



Falkirk Council

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).

CONTENTS

	Page
Education Executive	(yellow)
• School Estate Management Plan (SEMP) (2017-18)	5 – 32
Executive	(lilac)
• Kinneil Estate Masterplan 2015-2025 Progress Report	33 – 36
Falkirk Council	(white)
• Community Links, National Cycle Network and Access Funding Partnership Funding Update	37 – 39
• Dig In: Falkirk Council's Food Growing Strategy	40 – 41
Tenders	(green)
Corporate and Housing Services	
Acceptance of Contracts over £10,000	
• Quick Quotes	42 – 43
Acceptance of Contracts up to £250,000	
• For Provision of Family Support Service (Families Affected by Substance Misuse in the Forth Valley Area) as Part of a Framework (C/N: CHS/258/17)	44 – 46
Acceptance of Contracts over £500,000	
• Contract Award List	47 – 64
Development Services	
• Extension to Contract for the Purchase of Source Segregated Container Glass for Reprocessing (C/N: DEV/032/10)	65 – 66
• Update Report on Flood Risk Management	67 – 73
Acceptance of Contracts under £50,000	
• Contract for Consultant Mechanical & Electrical Engineering, Renewal of Electric Heating, Glenfuir Court, Glenbrae & Parkfoot Tower (APR-7850)	74 – 75

• Contract for Consulting Landscape Architectural Services for the Proposed Falkirk Council Housing Development, Woodend Farm Phase 1, New Hallglen Road, Falkirk (FAL-7210)	76 – 77
• Contract for External Remedial Works at 8&9 Abbotsinch Court, Grangemouth (GRA-7812)	78 – 79
• Contract for Replacement Heating Pipework at Bo'ness Library (BNS-7845)	80 – 81
• Contract for the Supply of Services to Initiate, Manage and Run the Falkirk Active Travel Hub	82 – 83
• Contract for Water Mains Renewal to Various Addresses, David's Loan, Lomond Drive & Seaforth Road, Langlees (FAL-7757B)	84 – 86
• For Supply & Maintenance of Electric Vehicle Charging Infrastructure Slamannan Road Car Park	87
• For the Provision of Service F23 (Grangemouth – Skinflats – Carronshore – Stenhousemuir)	88

Acceptance of Tenders under £100,000 in value

• Children's Play Park Upgrades, Capital Budget 2017-18 £90,000	89 – 90
• Contract for Grangemouth Sports Complex – Boiler Plant Upgrade (GRA-7857)	91
• Contract for Upgrade to Roofing at Grangemouth Library (GRA-7846)	92 – 93

Acceptance of Tenders under £250,000 in value

• C47/10 – Concrete Saddle (IC0196)	94 – 95
• Contract for Proposed Internal Renovation Works at Summerford House, Falkirk (FAL-7731)	96 – 97
• Contract for Proposed Replacement Pool Filters at Grangemouth Sports Complex (GRA-7742)	98 – 99
• For the Treatment of Recyclable and Residual Waste (Gully Waste) – (C/N: SXL 14/13)	100 – 102
• Framework Agreement for the Provision of Digital Boost Workshops & Advisory Services – (C/N: DEV/074/17)	103 – 105
• Contract for Gas Heating Replacement, 1-21 Tygetshaugh Court, Dunipace (DEN-7492)	106 – 107
• Provision and Alteration of Waiting, Loading and Parking Restriction Road Markings – IH0072	108 – 109

Acceptance of Tender over £250,00 and under £500,00 in value

• Contract for Upgrading Works to 51 Residential Properties, David's Loan, Langlees (FAL-7849)	110 – 112
--	-----------

Social Work Adult Services

Acceptance of Tender up to £250,000 in value

- For the Provision of Web Based Software Enabling Online Access to Social Care Support, Equipment and Advice (RM1557 ix G Cloud 9) 113 – 114

Acceptance of Tender over £250,00 and under £500,00 in value

- Contract for the Provision of Independent Advocacy Services (C/N SC1617-0055) 115 – 116

**VOLUME 2
2017/2018**

Falkirk Council

Title: School Estate Management Plan (SEMP) (2017-18)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Children's Services

1. Purpose of Report

- 1.1 The purpose of this report is to provide Members with details of the annual School Estate Management Plan (SEMP) for 2017-18 which was submitted to the Scottish Government in November 2017.

2. Recommendation(s)

2.1 Members are asked to:-

(1) Note the content of the annual update of the School Estate Management Plan (SEMP) as attached at Appendix 1.

3. Background

3.1 The Purpose of the School Estate Management Plan (SEMP)

The SEMP is a key strategic document which supports the Council's Corporate Asset Plan by demonstrating sound management and planning of the school property portfolio.

Children's Services use the SEMP and in particular the 'Core Facts' information (provided to the Scottish Government) to plan and prioritise resources and investment in our schools up to 5 years ahead. This information facilitates comparative strategic analysis of the estate and provides a basis for further detailed examination of the need for specific building projects along with informing investment priorities.

The SEMP is reviewed and updated by the Children's Services Property Team annually and is submitted to the Scottish Government together with the annual 'Core Facts' data collection information which assessed each property's;

- Condition - the physical state of a property
- Suitability - quality of property to meet curricular and education delivery and needs
- Sufficiency - the occupancy and capacity of a school

3.2 Assessment Criteria Used

The condition and suitability elements are collected from each school and are based on a four point scale;

- A Good
- B Satisfactory
- C Poor
- D Bad

3.3 How Schools are Rated/Assessed

Condition is determined by Development Services staff who update condition survey information annually which takes cognisance of work undertaken in previous years.

Suitability is determined by assessing questionnaire returns which are issued to all Headteachers each year. These focus on the following areas, which have 5 agreed weighing attached to them:-

<u>Area</u>	<u>Weighting</u>
Learning & Teaching	50%
Internal Social Space	15%
Internal Facilities	15%
External Social Space	10%
External Facilities	10%

A copy of the questionnaire used is in the SEMP document at **Appendix 1**.

4. **Considerations**

4.1 Summary of Report

The report covers all 62 Primary, Secondary and Additional Support Needs School establishments. It is hoped in future to extend the SEMP to cover Early Years establishments also, which will be linked to future expansion plans.

The overall condition and suitability of the Falkirk School Estate is very good with the actual assessment as:

<u>Rating</u>	<u>Condition</u>	<u>Suitability</u>
A – Good	38	19
B – Satisfactory	20	42
C – Poor	4	1
D - Bad	0	0
Totals	62	62

4.2 Planned Improvements to C and D Rated Properties

Work/plans are already in place to improve those schools who fall into those categories.

Full details of the schools concerned and work planned is contained on pages 8 and 9 of the SEMP report.

5. **Consultation**

- 5.1 As outlined in Section 4 of the SEMP headteachers have been consulted on their views on suitability ratings.

In addition to this each School's Individual Asset Management Plan (SAMP) is provided to Parent Councils (where they exist) and a full set is made available in the Elected Members Lounge.

6. **Implications**

Financial / Resources

- 6.1 The ratings/assessments provided allow Officers to prioritise investment within the School Estate and the individual school asset management plans allow the Service to align resources available from the 3 Year Capital Programme to individual school investment plans.

Legal / Risk / Sustainability

- 6.2 A key objective for the school estate is to ensure that the authority has enough capacity/pupil places for the resident population. An assessment of sufficiency provides Children's Services with a means to determine the occupancy/capacity levels of its schools and assists with;

- Forward Planning of School investment
- Projecting occupancy figures using school roll projections to identify school /areas at risk of;
 - Exceeding capacity
 - Long term under occupancy
- Anticipating and calculating the impact of new housing to secure planning gain/developer contributions where appropriate.
- Determine robust and sustainable enrolment levels/thresholds that can be clearly justified in appeals against placing request refusals.
- Determining "reserved places" at each school.

The current school rolls, capacity and occupancy rates are contained within the SEMP report.

7. Conclusions

- 7.1 The SEMP report provides Officers with a fully detailed and robust set of property assessments and data that allows proper and prioritised investment to be planned and undertaken across the school estate.

The data also provides Officers with the necessary information to undertake critical forward planning exercises that ensures we have sufficient capacity within local schools to meet the current and future demand for all catchment area children.

Director of Children's Service

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Date: 21 November 2017

Appendices

- 1 School Estate Management Plan (SEMP) (2017-18)

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

CHILDREN'S SERVICES

School Estate Management Plan (SEMP) (2017-18)

Annual Summary and Progress Update Report As At June 2017

CONTENTS

1. Executive Summary

- 1.1 Purpose of Report
- 1.2 Key Strategic Aims
- 1.3 General Contextual/Statistical Information

2. Summary of Progress Made

- 2.1 Primary Schools
- 2.2 Early Years Establishments
- 2.3 Secondary Schools
- 2.4 Special Schools
- 2.5 Asset Management and Best Value
- 2.6 Prioritisation of Resources/Investment Plan
- 2.7 Core Facts (condition, suitability and sufficiency)
- 2.8 Capital Programme
- 2.9 Climate Change Act 2009/Sustainability
- 2.10 Accessibility
- 2.11 Premises managers Handbook
- 2.12 Conclusion

3. Appendices

- Appendix 1 - School Rolls/Capacity
- Appendix 2 - Condition Rating/Suitability Ratings
- Appendix 3 - Suitability Assessment Forms
- Appendix 4 - Capital Programme

1. Executive Summary

1.1 Purpose of Report

This report provides a summary of the work undertaken throughout the school estate in 2016/17 and provides an evaluation of key building assessments at June 2017. It also assesses progress made against the strategic aims associated with the SEMP.

1.2 Key Strategic Aims of SEMP

Falkirk Council faces a significant number of key strategic challenges over the next few years that will impact directly on our school estate. These include:

- **Strategic Property Review**
Given the financial and budget challenges faced by the Council over the next few years it is important that the use of all Council properties is assessed and reviewed to ensure they are being used as efficiently as possible. It is important that investment in our School Estate also aligns with this Review to ensure best value can be demonstrated, where alternative options may exist.
- **Demographic pressures**
High levels of birth rates, increased inward migration and continuing house building have all presented major challenges for Children's Services in meeting increased demand for school places. The geographic areas facing the most capacity pressure are Larbert, Stenhousemuir, Bonnybridge, Denny and Maddiston.
- **Financial & Budget Pressures**
The significant level of budget savings the Council requires to meet over the next few years will have a direct impact on our current resources for both managing and investing in our school estate.
- **Planning Gain / Developer contributions**
It is critical that Children's Services have a key role in early discussions with potential housing developers to ensure an early impact assessment can be made on the effect new housing could have on local schools capacity. This will ensure common understanding of capacity challenges and lead to maximising contributions that may be needed to extend school capacity, if the housing development receives planning permission.
- **Delivering the proposed increase in Early Learning & Childcare to 1140 hours by 2020**
The Scottish Government's announcement to increase early learning and childcare to 1140 hours per child by 2020 will pose significant challenges for Children's Services in ensuring that we have the necessary capacity and infrastructure to meet the demands from this increase in provision.

- **Carbon Management Targets**

To assist the Council's commitment in lowering its carbon emissions whilst saving money and helping Scotland to meet its ambitious targets of cutting greenhouse gas emissions by 42% by 2020 and by 80% by 2050.

- **Ensuring School Estate Supports Curriculum for Excellence**

Ensure our school Estate provides maximum educational benefit to enable all aspects of the curriculum to be delivered appropriately and delivered in a manner that benefits our pupils.

1.3 **Contextual Information**

Children's Services is the largest of Falkirk Council's services with around 3,000 employees (full-time equivalent) and a gross revenue budget of approximately £181.4 million (2017/18).

School education is provided for more than 21,000 pupils in:

- 50 primary schools
- 8 secondary schools
- 3 special schools
- 1 pupil support unit

The Service also provides over 4,000 places in our early year's establishments:

- 8 extended day early year establishments
- 2 early year campuses
- 45 nursery classes
- Local private sector providers also provide capacity where there is a high demand to ensure a comprehensive, high quality pre-five provision is in place across the whole council area.

The full list of rolls/capacity in all educational establishments can be seen in **Appendix 1**.

For each establishment, the capacity is shown as at September 2016. The roll information from the 2016 census is also shown for primary, secondary and special sectors.

2. **Summary of Improvements Made During 2016/17**

2.1 **Early Years Establishments**

To increase the capacity of early years provision, building work was completed during 2016/17 in the undernoted projects:-

- **Bonnybridge ELC Campus** – The installation of additional modular nursery units creating an additional 98 places for 0-5 year olds (operating full day, full year).

2.2 Primary Schools

- Nethermain Primary School – Full electrical rewire and installation of a new heating system.
- Maddiston Primary School – the installation of a double classroom modular unit.
- Denny Primary School – the installation of a double classroom modular unit.
- Carron Primary School Hall Extension – Completion of the new hall extension.
- Bainsford Primary School – Phase 3 of the roofing & roof glazing improvements.

2.3 Secondary Schools

Providing additional capacity remains the main challenge for the service over the next 5 years as secondary school rolls are projected to increase by 200-300 pupils per year for the next 4 years. St. Mungo's High School, Larbert High School and Denny High School are the schools facing the most challenging capacity pressures.

Previous changes in our admission policy have allowed us to proactively reduce the capacity risks at St. Mungo's High School and the current Carronrange School offers an opportunity to address Larbert High School's capacity challenges.

The planned lifecycle works to the Secondary Schools for 2017/18 will be carried out throughout this period, and included the following improvements:

- (i) PPP Schools
(Braes High School, Bo'ness High School, Graeme High School, Larbert High School, Carronrange School)
- All weather pitch repairs
 - External Window (glazing / Seals) replacement
 - External door replacement / repairs
 - Plant replacement (Boiler and Pool Rooms) – Pumps and valves
 - Roof covering repair/replacement
 - Replacement floor finishes

In addition the undernoted improvements will contribute to the reduction of energy consumption at each school:

- Refurbishment works to boilers and controls
- Building Management System (BMS) – modem replacement.

(ii) NPDO Schools

(Falkirk High School, Grangemouth High School, Denny High School, St. Mungo's High School)

Buildings

- Re-seal Junkers flooring
- Repairs to flooring
- Redecoration of all ground floor corridors
- External building Fabric clean
- Replacement road markings and signs

Sports Areas

- Rejuvenation of 2g pitch
- Replace pool equipment

2.4 **Special School Sector**

2.4.1 New Carrongrange High School

The project to replace Carrongrange School with a new £18m ASN secondary school in Grangemouth is due to open in August 2017. The school is being delivered as part of the Scottish Government's "Schools for the Future" Programme and will be 50% funded by the Scottish Government (via the Scottish Futures Trust) the new school is planned to open in August 2017.

2.4.2 Mariner Support Service

Provides a service with a current capacity for up to 30 young people who experience social, emotional and behavioural difficulties. In August 2016 the Service was relocated from its temporary home within Weedingshall, Polmont, to the former Focus School site in Laurieston, following the successful purchase of this school/site.

Work was undertaken on site to ensure that the building was made fit for purpose and ready to receive the children and young people from August 2016. This new site offers significant scope to expand the service to meet the changing needs of our children and young people and raise attainment and improve their opportunities beyond school. The new site offers;

- The scope to increase capacity of both part time & fulltime students.
- Increased ancillary and recreational space and a number of specialist rooms, including a gym hall/games hall.
- Improved ICT facilities.
- A large external area, including a garden.
- On site kitchen facility.
- Opportunity to co-locate other related services

2.5 **Linkage to Corporate Asset Management Group**

The Council's Corporate Asset Management Group meets regularly to discuss and progress property related issues across the entire council estate.

