

INTRODUCTION

This Information Bulletin is divided into two parts. Part 1 (all pages with the exception of the section coloured green, which relates only to tenders and which is found at the end of the Bulletin) presents a number of papers, which are designed to update Members, Officers and the citizens of the area of ongoing issues of interest which would not be expected to be dealt with through the Council's formal decision-making processes. These papers are relatively informal in terms of style and format and are an additional and important reporting mechanism for the Council which is easily accessible and which it is hoped will be a useful reference document.

In terms of its Contract Standing Orders, the Council has a requirement to report all Contracts referred to in Standing Order 6.2. The Information Bulletin is considered to be ideal for this purpose and any such papers can be found in Part 2 (the section coloured green) of the document.

Any general enquiries regarding the Information Bulletin should be directed to Chief Executive Office (Brian Pirie, Democratic Services Manager Ext 6110).

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VOLUME 2 2016/2017

Subject: Community Links, National Cycle Network and Access Funding Partnership Funding Update
Meeting: Information Bulletin
Date: 21 September 2016
Author: Director of Development Services

1. Introduction

- 1.1 The information bulletin provides members with an update on funding streams to which the council had been invited to bid for earlier in 2016. The Sustainable transport charity, Sustrans invited local authorities to bid to their Community Links and National Cycle Network funding streams to provide funding for access enhancements in financial year 2016/17. The application process opened in early February 2016 with a closing date for online applications on 26th February 2016
- 1.2 Officers were asked to submit bids and expressions of interest to a number of funding streams, relating to access and active travel, that became available from 1st February 2016 and 16th August 2016.
- 1.3 The deadlines for bidding did not allow reports to be prepared for the Executive in advance so, following consultations with portfolio holders Councillor Dr Craig R Martin (Environment) and Councillor Adrian Mahoney (Culture, Leisure and Tourism) numerous applications were submitted variously to Sustrans, SNH and Falkirk Environment Trust using officers' delegated powers. These are outlined in section 2 below. This information bulletin aims to update members on the success of these bids.

2. Considerations

- 2.1 The projects are primarily missing or sub-standard links in the path network which were identified through Falkirk Council's Core Paths Plan, Falkirk Council's Local Transport Strategy and in consultation with Sustrans Scotland as the main project funder. All funding bids were successful and are now being implemented are as follows:
- 2.2 Bo'ness to Kinneil Phase 4 (Upper Forth Yacht Club to Bo'ness Town Centre)
 - Total Capital Cost £203,835
 - Sustrans Community Links Funding £136,903
 - Sport Scotland Legacy Programme £31,932
 - Falkirk Environment Trust £35,000
- 2.3 Bo'ness to Kinneil Phase 5 (Bo'ness Town Centre to Corbiehall)
 - Total Capital Cost £148,934
 - Sustrans National Cycle Network Funding £90,866
 - Sport Scotland Legacy Programme £58,068

- 2.4 Bo'ness to Kinneil Phase 6 (Bo'ness Town Centre to Corbiehall)
- Total Capital Cost £145,920
 - Sustrans National Cycle Network Funding £108,920
 - Falkirk Environment Trust £37,000 (applied for)
- 2.5 Carriden Access - Carriden Boat Yard
- Total Capital Cost £28,439
 - Sustrans National Cycle Network Funding £24,000
 - Falkirk Council £4,439
- 2.6 Zetland Park, Grangemouth - National Cycle Network and Core Paths Phase 1 and Phase 2
- Total Capital Cost £266,582
 - Sustrans National Cycle Network Funding £266,582
- 2.7 Dorrator Bridge - Access Improvements
- Total Capital Cost £36,625
 - Sustrans National Cycle Network Funding £26,625
 - Falkirk Council £10,000
- 2.8 Lionthorn - John Muir Way-Access Improvements
- Total Capital Cost £57,557
 - Sustrans Community Links Funding £23,557
 - Scottish Natural Heritage £20,000
 - Falkirk Environment Trust £14,000 (applied for)
- 2.9 Camelon Public Park - Access Improvements to Forth & Clyde Canal (NCN754)
- Total Capital Cost £105,975
 - Sustrans Community Links Funding £52,983
 - Falkirk Council £18,000
 - Sustrans National Cycle Network Funding £34,992
- 2.10 Rannoch Park, Grangemouth– Phase 2 Path Drainage and Solar Lighting
- Total Capital Cost £22,000
 - Sustrans Community Links Funding £22,000
- 2.11 Rope Walk, Grangemouth - Access Improvements to Forth & Clyde Canal (NCN754)
- Total Capital Cost £48,808
 - Sustrans National Cycle Network Funding £24,404
 - Falkirk Environment Trust £24,404
- 2.12 Inchyra Park, Grangemouth - Access Improvements to NCN76
- Total Capital Cost £38,635
 - Sustrans National Cycle Network Funding £25,000
 - Falkirk Council £13,635

- 2.13 Chapel Drive, Stenhousemuir – Phase 2 of Tryst Path Link
- Total Capital Cost £57,578
 - Sustrans National Cycle Network Funding £57,578
- 2.14 Whitecross - Phase3 Access Improvements to Union Canal NCN774
- Total Capital Cost £45,508
 - Sustrans National Cycle Network Funding £45,508
- 2.15 Falkirk Schools-Cycle Parking Projects (11 Schools)
- Total Revenue Cost £25,702
 - Sustrans Community Links Funding £12,851
 - Falkirk Council £12,851
- 2.16 Bellsdyke Road, A88 Feasibility and Phase 1 Construction
- Total Capital Cost £150,530
 - Sustrans Community Links Funding £75,265
 - Falkirk Council £75,265
- 2.17 Central Falkirk, Take the Right Route-Smarter Choices, Smarter Places
- Total Revenue Cost £289,672
 - Scottish Government £144,836
 - Falkirk Council £144,836
- 2.18 All of the above projects which have a combined value of £1,672,300 are now scheduled for implementation in the current 16/17 financial year with the vast majority of these projects being delivered in house by Roads Maintenance Operations - Small Works Team.

