

**information**

**bulletin volume three**  
**2019/2020**



**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 Governance Office (Brian Pirie, Democratic Services Manager Ext 6110).

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**VOLUME 3  
2019/2020**

## FALKIRK COUNCIL

**Subject: DISSOLUTION OF FALKIRK ENVIRONMENT TRUST**  
**Meeting: INFORMATION BULLETIN**  
**Date: 04 MARCH 2020**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

### 1. INTRODUCTION

- 1.1 Falkirk Council officers have received communication from Falkirk Environment Trust (FET) confirming the FET board decision to wind up operations by end of March 2020, or as soon as practicable thereafter, following changes that have taken place in the funding arrangements for the organisation.
- 1.2 This paper outlines the rationale for the FET board decision making; and seeks to reassure elected members and communities that, after dissolution:
- the officer will continue to assist eligible environmental community projects where possible; and
  - access to the Scottish Landfill Communities Fund (SLCF) will continue to be available to communities and applicants through registered Approved Bodies.

### 2. DISSOLUTION OF FALKIRK ENVIRONMENT TRUST

#### **FET Origins and Business Plan**

- 2.1 A report, to the then Policy and Performance Review Committee on Thursday 19th March 1998 considered and approved the establishment of an Environmental Body to utilise funding from landfill tax revenues raised from the Falkirk district waste arisings. FET was subsequently established and has been in operation since its inception.
- 2.2 FET Business Plan 2015-2020 questioned the long term viability of FET: *“Beyond the period of this Business Plan 2015-20 there is a range of threats to FET – the national Zero Waste Strategy, the public sector financial squeeze, local landfill capacity, diminishing project funding and values and no obvious alternative funding sources. Combined, these factors question the long term viability of FET and will require to be recognised and addressed by the board and partner agencies”*. The Business Plan cited a possible ‘wind-down’ where FET: *“may require to anticipate the re-formation or possible ‘wind down’ of the Trust”*.

#### **Recent changes and reasons for dissolution**

- 2.3 FET wrote to Falkirk Council on 22nd November 2019 confirming that *“there are insufficient funds available for FET to honour anticipated expenditure”*, to part pay Falkirk Council invoices for seconded officer time, and with a risk that the *“the charity will quickly become insolvent”*. Following a period of discussion and debate at FET Board, the decision to seek a dissolution of FET was formally agreed at its 84th Business Meeting held on 12th December 2019 with the cessation of trading to be achieved as soon as is practicable after 31st March 2020. FET has confirmed

they have begun necessary due diligence to wind-up, carry out the dissolution of FET, with both OSCR and Companies House.

- 2.4 There are a number of factors which have precipitated the decision on FET's dissolution. These include;
- a) changes to the landfill credit system in 2015 which saw FET cease to operate as an Environmental Body under the old scheme and thus no longer able to receive or disburse funds arising from the Landfill Tax Credit Scheme (referred to as the Scottish Landfill Communities Fund since 1st April 2015); and most significantly
- b) the recent confirmation from SEPA that FET will no longer be in receipt of SLCF administration fees for its role in assisting the development and administration of SLCF funded projects.
- 2.5 FET Board has determined that the governance and need for FET as an organisation is therefore:
- unnecessary, as applicants can continue to apply direct to any Approved Body in Scotland, and
  - financially unviable as an organisation, with no means of income
- 2.6 The FET Board has therefore taken the only course of action available to it to avoid insolvency, to ensure and oversee the effective wind up of the organisation under these fiscal constraints.

### **FET's legacy and impact of winding up**

- 2.7 It is important to recognise and celebrate FET's long and successful track record. This is demonstrated by almost 200 projects which have been assisted by FET, delivered by partners and funded by EB Scotland through landfill tax credits from Avondale Environmental Ltd across the Falkirk Council area.
- 2.8 The SLCF is a tax credit scheme that enables operators of landfill sites to contribute money to Approved Bodies to carry out projects that meet environmental objectives. FET does not hold or disburse SLCF funds, as it did under the previous scheme. In this regard there will be no reduction in available SLCF funds to communities or environmental groups as this funding has never sat with or been at the discretion of FET. Members should therefore be re-assured that, on dissolution of FET, any eligible applicant can continue to apply to any Approved Body in Scotland to access SLCF monies.
- 2.9 Access to SLCF funds in Falkirk has been through E.B. Scotland who are one of 12 currently Approved Bodies in receipt of SLCF funds. E.B. Scotland has a long association with Avondale Environmental Ltd, who in turn locally operate the major landfill site in the Falkirk area. These organisations have been committed to working with the community to improve the environment and economy of the local area for a significant time. The SLCF scheme, now entering its 5th year, continues to see a very large volume of enquiries from all over Scotland. Advice from some Approved Bodies is that the Scheme is proving extremely popular and indications are that this will continue for the foreseeable future.