The proposed programme of works detailed in our Asset Management Plans is informed by the Council's Asset Management Strategy to ensure that

expenditure is prioritised on buildings to improve suitability, condition or sufficiency ratings in alignment with the strategic objectives of the Council.

2.6 Prioritisation of Resources/Investment Plans

Revenue and capital investment programmes have been aligned with the School Estate Management Plan objectives and are assessed and evaluated against the Council's SOLD objectives by the Councils Asset Management Group. All Capital programme bids with an anticipated value of £1M or above are now subject to a formal option appraisal and all other bids subject to scrutiny and peer review by the Council's Capital Planning Working Group.

Proposed works reflect the main themes contained in the SEMP, based on existing condition data that are regularly being reviewed.

In addition, Children's Services prepare a number of 'Reserve Projects' which can be brought forward and accelerated should there be slippage in any current projects within our agreed Capital Programme.

It should be noted that some projects may on occasion need to be re-scheduled to future years should works need to be carried out as an emergency to ensure that facilities can remain operational.

Over the year steady progress has been made in prioritising available funds/resources towards improving the school estate. Continued improvement needs to be matched with long-term funding support to ensure A and B ratings are achieved in all of Falkirk's schools.

A significant challenge Children's Services face is trying to undertake major school improvement work during times that cause the minimum disruption to pupil learning.

2.7 Core facts

(i) Background

The Scottish Government publishes annual statistics on the school estate using information provided by each council through the collection of annual census information. This is referred to as the 'Core Facts - Schools Estate'.

Core facts data have been compiled, recorded and reported to the Scottish Government since 2003. This information helps set out the elements which will establish a baseline picture of the current school estate and provides a method of measuring the benefits of and prioritising long-term investment.

The three main elements of the core facts collected for each individual school are:

- Condition - focuses on the physical state of premises to ensure safe and continuous operation
- Suitability - focuses on the quality of premises to meet curriculum, management and other issues which may impact on raising educational standards
- Sufficiency - focuses on the capacity and organisation of pupil places within and across schools in relation to demand.

The condition and suitability elements collected for schools are based on a four point scale

- **A (Good)**
- **B (Satisfactory)**
- **C (Poor)**
- **D (Bad)**

(ii) Summary of Overall Ratings

A summary of our current primary, secondary and special school estate's condition and suitability ratings is as follows:

Rating	Condition	Suitability
A	38	19
B	20	42
C	4	1
D	0	0
Total Schools Rated	62	62

The above ratings are used to prioritise and align both capital and revenue expenditure/investment in schools with the key aim of improving our D and C ratings while maintaining our A and B ratings across all our school estate. Details of the 5 schools rated "C" are provided below.

(iii) Condition Ratings

The condition survey information is updated annually by Development Services taking cognisance of work undertaken in previous years.

- Children's Services work jointly with Development Services to continually review and assess the scoring system to try and ensure accuracy and consistency across the school estate and to set realistic goals.

The 12 major building elements used for the ratings and their weightings are:

<u>Key Elements</u>	<u>Weighting</u>
External walls, windows and doors	20%
Mechanical	19%
Roof	15%
Electrical	14%
Redecorations	9%
External Areas	8%
Floor and Stairs	5%
Sanitary Services	3%
Ceilings	2%
Internal walls and doors	2%
Fixed Internal Facilities and Furniture	2%
Outdoor Sports Facilities and Fixed Furniture	1%
	<u>100%</u>

Following this year's assessment 4 schools currently have a 'C' (poor) condition rating. Discussions have taken place with our Development Services Facilities Team and work has been identified which should elevate these schools to a minimum 'B' (satisfactory) rating. The improvement works required are:

- Beancross Primary School
Major electrical, mechanical & heating upgrade (summer 2017)
- Langlees Primary School
Works to upgrade and repair the existing pitched roof & insulate and re cast external walls currently scheduled to begin 2019/2020
- Slamannan Primary School
Upgrading existing toilets (Phase 1 summer 2017)
- St. Margaret's Primary School
Phased reroofing works currently scheduled to begin in 2018/2019.

(iv) Suitability Ratings

The suitability core fact tries to provide a measure of the extent to which school buildings and grounds are appropriate in providing an environment which supports quality learning and teaching. For the latest suitability data collection a revised questionnaire form was issued to all headteachers based on the Scottish Government's model. This focused on:

<u>Area</u>	<u>Weighting</u>
Learning and Teaching	50%
Internal Social space	15%
Internal Facilities	15%
External Social space	10%
External Facilities	<u>10%</u>
	<u>100%</u>

Falkirk schools suitability ratings are updated every three years or when extensive alterations/refurbishments are made to schools. The next proposed review of suitability ratings is scheduled for spring 2018.

Currently there is 1 school rated as “poor” details of the plans for improvement are as follows:-

School	Improvement Work Planned
Limerigg Primary School (Rated C)	Discussions have taken place with Senior Management at the school to identify possible solutions/improvements. Works currently identified include remodelling the internal layout of the school. Given the cost and falling roll at the school it is unlikely that these works will take place in the near future.

(v) Moderation of Suitability Assessments

A moderation exercise is an important aspect of the data gathering process. Officers meet with headteachers to discuss their ratings/views to try and ensure a robust and consistent return across the authority.

Following the completion of this exercise a series of independent review visits were organised and carried out for some schools. These visits consisted of a review of the layout of the school and a meeting with the headteacher to discuss/identify potential short term and long term improvements that could be made which would enhance the suitability rating of the schools in future years.

A detailed breakdown of all current ratings are included as **Appendix 2**. Copies of our Suitability Assessment Forms are included as **Appendix 3**.

(vi) Sufficiency Ratings

A key objective for the school estate is to ensure that the authority has enough capacity/pupil places for the resident population. An assessment of sufficiency provides Children’s Services with a means to determine the occupancy/capacity levels of its schools and assists with:

- Forward Planning of School investment
- Projecting occupancy figures using school roll projections to identify schools/areas at risk of
 - Exceeding capacity
 - Long term under occupancy
- Anticipating and calculating the impact of new housing to secure, where appropriate, planning gain/developer contributions
- Determine robust and sustainable enrolment levels and Reserved Place thresholds that can be clearly justified in appeals against placing request refusals.

2.8 Capital Programme 2016/17 Onwards

(i) Introduction

Our Capital Plan priorities reflect Falkirk Council's key strategic objectives. In addition they provide fit for purpose establishments which will provide a 21st Century learning environment in which major national curricular developments and new methods of learning can be delivered.

Our young people should have access to positive learning environments and opportunities to develop their knowledge, skills, ambitions, confidence and self-esteem to the fullest potential.

School Buildings have an important role to play in raising educational standards. Schools are required to be well designed and have facilities that inspire young people, teachers and communities and meet their aspirations and evolving needs.

In the last 5 years, investment in Falkirk's school estate has amounted to:

- over **£36.3m** through the Council's Capital Programme.
- over **£6.7m** through the Revenue Repairs and Maintenance Programme.

(ii) Current Capital Investment Plan

Falkirk Council's current approved three year capital programme includes significant and sustained investment in our school estate. **Appendix 4** shows the current approved plan for capital investment. The plan shows approved, prioritised investment prepared by Children's Services using the data and information held on the school estate to prioritise projects.

In addition to the above capital investment, Falkirk's school estate also benefits from revenue investment. In 2016/17, a repairs and maintenance budget of c.**£1.1m** ensures that the undernoted work is undertaken in a prioritised and structured manner:

- statutory and pre-planned maintenance
- upkeep of fixed plant
- general repairs.

This work is included in individual School Asset Management Plans.

As part of the Council's Corporate Asset Management Plan, the School Estate Management Plan will require to consider opportunities to attract other sources of funding that the Council can realise itself, eg the sale of surplus assets.

In this context, the generation of capital receipts from surplus assets provides an essential contribution towards achieving the Council's main priorities and objectives through the capital programme. Contributions from developers will also play an increasingly important role in supporting investment plans.

(iii) Future Investment

A key function of individual asset management plans will be to prioritise investment against assessed needs over the coming years. The investment priorities will be both aligned to the Council's Corporate Asset Management Plan and reflected in future capital programmes enabling the Council to make significant progress in meeting its asset improvement and planning objectives.

The Council's capital investment will be instrumental in advancing the Council's overall strategic community planning objectives.

2.9 **Climate Change Act /Sustainability**

The Climate Change (Scotland) Act 2009 is a key commitment of the Scottish Government and creates the statutory framework for greenhouse gas emissions reductions in Scotland by setting an interim 42 per cent reduction target for 2020.

Part 4 (section 44) of the Act places duties on public bodies relating to climate change. The duties require that a public body must, in exercising its functions, act in:

- the way best calculated to contribute to delivery of the Act's emissions reduction targets;
- the way best calculated to deliver any statutory adaptation programme; and
- a way that it considers most sustainable.

Falkirk Councils' Carbon Management Plan covering the period 2015-2021, restates the Council's commitment to helping Scotland to meet its ambitious targets of cutting greenhouse gas emissions by 42% by 2020 and by 80% by 2050.

The plan places greater emphasis on corporate commitment and involvement in carbon reduction. It highlights that the greatest potential for savings lies in no/low cost actions such as rationalising how the built estate is used and how its energy is used and managed by all. Children's Services is highlighted as a key player due to the fact that its buildings account for more than 50% of all building energy use.

The Scottish Government is currently revising targets and once published, the Council will revise its strategy in line with the updated targets.

Projects within Children's Services targeted to meet legislative goals and the Carbon Management Plan are likely to include:

Management driven initiatives such as:

- Rationalising the Service's use of, and efficiency of the school estate
- IT efficiency – optimising PC and server associated energy use
- Implementation of the proposed heating policy
- Review of heating in schools

- Reviewing catering operations
- Notionally devolving school energy budget

Behavioural change such as:

- School led energy efficiency campaigns to raise awareness
- School led energy action plans as part of the Eco Schools award
- Equipment shut down procedures when not in use and out of hours
- Engaging school communities in tracking energy use

Capital projects such as:

- Improved lighting efficiency
- Improved heating efficiency
- Energy efficient equipment
- Insulation and draft proofing
- Improved building management control systems
- Water efficiency projects
- Explore the potential for renewable energy generation

2.10 **Accessibility**

Disability discrimination legislation requires Children's Services to improve over time access to education for pupils with disabilities within Falkirk Schools.

The Council has made considerable progress in meeting this requirement by developing and implementing an Accessibility Strategy.

One of the three main strands of the strategy is to improve the physical environment of schools to make them more accessible.

The Council has adopted a planned approach to improving physical access to schools with each school having previously been audited to ensure compliance with the Disability Discrimination Act 1995 and a rolling programme of building adaptations carried out.

This has resulted in 93% of schools being classed as either fully or mostly accessible when assessed against base level criteria of entrance to school, vertical access, disabled toilet provision and means of escape.

Some schools, however, cannot be made fully accessible to those affected by physical disability due to the age and internal design layout of the buildings. Accessibility requirements are automatically built in to school design for all new build/major refurbishment projects and are implemented in accordance with the Council's design standards.

2.11 Premises Managers Handbook

A copy of the Premises Managers Handbook was provided for each school in 2009/10, and was developed to assist all managers who are responsible for health and safety within their premises (and for any associated activities).

The handbook has been regularly updated since then and is designed to cover the range of tasks involved in ensuring that a workplace premise is a safe environment for employees and others to work in and visit and covers the following legislation:

- The Health and Safety at Work etc Act 1974;
- The Management of Health and Safety at Work Regulations 1999;
- The Workplace (Health, Safety and Welfare) Regulations 1992;
- Fire Safety (Scotland) Regulations 2006;
- The Control of Asbestos at Work Regulations 2006;
- The Control of Legionella Bacteria in Water Systems 2001; and
- The Health and Safety (First Aid) Regulations 1981.
- The School Premises (General Requirements and Standards) (Scotland) Regulations 1967.
- Equality Act 2010

2.12 Conclusion

The Council continues to invest in and improve its school estate and enhance learning environments through the implementation of the objectives established within the School Estate Management Plan.

Core Fact information, particularly in relation to condition, has become more robust and technically efficient and forms an excellent basis for informing investment decisions.

Significant investment has been made within our school estate through the PPP/NPDO projects and conventional capital funding. There is a clear focus in linking capital expenditure to needs based assessments.

It is important to note that the development of the School Estate Management Plan and individual school Asset Management Plans will remain an ongoing commitment for Children's Services in conjunction with the aims of the Council's Strategic Property Review. As such an annual review of the strategic plan will continue to be carried out and a progress report will be presented to committee on an annual basis.

Prepared By:

Date: 6 September 2017

FALKIRK COUNCIL: EDUCATION SERVICES
Current Nursery Class Capacity 2016/17

Nursery Classes	AM	PM
Airth	37	37
Antonine	50	50
Avonbridge	23	0
Bainsford	30	30
Bankier	30	30
Bantaskin	49	49
Beancross	60	60
Bo'ness	30	30
Bonnybridge	40	40
Bowhouse	29	29
California	30	0
Carmuir	34	34
Carron	30	30
Carronshore	40	40
Comely Park	40	40
Deanburn	45	45
Denny	40	40
Dunipace	30	30
Easter Carmuir	27	27
Grange	30	30
Hallglen	40	40
Head of Muir	34	34
Kinnaird	70	70
Kinneil	30	30
Ladeside	44	44
Langlees	40	40
Larbert Village	36	36
Laurieston	30	30
Maddiston	95	95
Moray	30	30
Nethermains	37	37
Sacred Heart RC	70	70
Shieldhill	30	30
St Andrew's	38	38
St Bernadette's	40	40
St Francis	40	40
St Joseph's	30	30
St Margaret's	50	50
St Mary's RC	40	40
St Patrick's RC	35	35
Stenhousemuir	38	38
Victoria	50	50
Wallacestone	80	80
Westquarter	50	50
Whitecross	20	0
Subtotal Nursery Capacity Class	1,821	1,748

Other Early Years Establishments	AM			PM		
	Babies	2 year olds	3-5 yr olds	Babies	2 year olds	3-5 yr olds
Camelon Nursery	12	30	48	12	30	48
Denny Nursery	12	25	56	12	25	56
Heathrigg NS	3	7	30	3	7	30
Inchlair NS	0	0	70	0	30	0
Larbert DN	9	20	32	9	20	32
Queen Street Nursery	0	23	80	0	23	80
Rannoch	12	25	60	12	25	60
Woodburn DN	0	12	24	0	12	24
Subtotal Other Establishments	48	142	400	48	172	330

Early Years Campuses						
Kinniel PS	8	13	16	8	13	16
St. Margaret's PS	12	25	16	12	25	16
Bonnybridge PS	12	30	56	12	30	56
Subtotal Early Years Campuses	32	68	88	32	68	88

Additional (eligible) two year old places						
Bonnybridge PS	0	40	0	0	40	0
Camelon Nursery	0	40	0	0	40	0
Denny Nursery	0	40	0	0	40	0
Laurieston PS	0	25	0	0	25	0
Rannoch Nursery	0	40	0	0	40	0
Subtotal	0	185	0	0	185	0

Total Early Years Capacity	80	395	2,309	80	425	2,166
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2016/17 School Roll/Capacity Details