3 Action Taken

- 3.1 **Note the significant success of funding bids to external bodies in the current financial year totalling £1,342,274 (excluding pending Falkirk Environment Trust bids in 2.4 and 2.8)**
- 3.2 **Note that Falkirk Council in total has contributed £279,026 towards the cost of these projects from within existing budgets**
- 3.3 **Note that further opportunities are being explored by officers and funders in preparation for future funding streams**

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DIRECTOR OF DEVELOPMENT SERVICES

Date: 26 August 2016

Contact Name: Angus Duncan Ext: 4928

List of Background Papers

Falkirk Council Core Paths Plan May 2010

Falkirk Council Local Transport Strategy March 2014

Executive Committee-Community Links and Smarter Measures Funding Application
Report of 17th March, 2015

Subject: Zetland Park Heritage Lottery Fund Application
Meeting: Information Bulletin
Date: 21 September 2016
Author: Director of Development Services

1. Introduction

- 1.1 This information bulletin provides members with an update on the Zetland Park Heritage Lottery Fund Application.
- 1.2 Zetland Park in Grangemouth is the largest urban park in the Falkirk Council area, and features important built and natural heritage. The Council have been working with the Friends of Zetland Park (FoZP) to explore external funding opportunities including the Heritage Lottery Fund (HLF).
- 1.3 At the Executive meeting on 20th October 2015 Members authorised the Director of Development Services to submit a Phase One funding bid to the Heritage Lottery Fund and to seek to identify appropriate external match funding.

2. Considerations

- 2.1 On 29th February 2016 a Phase One “Parks for People” funding application was submitted to HLF. In July 2016 HLF informed officers that the submission had not been successful but encouraged a re-submission in the next funding round.
- 2.2 In their feedback, HLF said they felt the Zetland Park HLF application did qualify for support but:

“..Demand for our funds means that we cannot support every good application that achieves the outcomes of this programme ... Your application was rejected due to insufficient funds.”

- 2.3 HLF were impressed by the local community support for proposals but suggested a strengthening of design brief to a greater level of detail, and to firm up on match funding. They also wished to see more detail on our ambition to work with tenants at the southern edge of the park.
- 2.4 Further funding requests are being pursued to secure additional match funding towards the project. The following resources have been secured since submission:
 - £18,250 has been awarded by Historic Environment Scotland towards conservation, survey and analysis work to be carried out on the park’s cast iron drinking fountain;
 - £1,500 has been awarded by the War Memorials Trust Professional Advice Award towards survey and analysis work to be carried out on the Zetland War Memorial; and

- £2,991 has been raised by Friends of Zetland Park through an on-line crowd funding campaign
- 2.5 Historic Environment Scotland is considering listing the drinking fountain and War Memorial. They have agreed that the structures are worthy of designation and have proposed:
- Category B listing status for the war memorial; and
 - Category C listing status for the drinking fountain
- 2.6 Following consultation with the Portfolio Holder, officers intend to re-submit the bid to the Heritage Lottery Fund and the successes outlined above, especially those relating to listing and match-funding, will strengthen a second attempt. In addition, officers will secure the services of a landscape architect to improve design briefs. Working closely with colleagues in Housing Services, officers will also strengthen links with local tenants as recommended by HLF in a re-submission of this bid.
- 3. Members are asked to:-**
- 3.1 Note that officers will prepare a consultant's brief to secure the services of a landscape architect to assist with preparation of re-submission.**
- 3.2 Note that officers intend to re-submit a Phase One Heritage Lottery Fund "Parks for People" bid on 29th February 2017 with revisions as described in this report.**

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Director of Development Services

Date: 26 August 2016

Contact Name: Jessica Paterson Ext:4828

List of Background Papers

Executive Report – Adoption of Zetland Park Masterplan 20 October 2015

Outline Conservation Statement for Zetland Park

Consultative Draft Open Space Strategy – December 2015

Title: Climate Change Public Bodies Duty Report
Meeting: Information Bulletin
Date: 21 September 2016
Submitted By: Director of Development Services

1. Purpose of Report

- 1.1 This report updates members with regard to the annual report to be submitted to the Scottish Government to meet the Council's obligations under the Climate Change (Scotland) Act 2009, (the 2009 Act), and the actions taken by Development Services in relation to these requirements for the period 2015/16.

2. Action Taken

In accordance with the timescales set down in the 2009 Act and supporting guidance, the annual report has been prepared, in a standard template format defined by Scottish Government, for submission by 30 November 2016

3. Background

- 3.1 In January 2007, Falkirk Council joined 31 other Scottish local authorities in signing up to the Scottish Climate Change Declaration, demonstrating its commitment to taking early action on climate change. The Public Bodies Duties Report is a public statement wherein local authorities acknowledge the reality and implications of climate change and their responsibility to respond effectively. As a signatory to the Scotland's Climate Change Declaration (SCCD), the Council is committed to taking action across a range of key areas:
- Providing effective governance, leadership and management on climate change;
 - Reducing the level of the Council's greenhouse gases emissions;
 - Taking action to reduce emissions from across the Falkirk Council area;
 - Taking action to adapt to the impacts of climate change; and
 - Developing effective partnership working to address climate change.
- 3.2 Climate change information submitted through this reporting process will be collated and assessed centrally by the Scottish Government, with a Climate Change Public Sector Report produced annually. This will help to monitor public sector progress and activity and inform the future direction of climate change policy, legislation, funding and support programmes.

4. Conclusions

- 4.1 The annual report required by the Scottish Government will be submitted in accordance with the 2009 Act. A copy of the report, the content and format of which is prescribed in the 2009 Act, is enclosed at Appendix 1.

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Director of Development Service

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Date: 30/8/2016

Appendices

1. Public Bodies Duties Climate Change Report, Draft 19/8/16

List of Background Papers:

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

- None

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- 1 **Profile of Reporting Body**
- 2 **Governance, Management and Strategy**
- 3 **Emissions, Targets and Projects**
- 4 **Adaptation**
- 5 **Procurement**
- 6 **Validation and Declaration**

Recommended Reporting : Reporting on wider influence

- 7 **Wider Impact and Influence on GHG Emissions**
- 8 **Other Notable Reportable Activity**

1 Profile of Reporting Body

	1b	1c
Body Name	Body Type	FTE
Falkirk Council	Local Government	5922

		1d			
Body Name	Body Type	Metric	Unit	Value	Comments
Falkirk Council	Local Government	Floor area	m2	378,281	Approx. area of operational and non-operational estate.
		Other (Please specify in the comments)	other (specify in comments)	296	Number of operational buildings

		1e		1f		1g
Body Name	Body Type	Budget	Budget Comments	Report Year	Report Year Comments	Context
Falkirk Council	Local Government	£338,577,000		Financial (April to March)		The local authority is comprised of 3 Services incorporated within a diverse estate including; operational buildings e.g. offices and municipal buildings, schools and nurseries and community facilities; and non-operational buildings e.g. communal occupancy buildings where the Council provides some amenities e.g. stair lighting. Aside from the built estate, the Council has an operational fleet including pool cars and waste vehicles. Where staff mileage is calculated, grey fleet is not included within the Councils footprint. The Council also records emissions which arise from waste and water supply and treatment.

