate cases for the Standards Board for England)

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

Wyre Forest District Council

Miscellaneous Functions Committee

Monday, 20th July 2009

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

Part 1

Open to the press and public

Agenda item	Subject	Page Number
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 Director of Legal & Corporate Services, together with the name of the Councillor for whom he/she is acting.	
3.	Declarations of Interest 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 22nd June 2009. Minutes 22.6.09	6
5.	To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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 the paragraphs 2 & 3 of Part 1 of Schedule 12A to the Act".	

Part 2

Not open to the Press and Public

7.	<p>Exempt Minutes</p> <p>To confirm as a correct record the Exempt Minutes of the meeting held on 22nd June 2009. Exempt Minutes 22.6.09</p>	8
8.	<p>Contract for Temporary Accommodation</p> <p>To receive a report from the Director of Resources which provides Members with information relating to the procurement of Temporary Accommodation. Temporary Bed Breakfast</p>	11
9.	<p>Contract for the Supply of Fire, Intruder and Access Alarms Maintenance</p> <p>To receive a report from the Director of Resources which informs the Committee of the award of the Fire Intruder and Access alarm contract. Alarms Maintenance</p>	15
10.	<p>Tenders for the Supply of Play Area Equipment - White Wickets</p> <p>To receive a report from the Director of Community & Partnership Services regarding the progress of procurement of play area equipment for White Wickets, Kidderminster and asks the Committee to approve the tender evaluation model, timetable and short list of suppliers. Tenders for the Supply of Play Area Equipment White Wickets White Wickets Evaluation Model App 1</p>	18
11.	<p>The Provision of a new District Cemetery, Crematorium and Associated Facilities</p> <p>To receive a report from the Director of Community & Partnership Services which progresses the procurement of services of a contractor/partner to project manage the development and construction of the new District Cemetery and to manage the facility thereafter in partnership with the Council pursuant of an agreed management plan containing all relevant documentation specified in the tender evaluation model.</p> <p><i>(The appendix to this report will follow.)</i> The Provision of a new District Cemetery Crematorium and Associated Facilities</p>	24

12.	<p>Contract to supply and install equipment for Town Hall Server Room Infrastructure upgrade</p> <p>To receive a report from the Director of Resources which provides Members with information relating to the procurement of hardware and services to upgrade the Town Hall server room infrastructure. Hub Server</p>	28
13.	<p>Exception to Standing Orders – Corporate Rollout of Electronic Document and Electronic Records Management</p> <p>To note that in accordance with the Council’s Constitution (Contract Procedures Part 12, Rule 10.1), approval has been given for the Corporate Rollout of Electronic Document and Electronic Records Management. Exception SO EDRM</p>	31
14.	<p>Exception to Standing Orders – Supply and Installation of Finger Posts in Stourport-on-Severn Town Centre</p> <p>To note that in accordance with the Council’s Constitution (Contract Procedures Part 12, Rule 10.1), approval has been given for the supply and installation of Finger Posts. Exception SO Finger Posts</p>	33
15.	<p>Exception to Standing Orders – Estimate for Agresso Consultancy for the Upgrade of the Financial Management System (FMS) and Phase 2-Purchase Order Progressing</p> <p>To note that in accordance with the Council’s Constitution (Contract Procedures Part 12, Rule 28.3), approval has been given for the Agresso Consultancy. Exception SO Agresso</p>	35
16.	<p>To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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.</p>	