Primary Schools	School Roll 2016/17	Building Capacity	Additional Modular Classroom Accommodation	School Capacity Including Modular Accommodation	Other modular Accommodation	School Operational Occupancy (including modular) %
Airth	162	217	No	217	—	75%
Antonine	239	317	Yes	317	—	75%
Avonbridge	44	100	No	100	—	44%
Bainsford	203	262	No	262	—	77%
Bankier	199	284	No	284	—	70%
Bantaskin	306	434	No	434	GP/ancillary	71%
Beancross	388	342	Yes	434	—	89%
Blackness	28	50	No	50	—	56%
Bo'ness Public	267	317	No	317	—	84%
Bonnybridge	322	434	Yes	377	Nursery	85%
Bothkennar	17	50	Yes	50	Spare	34%
Bowhouse	265	434	Yes	434	Nursery	61%
California	66	100	Yes	100	Nursery	66%
Carmuir	147	217	No	217	—	68%
Carron	403	434	No	434	—	93%
Carronshore	317	454	Yes	454	Enhanced Provision	70%
Comely Park	398	434	No	434	—	92%
Deanburn	310	434	Yes	434	Playgroup	71%
Denny	291	284	Yes	342	—	85%
Drumbowie	16	50	No	50	—	32%
Dunipace	177	217	No	217	—	82%
Easter Carmuir	167	262	No	262	—	64%
Grange	203	262	No	262	—	77%
Hallglen	351	434	No	434	—	81%
Head of Muir	313	434	No	434	—	72%
Kinnaird	569	434	Yes	651	—	87%
Kinneil	272	342	No	342	—	80%
Ladeside	282	284	Yes	342	Enhanced Provision	82%
Langlands	228	317	No	317	—	72%
Larbert Village	352	434	Yes	434	Enhanced Provision	81%
Laurieston	211	262	No	262	—	81%
Limerigg	18	50	No	50	—	36%
Maddiston	463	434	Yes	479	—	97%
Moray	319	496	Yes	496	Pre/After School Club	64%
Nethermains	208	262	No	262	—	79%
Sacred Heart	192	342	No	342	—	56%
Shieldhill	206	342	No	342	—	60%
Slamannan	131	262	No	262	—	50%
St Andrew's	402	434	Yes	454	—	89%
St Bernadette's	210	217	No	217	—	97%
St Francis's	422	454	No	479	—	88%
St Joseph's	161	217	No	217	—	74%
St Margaret's	383	434	Yes	454	Nursery	84%
St Mary's	191	317	No	317	—	60%
St Patrick's	334	434	Yes	434	Enhanced/Nursery	77%
Stenhousemuir	428	434	Yes	454	Nursery/GP	94%
Victoria	353	434	Yes	454	—	78%
Wallacestone	509	651	Yes	651	Nursery	78%
Westquarter	294	377	No	377	—	78%
Whitecross	82	100	No	100	—	82%

ASN WINGS

Thistle Wing (Kinnaird)	24	24	No	24	—	100%
Timezone (Maddiston)	24	24	No	24	—	100%
Primary Total	12,616	16,044	—	16,640	—	76%

Secondary Schools	School Roll 2016/17	School Capacity	Modular Accommodation	School Capacity Including Modular Accommodation	Other modular Accommodation	Occupancy %
Bo'ness Academy	646	1,150	No	1,150	—	56%
Braes HS	1,011	1,123	No	1,123	—	90%
Denny HS	1,266	1,663	No	1,663	—	76%
Falkirk HS	1,082	1,548	No	1,548	—	70%
Graeme HS	1,027	1,462	No	1,462	—	70%
Grangemouth HS	758	1,166	No	1,166	—	65%
Larbert HS	1,678	1,872	No	1,872	—	90%
St Mungo's HS	1,200	1,433	No	1,433	—	84%
Total	8,668	11,417	—	11,417	—	76%

Special Schools	School Roll 2016/17	School Capacity	Modular Accommodation	Occupancy %
Carrongrange School	157	200	No	79%
Mariner Support Service	20	30	Yes	67%
Oxgang School and Support Service	4	30	No	13%
Windsor Park School	12	14	No	86%
Total	193	274	—	70%

Primary Schools (50)	CONDITION	SUITABILITY
Airth Primary School	A	B
Antonine Primary School	A	A
Avonbridge Primary School	B	B
Bainsford Primary School	B	B
Bankier Primary School	A	B
Bantaskin Primary School	B	B
Beancross Primary School	C	B
Blackness Primary School	A	A
Bo'ness Public Primary School	B	B
Bonnybridge Primary School	B	B
Bothkennar Primary School	A	B
Bowhouse Primary School	A	B
California Primary School	B	B
Carmuir Primary School	B	B
Carron Primary School	A	B
Carronshore Primary School	B	B
Comely Park Primary School	A	B
Deanburn Primary School	A	B
Denny Primary School	A	B
Drumbowie Primary School	B	B
Dunipace Primary School	A	B
Easter Carmuir Primary	A	B
Grange Primary School	B	B
Hallglen Primary School	A	A
Head Of Muir Primary School	A	B
Kinnaird Primary School	A	A
Kinneil Primary School	B	B
Ladeside Primary School	A	B
Langlees Primary School	C	B
Larbert Village Primary School	A	B
Laurieston Primary School	B	A
Limerigg Primary School	A	C
Maddiston Primary School	A	A
Moray Primary School	B	B
Nethermains Primary School	A	B
Sacred Heart RC Primary School	A	A
Shieldhill Primary School	A	B
Slamannan Primary School	C	A
St Andrew's RC Primary School	B	B
St Bernadette's Primary School	A	A
St Francis Xavier's RC Primary School	B	B
St Joseph's RC Primary School	A	B
St Margaret's Primary School	C	B
St Mary's RC Primary School	B	B
St Patrick's RC Primary School	B	A
Stenhousemuir Primary School	B	B
Victoria Primary School	B	B
Wallacestone Primary School	A	B
Westquarter Primary School	B	A
Whitecross Primary School	A	A

No. of Schools	
Primary	50
Secondary	8
Special	4
Total	62

Suitability Ratings	Number	%
A	19	31
B	42	67
C	1	2
D	0	0
Total	62	

Condition Ratings	Totals	%
A	38	60
B	20	34
C	4	6
D	0	0
Total	62	

Secondary Schools (8)	CONDITION SUITABILITY	
Bo'ness Academy	A	A
Braes High School	A	B
Denny High School	A	A
Falkirk High School	A	A
Graeme High School	A	A
Grangemouth High School	A	A
Larbert High School	A	B
St Mungo's RC High School	A	A

Special Schools (4)	CONDITION	SUITABILITY
Carrongrange School	A	B
Windsor Park School	A	A
Mariner Support Service	A	B
Oxgang School and Support Service	A	B

FALKIRK COUNCIL : EDUCATION SERVICES
Suitability Assessment (Property) - Primary & Secondary School

School:

Headteacher:

Rating A-D

1. **Area - Learning and Teaching Spaces** - classrooms, areas for group work/private study, internal and external PE/games areas

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Rating A-D

2. **Area - Internal Social Spaces** - eg pupil social areas dining/common rooms, staffrooms

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Rating A-D

3. **Area - Internal Facilities** - eg reception, administration, office, meeting, circulation space, resource/staff bases, library, toilets

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Rating A-D

4. **Area - External Social Spaces** - Play, covered, seated areas

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Rating A-D

5. **Area - External Facilities** - car parks, bike shelters, drop off areas, storage facilities

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Rating A-D

6. **Secondary Schools Only**

Area - Learning and Teaching (Practical) - Art, Drama, Music, Science, Technical, Home Economics, PE (internal and external courts, pitches and running tracks)

- Functionality
- Accessibility
- Environmental Conditions
- Safety and Security
- Fixed Furniture and Fitting

Average

Comments

Please comment on issues of concern/justification for any D noted areas

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Name:

Date:

FALKIRK COUNCIL : EDUCATION SERVICES

Suitability Assessment (Property) - Nursery Schools

Nursery:

Headteacher/Manager:

Rating A-D

1. Internal Social Space - eg playrooms, food preparation areas, parents meeting room

- Suitability to deliver children's development and learning
- Fixed furniture and fittings
- Safety and Security

Average

Rating A-D

2. Internal Facilities - eg entrance/reception, staffroom, toilets for staff and children

- Suitability for purpose
- Safety and security
- Accessibility including intimate care facilities
- Fixed Furniture

Average

Rating A-D

3. External Facilities - eg play areas, grounds, security fencing, car parking

- Suitability for purpose - eg play equipment
- Accessibility for all
- Safety and security of outdoor play areas
- Fixtures and fitting, eg bins, signage for car parking

Average

Comments - Please comment on issues of concern

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Rating A-D

4. Area - learning spaces - safe, attractive, stimulating environment -delivering the curriculum, eg room arrangement for play, IT areas, areas for group work, areas to support ASN pupils

- Accessibility for all to access resources
- Safety and security of room areas
- Areas for tutorial rooms (to support ASN/visiting staff)

- Provision of room temperatures, provision of space for specialist areas, eg baby room (if applicable), rest and sleep rooms (if applicable)

Average

Comments - Please comment on issues of concern/justification for any D noted areas

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Note Environmental conditions such as heating, ventilation, windows/doors fit are assessed separately within the council condition rating as part of the core facts collection.

Signed:

Date:

Falkirk Council: Education Services

Approved 3 Year Capital Programme 2017-20

	2017/18 £000	2018/19 £000	2019/20 £000
Education Investment			
Major Improvements			
New Carrongrange School	3,673	0	0
Kinnaird Primary School Extension Phase 1	2,577	0	0
Kinnaird Primary School Extension Phase 2	0	180	320
Maddiston Primary School Extension Phase 1	0	0	1,222
Other Investment			
Capital improvements – All Schools	1,635	2,020	1,800
Community Education Properties Secondary Schools	125	155	0
Increased capacity	324	0	0
Larbert Village PS – Resurfacing (See Note 1)	0	50	0
Changing Facilities Older Children	40	0	0
TOTAL CHILDREN'S SERVICES (per budget book)	8,374	2,405	3,342
<u>Agreed Accelerated Capital Spend</u>			
Note 1 Larbert Village PS – Resurfacing	25	(25)	—
TOTAL CS – PLANNED EXPENDITURE	<u>8,399</u>	<u>2,380</u>	<u>3,342</u>

Subject: Kinneil Estate Masterplan 2015 - 2025 Progress Report
Meeting: Information Bulletin
Date: 06 December 2017
Author: Director of Development Services

1. INTRODUCTION

- 1.1 The Kinneil Estate Masterplan 2015-2025 was approved by the Council's Executive on 17 March 2015. The Masterplan was developed by Falkirk Community Trust (FCT) following consultation with key partners including Falkirk Council (FC), Historic Environment Scotland (HES), Central Scotland Green Network Trust (CSGNT), Friends of Kinneil (FoK) and Bo'ness Community Council (BCC).
- 1.2 The purpose of the Masterplan is to provide a framework to conserve, enhance and develop the estate over the ten year lifetime of the plan by attracting external funding. While promoting the strategic conservation of key aspects of the estate, the masterplan also highlights the need for change and transformation.
- 1.3 Implementation of the Kinneil Estate Masterplan is identified as a local priority for the Bo'ness area in the Falkirk Council Open Space Strategy.

2. CONSIDERATIONS

- 2.1 The Masterplan proposed the establishment of an Advisory Group to guide its implementation. The membership of the Advisory Group is representative of the Estate owner and managers, relevant statutory agencies, community representatives and local interest groups who carry out activities in the Estate. The advisory group held its first meeting on 25 September 2015. Outcomes agreed for the group were as follows:
- projects will not be in conflict with the masterplan objectives and themes;
 - opportunities and aspirations are packaged into discrete funder friendly packages;
 - an implementation plan, including the prioritising of projects and a timetable for delivery, is developed which will be subject to revision on a regular basis;
 - feasible sources of funding are identified (the masterplan does not currently hold any funding); and
 - a collaborative approach to the management and development of the site is encouraged with the aim of creating a mixed use site that meets a range of local aspirations in the wider community.
- 2.2 The Advisory Group agreed to prioritise work on four of the projects within the masterplan. Progress on these priority projects over the last two years is detailed in the table below:

Project	Lead / Partner(s)	Year One Progress	Year Two Progress
Mountain Bike trails	White Lady Mountain Biking (WLMB) / FCT	WLMB was working in partnership with FCT on the procurement and construction of phase 1 of the trails; although the tenders had come in over budget, additional funds had been secured from sportscotland .	Construction was completed in December 2016. However, there remains a shortfall of around £8k to complete the pump track and skills loop.
Orchard development	FCT / CSGNT, Forth Environment Link (FEL)	Completion of planting of a 'timeline' of fruit trees with interpretation, funded through the Inner Forth Landscape Initiative (IFLI)	Programme focussed on activity, Wild About Kinneil, funded by IFLI, and delivered by FCT. New interpretive board planned.
Kinneil House	FCT / FC, HES, FoK	Limited progress in Year One: identifying partners, determining their respective roles and testing the feasibility of the House redevelopment project. The key issue identified was securing seed funding. Retaining the status quo regarding ownership/ guardianship was considered as the optimum arrangement for the foreseeable future.	Officers from FCT, FC and HES met with the Princes Regeneration Trust (PRT) to explore options for PRT to support the redevelopment of Kinneil House through the BRICK programme (https://www.princes-regeneration.org/resources/brick); this supports voluntary organisations to protect local heritage (see also 2.4 below).
Signage, Interpretation, Waymarking and Orientation	FCT	Project partners developed a signage style guide; first tranche of signage and noticeboards installed including a new sign for Kinneil Museum. First phase of pathworks also included improved roadside signage and orientation for National Cycle Route 76.	Work completed on the design of the IFLI beacon; further work required on costing prior to submitting a planning application. New noticeboards in the agreed Kinneil style have been well used for community events and advisory notices.

2.3 During year 2, further estate improvement works have also been progressed including:

- installation of new playpark equipment;
- kinneil Museum re-awarded four star status with VisitScotland;
- rebuilding of wall behind Kinneil Museum;
- green gym commenced;

- significant capital investments (£90k) made and delivered by Falkirk Council to re-instate Kinneil Walled Garden's south and east elevations.
 - successful Stage 1 Heritage Lottery Fund application by HES, Falkirk Council and the four other Councils along the line of the Antonine Wall with appointment of Project Co-ordinator to bid to the second stage.
- 2.4 FoK met with PRT in May 2017 and have been asked to consider its vision both for the organisation and Kinneil House; the BRICK programme provides five days of free mentoring designed to build organisational capacity to take forward projects to protect local heritage. HES held an Expert Advisory Day at Kinneil House in June bringing together a number of experts to gain more knowledge about the archaeology of the House and how that knowledge might assist (or constrain) the redevelopment of the House. The results of this day were presented at a conference held at the Hippodrome, Bo'ness on 12 November.
- 2.5 While progress has been good on three out of four of the Priority Projects identified by the Group at its first meeting in 2015, progress on the redevelopment of Kinneil House has been slow and this is no doubt due to its complexity and potential cost.
- 2.6 Retaining the status quo regarding ownership/guardianship is considered to be the optimum arrangement for the foreseeable future, given the existing Guardianship Agreement in place where Historic Environment Scotland is responsible for Kinneil House. Under this arrangement Falkirk Council has no financial implications and continues to see significant investment and progress made, albeit incrementally, by HES.
- 2.7 HES continues to keep the House wind and water tight as well as installing recent additions to the internal infrastructure (heating, lighting and other environmental controls, a new viewing platform access, etc.) and their rebuild of the external wall. It is anticipated that the Friends of Kinneil's work with the PRT and the evidence presented at the community conference will help identify the next steps for this project.