2 - Governance, Management and Strategy

		2a	2b
Body Name	Body Type	Governed	Managed
Falkirk Council	Local Government	Responsibility for delivery of the Carbon Management Plan lies with the Corporate Sustainability Group with progress steered by the Carbon Management Group. The Climate Change Team reports to this group on a quarterly basis, outlining future developments, potential barriers/opportunities. This group is responsible for ensuring that Falkirk Council meets legal requirements under the Climate Change Scotland Act 2009. It scrutinizes progress reports on delivery of the CMP as well as public reports on climate change performance which include a significant carbon emissions element.	<p>As can be seen from the above diagram the Climate Change Team are responsible for integrating and implementing carbon reduction throughout the local authority. As such, a detailed Carbon Management Plan has been implemented since 2007 which has detailed specific projects and actions aimed at reducing our impact on the environment and ensuring sustainability and adaptation are included in current and future practices. The first Carbon Management Plan (CMP) covered the period 2007 to 2010, the second spanning 2011 to 2015. The recently approved 3rd plan covers 2015/16 to 2020/21.</p> <p>The Carbon Management Group comprises senior officers and an Elected Member with specialist knowledge and influence at corporate level.</p> <p>The Carbon Officers Group – is an operational group comprising officers who are responsible for key areas of the Council's waste emissions, both direct and indirect. The majority of officers will be the lead officers on carbon reduction projects relating to their field and will provide progress reports at this quarterly meeting to the Carbon Management Group, who will also be in attendance.</p> <p>The Climate Change Team - carbon management forms a major part of the team's role which includes production of the CMP, supporting the development of projects, monitoring carbon emission trends, tracking project delivery and securing external funding and support. The team supports both the operational and management groups, reporting to Corporate Sustainability Group.</p>

		2c		
Body Name	Body Type	Objective	Doc Name	Doc Link
Falkirk Council	Local Government	'enhancing and sustaining an environment in which people want to live and visit'	Falkirk Council Corporate Plan	
		'we will be greener '	Falkirk Council Corporate Plan	

		2d
Body Name	Body Type	Strategy Doc
Falkirk Council	Local Government	<p>The council has the Sustainable Development and Climate Change Strategy 2012-2017. Sustainability and Climate Change Action Plan 2013-2015.</p> <p>The council is currently evaluating the benefits of developing a wider strategy which incorporates Falkirk area as a whole. This would form the same structure as a SECAP.</p>

2e						
Body Name	Body Type	Topic area	Name of document	Link	Time period covered	Comments
Falkirk Council	Local Government	Adaptation	Adaptation Strategy and action plan	Not published yet.	2016-2017	Currently in the process of being approved internally. It is the aim that this document will be reviewed and updated on a yearly basis. Work is currently undergoing approval and strengthening of the action plan.
		Business travel	Taking the right Route	on going project	on going	
		Staff Travel	Personal Travel Planning		On going	
		Energy efficiency	Heating management approach		on going	in abeyance
		Fleet transport	Fleet asset management policy		2015-2020	work in progress
		Information and communication technology	Falkirk Councils Technology Strategy		2013-2018	
		Renewable energy	District Heating Strategy Local Development Plan		on going 2015-2020	awaiting approval currently under way
			Local Housing Strategy		2017-2022	currently being updated
		Sustainable/renewable heat	District Heating Strategy Local Housing Strategy Carbon Management Plan Local Development Plan Sustainable Development and Climate Change Strategy 2012-2017		2017-2022 2016-2021 2015-2020 2012-2017	currently being approved
		Waste management	Zero Waste Strategy Community Litter Plan		2012-2022 2015-2019	updated regularly
		Water and sewerage	Flood Risk Management plan		on going	continuously under review
		Land Use	Falkirk Greenspace Open Space Strategy		on going	currently being reviewed
		Other (state topic area covered in comments)	Corporate Asset Management Strategy		on going	under review
		Other (state topic area covered in comments)	Local Biodiversity Action Plan			Updated version currently being approved
			My Future's in Falkirk			Economic development strategy

		2f	2g
Body Name	Body Type	Top 5 Priorities	Climate Change Assessment Tool
Falkirk Council	Local Government	<ul style="list-style-type: none"> • Optimise use of the built estate – operations should be focused on more energy efficient properties, with poorer performing ones highlighted as part of the corporate asset management strategy. • Embed carbon reduction in decision making on built estate – including a final decision on the Council's headquarter building and a subsequent impact on other office buildings. • Build carbon and associated costs into decision making –whole life costing should become standard in procurement and all Executive reports should include consideration of carbon. • Stabilisation/reduction of the estate – any additions to Council assets should be countered by divestment elsewhere. • Embed carbon reduction in I.T. –the ambitious I.T. investment programme is an opportunity to embed energy efficiency and should be led by the Council's I.T. experts. • Report progress clearly and regularly – the Corporate Management Team and Elected Members should receive clear quarterly progress reports on the Carbon Management Plan. 	<p>An internal workshop was carried out with several managers, in May 2016 to review the results from last years team CCAT workshop. It can be seen from the review that several improvements have been made within areas such as 'adaptation' and 'emissions':</p> <p>Governance 36% Emissions 67% Adaptation 68% behaviour 40% Procurement 44% Overall 52%</p> <p>This has identified areas for improvement within Governance and Behaviour. It is the goal of management to take these findings to the corporate management team for discussion. Significant work has been done within the councils adaptation programme. The results of this workshop shall also for the basis of a review within our quarterly corporate sustainability group meeting where a review and future actions will be discussed and set in place to effect improvement in next years review.</p>

		2g
Body Name	Body Type	Further Information
Falkirk Council	Local Government	Falkirk Council has begun work with four other councils who are leading in development of district heating principles and GIS tools (Heat Map). Extensive work has also been conducted to include several key stakeholders in the development of an inclusive area wide strategic pla which will not only encompass climate change but renewable energy and adaptation.