3. ACTION TAKEN

- 3.1 **Note the progress made over the first eighteen months since the approval of the Kinneil Estate Masterplan.**
- 3.2 **Note that a further progress report will be presented on the information bulletin in late 2018.**

pp Director of Development Services

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Date: 20 November 2017

List of Background Papers

- Falkirk Council Open Space Strategy
- Kinneil Estate Masterplan 2015-2025

Falkirk Council

Title: Community Links, National Cycle Network and Access Funding Partnership Funding Update
Meeting: Information Bulletin
Date: 06 December 2017
Author: Director of Development Services

1. Introduction

- 1.1 The information bulletin provides members with an update on the outcome of funding bids to which the Council had submissions earlier in 2017. 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 2017/18. The application process opened on 1st February 2017 with a closing date for online applications on 24th February 2017
- 1.2 Officers submitted bids and expressions of interest to a number of funding streams, relating to access and active travel that became available from 1st February 2017 and 30th June 2017. Applications were submitted variously to Sustrans, Scottish Natural Heritage and Falkirk Environment Trust using officers' delegated powers. These are outlined in section 2 below. This information bulletin updates members on the success of these bids.

2. Considerations

- 2.1 The projects primarily focus upon 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 or consultations with Sustrans Scotland as the main project funder. All funding bids were successful and are now being implemented as follows:
- 2.2 Bo'ness to Kinneil Phase 7 (Boundary Street-SRPS)
- Total Capital Cost £111,920
 - Sustrans National Cycle Network Funding
- 2.3 Bo'ness NCN76 (Carriden Boat Yard)
- Total Capital Cost £24,717
 - Sustrans National Cycle Network Funding
- 2.4 Callendar Park John Muir Way (Callendar Woods to Kemper Avenue)
- Total Capital Cost £27,054
 - Scottish Natural Heritage LDR Funding
- 2.5 Camelon Crematorium Access Link Phase 1
- Total Capital Cost £23,650
 - Sustrans Community Links Funding
- 2.6 Zetland Park, Grangemouth - National Cycle Network Solar Lighting

- Total Capital Cost £13,705
 - Sustrans Community Links Funding £6,853, Falkirk Council £6,852
- 2.7 John Muir Way-NCN76 Realignment – Solar Lighting
- Total Capital Cost £77,683
 - Sustrans Community Links Funding £38,841, Falkirk Environment Trust £30,000, Falkirk Council £8,842
- 2.8 Lionthorn – Policy Bing-Access Improvements
- Total Capital Cost £239,828
 - Sustrans National Cycle Network Funding
- 2.9 Camelon Public Park – Phase 3 Access Improvements to Canal (NCN754)
- Total Capital Cost £58,480
 - Sustrans Community Links Funding £24,240, Falkirk Environment Trust £30,000, Falkirk Council £4,240
- 2.10 Rannoch Park, Grangemouth– Phase 3 & 4 Path Drainage and Solar Lighting
- Total Capital Cost £140,160
 - Sustrans National Cycle Network Funding
- 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 Dalgrain Park, Grangemouth Old Town - Access Improvements to NCN76
- Total Capital Cost £102,702
 - Sustrans National Cycle Network Funding
- 2.13 Chapel Drive-Tryst Golf Club, Stenhousemuir – Phase 3 of Tryst Path Link
- Total Capital Cost £53,070
 - Sustrans National Cycle Network Funding £26,535, Falkirk Council £26,535
- 2.14 Nailer Park-Access Improvements
- Total Capital Cost £59,980
 - Sustrans National Cycle Network Funding £30,000, Big Lottery Fund-Our Place Camelon £29,980
- 2.15 Gairdoch Park-Path Network Improvement Project
- Total Capital Cost £78,399
 - Sustrans National Cycle Network Funding
- 2.16 Parks and Play-Solar Lighting Project
- Total Capital Cost £58,019
 - Sustrans National Cycle Network Funding
- 2.17 John Muir Way-NCN754 Callendar Estate-Hallglen Link
- Total Capital Cost £27,141
 - Sustrans National Cycle Network Funding

- 2.18 King George V Park, Overton Access Improvement Project
- Total Capital Cost £42,879
 - Sustrans Community Links Funding £22,560, Falkirk Council-Developer Contribution £20,319
- 2.19 The above projects have a combined value of £1,188,195 and are being implemented in the current 17/18 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 £1,121,407**
- 3.2 **Note that Falkirk Council in total has contributed £66,788 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**

pp Director of Development Services

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Date: 20 November 2017

List of Background Papers:

- Falkirk Council Core Paths Plan May 2010
- Falkirk Council Green Network Strategy 2013
- Information Bulletin- Community Links, National Cycle Network and Access
- Funding Partnership Funding Update of 21st September, 2016

Subject: Dig In: Falkirk Council's Food Growing Strategy
Meeting: Information Bulletin
Date: 06 December 2017
Author: Director of Development Services

1. INTRODUCTION

- 1.1 One of the new duties arising from the Community Empowerment (Scotland) Act 2015 is that Falkirk Council must prepare a Food Growing Strategy for the area. This must:
- a) identify land that may be used as allotment sites;
 - b) identify other areas of land that could be used for community growing; and
 - c) describe how Falkirk Council and also the partners intend to increase provision of allotments and land for community growing, particularly within communities which experience socio-economic disadvantage.
- 1.2 The Food Growing Strategy will also detail how Falkirk Council and partners will achieve the vision for community growing set out in Falkirk Greenspace: A Strategy for our Green Network:

"People wishing to grow their own fruit and vegetables will be able to choose from a range of community growing opportunities in their area."

2. CONSIDERATIONS

- 2.1 The Food Growing Strategy will set out a local food growing vision, aims and priority actions. These will be shaped by:
- what is currently happening across the area regarding local food growing;
 - local demand for food growing activities;
 - issues that need to be addressed to encourage more food growing; and
 - local food growing opportunities identified during the consultation process.
- 2.2 Falkirk Council is working in partnership with Falkirk Delivers, Forth Environment Link and greenspace scotland to raise awareness of community growing across the area.
- 2.3 The programme for developing the Food Growing Strategy includes a number of opportunities for people to get involved that have taken place during 2017 including:
- Forth Environment Link's online survey is running from May to November 2017
 - Questionnaire survey and consultation at Falkirk Producer's Market: 1st September and 6th October 2017
 - Survey and consultation at Helix Horsepower event: 9 September 2017
 - Falkirk Grows Food community consultation event: 14 October 2017
 - Stakeholder consultation event: 14 November 2017
 - "Dig in Falkirk" demonstration sites: 6 community groups and 2 local businesses have taken over responsibility for 8 of the High Street planters in Falkirk and have transformed these into pocket allotments. This demonstrates opportunities for community growing in urban areas.
- 2.4 We are now using all the information gathered through surveys and consultation events to shape a consultative draft Food Growing Strategy.

3. ACTION TAKEN

- 3.1 Note the intention to present a consultative draft Food Growing Strategy to the Council's Executive on 13 March 2018 seeking approval to commence a period of formal consultation.**
- 3.2 Note that, if approved, a 12-week formal consultation period will run from April to June 2018.**

pp Director of Development Services

Author: Mandy Brown, Planning Officer (Environ) – 01324 504716
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Date: 20 November 2017

List of Background Papers

- Falkirk Greenspace: A Strategy for our Green Network 2013

Falkirk Council

Title: Acceptance of Quotes over £10,000
Meeting: Council - Information Bulletin
Date: 6th December 2017
Author: Director of Corporate & Housing Services

1. Introduction

- 1.1 Falkirk Council Contract Standing Orders require that competition is used to demonstrate fairness, transparency and deliver Best Value. The use of “Quick Quotes”, the online quotation facility on Public Contracts Scotland website is the recommended approach to secure an appropriate level of competition into the procurement process for contracts below a value of £50,000.
- 1.2 The purpose of this report is to advise Members of the contracts awarded by Chief Officers through “Quick Quotes” during the period 1st August 2017 to 31st October 2017. Details of the contracts are attached in Appendix 1.

2. Recommendation

- 2.1 **Members are asked to note in accordance with Contract Standing Order 6.2(i), the contracts awarded through Quick Quotes as outlined in Appendix 1.**

.....
Director of Corporate & Housing Services

Author - William McQuillan, Procurement & Commissioning Manager
01324 590810 william.mcquillan@falkirk.gov.uk

Date: 13th November 2017

			Appendix 1
Service	Title of Quick Quote Awarded	Contract Value	Name & Town of Successful Supplier(s)
Development Services	Award of Business Administration Stage 3 Pre-Apprenticeship Programme	£16,550	YouTrain, Ltd, Stirling
Development Services	Award of Business and Administration Programme	£23,400	YouTrain, Ltd, Stirling
Development Services	Award of Landbased Stage 2 and 3	£34,130	Cloybank Estate, Bonnybridge
Development Services	Award of BG Falkirk - HR Support Oct 17 - Sept 18	£40,000	Bell HR Consulting, Stirling
Development Services	Award of Business Gateway Falkirk - Business Skills Workshops	£42,660	The Roberts Partnership Ltd, Edinburgh

Falkirk Council

Subject: Acceptance of Tenders up to £250,000 in value – for Provision of Family Support Service (Families Affected by Substance Misuse in the Forth Valley Area) as Part of a Framework (C/N : CHS/258/17)

Meeting: Information Bulletin

Date: 6th December 2017

Author: Director of Corporate and Housing Services

1. Introduction

- 1.1 A tender for the Provision of Family Support Service (Families Affected by Substance Misuse in the Forth Valley Area) as part of a Framework Agreement was advertised through the Public Contracts Scotland Portal as an open tender. Subsequently 16 companies expressed an interest in tendering.
- 1.2 The framework will commence on 1st September 2017 and will run for 12 months until 31st August 2018. There is the option to extend annually to 31st August 2020 without the need for further competition.

2. Tenders Received

- 2.1 1 tender was received by the due date of 29th June 2017 and opened in accordance with Contract Standing Order 11.5.
- 2.2 Following evaluation of this tender it was deemed to be a compliant tender which meets the service requirements.

3. Action Taken

- 3.1 In accordance with Contract Standing Order 6.2(i), I accepted the tender submitted as detailed in Appendix 1, with an annual expenditure of £42,000 and total contract value of approximately £125,000 in respect of the Provision of Family Support Service (Families Affected by Substance Misuse in the Forth Valley Area) to Falkirk Council as part of a Framework Agreement.

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Director of Corporate and Housing Services

Date: 18th September 2017

Contact Name: Maureen McGee

Ext: 1708

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.

**APPENDIX 1
FALKIRK COUNCIL**

**FRAMEWORK AGREEMENT FOR PROVISION OF FAMILY SUPPORT SERVICE
(FAMILIES AFFECTED BY SUBSTANCE MISUSE IN THE FORTH VALLEY
AREA)**

Company	Postal Town
Scottish Families Affected by Alcohol and Drugs	Glasgow

Estimated Annual Value (£41,160)

Falkirk Council

Title: **Acceptance of Contracts over £500,000**
Meeting: **Council - Information Bulletin**
Date: **6th December 2017**
Author: **Director of Corporate & Housing Services**

1. Purpose of Report

- 1.1 The purpose of this report is to advise Council of decisions taken in respect of contracts awarded with a value of more than £500,000 in line with Contract Standing Order 6.2(iii) during the period 1st August 2017 to 31st October 2017. Details of the contracts are attached at Appendix 1.

Recommendation

- 2.1 **Council is asked to note in accordance with Contract Standing Order 6.2(iii), contracts awarded as outlined in Appendix 1.**

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Director of Corporate & Housing Services

Author - William McQuillan, Procurement & Commissioning Manager
01324 590810 william.mcquillan@falkirk.gov.uk

Date: 13th November 2017

**Contract Award List
Contracts Over £500,000**

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractor
Corporate & Housing Services William McQuillan Ext: 0810	<p>Framework Agreement for the Supply & Delivery of Frozen Foods (Lot 3).</p> <p>Of the 4 tenders received under this Lot only 1 supplier, Brake Bros Ltd, submitted an offer to service Falkirk Council.</p> <p>(Award List sent to Executive Members 17/08/2017)</p>	SXL/1016	<p>28th August 2017 to 31st July 2019</p> <p>Option to extend annually for 2 years to 31st July 2021</p>	Estimated total contract value including option to extend is £1,980,000.	<p>Participation in the framework will allow the Council to maximise its use of locally/UK sourced products.</p> <p>It is anticipated that with the introduction of alternative products that annual savings in the region of £40,000 may be achieved.</p>	4	Brake Bros Ltd Enterprise House Eureka Business Park Ashford Kent TN25 4AG

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value (including Extension)	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractor
Corporate & Housing Services William McQuillian Ext. 0810	Supply & Delivery of Personal Protective Equipment : Lot 1 – Safety, Workwear, Weatherwear and Footwear Lot 2 – Catering and Food Industry (Award List sent to Executive Members 17/08/2017)	SXL/0416	01/09/17 – 28/02/21	£820,000	Annual savings of approximately £2,000 are estimated when compared to current framework prices.	30	See Appendix 1

Falkirk Council

Scotland Excel Contract Participation

Supply & Delivery of Personal Protective Equipment Ref: SXL/0416

1st September 2017 to 28th February 2019 with the option to extend to 28th February 2021

Company	Postal Town
Lot 1 – Safety, Workwear, Weatherwear and Footwear	
Lion Safety	Grangemouth
Unico Ltd	Falkirk
Allison & Stiven Ltd	Dundee
Arco Ltd	Hull
Bunzl UK Ltd t/a Greenham	Glasgow
Cleaning & Wiping Supplies Ltd	East Kilbride
Corston Sinclair Ltd	East Kilbride
D Gibson Road & Quarry Services Ltd	Glasgow
Donside Group LLP	Aberdeen
Guthrie Group Ltd	Livingston
Ioma Clothing Company Ltd	Liverpool
James Boylan Safety (NI) Ltd t/a JBS Group	Derry
Morna Laird Ltd t/a McKinley Workwear Supplies	Hamilton
Mo and Co (UK) Ltd	Aberdeen
MWUK Ltd t/a Alexandra Protective Wear Supplies Ltd Rexel (UK) Ltd Scott Direct Ltd Stax Trade Centres Plc WC Willis & Company Ltd t/a Willis Safety	Derbyshire Plymouth Sheldon Dunfermline Glasgow Glasgow
Lot 2 – Catering and Food Industry	
Lion Safety	Grangemouth
Allison & Stiven Ltd	Dundee
Bunzl UK Ltd t/a Greenham	Glasgow
Corston Sinclair Ltd	East Kilbride
GTS Central Ltd	Lerwick
James Boylan Safety (NI) Ltd t/a JBS Group	Derry
Morna Laird Ltd t/a McKinley Workwear Supplies)	Hamilton
Stax Trade Centres Plc	Glasgow

Estimated Annual Value is £240,000.