3 Emissions, Targets and Projects

3a									
Body Name	Body Type	Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Falkirk Council	Local Government	Baseline carbon footprint	2013/14	16853	21257	11297	49407	tCO2e	These figures are based on operational estate ONLY.
		Year 1 carbon footprint	2014/15	15861	22284	11781	49926	tCO2e	These figures are based on operational estate ONLY.
		Year 2 carbon footprint	2015/16	15378	18430	19518	53326	tCO2e	These figures are based on operational estate ONLY. Scope 3 figure contain unverified waste data. Verification expected from SEPA 2017. waste have also provided figure for 2 additional emissions sources which will result in an overall increase in line with emission factor increases.

3b											
Body Name	Body Type	Total	Emission factor comments	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments
Falkirk Council	Local Government	54867.1		Grid Electricity (generation)	Scope 2	39875280	kWh	0.46219	kg CO2e/kWh	18430.0	
				Natural Gas	Scope 1	61362914	kWh	0.18445	kg CO2e/kWh	11318.4	
				Gas Oil	Scope 3	584223	litres	2.90884	kg CO2e/litre	158	
				Car - diesel (average - unknown engine size)	Scope 3	2381212	miles	0.293415598	kg CO2e/mile	698.7	STAFF TRAVEL
				Diesel (average biofuel blend)	Scope 1	1571010	litres	2.58390	kg CO2e/litre	4059.3	FLEET
				Water - Supply	Scope 3	207093	m3	0.34400	kg CO2e/m3	71.2	
				Water - Treatment	Scope 3	196738	m3	0.70800	kg CO2e/m3	139.3	
				Refuse Municipal to Landfill	Scope 3	34614	tonnes	459.00000	kg CO2e/tonne	15887.8	
				Paper & Board (Mixed) Recycling	Scope 3	39523	tonnes	21.00000	kg CO2e/tonne	830.0	
				Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	4995	tonnes	21.00000	kg CO2e/tonne	104.9	
				Organic Garden Waste Composting	Scope 3	16939	tonnes	6.00000	kg CO2e/tonne	101.6	
				Organic Food & Drink Composting	Scope 3	811	tonnes	6.00000	kg CO2e/tonne	4.9	
				Grid Electricity (transmission & distribution losses)	Scope 3	39875280	kWh	0.03816	kg CO2e/kWh	1521.6	

		3c					
			Renewable Electricity		Renewable Heat		
Body Name	Body Type	Technology	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	Comments
Falkirk Council	Local Government	Solar PV	31,954	0			na

		3d										
Body Name	Body Type	Name of Target	Type of Target	Target	Units	Boundary/scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments
Falkirk Council	Local Government											The council have yet to formalise targets which are realistic and fairly represent the significant movement in provision of services.

		3e			
Body Name	Body Type	Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
Falkirk Council	Local Government	635	Electricity	566	street lighting
			Natural gas	16	
			Other heating fuels		
			Waste		
			Water and sewerage		
			Business Travel		
			Fleet transport		
			Other (specify in comments)	53	Mixture of electricity and gas savings

			3f										
Body Name	Body Type	Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
Falkirk Council	Local Government	Streetlighting	internal	2,016	Actual	250,000		15	Grid Electricity	566	106,099	Possible line of communication to public regarding change of service.	
		Heating and timing rationalisation	internal	2,016	Estimated	1,000			Natural Gas	31		no	This was to tie in occupancy times with the BMS being in operation.
		Boiler optimiser	internal	2,016	Estimated	20,000		10	Natural Gas				Currently being evaluated during 16/17 for carbon savings.

		3h			
Body Name	Body Type	Total	Source	Saving	Comments
Falkirk Council	Local Government	635	Electricity	99	Awareness programme in schools.
			Natural gas		
			Other heating fuels		
			Waste		
			Water and sewerage		
			Business Travel		
			Fleet transport		
			Other (specify in comments)		

		3i				
Body Name	Body Type	Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
Falkirk Council	Local Government	0	Estate changes			
			Service provision			
			Staff numbers			
			Other (specify in comments)		Increase	Waste figures - due to the verification process run by SEPA, we are unlikely to get verified waste data until 2017. This could lead to a potential increase in scope 3 emissions.
			Other (specify in comments)			

		3g				
Body Name	Body Type	Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
Falkirk Council	Local Government	0	Estate changes			
			Service provision			
			Staff numbers			
			Other (specify in comments)		Increase	Waste - inclusion of two more emission sources from waste has lead to an increase in scope 3 emissions.
			Other (specify in comments)		Increase	Electricity transmission and distribution loses - better understanding of reporting requirements resulted in the correct calculation of the distribution and transmission loses leading to and increase in scope 3 emissions.
			Other (specify in comments)		Decrease	Electricity conversion factors.

3j			
Body Name	Body Type	Total	Comments
Falkirk Council	Local Government	635	

3k		
Body Name	Body Type	Further Information
Falkirk Council	Local Government	The council have yet to formalise targets which are realistic and fairly represent the significant movement in provision of services. It is hoped upon analysis of completed this will form a representative goal for setting targets. Currently the council re focusing on improving and increasing the number of live projects with significant carbon savings.

4 Adaptation

		4a	4b
Body Name	Body Type	Has the body assessed current and future climate-related risks?	What arrangements does the body have in place to manage climate-related risks?
Falkirk Council	Local Government	Work is still ongoing in development of an up to date climate risk impact assessment. Using data gathered in the 2010 LCLIP and combining that with recent events we are hoping to draw together a comprehensive record of weather impacts to date which will ultimately shape project cevelopment in the future by applying knowledgfe gained from these events and combining them with the risk in a climate risk assessment.	We have identified several actions within the process of defining a climate and adaptation risk register. Actions will be primarily related to Services, with project managers updating key performance indicators which are recorded within the Council. Detailed actions have still to be confirmed with applicable Services. We are also working with our Community Planning Partners to align our plans with the Community Risk Register. We will attend regular meetings which are aimed at assessing and updating risk registers.