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractor
Children's Services William McQuillan Ext. 0810	Delivery of Education Materials (Award List sent to Executive Members 17/08/2017)	SXL/0916	01/09/17 – 31/07/21	£2,000,000	It is considered that best value would be achieved by Falkirk Council procuring all Education Material requirements from the Scotland Excel framework agreement.	36	See Appendix 2

Falkirk Council

Scotland Excel Contract Participation

Supply, Delivery and Installation of Education & Office Furniture – Ref: SXL/0916

1st September 2017 until 31st July 2019 with the option to extend to 31st July 2021

Company	Postal Town
Lot 1 – General Education Materials	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
TTS Group Ltd	Kirkby-in-Ashfield
Company	Postal Town
Lot 2 – Arts & Crafts Materials	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Specialist Crafts Ltd	Leicester
Company	Postal Town
Lot 3 – Board, Card & Paper	
Findel Education Ltd trading as Hope Education	Cheshire
CPP Trading Group Ltd ta/ Clyde Paper and Print	Glasgow
YPO	Wakefield
The Consortium for Purchasing & Distribution Ltd	Trowbridge
W Enterprises (ABDN) Ltd	Aberdeen
Grosvenor House Papers Ltd	Kendal
TTS Group Ltd	Kirkby-in-Ashfield

Company	Postal Town
Lot 4 – Exercise Books	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
CPP Trading Group Ltd ta/ Clyde Paper and Print	Glasgow
Grosvenor House Papers Ltd	Kendal
TTS Group Ltd	Kirkby-in-Ashfield
Company	Postal Town
Lot 5 – Early Learning Materials – Nursery Equipment and Teaching Aids Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
TTS Group Ltd	Kirkby-in-Ashfield
Eduzone Ltd	Cuffley
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
Company	Postal Town
Lot 5 – Early Learning Materials – Handwriting Product Group	
Findel Education Ltd trading as Hope Education	Cheshire
YPO	Wakefield
The Consortium for Purchasing & Distribution Ltd	Trowbridge
TTS Group Ltd	Kirkby-in-Ashfield
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
Company	Postal Town
Lot 5 – Early Learning Materials – Numeracy Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Agenta Education Ltd	Corby

Company	Postal Town
Lot 5 – Early Learning Materials – Time Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eduzone Ltd	Cuffley
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Agenta Education Ltd	Corby
Company	Postal Town
Lot 5 – Early Learning Materials – Language and Literacy Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Eduzone Ltd	Cuffley
Company	Postal Town
Lot 5 – Early Learning Materials – Play Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eduzone Ltd	Cuffley
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Company	Postal Town
Lot 5 – Early Learning Materials – Construction Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
TTS Group Ltd	Kirkby-in-Ashfield
Eduzone Ltd	Cuffley

Company	Postal Town
Lot 5 – Early Learning Materials – Outdoor Toys and Learning Materials Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
TTS Group Ltd	Kirkby-in-Ashfield
Eduzone Ltd	Cuffley
Company	Postal Town
Lot 5 – Early Learning Materials – Natural Wood Product Grouping	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
TTS Group Ltd	Kirkby-in-Ashfield
YPO	Wakefield
Community Products (UK) Ltd t/a Community Playthings	Robertsbridge
Eastern Shires Purchasing Organisation trading as ESPO	Enderby
Company	Postal Town
Lot 6 – Bespoke Homework Diaries	
Findel Education Ltd trading as Hope Education	Cheshire
HDC (Scotland and NI) Ltd	Inchinnan
Anderson and Partners t/a Penstripe	Leeds
The Consortium for Purchasing & Distribution Ltd	Trowbridge
Grosvenor House Papers Ltd	Kendal
Company	Postal Town
Lot 7 – Musical Instruments – Wind Instruments Product Grouping	
Band Supplies Ltd	Glasgow
Haydock Music Ltd	Milngavie
The Wind Section Ltd	Edinburgh
Normans (Burton Upon Trent) Ltd	Burton Upon Trent
Dawsons Music Ltd	Warrington
YPO	Wakefield
Rimmers Music Ltd	Warrington
K G Music Ltd	Dunfermline
BGR Musical Instruments Ltd t/a Biggars Music	Glasgow

Company	Postal Town
Lot 7 – Musical Instruments – Brass Instruments Product Grouping	
Band Supplies Ltd	Glasgow
The Wind Section Ltd	Edinburgh
Haydock Music Ltd	Milngavie
Rimmers Music Ltd	Warrington
Normans (Burton Upon Trent) Ltd	Burton Upon Trent
YPO	Wakefield
Dawsons Music Ltd	Warrington
K G Music Ltd	Dunfermline
BGR Musical Instruments Ltd t/a Biggars Music	Glasgow
Company	Postal Town
Lot 7 – Musical Instruments – String Instrument Product Grouping	
Stringers of Edinburgh Ltd	Edinburgh
Band Supplies Ltd	Glasgow
Haydock Music Ltd	Milngavie
The Wind Section Ltd	Edinburgh
Rimmers Music Ltd	Warrington
K G Music Ltd	Dunfermline
Dawsons Music Ltd	Warrington
Normans (Burton Upon Trent) Ltd	Burton Upon Trent
Rainbow Musical Instruments Ltd	Dundee
YPO	Wakefield
BGR Musical Instruments Ltd t/a Biggars Music	Glasgow
Company	Postal Town
Lot 7 – Musical Instruments – Percussion Instrument Product Grouping	
Band Supplies Ltd	Glasgow
The Wind Section Ltd	Edinburgh
Haydock Music Ltd	Milngavie
Dawsons Music Ltd	Warrington
Rimmers Music Ltd	Warrington
Normans (Burton Upon Trent) Ltd	Burton Upon Trent
YPO	Wakefield
K G Music Ltd	Dunfermline

Company	Postal Town
Lot 7 – Musical Instruments – Rock and Pop Product Grouping	
Haydock Music Ltd	Milngavie
Stringers of Edinburgh Ltd	Edinburgh
The Wind Section Ltd	Edinburgh
Band Supplies Ltd	Glasgow
Normans (Burton Upon Trent) Ltd	Burton Upon Trent
YPO	Wakefield
Red Dog Music Ltd	Edinburgh
K G Music Ltd	Dunfermline
Dawsons Music Ltd	Warrington
Rimmers Music Ltd	Warrington
Rainbow Musical Instruments Ltd	Dundee
BGR Musical Instruments Ltd	Glasgow
Company	Postal Town
Lot 7 – Musical Instruments – Scottish Instruments Product Grouping	
Stringers of Edinburgh Ltd	Edinburgh
The Wind Section Ltd	Edinburgh
Haydock Music Ltd	Milngavie
K G Music Ltd	Dunfermline
Band Supplies Ltd	Glasgow
Company	Postal Town
Lot 8 – Scientific Equipment	
Findel Education Ltd trading as Hope Education	Cheshire
Timstar Laboratory Suppliers Ltd	Cheshire
Anderson Scientific Limited	Cardross
YPO	Wakefield
Company	Postal Town
Lot 9 – Sports Equipment	
Findel Education Ltd trading as Hope Education	Cheshire
The Consortium for Purchasing & Distribution Ltd	Trowbridge
YPO	Wakefield
Newitt and Co Ltd	Flaxton
Bishop Sports and Leisure Ltd	Slough
Foams 4 Sports Ltd	Ashton U Lyne
TTS Group Ltd	Kirkby-in-Ashfield

Estimated Annual Value is £500,000.

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value (including Extension)	Additional Information	No. of Tenders	Name & Address of Proposed Contractor
Development Services Greg Pender Ext 4827	<p>The Abbotshaugh Footbridge is located across the River Carron some 280 metres south of Carron House.</p> <p>The works comprise the construction of a 48 metre span steel bow truss footbridge with associated approach ramps and foundations. The works also include tie-ins to the existing footpaths, fencing and landscaping.</p> <p>(Award List sent to Executive Members 17/08/2017)</p>	IC0160	The construction period is 16 weeks with an anticipated start date of 16 October 2017, to be confirmed with the contractor once the contract has been awarded.	£ 842,700.00	The Scheme is being part funded by Sustrans (£425,000.00) and Kelvin Valley & Falkirk LEADER (£125,000.00).	4	RJ McLeod (Contractors) Ltd, 2411 London Road, Glasgow, G32 8XT.

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractors
Corporate & Housing Services William McQuillan Ext: 0810	Provision of Roughcasting Works to Falkirk Council Housing Properties. 3 Lots: Lot 1 – Roughcasting Labour Only Lot 2 – Roughcasting Labour and Materials Lot 3 – Sealant Works (Award List sent to Executive Members 24/08/2017)	CHS/274/17	2 nd October 2017 to 1 st October 2021	£3,000,000	All contractors where cumulative spend is between £100,000 and £500,000 will provide training or work experience opportunities. Modern Apprenticeships to be provided by all contractors where cumulative spend reaches £500,000. Savings of 7% p.a. based on current contract prices.	11	See Appendix 3

**Framework Agreement for the Provision of Roughcasting Services to Falkirk
Council Housing Properties**

Lot 1

Company	Company No	Location	Ranking
Procast Building Contractors Ltd	SC407400	Airdrie	1st
MP Rendering Ltd	SC421124	Glasgow	2nd
Ailsa Building Contractors Ltd	SC130407	Coatbridge	3rd
JNC Trowel Trades	SC300128	Uddingston	4th

Estimated Annual Value £75,000

Lot 2

Company	Company No	Location	Ranking
Procast Building Contractors Ltd	SC407400	Airdrie	1st
Ailsa Building Contractors Ltd	SC130407	Coatbridge	2nd
Turner Facilities Management Ltd	SC045858	Glasgow	3rd
JNC Trowel Trades Ltd	SC300128	Uddingston	4th

Estimated Annual Value £555,000

Lot 3

Company	Company No	Location	Ranking
Procast Building Contractors Ltd	SC407400	Airdrie	1st
GMG Contractors Ltd	SC104242	Glasgow	2nd
Ailsa Building Contractors Ltd	SC130407	Coatbridge	3rd
Stewart & Shields Ltd	SC56322	Helensburgh	4th

Estimated Annual Value £60,000

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value (including Extension)	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractor
Corporate & Housing Services William McQuillan Ext. 0810	Provision of a Short Term Hire of Operated Plant which provides operational support for road maintenance and repair. Lot 1. Backhoe Loaders. Lot 2. Excavators. Lot 3. Low Loaders (Inter-site). Lot 4. Pavers. Lot 5. Planers. Lot 6. Sweepers. Lot 7. Tipper Lorries. Lot 8. Bitumen Tanker Sprayers (Award List sent to Executive Members 24/08/2017)	DEV/058/17	Start: 18/09/2017 End: 17/09/2020 (with the Option of a 12 month extension through to 17/09/2021 without the need to call for further competition)	£6,400,000	1 st year saving of approximately £65,000 against current contracted rates, based on the 1 st ranked Contractors offer.	13	12 Individual Companies covering 8 Lots. (see Appendix 4)

**Framework Agreement for the Short Term Hire of Operated Plant
(DEV/058/17)**

Period: 18th September 2017 running for 3 years until 17th September 2020, with an option of a 12 month extension without the need to call for further competition.

COMPANY	COMPANY No.	LOCATION	LOT	RANKING
Sandy Crozier trading as J & A Crozier	Sole Trader	Cumbernauld	1	1st
Joint2joint Spray Services Ltd	SC536607	Glenrothes	8	1st
Lomond Plant Limited	SC109397	Falkirk	1	3rd
			2	1st
MAM Contracting Limited	SC273835	Crieff	2	5th
Markon Limited	SC076319	Cumbernauld	5	2nd
Matt McNally Plant Hire Co Ltd	SC298764	Falkirk	1	2nd
			2	2nd
Murdoch MacKenzie Construction Ltd	SC056894	Motherwell	6	2nd
Robert McCarroll Ltd	SC105108	Bishopbriggs	3	3rd
			4	1st
R&S Plant Limited	SC148955	Cumbernauld	2	3rd
			3	2nd
			4	2nd
			5	1st
			6	3rd
			7	1st
			8	2nd
W. H. Malcolm Ltd	SC035770	Linwood	1	4th
			2	4th
			3	1st
			6	5th
			7	2nd
Willsweep Limited	SC193671	Bonnyrigg	5	3rd
			6	1st
Wm Hamilton & Sons Limited	SC295966	Stonehouse	6	4th

Estimated Annual Value £1,600,000

Service & Contact	Brief Description of Contract	Contract Number	Start/End Dates or One Off Purchase	Contract Value	Additional Information	No. of Tenders Received	Name & Address of Proposed Contractors
Corporate & Housing Services William McQuillian Ext: 0810	Provision of Roofing Works to Falkirk Council Housing Properties. 3 Lots: Lot 1 – Pitched Roofing Labour Only Works Lot 2 – Pitched Roofing Labour Works and Materials Lot 3 – Flat Roofing Labour Works and Materials (Award List sent to Executive Members 12/10/2017)	CHS/277/17B	1 st November 2017 to 31 st October 2021	£2,300,000	All contractors where cumulative spend is between £100,000 and £500,000 will provide training or work experience opportunities. Modern Apprenticeships to be provided by all contractors where cumulative spend reaches £500,000. Savings of 13% p.a. based on current contract prices.	11	See Appendix 5

**Framework Agreement for the
Provision of Roofing Works to Falkirk Council Housing Properties
(C/N: CHS/277/17B)**

Lot 1: Pitched Roofing Labour Only Works

Company	Company No	Location	Ranking
Procast Building Contractors Ltd	SC407400	East Kilbride	1st
Ailsa Building Contractors Ltd	SC130407	Coatbridge	2nd
Direct Slating Supplies Ltd	SC181882	Bonnybridge	3rd
Rosebank RS Ltd	SC369165	Falkirk	4th

Estimated Annual Value £425,000

Lot 2: Pitched Roofing Labour Works and Materials

Company	Company No	Location	Ranking
Direct Slating Supplies Ltd	SC181882	Bonnybridge	1st
Procast Building Contractors Ltd	SC407400	East Kilbride	2nd
Ailsa Building Contractors Ltd	SC130407	Coatbridge	3rd
GMG Contractors Ltd	SC104242	Glasgow	4th

Estimated Annual Value £50,000

Lot 3: Flat Roofing Labour Works and Materials

Company	Company No	Location	Ranking
Marshall Construction Ltd	SC174699	Alloa	1 st
Braedale Roofing Ltd	SC114263	Wishaw	2 nd
Rosebank RS Ltd	SC369165	Falkirk	3 rd

Estimated Annual Value £100,000

Title: Extension to Contract for the purchase of source segregated container glass for reprocessing (C/N: DEV/032/10)

Meeting: Information Bulletin

Date: 6 December 2017

Submitted By: Director of Development Services

1. Introduction

- 1.1 The Council currently has in place a contract for the purchase of source segregated container glass for reprocessing. The initial contract period was from 1st August 2011 to 31st July 2016 with the option to extend the contract for a further 2 x 1 year extensions.
- 1.2 The average monthly income during the 5 year term has been approximately £5,000. It is estimated that the extension for a further year from 1st August 2017 to 31st July 2018, the income would be of a similar figure.
- 1.3 Viridor Waste Management Ltd (Viridor) is the incumbent provider of the service and has indicated that they will continue to meet the Council's requirements for the purchase of source segregated container glass for reprocessing.
- 1.4 Viridor have exercised contract clause 4.1 which allows them the opportunity to review the income in line with market conditions. However, as noted at 1.2 above, the rates are being held at existing levels.

2. Contract Extension

- 2.1 It is considered best value to Falkirk Council to extend the contract for a further year for the following reasons:
 - a) There is no need to incur further tendering or advertising costs.
 - b) The provider continues to provide best value in terms of income having regard to the current market conditions and market providers.
- 2.2 Any income received is directed to existing Waste Services budgets.

3. Action Taken

- 3.1 **Members note that, in accordance with Standing Order 6.2(i) the extension of the contract with Viridor Waste Management Ltd was approved, for the sum of approximately £60,000 (income) for 12 months from 1st August 2017 to 31st July 2018 for the purchase of source segregated container glass for reprocessing from Falkirk Council.**

Director of Development Services

Date: 15th September 2017

Contact Name: Chris Gannon

Ext: 0821

APPENDICES

None

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.

Falkirk Council

Title: Update Report on Flood Risk Management

Meeting: Information Bulletin

Date: 6 December 2017

Submitted By: Director of Development Services

1. Purpose of Report

- 1.1 This report provides an update on progress on the implementation of the Flood Risk Management (Scotland) Act 2009 and the relevant measures in relation to the management of flood risk within the Falkirk Council area since the previous Information Bulletin report to the Falkirk Council meeting of 7 December 2016.