		4c
Body Name	Body Type	What action has the body taken to adapt to climate change?
Falkirk Council	Local Government	Aside from measures included within the flood risk management strategy and associated contingency plans, we are undergoing a process of collating all the other work which is conducted throughout the council that may not necessarily be thought of as adaptation but in essence is. Significant work is also being done to collate as robust data on climate impacts to strengthen the existing adaptation action plan. Regular engagement with a Forth Valley collaboration is allowing the council to take an area wide perspective and ensure best practice from other local authorities and stakeholders within this area is shared and developed where possible into any ongoing plans.

Body Name	Body Type	Objective	Objecti ve referen ce	Theme	Policy / Proposal reference	Delivery progress made	Comments
Falkirk Council	Local Government	Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment		The council is reviewing and collating an up to date local weather impact assessment.	The timing of completion of this will be largely down to available resources however it is a higher priority to ensure the data is robust as opposed to completed quickly.
		Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment		Serveral measures are outlined in the local development plan which take account of biodiversity and adaptation.	
		Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment		on going	No update at this time
		Understand the effects of climate	B1	Buildings and		on going	As outlined above this is an ongoing project which looks at the

		change and their impacts on buildings and infrastructure networks.		infrastructure networks			council area as a whole it is hoped that as apart of the process we will be able to use knowledge to add this into our heat mapping tool.
		Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks		on going	As part of our overall focus on adaptation expertise is being drawn from several areas such as adaptation Scotland and being disseminated throughout the council where possible.
		Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks		on going	It is hoped that the creation of a climate risk assessment that highlights potential impacts on climate related risks to new infrastructure or services will be assessed from the outset and built into any potential solution.
		Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society		ongoing	The climate change team as part of the adaptation focus are attending and facilitating a workshop during a stakeholder engagement day run by the Councils housing department. Here we will raise awareness of the effects of climate impacts and their relevance to social housing tenants.
		Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society		ongoing	Once the updated adaptation action plan is completed work will begin to roll out our findings across the council area where we will run workshops to raise awareness and communicate our findings.
		Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society		Work is currently under way which looks at potential flooding in line with our contingency measures and embedding this into the Falkirk Heat map.	This is part of the councils approach to build upon the resource of the Falkirk Heat map as a tool used for scoping out project whilst taking account of all aspects of climate change and adaptation.

		4e	4f
Body Name	Body Type	What arrangements does the body have in place to review current and future climate risks?	What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?
Falkirk Council	Local Government	<p>The Adaptation Strategy will be reviewed approx. summer 2017. It is expected this will occur on a yearly basis. The risk register is still under development at this time however, it is expected that time scales will be short to allow for continuous improvement of defined actions.</p> <p>Work is currently under way to draw together as comprehensive a picture of past severe climatic events in order to apply these within our Heat map GIS tool. Once we have collated a visual representation and identified trends in frequency or location of these events, it is intended to use these to update current risk assessments. The results of which will feed into the corporate risk register and encourage individuals across the council to refer to any relevant information and conduct a climatic risk assessment prior to commencing any project siting infrastructure or that may have environmental implications.</p>	<p>It is expected that upon completion of the risk register several actions shall be directly embedded into each Service plan. This will transpose through to the Councils key performance indicators and shall be monitored by this medium. It is hoped this will enhance Service by in and allow Services to monitor and correct any actions to achieve the best results.</p>

		4g
Body Name	Body Type	What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?
Falkirk Council	Local Government	<p>Service Plans will be reviewed to ensure that commitments made in policies and strategies are translated into clear, measurable actions and performance indicators; and to improve the process of reporting and monitoring these actions, for example, using Covalent to provide performance updates on actions to the Corporate Sustainability Working Group.</p> <p>Develop a climate change risk register and align this with the corporate risk register.</p> <p>Work with the Community Planning Partnership to ensure climate resilience is included in their risk register.</p> <p>Explore links between climate resilience, adaptation and flood prevention management, and if necessary refer to the adaptation actions in Service Plans</p> <p>Continue public awareness raising: It is the responsibility of the individual home owner and the business owner to understand and respond to their flood risk. Homeowners and local businesses are expected to use the SEPA flood maps which are accessible via their website.</p> <p>Review Falkirk's priority species and habitats to identify those at greatest risk from climate change, and utilise green space and ecological services to help mitigate and adapt to future impacts.</p>

		4h
Body Name	Body Type	Supporting information and best practice
Falkirk Council	Local Government	<p>Contained within the Adaptation Strategy there is currently a detailed action plan which shall increase the profile of adaptation both within the Council and with external stakeholders.</p>

5 Procurement

		5a	5b
Body Name	Body Type	How have procurement policies contributed to compliance with climate change duties?	How has procurement activity contributed to compliance with climate change duties?
Falkirk Council	Local Government	<p>Sustainability is a core theme within Falkirk Council's Corporate Procurement Strategy 2014-17 where we aim for procurement to contribute fully to the Council's sustainability and carbon reduction plans by embedding sustainable procurement into all our activities.</p> <p>To support the Corporate Procurement Strategy, we have completed a self-assessment using the Flexible Framework Assessment Tool. Based on the self-assessment exercise a Sustainable Procurement Delivery/Action Plan has been developed to support the Council achieve Level 3 of the Flexible Framework by July 2015. A copy can be provided upon request.</p> <p>The Flexible Framework and self assessment tools are however currently being reviewed by Scottish Government which, when finalised, will have an impact on the Action Plan and associated delivery timescales.</p>	<p>Sustainability considerations are embedded within our procurement processes, supported by the Council's Corporate Procurement Procedures, which are mandatory under the Council's Contract Standing Orders. Sustainable Procurement Toolkits have also been developed for Council officers.</p> <p>Some examples of toolkits are:</p> <ul style="list-style-type: none"> - The Sustainable Timber Toolkit, which has guided Council Officers to ensure that timber and timber related products is sourced from legal and sustainable forests. Falkirk Council was one of only two Scottish Local Authorities to achieve Gold Status for the WWF What Wood You Choose Campaign to source timber and related products from legal and sustainable forests. - The Government Buying Standards (GBS) Toolkit provides guidance on using GBS specifications within our tenders for products and services with the highest environmental impacts, e.g. cleaning products and services, replacing gas boilers, using recycled content within Building Contracts. <p>We also provided two of the five best practice case studies for the Zero Waste Scotland booklet entitled Sustainable Procurement - A Collection of Case Studies.</p> <p>EXTRACT FROM CORPORATE PROCUREMENT PROCEDURES</p> <p>3.2 Contract Strategy</p> <p>3.2.1 Strategic procurement is long term planning to ensure timely supply of goods, services and works that are critical to the ability to meet core business objectives. Strategic procurement covers the whole procurement cycle and considers analysis of expenditure, looking across services and partnerships to identify synergies and opportunities for improving economy, efficiency and effectiveness.</p> <p>3.2.2 Prior to commencing any procurement exercise, the Officer responsible must appraise the procurement in a manner commensurate with its complexity and value. The Scottish Procurement Directorate has developed a toolkit, the Procurement Journey, to guide procurers through the whole process starting with the identification of need. In order to document and evidence these initial considerations, all tendered procurements now require to have a Contract Strategy template completed which should include:</p> <ul style="list-style-type: none"> • Contract objective; • Funding arrangements; • Current contract status; • Historical spend information; • Market analysis; • Collaboration considerations; • Sustainability considerations; • Procurement procedure to be followed; • Proposed contract benefits; <p>3.2.3 The Contract Strategy document must be completed and submitted to the appropriate Purchasing Advisor within the CPU for approval to proceed. The Contract Strategy template and guidance for its completion is available in Appendix 1.</p>

		5c
Body Name	Body Type	Supporting information and best practice
Falkirk Council	Local Government	<p>Some examples from our Housing Investment Programme include:</p> <ul style="list-style-type: none"> • Programme of insulated render systems to our Council houses to improve their energy efficiency. • Programme of roof and loft insulation to improve energy efficiency and withstand adverse weather • Programme of upgraded heating systems in all Council houses <p>These measures and programme of works are supported by a detailed Council House Asset Management Plan, which drive subsequent procurement.</p>

6 Validation and Declaration

		6a	6b	6c	6d	6e - Declaration
Body Name	Body Type	Internal validation process	Peer validation process	External validation process	No Validation Process	Name
Falkirk Council	Local Government	Data is cross checked with data sources and interrogated for viability. Any resulting analysis is then peer reviewed for accuracy and viability. Data Audits are at this time expected to commence in 2017 due to working restrictions.	This report was reviewed by the Corporate Sustainability Group and then passed out for consultation across all Council services.	There is no external peer validation process currently.		

Wider Impact and Influence on GHG Emissions

		1
Body Name	Body Type	Select the default target dataset
Falkirk Council	Local Government	

		Table 1a													
Body Name	Body Type	Source	Dataset	Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Units
Falkirk Council	Local Government		DECC Sectors	Total Emissions	1131.71	1141.53	1132.04	1126.92	974.14	1085.52	993.32	1016.76	983.57	818.36	ktCO2
				Industry and Commercial	484.27	492.33	485.93	485.82	378.50	465.05	424.06	429.38	406.59	295.06	ktCO2
				Domestic	411.57	410.80	401.54	402.73	362.30	387.13	340.83	363.19	353.14	297.53	ktCO2
				Transport total	235.88	238.40	244.57	238.37	233.34	233.34	228.43	224.18	223.85	225.78	ktCO2
				Per Capita	7.54	7.56	7.43	7.35	6.32	7.00	6.36	6.48	6.26	5.19	tCO2
			Other Sectors	Waste											
				N. LULUCF Net Emissions											
				Other (specify in 'Comments')											

		Table 1b													
Body Name	Body Type	Source	Dataset	Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Units
240c	Local Government		DECC Sectors	1	3446.10	3223.10	3110.21	3054.41	2998.05	2930.76	2885.30	2730.24	2821.85	2260.01	ktCO2
				2	2639.84	2409.41	2296.38	2254.67	2249.13	2161.52	2167.54	1993.21	2096.32	1581.91	ktCO2
				3	411.57	410.80	401.54	402.73	362.30	387.13	340.83	363.19	353.14	297.53	ktCO2
				4	394.69	402.89	412.29	397.01	386.63	382.11	376.93	373.83	372.40	380.57	ktCO2
				5	23.32	21.71	20.68	20.18	19.72	19.14	18.68	17.59	18.18	14.55	tCO2
			Other Sectors	6											tCO2e
				7	55.09	56.95	40.39	39.28	42.46	38.22	33.46	28.25	34.56		ktCO2
				8											

		Table 1c													
Body Name	Body Type	Source	Dataset	Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Units
Falkirk Council	Local Government	Other	DECC Sectors	Total Emissions											
				Industry and Commercial											
				Domestic											
				Transport total											
				Per Capita											
			Other Sectors	Waste											
				N. LULUCF Net Emissions											

		Table 2a								
Body Name	Body Type	RPP Sector	Action Type	Description	Type of Target (units)	Baseline value	Start year	Target saving	Target / End Year	Saving in latest year measured
Falkirk Council	Local Government									

Units		2b
Body Name	Body Type	Does the organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If so, please detail this in the box below.
Falkirk Council	Local Government	

		Table 3													
Body Name	Body Type	RPP Sector	Action Type	Description	Start year for policy / action implementation	Year that the policy / action will be fully implemented	Annual CO2 saving once fully implemented (tCO2)	Latest Year measured	Saving in latest year measured (tCO2)	Status	Metric / indicators for monitoring progress	Delivery Role	During project / policy design and implementation, has ISM or an equivalent behaviour change tool been used?	Please give further details of this behaviour change activity	Value of Investment (£)
Falkirk Council	Local Government														

		3
BodyName	Body Type	Please provide any detail on data sources or limitations relating to the information provided in Table 3
Falkirk Council	Local Government	

		Table 4								
Body Name	Body Type	Key Action Title	Action Type	Organisation's project role	Lead Organisation (if not reporting	Private Partners	Public Partners	3rd Sector Partners	Outputs	Value to Organisation

					organisation)					
Falkirk Council	Local Government									

Other Notable Reportable Activity

		5				
Body Name	Body Type	Key Action Title	Key Action Description	Organisation's Project Role	Impacts	Comments
Falkirk Council	Local Government					

		6
Body Name	Body Type	Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template
Falkirk Council	Local Government	

Subject: MyParkScotland
Meeting: Information Bulletin
Date: 21 September 2016
Author: Director of Development Services