2. Recommendations

- 2.1 Members are requested to;
- 2.1.1 Note the measures currently being pursued by Falkirk Council to address flood risk within its area.
- 2.1.2 Note funding issues

3. FLOOD RISK MANAGEMENT (SCOTLAND) ACT 2009

- 3.1 The Flood Risk Management (Scotland) Act 2009 (FRM Act) established a plan-led approach to flood risk management across Scotland with the aim of reducing overall flood risk in a sustainable manner. The Scottish Environment Protection Agency (SEPA) is working in collaboration with responsible authorities which include Local Authorities, Scottish Water and other designated responsible authorities to implement the Act.
- 3.2 In order to manage flooding at a local level, Scotland has been divided into 14 Local Plan Districts (LPDs), the boundaries of which have been set based on river catchments. Falkirk Council has involvement in two LPDs, the Forth Estuary and the Forth. Responsible Authorities are working in partnership to manage flood risk in these LPDs and so each has a partnership comprising SEPA, Scottish Water, Local Authorities, Forestry Commission and, where appropriate, the National Park Authority. SEPA is responsible for producing a Flood Risk Management Strategy for each LPD. These strategies were published in December 2015 and set out the most sustainable combination of actions to address flooding in the areas at greatest risk, where the benefits of

intervention can have the greatest impact (<http://apps.sepa.org.uk/FRMStrategies/>).

- 3.3 Local Flood Risk Management Plans (LFRMPs) take each Flood Risk Management Strategy and turn it into a local delivery plan. These have been produced by the lead local authorities (Stirling Council – Forth LPD and City of Edinburgh Council – Forth Estuary LPD) and were published in June 2016 (Forth LPDMP <http://my.stirling.gov.uk/services/planning-and-the-environment/emergencies-and-emergency-services/emergencies-flooding> and Forth Estuary LPDMP <http://www.edinburgh.gov.uk/flooding>). The LFRMPs include delivery dates, consider funding and identify how actions can be coordinated at a local level over the next 6 years.
- 3.4 Flood protection studies aim to refine understanding of the hazard and risk associated with flooding in a particular area, catchment or coastline. They will involve detailed assessment of flood hazard and / or risk and may develop options for managing flood risk. Surface water management plans look at the management of flooding from surface water sewers, drains, small watercourses and ditches that occurs, primarily in urban areas, during heavy rainfall. These will involve partnership working with Scottish Water as these will require the assessment of flood risk from sewerage systems. A formal flood protection scheme, as defined by the FRM Act, is a scheme promoted by a local authority for the management of flood risk within the authority area. This includes defence measures formerly promoted under the Flood Prevention (Scotland) Act 1961.
- 3.5 The LFRMPs are to be monitored and reviewed over a six year cycle. The Lead Local Authority will be required to produce an interim progress report on the LFRMPs in 2019 with a final review reported in 2022, identifying changes for the subsequent 6 year cycle reflecting progress made in the preceding six years.
- 3.6 In November 2016 City of Edinburgh Council stood down as Lead Local Authority for the Forth Estuary LPD and Falkirk Council took on the role. The role involves both monitoring current plan actions whilst coordinating the cycle 2 plans for publication in 2021.
- 3.7 The strategies and their LFRMPs identify and set out timescales for the implementation of formal flood protection schemes, studies in areas where there is a need to better understand flood risk and gather information to assess whether a formal scheme can be prioritised and promoted at a future date. Additionally, they consider actions in relation to surface water management, flood forecasting, self help, maintenance, emergency response, planning policies, awareness raising and strategic mapping and modelling. The plan identifies a lead responsible authority in respect of each action.

4 FLOOD PROTECTION STUDIES AND SCHEMES IN THE FALKIRK COUNCIL AREA

4.1 FRM Act Study and Scheme Prioritisation

- 4.1.1 Of the 169 studies that have been identified in the national prioritisation list, 5 studies within the Falkirk Council area have been identified in the first cycle of the FRM Plans. All of these identified studies lie within the Forth Estuary LPD. It is intended that all 5 studies will be incorporated within the first cycle of plans subject to funding being available. These studies centre on flood risk management actions identified for Grangemouth (including Carron and Carronshore), Airth, Denny / Dunipace, Westquarter and Slamannan.
- 4.1.2 There are 42 proposed formal schemes ranked by SEPA which are sufficiently developed and have robust benefit to cost ratios. Falkirk Council's Grangemouth Flood Prevention Scheme, currently under development, is ranked first of the 42 schemes identified nationally, first out of the 7 schemes identified within the Forth Estuary LPD and is the only scheme identified within the Falkirk Council area. No unranked schemes are identified within the Forth Estuary LPD and no ranked or unranked schemes involving Falkirk Council are identified within the Forth LPD. The benefit to cost ratio for Grangemouth has been estimated at 53, this along with other key indicators resulted in the scheme's importance being recognised.

4.2 Grangemouth Flood Prevention Scheme

- 4.2.1 Ground investigation works along the tidal reaches of the River Carron (west of the M9 Motorway) and River Avon (non-industrial) have been completed and reports of findings finalised. Ground investigation works within the petrochemical complex is currently underway. Progress has been slow due to difficulties obtaining access within the petro-chemical plants and a complex working environment. Ground investigation along the River Forth foreshore, the Grange Burn and the River Carron east of the M9 motorway will also be required. This information will confirm the structural integrity of existing flood defences and also provide information for the design of future flood defences.
- 4.2.2 Option appraisal and the development of a phased scheme of flood alleviation measures for the Grangemouth area has commenced, addressing environmental constraints, land ownership and planning conditions, in addition to design complexities. Consultation has been undertaken with core stakeholders, within Falkirk Council, utilities, industrial partners and elected members as part of the option appraisal process. Public engagement will be the next stage of consultation. It is intended to develop a formal flood protection scheme for Grangemouth, constructed in phases, to be submitted to the Scottish Government seeking approved scheme status in 2018; on the assumption that there

is no public inquiry, or objections, to delay the process.

- 4.2.3 To inform the environmental constraints a 2 year bird survey along the River Forth foreshore has been completed.

4.3 Surface Water Management and Integrated Catchment Studies

- 4.3.1 Falkirk Council through the FRM process has an action to produce surface water management plans (SWMP). The FRM strategies state that the area must be covered by a plan which encapsulates and identifies SWMP priority areas. The on-going Integrated Catchment Study (ICS) projects cover all Falkirk Council's priority areas and will provide the evidence base to develop a Falkirk SWMP as required by the FRM Act and help deliver the Scottish Government outcomes for sustainable flood risk management.
- 4.3.2 Scottish Water, in partnership with Falkirk Council and SEPA, are currently working on three ICS studies located within the Council area. These cover the catchment areas associated with the Bo'ness Waste Water Treatment Works, Kinneil Kerse / Dalderse Waste Water Treatment works and Slamannan Waste Water Treatment Works. Actions identified as a result of these studies will fall into one of three categories: Scottish Water projects, Falkirk Council projects and joint Falkirk Council / Scottish Water projects. Once these actions have been prioritised at catchment, local and national scale a decision will then have to be taken on how these actions are funded. The Bo'ness, Kinneil Kerse / Dalderse which includes Slamannan ICSs now have a completed "Needs Assessment", the basis of which, is a computer model and detailed report. This provides the opportunity to understand interactions between Scottish Water assets, watercourses and overland flow as well as identifying sources and exploring options for mitigation. The projects identified are now moving into an option appraisal and prioritisation phase. Results of the ICS, where appropriate, will be considered with the Grangemouth FPS option appraisal.

5 SUMMARY OF WORKS IN THE FALKIRK COUNCIL AREA

5.1 Trash Screen Replacement Programme

- 5.1.1 The replacement of the trash screens and the provision of safe access at Dunmore, Denny Old High School, The Dean Burn at Provost Road and Kinneil have been completed. Works to replace the two trash screens in Finlay Russell Park, Larbert and the trash screen at Reilly Road, Bonnybridge are currently under consideration

5.2 Maintenance Works

- 5.2.1 Measures to control invasive species and clear vegetation in watercourses across the Falkirk Council area, including in the Grangemouth flood relief channel and Grange Burn have been developed and implemented.
- 5.2.2 The works to replace the Carmuir's burn culvert outfall in the River Carron at Dorrator have been completed. Further culvert repair works have been completed in both Dunmore and South Alloa.
- 5.2.3 Maintenance and inspection of screens and watercourses continues across the Falkirk Council area, in compliance with established programmes. This programme is a key contributor in the reduction of flood risk from watercourses across the Falkirk Council area. The regular maintenance regime has also been augmented over the summer months by works to clear excessive vegetation growth and debris from watercourses at critical locations in the immediate vicinity of screens.
- 5.2.4 CCTV inspection and silt removal of culverts and surface water drainage systems continues.
- 5.2.5 SEPA has launched an additional flood warning programme for the Airth area through consultation with Falkirk Council.
- 5.2.6 Other identified actions within the LFRMPs are on-going and where necessary Falkirk Council has provided assistance.

6. Implications

6.1 Financial

- 6.1.1 The Council's revenue allocation for 2017/18 for Falkirk Council stands at £377k. Funding levels for future years are, at present, unconfirmed. As Falkirk Council works to fulfil the emerging duties and responsibilities of the FRM Act, there will be increasing demands on available funding and staff resources. In the period following the publication of LFRMPs and surface water management plans, the management of data and implementation of studies to provide justification and supporting information for proposed flood protection schemes will be essential and require appropriate funding.
- 6.1.2 A mechanism for securing capital funding for large flood prevention schemes, such as Grangemouth, has been confirmed by the Scottish Government. Of the Capital Grant, 80% will be used to fund flooding schemes and the remaining 20% will be distributed to local Authorities to fund flood studies in line with SEPA's prioritisation. The Scottish Government has confirmed that the national value of the flooding

component of the capital grant is set at a minimum of £42m per annum. The allocation of funding for flooding schemes will be based on the SEPA prioritisation of flooding schemes and works as set out in the Flood Risk Management Strategies. The grant will be fixed at 80% of costs when scheme costs are confirmed after tender acceptance. Should the final cost be lower, a Council will be required to return any excess and should the final cost be higher, no additional grant is payable.

- 6.1.3 The Council's Tax Incremental Financing (TIF) initiative will contribute £10 Million to the capital cost of the GFPS.

6.2 Resources

- 6.2.1 Subject to funding, the requirements, duties and responsibilities that the FRM Act places on Falkirk Council can be resourced from the current staff establishment augmented by the Council's term flooding consultant.

6.3 Legal

- 6.3.1 The Council is required to comply with the Flood Risk Management (Scotland) Act 2009.

6.4 Risk

- 6.4.1 Risk from flooding across the Council area is managed by an economic damage assessment process in relation to affected residential, business and industrial properties. Prioritisation of flood prevention schemes utilises this information on a benefit to cost basis.

6.5 Equalities

- 6.5.1 Implementation of flood prevention schemes benefits all members of the public directly affected by each scheme, including groups who have protection under the Equality Act 2010. An equality and poverty impact assessment is not considered necessary.

6.6 Sustainability/Environmental Impact

- 6.6.1 A sustainability assessment and environmental impact assessment will be required to be considered on a scheme by scheme basis for flood prevention schemes across the Council area.

7. Conclusions

- 7.1 The Council is fulfilling its legal obligations under the Flood Risk Management (Scotland) Act 2009 in relation to the management of flood risk across the Falkirk Council area.

pp Director of Development Service

**Greg Pender, Engineering Design Manager – 01324 504827,
greg.pender@falkirk.gov.uk
Date: 8 November 2017.**

APPENDICES

List any appendices; None.

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.

Title: Acceptance of Quotation under £50,000 in Value
Contract for Consultant Mechanical & Electrical
Engineering, Renewal Of Electric Heating, Glenfuir Court,
Glenbrae & Parkfoot Tower (APR-7850)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Five companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of consultant mechanical & electrical engineering, renewal of electric heating , Glenfuir Court, Glenbrae & Parkfoot Tower, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 Five quotations were received by the due date of 29 September 2017 and opened 11.50am 2 October 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation prices ranged from £28,770.00 to £84,738.00.
- 2.3 Following the evaluation of quotations, it was considered best value for the Council to accept the quotation from EDP Consulting Engineers Ltd in the sum of £28,770.00.
- 2.4 The quotation can be contained within the block expenditure figure for Energy Efficiency, identified in the Housing Investment 3 Year Programme 2017/2020.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by EDP Consulting Engineers Ltd in the sum of £28,770.00 in respect of consultant mechanical & electrical engineering, renewal of electric heating , Glenfuir Court, Glenbrae & Parkfoot Tower.

pp Director of Development Services

Author: Paul Noble, Commercial & Social Design Co-ordinator – 01324 501020,
paul.noble@falkirk.gov.uk
Date: 04/10/2017

APPENDICES

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:

- **Quotation Documents**
- **Quotation Report**

Title: Acceptance of Quotation under £50,000 in Value
Contract for CONSULTING LANDSCAPE ARCHITECTURAL
SERVICES FOR THE PROPOSED FALKIRK COUNCIL
HOUSING DEVELOPMENT, WOODEND FARM PHASE 1,
NEW HALLGLEN ROAD, FALKIRK. (FAL-7210)

Meeting: Information Bulletin

Date: 6th December 2017

Submitted By: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of consulting landscape architectural services for the proposed Falkirk Council housing development, Woodend Farm phase 1, New Hallglen Road, Falkirk, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 Two quotations were received by the due date of 22nd September 2017 and opened on the 26th September 2017 at 9.30am in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation prices ranged from £12,240.00 to £24,800.00
- 2.3 Following the evaluation of quotations, it was considered best value for the Council to accept the quotation from The Paul Hogarth Company Ltd., Bankhead Steading, Bankhead Road, South Queensferry. EH30 9TF in the sum of £12,240.00
- 2.4 The quotation can be contained within the block expenditure figure for Professional Fees, identified in the Housing Investment 3 Year Programme 2017/2019.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by The Paul Hogarth Company Ltd., Bankhead Steading, Bankhead Road, South Queensferry. EH30 9TF in the sum of £12,240.00 in respect of consulting landscape architectural services for the proposed Falkirk Council housing development, Woodend Farm phase 1, New Hallglen Road, Falkirk.

pp Director of Development Services

Author: Paul Noble, Commercial & Social Design Co-ordinator – 01324 501020,
paul.noble@falkirk.gov.uk

Date: 26/09/2017

APPENDICES

None

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:

- **Quotation Documents**
- **Quotation Report**

Title: Acceptance of Quotation under £50,000 in Value
Contract for External Remedial Works at 8 & 9 Abbotsinch
Court, Grangemouth (GRA-7812)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Four companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of external remedial works at 8 & 9 Abbotsinch Court, Grangemouth, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 One quotation was received by the due date of 20 June 2017 and opened at 10.55am on 21 June 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation price was £13,771.91.
- 2.3 Following the evaluation of the quotation and as it compared favourably with the pre-quotation estimate, it was considered best value for the Council to accept the quotation from LPS Contracts Ltd., 40 Cow Wynd, Falkirk, in the sum of £ 13,771.91.
- 2.4 The quotation can be contained within the block expenditure figure for Business Services General Repairs.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by LPS Contracts Ltd., 40 Cow Wynd, Falkirk, in the sum of £13,771.91 in respect of remedial works at 8 & 9 Abbotsinch Court, Grangemouth.

pp Director of Development Services

Author: Bob Ewen, Facilities Co-ordinator – 01324 501013
Date: 13/09/2017

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:

- **Quotation Documents**
- **Quotation Report**

Title: Acceptance of Quotation under £50,000 in Value
Contract for REPLACEMENT HEATING PIPEWORK AT
BONESS LIBRARY (BNS-7845)
Meeting: Information Bulletin
Date: 6th December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of proposed replacement heating pipework at Bo'ness Library, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 One quotation was received by the due date of 5 Sept. 2017 and opened 10.05am on 18 September 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation price was £ 17,134.37.
- 2.3 Following the evaluation of the quotation, it was considered best value for the Council to accept the quotation from A. Tech Heating Ltd, 26 Deedykes View, Westfield Industrial Area, Cumbernauld.
- 2.4 The quotation can be contained within the block expenditure figure for General Repairs to Falkirk Community Trust Buildings 2018/19.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by A. Tech Heating Ltd., 26 Deedykes View, Westfield Industrial Area, Cumbernauld, in the sum of £ 17,134.37 in respect of proposed replacement heating pipework at Bo'ness Library.

pp Director of Development Services

Author: Robin Millard, Building Design Manager – 01324 504868,
robin.millard@falkirk.gov.uk

Date: 18/09/2017

APPENDICES

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:

- Quotation Documents and Quotation Report

FALKIRK COUNCIL

Title: Acceptance of Quotation under £50,000 in value – Contract for the Supply of Services to Initiate, Manage and Run the Falkirk Active Travel Hub
Meeting: Information Bulletin
Date: 06 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Falkirk Council has been awarded funding through the Low Carbon Travel and Transport (LCTT) Challenge Fund to deliver two travel hubs; a low carbon vehicle hub at Falkirk Stadium, and an Active Travel Hub in Falkirk Town Centre. The Falkirk Active Travel Hub will promote walking, cycling and public transport as alternatives to using fossil fuel based personal transport.
- 1.2 The Active Travel Hub is being supported by a Coordinator hosted by Forth Environment Link and funded by European ERDF funding via the LCTT. The ERDF funding also provides for fitting out of the Active Travel Hub and other one off costs such as purchase of electric bicycles for a hire scheme. This contract is for the supply of services to initiate, manage and run the active travel hub from the contract start date in October 2017 until the completion of capital works and launch of the project in December 2018 supporting the Project Coordinator. Specifically the contractor is to provide utilities, building security, safety services, IT and telecommunications & office supplies for the first phase of the project until 31st December 2018.