1. Introduction

- 1.1 This information bulletin provides members with an update on our efforts to actively encourage the increased involvement of community groups in the management and improvement of parks and open space and provides particular information on a recent decision to join MyParkScotland.
- 1.2 MyParkScotland is an independent charity which runs a website that helps people to discover the parks and open spaces in their local area. It does this by letting them know what types of facilities are available and what events are taking place. It also helps people to support park improvement efforts by making them aware of:
 - local fundraising initiatives; and
 - groups of volunteers.
- 1.3 It also encourages them to suggest ideas for improving their local parks. The Council can use it as a consultation tool as well.
- 1.4 Its origins are with Nesta who are one of the UK's leading innovation charities. They are currently operating the Rethinking Parks Initiative which is exploring new ways to use, manage and make the most of the UK's public parks. MyParkScotland has grown out of the Rethinking Parks Initiative.
- 1.5 MyParkScotland was initially launched in 2015 and was piloted in Edinburgh and Glasgow. After a successful pilot, MyParkScotland approached Falkirk Council and Falkirk Community Trust (FCT) to gauge our interest in joining the first stage of rolling out MyParkScotland across the rest of Scotland. They saw the Falkirk area as an ideal candidate for expansion given its central location between Edinburgh and Glasgow and our award winning Falkirk Greenspace Initiative and Helix projects.

2. Considerations

- 2.1 Joining MyParkScotland will help us to deliver two of the key proposals of the Consultative Draft Open Space Strategy, which was developed via a policy development panel:

- actively encouraging the increased involvement of community groups in the management and improvement of parks and open spaces; and
- exploring opportunities to generate money for investment in parks and open space improvement and maintenance by using innovative fund raising methods.

2.2 MyParkScotland can also support fundraising for a number of park improvement projects already in the pipeline including:

- Masterplan implementation projects at Callendar Park, the Helix, Muiravonside, Kinneil Estate and Zetland Park
- Park and open space improvement projects delivered as part of the capital programme
- Falkirk Greenspace projects
- Planning obligations projects (as directed by the Planning Obligations Monitoring Group)
- Projects coming forward as part of the Housing Revenue Account's Estate Improvement Programme.

2.3 MyParkScotland have secured a commitment from the Co-op to match fund the first crowdfunds on Council and FCT managed sites to the tune of £3k and £500 respectively.

2.6 Joining up with MyParkScotland will cost £10,000 in the first year followed by yearly maintenance payments of £2500 from year 2.

2.7 A funding package has been secured involving contributions from NHS Scotland, Falkirk Environment Trust as well as from Council and FCT revenue budgets.

3 Action Taken

3.1 Note that Falkirk Council has contributed £6,000 towards the £10,000 first year joining fee for MyParkScotland.

3.2 Note that Falkirk Community Trust has contributed £750 towards the £10,000 first year joining fee for MyParkScotland.

3.3 Note that 14 parks and open spaces have already been uploaded to the MyParkScotland website and that many more will be uploaded in the near future.

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Director of Development Services

Date: 26 August 2016

Contact Name: Danny Thallon Ext:4927

List of Background Papers

Consultative Draft Open Space Strategy – December 2015
<http://bit.ly/myparkfalkirk>

Title: Acceptance of Tenders up to £250,000 in Value – for the Supply & Delivery of Pastaking Products (The YPO UK Food Deal Framework Agreement (YPO Contract Ref: 000704))

Meeting: Information Bulletin

Date: 21st September 2016

Submitted By: Director of Children's Services

1. Background

- 1.1 Falkirk Council as a Member of Scotland Excel (SXL) purchased its requirements for Pastaking products to its 4 non-PFI High Schools from BFS Group Ltd (t/a 3663) under a SXL Framework Agreement which expired on 30th April 2016. BFS Group Ltd (t/a 3663) declined to tender for inclusion on the replacement SXL Framework and there were no suppliers selected who were able to source these products.
- 1.2 Leading up to the High Schools summer holiday BFS Group Ltd (t/a 3663) services were retained to enable market research to be carried to identify other sourcing options or conduct a separate tendering exercise.

2. Introduction

- 2.1 As a result of extensive research the availability of a nationally available Framework Agreement being concluded by Yorkshire Purchasing Organisation (YPO) for UK Food Deal Framework Agreement under which included a Lot (Lot 4) for Meat Concepts was identified and included on its list of suppliers Pastaking (UK) Ltd. The Framework Agreement also allowed for a Direct Award to be made.
- 2.2 The Framework Agreement is for an initial period of 2 years from 1st July 2016 to 30th June 2018 with an option to extend for a further 2 years to 30th June 2020. If approval given Falkirk Council will commence participation from Monday 5th September 2016.

3. Evaluation

- 3.1 Only 2 of the listed suppliers on the agreement were able to provide Pasta King products. Following a detailed assessment Pastaking (UK) Ltd, Newton Abbot was selected as offering Best Value. The estimated total value of the contract, including extension, is approximately £160,000. This would realise potential savings of approximately 5% per year against current pricing.
- 3.2 Funding for this project will come from the Provisions Food budget heading.

4. ACTION TAKEN

- 4.1 In accordance with Standing Order 6.2(i), I accepted the tender from Pastaking (UK) Ltd, Newton Abbot with an estimated total value, including extension, of approximately £160,000 in respect of the Supply and Delivery of Pastaking products to Falkirk Council.

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Director of Children's Services

**Author – Judith Borg, Catering Coordinator, 01324 590461,
judith.borg@falkirk.gov.uk**

Date: 16th August 2016

List of Background Papers

1. * Tender documents

* Item not for publication on the grounds that it involves the disclosure of exempt information as defined in paragraph 10 of part 1 of Schedule 7A of the Local Government (Scotland) Act 1973.

Subject: Contract for the Provision of Sheriff Officer and Debt Collection Services (PS1471)
Meeting: Information Bulletin
Date: 21 September 2016
Author: Director of Corporate & Housing Services

1. Introduction

- 1.1 West Lothian Council awarded a collaborative contract, on behalf of West Lothian Council and Falkirk Council, for the Provision of Sheriff Officer and Debt Collection Services in June 2013.
- 1.2 Falkirk Council placed a call off contract for the period of 1st July 2013 to 30th June 2016 with the option to extend to a further 2 twelve month periods.
- 1.3 Spend for the initial 3 year contract has been approximately £105,000.

2. Proposal

- 2.1 The Authority would propose to take the initial 12 month extension period with an increased estimated value of £35,000.
- 2.2 The contract would run from 1st July 2016 to 30th June 2017 and the contract value will be approximately £140,000 over the 4 year period.
- 2.3 In accordance with Standing Order 6.2(ii) relating to contracts, the approval of the Chief Governance Officer to enter into contract with that party was sought and received.

3. Action Taken

- 3.1 In accordance with Standing Order 6.2(ii), I extended the contract with Alex M Adamson LLP, at an annual value of £35,000, from 1st July 2016 to 30th June 2017 in respect of the Contract for the Provision of Sheriff Officer and Debt Collection Services to Falkirk Council.

DIRECTOR OF CORPORATE & HOUSING SERVICES

Date: 10 June 2016

Contact Name: Lesley Anderson

Ext: 0836

Title: Provision of Language Services (RM1092)
Meeting: Information Bulletin
Date: 21 September 2016
Submitted By: Director of Corporate & Housing Services

1. Purpose of Report

- 1.1 Falkirk Council is currently calling off from the following three Crown Commercial Services (CCS) frameworks for the Provision of Language Services:
- Provision of Translation, Transcription and Ancillary Services Ref: RM987
 - Face to Face Interpretation Ref: RM738
 - Telephone Interpreting Services Ref: UIDWP00013 (DWP)
- 1.2 The current CCS Frameworks for the Provision of Translation, Transcription and Interpreting Services expire on 30th June 2016.
- 1.3 CCS advertised an opportunity for a Framework Agreement which includes Lots for all types of interpretation and translation services that may be required by public bodies.

2. Recommendation

- 2.1 It is considered best value would be achieved by Falkirk Council procuring Language Services from the new CCS Framework Agreement from the 1st July 2016.

3. Background

- 3.1 CCS lead on procurement policy on behalf of the UK government and manage the procurement of common goods and services on a national basis allowing public sector organisations with similar needs to achieve best value.
- 3.2 CCS advertised an opportunity for a Framework Agreement which includes Lots for all types of interpretation and translation services that may be required by public bodies.
- 3.3 CCS Framework Agreement for the Provision of Language Services (Ref: RM1092) has been awarded. The Framework duration is for the period of 22nd April 2016 to 21st April 2018 with the option to extend for a maximum of 12 months from expiry of the initial agreement.

4. Considerations

- 4.1 Participation in the CCS framework avoids the cost of running a Falkirk Council only tendering exercise and affords us access to a fully compliant framework agreement.

5. Consultation

- 5.1 Consultation has been carried out with Corporate Policy and Social Work (Sensory) in relation to the CCS Framework for the Provision of Language Services.
- 5.2 Consultation with the Chief Governance Officer in terms of paragraph 6.2(ii) of Standing Orders was undertaken to participate in the CCS Framework Agreement for the Provision of Language Services from 1st July 2016 to 21st April 2018 with an option to extend for 1 year to 21st April 2019 at an estimated overall value of £130,000.

6. Implications

Financial

- 6.1 The Authority's estimated annual value is £45,000. Therefore over the duration of the agreement the total estimated value would be £130,000.
- 6.2 Funding for the framework is held within the relevant budget headings within Social Work Sensory Services Team and Corporate & Housing Services.

Resources

- 6.3 None

Legal

- 6.4 None

Risk

- 6.5 None

Equalities

- 6.6 N/A

Sustainability/Environmental Impact

- 6.7 N/A

7. Conclusions

- 7.1 In accordance with Standing Order 6.2(ii), I agreed to Falkirk Council's participation in the CCS Framework Agreement for the Provision of Language Services from 1st July 2016 to 21st April 2018 with an option to extend for 1 year to 21st April 2019 at an estimated overall value of £130,000.

Director of Corporate & Housing Services

Author – Lesley Anderson, Procurement Adviser – 01324 590836,
lesley.anderson@falkirk.gov.uk

Date: 2 August 2016

APPENDICES

Appendix 1 – Suppliers awarded to Framework

List of Background Papers:

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

- None

FALKIRK COUNCIL

CROWN COMMERCIAL SERVICES – FRAMEWORK PARTICIPATION

FOR THE PROVISION OF LANGUAGE SERVICES REF: RM1092

1st July 2016 to 21st April 2018 with the option to extend to 21st April 2019

Company	Postal Town
Capita Translation and Interpreting Ltd	Oldham
Cintra Translation and Interpreting Ltd	Cambridge
Clarion Interpreting Ltd	Royston
DA Languages Ltd	Altrincham
Global Connections (Scotland) Ltd	Glasgow
ITL (North East) Ltd	Gateshead
K International Plc	Milton Keynes
Language Empire Ltd	Rochdale
London Borough of Newham (The Language Shop) t/a Newham Council	London
Prestige Network Ltd	Berkshire
Sign Solutions (SLIA) Ltd	Birmingham
Thebigword Group Ltd	Leeds
Worldwide Language Resources Ltd	Wycombe

Title: **Provision of Recruitment Advertising & Public Information Notices Ref: SP-14-012**

Meeting: **Information Bulletin**

Date: **21 September 2016**

Submitted By: **Director of Corporate & Housing Services**

1. Purpose of Report

- 1.1 Falkirk Council advertises recruitment opportunities through Myjobscotland, however there are occasions when an alternative option would be beneficial.
- 1.2 Scottish Procurement advertised an opportunity for a Framework Agreement for the Provision of Recruitment Advertising & Public Information Notices on behalf of public bodies.

2. Recommendation(s)

- 2.1 It is considered best value would be achieved by Falkirk Council procuring Recruitment Advertising, where myjobscotland is not appropriate, through the new Framework Agreement from the 1st September 2016.

3. Background

- 3.1 Scottish Procurement is part of the Scottish Procurement Directorate of the Scottish Government and puts in place national contracts which can be used by Scottish public authorities.
- 3.2 Scottish Procurement advertised an opportunity for a Framework Agreement for Recruitment Advertising and Public Information Notices that may be used by public bodies.
- 3.3 Scottish Procurement Framework Agreement for the Provision of Recruitment Advertising and Public Information Notices (Ref: SP-14-012) has been awarded to one provider, TMP (UK) Ltd. The Framework duration is for the period of 16th April 2016 to 15th April 2018 with the option to extend for two 12 month periods from expiry of the initial agreement.

4. Considerations

- 4.1 Participation in the Scottish Procurement framework avoids the cost of running a Falkirk Council only tendering exercise and affords us access to a fully compliant framework agreement.