2. Negotiations and Quotation Received

- 2.1 Through Public Contracts Scotland, Development Services invited 3 experienced organisations with a background in active travel to tender for the delivery of this consultancy service.
- 2.2 One contractor, Forth Environment Link submitted a quotation. One stated it did not wish to bid and one did not enter a return. The Forth Environment Link submission omitted some information required for scoring of the tender return to proceed. The tender papers were reissued through Public Contract Scotland with a second deadline resulting in one tender being received from Forth Environment Link which was able to be scored and assessed for quality.
- 2.3 An evaluation exercise was carried out based on taking into account price and overall quality including relevant qualifications and experience, past performance, levels of support and financial standing. Following evaluation of the quotation, Forth Environment Link with a price of £33,546.15 (No VAT chargeable) was considered to represent best value and to meet the required quality.
- 2.4 The quotation can be contained within the Strategic Project Cost Centre 465015 – Greener Healthier Falkirk, a TIF funded project also drawing down EU ERDF funding.

3. Action Taken

- 3.1 Members note that in accordance with Standing Order 6.2 (i) I have accepted the quotation submitted by Forth Environment Link, Balallan House, 24 Allan Park, Stirling, FK8 2QG.

Pp Director of Development Services

**Author: Steve Revell, Economic Development Officer (TIF) – 01324 590941,
steve.revell@falkirk.gov.uk**

Date: 20/11/2017

LIST OF BACKGROUND PAPERS

Anyone wishing to inspect the background report papers listed above should telephone (01324) 590941 and ask for Steve Revell.

Title: Acceptance of Quotation under £50,000 in Value
Contract for Water Mains Renewal to Various Addresses,
David's Loan, Lomond Drive & Seaforth Road, Langlees
(FAL-7757B)
Meeting: Information Bulletin
Date: 06 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of water mains renewal to various addresses, David's Loan, Lomond Drive & Seaforth Road, Langlees, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 1 quotation was received by the due date of 06 October 2017 and opened at 8.40am on 09 October 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation received was £50,818.95.
- 2.3 Following the evaluation of the quotation, as the rates contained within the quotation are in line with the pre-tender estimate which was based on a similar contract awarded in competition in November 2012, it was considered best value for the Council to accept this quotation from BOFA Plumbing & Heating Ltd. 22 Broadleys Road, Springkerse Industrial Estate, Stirling FK7 7ST in the sum of £50,818.95.
- 2.4 The quotation can be contained within the block expenditure figure for Health & Safety, identified in the Housing Investment 3 Year Programme 2017/2020.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by BOFA Plumbing & Heating Ltd. 22 Broadleys Road, Springkerse Industrial Estate, Stirling FK7 7ST in the sum of £50,818.95 in respect of water mains renewal to various addresses, David's Loan, Lomond Drive & Seaforth Road, Langlees.

pp Director of Development Services

Author: Robin Millard, Building Design Manager – 01324 504868,
robin.millard@falkirk.gov.uk
Date: 09/10/2017

APPENDICES

List of Addresses

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:

- **Quotation Documents**
- **Quotation Report**

List of Addresses

LANGLEES

David's Loan

Odd: 217, 219, 221, 223, 225, 227; 229, 231, 233, 235, 237, 239

Lomond Drive

Odd: 267, 269

Seaforth Road

Odd: 107, 109, 111, 113, 115, 117; 127, 129, 131, 133; 135, 137, 139, 141

Total number of dwellings: 28No

Falkirk Council

Subject: Acceptance of Quote under £50,000 in value – for Supply & Maintenance of Electric Vehicle Charging Infrastructure – Slamannan Road Car Park

Meeting: Information Bulletin

Date: 6 December 2017

Author: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit quotations using the Public Contracts Scotland Portal on-line quotation facility, in respect of the supply, installation and maintenance of electric vehicle charging infrastructure at Slamannan Road Car Park, in accordance with Standing Order 8.4 relating to contracts.

2. Quotes Received

- 2.1 Two quotes were received by the due date of 26 September 2017 and evaluated on the basis of Price (60%) and Quality/Experience (40%).
- 2.2 Following evaluation, the quote received from BMM Energy Solutions, Unit 5, Stoneburn Farm, Forest Field, Caldercruix, Airdrie at £5,778.34 offered best value for the Council.
- 2.3 The quotation can be contained within the budget allocation for the Falkirk High Station Car Park, identified in the General Fund Capital Programme 2017/18.

3. Action Taken

- 3.1 **Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by BMM Energy Solutions, Unit 5, Stoneburn Farm, Forest Field, Caldercruix, Airdrie for the sum of £5,778.34 was accepted in respect of the Supply and Maintenance of Electric Vehicle Charging Infrastructure at Slamannan Road Car Park.**

.....
pp Director of Development Services

Date: 29 September 2017
Contact Name: Adam Watson
Ext: 4977

Falkirk Council

Subject: Acceptance of Quote under £50,000 in value – for the provision of Service F23 (Grangemouth – Skinflats – Carronshore – Stenhousemuir)
Meeting: Information Bulletin
Date: 6 December 2017
Author: Director of Development Services

1. Introduction

- 1.1 Local bus service operators from the F16/BUS framework were invited to submit quotations in respect of the provision of a bus service between Grangemouth, Skinflats, Carronshore and Stenhousemuir following the closure of the shop in Skinflats in September 2017.
- 1.2 The cost of providing this service can be contained within the local bus services budget (408004 5250) for the 2017/18 financial year.

2. Quotes Received

- 2.1 Four quotes were received from three operators by the due date of 6 October 2017 and evaluated on the basis of Price (70%) and Quality/Experience (30%).
- 2.2 Following evaluation, the quote received from R B Coaches Ltd for £44,900 offered best value for the Council.

3. Action Taken

- 3.1 **Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by R B Coaches Ltd for the sum of £44,900 was accepted in respect of the provision of Service F23**

.....
pp Director of Development Services

Date: 6 October 2017
Contact Name: Chris Cox
Ext: 4723

Title: Acceptance of Tenders where the value does not exceed
£100,000.00 Children's Play Park Upgrades, Capital Budget
2017-18 £ 90,000
Meeting: Information Bulletin
Date: 6 December 2017
Author: Director of Development Services

1. INTRODUCTION

- 1.1** Members will recall the Information Bulletin report of 20th September 2017 requesting approval for Council to agree and utilise the Scotland Excel Play Framework Agreement. This framework agreement is now in place.
- 1.2** Noting the above approved capital budget, three contracts in respect of purchase and delivery of fixed outdoor play equipment are selected from this framework agreement for the following sites:
- Site 1 Calder Park, Bo'ness ----- £16,500
 - Site 2 Braes View ,Denny ----- £16,500
 - Site 3 Westray Terrace, Hallglen---- £16,500

2. FRAMEWORK AGREEMENT

- 2.1** Only play companies who have been previously tested and meet both the technical and commercial requirements of the Framework, and are approved suppliers /contractors under the terms of the Framework, will be used.
- 2.2** By utilising the Excel Play Framework robust efforts have been demonstrated to ensure Best Value outcomes for the Council are achieved.

3 ACTION TAKEN

- 3.1** The following approved companies have been selected utilising LOT 10 of the framework direct award option for supply and deliver of fixed play equipment and for the following sites:
- Site 1 Calder Park ,Boness ----- Proludic limited
 - Site 2 Braes View ,Denny ----- Sutcliffe play
 - Site 3 Westray Terrace, Hallglen--- Hags- SMP

The collective value for all three sites for the supply and delivery of play equipment is £49,500. The balance of the approved £ 90,000 capital budget being £ 40,500 will be utilised by in-house contractors,i.e. Roads Division Small works team to deliver groundworks, installations and associated safer surfacing for the three sites further endorsing Best Value outcomes for the Council for the funds available.

- 3.2 In accordance with Standing Order 6.2(i) on 10 September 2014 I accepted purchasing of fixed outdoor play equipment utilising LOT 10 of the play framework as the appropriate method of procurement of fixed outdoor play equipment from the above approved capital funds.**

pp Director of Development Services

**Author: Mike Joyce, Estates Development Officer – 01324 504605,
mike.joyce@falkirk.gov.uk**

Date: 20/11/2017

List of Background Papers:

Information Bulletin – Play framework for the provision of Outdoor Play Equipment & Artificial Surfaces (SXL Schedule NO.02/13) - Date 20th September 2017

* Tender Documents

1. * Tender Report

* Items not for publication on the grounds that they involve the disclosure of exempt information as defined in paragraph 8 of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973.

Title: Acceptance of Tender under £100,000 in Value
Contract for GRANGEMOUTH SPORTS COMPLEX - BOILER
PLANT UPGRADE (GRA-7857)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Four companies were invited to submit tenders, using the Public Contracts Scotland Portal online quotation facility, in respect of dry side boiler plant upgrade at Grangemouth Sports Complex, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 Two tenders were received by the due date of 13 November 2017 and opened at 2.15pm on 13 November 2017, in accordance with Standing Order 11 relating to contracts.
- 2.2 The tender prices ranged from £63,170.56 to £70,333.64.
- 2.3 Following the evaluation of tenders, it was considered best value for the Council to accept the tender from A. Tech Heating Ltd, 26 Deerdykes View, Cumbernauld, in the sum of £63,170.56.
- 2.4 The tender can be contained within the block expenditure identified for Trust Buildings General Repairs Budget for 2017/2018.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the tender submitted by A. Tech Heating Ltd, 26 Deerdykes View, Cumbernauld, in the sum of £ 63,170.56 in respect of dry side boiler plant upgrade at Grangemouth Sports Complex..

pp Director of Development Services

Author: Colin MacRobbie, Facilities Co-ordinator – 01324 504761,

colin.macrobbe@falkirk.gov.uk

Date: 13/11/2017

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:

- Tender Documents
- Tender Report

Title: Acceptance of Quotation under £100,000 in Value
Contract for Upgrade to Roofing at Grangemouth Library
(GRA-7846)
Meeting: Information Bulletin
Date: 6th December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Four companies were invited to submit quotations, using the Public Contracts Scotland Portal online quotation facility, in respect of felt roofing at Grangemouth Library, in accordance with Standing Order 8.4 relating to contracts.

2. Quotations Received

- 2.1 Two quotations were received by the due date of 18 September 2017 and opened at 14.24pm on 18 September 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The quotation prices ranged from £ 50,403.17 to £ 51,226.02.
- 2.3 Following the evaluation of quotations, it was considered best value for the Council to accept the quotation from Weatherproofing Advisors Ltd., Advisor House, Blantyre Industrial Estate, Blantyre, in the sum of £ 50,403.17.
- 2.4 The quotation can be contained within the capital programme budget for Falkirk Community Trust Buildings 2017/18/19.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by Weatherproofing Advisors Ltd., Advisor House, Blantyre Industrial Estate, Blantyre, in the sum of £ 50,403.17 in respect of felt roofing at Grangemouth Library.

pp Director of Development Services

Author: Robin Millard, Building Design Manager – 01324 504868,
robin.millard@falkirk.gov.uk

Date: 18/09/2017

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:

- **Quotation Documents**
- **Quotation Report**

Falkirk Council

Title: **Acceptance of Tenders under £250,000
C47/10 – Concrete Saddle (IC0196)**

Meeting: **Information Bulletin**

Date: **06 December 2017**

Submitted By: **Director of Development Services**

1. Introduction

- 1.1 The contract for C47/10 – Concrete Saddle was advertised on the Public Contracts Scotland Portal and, following assessment of submitted pre-qualification questionnaires, six companies were subsequently invited to tender.

2. Tenders Received

- 2.1 Five tenders were received by the due date of 15 September 2017 and opened in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked tendered prices ranged from £32,787.09 to £58,781.14.
- 2.3 Following the evaluation of tenders it was considered best value for the Council to award the contractor Murdoch Mackenzie Construction Limited, Coursington Road, Motherwell, ML1 1NR for the sum of £32,787.09.
- 2.4 The tender can be funded from the 2017/18 Capital budget for Bridge Assessment and Strengthening.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2 (i), I have accepted the tender submitted by Murdoch Mackenzie Construction Limited, Coursington Road, Motherwell, ML1 1NR for the sum of £32,787.09 in respect of C47/10 – Concrete Saddle.

pp Director of Development Services

Author – Michael Walker, Road & Bridge Design Technician – 01324 504845,
Michael.walker@falkirk.gov.uk

Date: 20/09/2017

APPENDICES

None

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:

- Tender documents
- Engineer's Report on Quotations

Title: Acceptance of Tender under £250,000 in Value
Contract for Proposed Internal Renovation Works at
Summerford House, Falkirk (FAL-7731)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit tenders, using the Public Contracts Scotland Portal online quotation facility, in respect of the proposed internal renovation works at Summerford House, Falkirk, in accordance with Standing Order 8.2 relating to contracts.

2. Tenders Received

- 2.1 Three tenders were received by the due date of 13 October 2017 and opened at 11:20am on 16 October 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked prices ranged from £92,846.19 to £140,868.75.
- 2.3 Following the evaluation of tenders it was considered best value for the Council to award the contract to Zanart Ltd., Whitehouse Road, Stirling for the sum of £92,846.19.
- 2.4 The tender can be contained within 2017/2018 budgets as identified by Social Work – Adult Services.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the tender submitted by Zanart Ltd., Whitehouse Road, Stirling in the sum of £92,846.19 in respect of the proposed internal renovation works at Summerford House, Falkirk..

pp Director of Development Services

Author: Paul Noble, Commercial & Social Design Co-ordinator – 01324 501020,
paul.noble@falkirk.gov.uk

Date: 23/10/2017

APPENDICES

“None.”

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:

- **Tender Documents**
- **Tender Report**

Title: Acceptance of Quotation under £250,000 in Value
Contract for proposed replacement pool filters at
Grangemouth Sports Complex (GRA-7742)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 Three companies were invited to submit tenders, using the Public Contracts Scotland Portal online quotation facility, in respect of the replacement pool filters at Grangemouth Sports Complex, in accordance with Standing Order 8.4 relating to contracts.

2. Tenders Received

- 2.1 Two tenders were received by the due date of 29 September 2017 and opened at 4pm on 29 September 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked prices ranged from £84,842.46 to £96,232.97.
- 2.3 Following the evaluation of tenders, it was considered best value for the Council to accept the tender from Aqua Leisure Ltd, Easter Brightmony, Auldearn, Nairn, IV12 5JZ in the sum of £84,842.46.
- 2.4 The lowest tender was competitively priced, and can be contained within the Community Trust Capital budgets for 2017 to 2018 and 2018 to 2019.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the tender submitted by Aqua Leisure Ltd, Easter Brightmony, Auldearn, Nairn, IV12 5JZ in the sum of £84,842.46 in respect of the replacement pool filters at Grangemouth Sports Complex.

pp Director of Development Services

Author: Michael McGowan, Community Design Co-ordinator – 01324 504885,
michael.mcgowan@falkirk.gov.uk

Date: 10/10/17

APPENDICES

None.

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:

- **Tender Documents**
- **Tender Report**

Falkirk Council

Title: Acceptance of Tenders up to £250,000 in Value - for the Treatment of Recyclable and Residual Waste (Gully Waste) – (C/N: SXL 14/13)

Meeting: Information Bulletin

Date: 6th December 2017

Submitted By: Director of Development Services

1. Introduction

- 1.1 Falkirk Council, as a member of Scotland Excel, has access to a range of national local government framework agreements/contracts.
- 1.2 Scotland Excel has established a framework agreement, for the provision of the treatment of recyclable and residual waste (contract reference – 14/13) which comprises of twenty-three separate lots. This information bulletin relates specifically to Lot 3; treatment and disposal of residual waste from street sweepings.
- 1.3 Suppliers under the Scotland Excel framework under Lot 3 are detailed in Appendix 1.
- 1.4 There are three service models available, model A (council delivers material direct to a service provider's treatment facility), model B (material is bulked at an agreed reception point and transported onward to a treatment facility by the service provider) and model C (framework only option, where councils retain ownership of material post-treatment for market sale).
- 1.5 For the processing of this particular material, Roads Services staff will take this material directly to the service provider's treatment facility, therefore utilising model A defined above.
- 1.6 Councils can request a service under this framework agreement using one of the following options; direct award or mini competition. After carrying out a market analysis exercise and reviewing the options available, it was determined that the offer within the framework offered best value in terms of the annual tonnage processed and a direct award was applied.
- 1.7 It is the intention to have a one year agreement in place in order to review the outcome of the new SXL framework for Recyclable & Residual Waste, which is expected to be live in May 2018. This agreement commenced 1st October 2017 and will run until 30th September 2018.

2. Framework Offer

- 2.1 The anticipated annual consumption is approximately 850 tonnes. After reviewing all offers from providers in Lot 3, it was deemed that the offer from Levenseat Limited, Forth, offered best value to the Council.
- 2.2 The estimated spend for the contract period is approximately £50,000. This includes the cost of transporting the waste to Levenseat for processing.
- 2.3 The funding for this project is contained within the 423002 Roads Services budget heading.

3. Action Taken

- 3.1 **In accordance with Contract Standing Order 6.2(i), I accepted the offer submitted by Levenseat Limited, Forth, in the sum of £50,000 in respect of the Treatment of Recyclable and Residual Waste (Gully Waste) for Falkirk Council.**

pp Director of Development Services

**Author – Chris Gannon – 01324 590821, christopher.gannon@falkirk.gov.uk
Date: 17 November 2017**

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.

Information Bulletin

Treatment of Recyclable and Residual Waste (Gully Waste) - (C/N: SXL 14/13)

Lot 3 Treatment of Recyclable and Residual Waste – Street Sweepings	
Service Providers	<ul style="list-style-type: none"> • Barr Environmental Limited • Binn Skips Limited • Fife Council • Levenseat Limited • Lowmac Alloys Limited • Patersons Waste Management Limited • The William Tracey Group Limited

Falkirk Council

Subject: **Acceptance of Tenders up to £250,000 in value – Framework agreement for the provision of digital boost workshops & advisory services - (C/N: DEV/074/17)**

Meeting: **Information Bulletin**

Date: **6 December 2017**

Author: **Director of Development Services**

1. Introduction

- 1.1 A tender for the provision of digital boost workshops & advisory services within the Falkirk, Stirling and Clackmannanshire Council areas was advertised through the Public Contracts Scotland portal as an open tender. Subsequently 33 companies expressed an interest in tendering.
- 1.2 The framework commenced on 1st September 2017 and will run for 7 months with the option to extend for a further 12 month period until 31st March 2019, dependant on funding.

2. Tenders Received

- 2.1 Five tenders were received by the due date of 31st July 2017 and opened in accordance with Contract Standing Order 11.5.
- 2.2 Following evaluation of all tenders, the 3 highest scoring tenders were selected as offering best value across the full range of services. The successful providers are detailed in Appendix 1, with an estimated overall framework value of £150,000.

3. Action Taken

- 3.1 **In accordance with Contract Standing Order 6.2(i), I accepted the tenders submitted as detailed in Appendix 1, with an estimated overall value of £150,000, in respect of the provision of digital boost workshops & advisory services.**

.....
Director of Development Services

Date: 10 October 2017
Contact Name: Merle Stevenson

Ext: 0816

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.

APPENDIX 1
FALKIRK COUNCIL

FRAMEWORK AGREEMENT FOR THE PROVISION OF DIGITAL BOOST
WORKSHOPS & ADVISORY SERVICES

Company	Postal Town
Stirling Enterprise Park Limited	Stirling FK7 7RP
Ceteris (Scotland) Ltd	Alloa FK10 2EL
Targeting Innovation Ltd	Glasgow G2 2LB

Estimated Total Value (£150,000)

Title: Acceptance of Tenders under £250,000 in Value
Contract for Gas Heating Replacement, 1-21 Tygetshaugh
Court, Dunipace (DEN-7492)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 The contract for gas heating replacement, 1-21 Tygetshaugh Court, Dunipace was advertised on the Public Contracts Scotland Portal and, following assessment of submitted pre-qualification questionnaires, four companies were subsequently invited to tender.

2. Tenders Received

- 2.1 Two tenders were received by the due date of 15 October 2017 and opened 2.45pm on 15 October 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked prices ranged from £238,044.41 to £269,283.84.
- 2.3 Following the evaluation of tenders it was considered best value for the Council to award the contract to Keepmoat Regeneration Ltd, 3-5 Cambuslang Way, Glasgow, G32 8ND for the sum of £238,044.41.
- 2.4 The tender can be contained within the block expenditure figure for Energy Efficiency, identified in the Housing Investment 3 Year Programme 2017/2018.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the tender submitted by Keepmoat Regeneration Ltd, 3-5 Cambuslang Way, Glasgow, G32 8ND in the sum of £238,044.41 in respect of gas heating replacement, 1-21 Tygetshaugh Court, Dunipace.

pp Director of Development Services

Author: Michael McGowan, Community Design Co-ordinator – 01324 504885,
michael.mcgowan@falkirk.gov.uk

Date: 04/10/2017

APPENDICES

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:

- **Tender Documents**
- **Tender Report**

Falkirk Council

Title: Acceptance of Tenders under £250,000
Provision and Alteration of Waiting, Loading and Parking
Restriction Road Markings - IH0072

Meeting: Information Bulletin

Date: 6 December 2017

Submitted By: Director of Development Services

1. Introduction

- 1.1 The contract for the Provision and Alteration of Waiting, Loading and Parking Restriction Road Markings was advertised on the Public Contracts Scotland Portal.

2. Tenders Received

- 2.1 Four tenders were received by the due date of 4 August 2017 and opened on 4 August 2017 in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked tendered prices ranged from £115,016.54 to £127,511.45.
- 2.3 Following the evaluation of tenders it was considered best value for the Council to award the contract to Central Traffic Management Ltd, 101 Banded Industrial Estate, Throsk, Stirling, FK7 7NP for the sum of £115,016.54.
- 2.4 The tender can be funded from the 2017/2018 Network Maintenance Revenue budget.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2 (i), I have accepted the tender submitted by Central Traffic Management Ltd, 101 Banded Industrial Estate, Throsk, Stirling, FK7 7NP for the sum of £115,016.54 in respect of the Provision and Alteration of Waiting, Loading and Parking Restriction Road Markings.

pp Director of Development Services

Author – Russell Steedman, Network Co-ordinator – 01324 504830,
russell.steedman@falkirk.gov.uk
Date: 4 September 2017

APPENDICES

None

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:

- Tender documents
- Engineer's Report on Quotations

Title: Acceptance of Tenders over £250,000 and under £500,000 in Value
Contract for upgrading works to 51 residential properties, David's Loan, Langlees (FAL-7849)
Meeting: Information Bulletin
Date: 6 December 2017
Submitted By: Director of Development Services

1. Introduction

- 1.1 In accordance with Development Service's benchmark procedure, a single tender was invited from Corporate & Housing Services for the contract in respect of upgrading works to 51 residential properties, David's Loan, Langlees.
- 1.2 The criteria used in assessment of best value are, financial (both contract and staff costs), quality (in relation to achieving industry standards) and past performance in this type of work.

2. Tenders Received

- 2.1 A tender was received by the due date of 12th October 2017 and opened at 2.10pm the same day in accordance with Standing Order 11 relating to contracts.
- 2.2 The checked price was compared with bill of quantity rates for work of a similar nature, priced in competition viz, upgrading works to residential properties, Maddiston (MAD-7775) in the sum of £522,393.08 accepted in February 2017. Allowing adjustment for inflation etc, the tendered price compared favourably with the rates within the benchmark contract.
- 2.3 The tender received from Corporate & Housing Services, The Forum, Callendar Business Park, Falkirk FK1 1XR is in the sum of £444,978.05 and represents best value for the Council.
- 2.4 The tender can be contained within the block expenditure figure for external fabric improvements, identified in the Housing Investment 3 Year Programme 2017/2020.
- 2.5 In accordance with Standing Order 6.2(ii) relating to contracts, I consulted with the Chief Governance Officer prior to entering into contract with that party.

3. Action Taken

- 3.1 Members note that, in accordance with Standing Order 6.2(ii), I have accepted the tender submitted by Corporate & Housing Services, The Forum, Callendar Business Park, Falkirk FK1 1XR in the sum of £444,978.05 in respect of upgrading works to 51 residential properties, David's Loan, Langlees.

pp Director of Development Services

**Author: Robin Millard, Building Design Manager – 01324 504868,
robin.millard@falkirk.gov.uk**

Date: 24/10/2017

APPENDICES

List of Addresses

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:

- **Tender Documents**
- **Tender Report**

List of Addresses

LANGLEES

David's Loan

Odd: 115 – 125; 127 – 137; 139 – 149; 151, 153, 157, 159; 163 – 173;
175 – 185; 187, 189, 191, 193, 195; 217 – 227; 229 – 239

Total number of dwellings: 51 No

Falkirk Council

Subject: Acceptance of Tenders up to £250,000 in Value – for the Provision of Web Based Software Enabling Online Access to Social Care Support, Equipment and Advice (RM1557 ix G CLOUD 9)

Meeting: Information Bulletin

Date: 6th December 2017

Author: Head of Social Work Adult Services

1. INTRODUCTION

- 1.1 The purpose of this contract is to purchase, implement and support a user friendly, web based platform for self assessment and self management. This online service will enable adults living in Falkirk with lower levels of need to easily and safely access equipment, adaptations, advice and/or support.
- 1.2 This contract will implement a system that will be localised to the Falkirk area and will enable the Service to both understand and measure how best to intervene long before people are eligible for traditional services and whilst there is significant opportunity to delay decline. The system provides early interventions for those who have not reached, or are nearing eligibility thresholds and routes people into mainstream services, when professionally deemed as necessary.

2. CROWN COMMERCIAL SERVICES FRAMEWORK (CCS)

- 2.1 Following a detailed assessment of all supplier solutions within the Digital Marketplace Catalogue and under the terms of the Crown Commercial Services Framework Agreement RM1557ix (G Cloud 9) it was determined that the best value option was to proceed with a direct award for the provision of web based software.
- 2.2 The contract will commence on 1st November 2017 and will run for 24 months until 31st October 2019 with the option to extend for a further 12 months to 31st October 2020.
- 2.3 The contract would be a direct award to ADL Smartcare Limited, Sheffield, with an estimated total expenditure over the three year term of the contract of approximately £170,000.
- 2.4 Funding for this project is contained within the Social Work Adult Services budget heading.

3. ACTION TAKEN

- 3.1 In accordance with Standing Order 6.2(i), I approved the direct award under CCS Framework Agreement RM1557ix to ADL Smartcare Limited, Sheffield, in the sum of £170,000 in respect of the Provision of Web Based Software to Falkirk Council.**

.....
HEAD OF SOCIAL WORK ADULT SERVICES

Date: 14th November 2017
Contact Name: Alex Finlay
Ext: 504047

FALKIRK COUNCIL

Subject: Acceptance of Tenders Over £250,000 and Under £500,000 – Contract for the Provision of Independent Advocacy Services (C/N SC1617-0055)
Meeting: Information Bulletin
Date: 6th December 2017
Author: Head of Social Work Adult Services

1. INTRODUCTION

- 1.1 A tender for the provision of independent advocacy services (Ref: SC1617-0055/OJEU Ref: 255126-2017) was advertised through the Public Contracts Scotland Portal and The Official Journal of the European Union as an open tender. This is a collaborative contract comprising Stirling Council, Falkirk Council, Clackmannanshire Council and NHS Forth Valley.
- 1.2 This Contract is to secure an independent advocacy service for people in order to meet requirements for service provision under:
- Adults with Incapacity (Scotland) Act 2000)
 - Mental Health (Care and Treatment) (Scotland) Act 2003
 - Adult Support and Protection (Scotland) Act 2007

People who use a range of health and social care services provided by the NHS and local authorities may at times require the services of a professional advocate to deal with a specific issue or concern. Legislation and good practice guidance require the NHS and local authorities to ensure the provision of independent advocacy services for people who may be in a vulnerable position and unable to represent their own interests for a number of reasons. This service will be provided for adults over 16 years of age affected by the above legislation.

2. TENDER PROCESS & OUTCOME

- 2.1 As lead authority Stirling Council advertised the requirement through the Official Journal of the European Union and Public Contract Scotland. The contract is for an initial period of two years from 1st November 2017 to 31st October 2019 with the option of two twelve month extensions.
- 2.2 Forth Valley Advocacy was the sole bidder for this contract. The evaluation process was still carried out. The price element came in under budget and provided additional service capacity within the existing budget.
- 2.3 The potential four year contract has an estimated total value of £1,500,000 for all partners, of which, £384,000 is attributable to Falkirk Council.

- 2.4 The contract will deliver overall savings of approximately £30,000 over the lifetime of the contract, to be shared across the partners.
- 2.5 In accordance with Standing Order 6.2(ii) consultation with the Chief Governance Officer to enter into a contract was sought and received.

3. ACTION TAKEN

- 3.1 In accordance with Standing Order 6.2(ii), I accepted the tender submitted by Forth Valley Advocacy for the provision of Independent Advocacy Services from 1st November 2017 to 31st October 2019 with the option of two twelve month extensions at an annual value of approximately £96,000 to Falkirk Council (£384,000 over the potential four years).

Head of Social Work Adult Services

Date	23 October 2017
Contact Name	Julia Potter
Ext	1428