- 2.10 It is important to note that the SLCF funds remain accessible and that the dissolution of FET will not affect the:
- amount of waste going into landfill or landfill credit system, or
  - amount of, or competition for, SLCF monies available through Approved Bodies, or
  - applicants opportunity to attempt to access these funds from Approved Bodies.
- 2.11 The SLCF will continue to be available for the foreseeable future for community or environmental groups or organisations to access from any “Approved Body” across Scotland. Applicants in the Falkirk Council area can therefore continue to seek funding from any of the Approved Bodies operating in Scotland, including EB Scotland.

**Falkirk Council implications**

- 2.12 FET is an independent charity and limited company. The consent of OSCR and Companies House is required for dissolution and FET has commenced the necessary notifications. On wind-up any remaining monies will be transferred to Falkirk Council. Falkirk Council will retain an ongoing responsibility for the archive function for FET records and financial accounts.
- 2.13 Finally, the existing FET Development Manager is not an employee of FET and is therefore not affected directly in terms of FET wind up arrangements. There is no direct risk to this post as part of the dissolution. The officer will continue in post with the Planning & Environment Unit of Development Services, and can continue to assist groups to access available funds.

**3. ACTION TAKEN**

- 3.1 Note the;
- decision by Falkirk Environment Trust to dissolve,
  - the retention of the Falkirk Council officer to assist groups; and
  - the ongoing availability of SLCF funding through Approved Bodies

.....  
**pp Director of Development Services**

Author: Douglas Duff, Head of Planning & Economic Development  
 Date: 14<sup>th</sup> February 2020

**List of Background Papers:**

- 1) Scottish Government’s Zero Waste Plan, Landfill and background on the Biodegradable Landfill Ban
- 2) OSCR Scottish Charity Regulator – on winding up a charity
- 3) Companies House – on company strike off and dissolution of a company
- 4) Scottish Landfill Tax (Administration) Regulations 2015
- 5) SEPA regulator of the Scottish Landfill Communities Fund (SLCF).

## Falkirk Council

**Title:** Acceptance of Quotes over £10,000  
**Meeting:** Council - Information Bulletin  
**Date:** 4 March 2020  
**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 1 November 2019 to 31 January 2020. 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 McQuillian, Procurement & Commissioning Manager  
01324 590810 [william.mcquillian@falkirk.gov.uk](mailto:william.mcquillian@falkirk.gov.uk)

Date: 10 February 2020

<b>Service</b>	<b>Title of Quick Quote Awarded</b>	<b>Contract Value</b>	<b>Name &amp; Town of Successful Supplier(s)</b>
Development Services	Provision of Bikeability Scotland Cycle Training	£10,250.00	Recyke-a-bike, Stirling
Development Services	Landscape Architecture Services for New Social Housing, Wilson Avenue, Polmont. (Reissue)	£11,400.00	The Paul Hogarth Company Ltd, Edinburgh
Corporate & Housing Services	Damp Repairs	£11,550.10	Wise Property Care, Falkirk
Development Services	Wash Bay Screens	£11,667.50	WNV-Systems, Sutton
Development Services	DEV/152/19/QQ - Provision of Processing Material Arising From Recycling Centres (Metal)	£12,000.00	Dalton Metals Recycling, Edinburgh
Development Services	Upgrade Bathrooms at Torwoodhall Home, Larbert	£13,488.49	A. Robertson Joinery Services Limited, Edinburgh
Development Services	Consulting Mechanical and Electrical Engineering Services for Building Management	£15,600.00	EDP Consulting Engineers Ltd, Livingston
Development Services	Winter Labour provision	£17,841.24	Class One Traffic Management Ltd, Bonnybridge Central Traffic Management Ltd, Stirling
Development Services	Interpretative gates at Kinneil Walled Garden, Bo'ness - DEV/144/19/QQ	£22,670.00	P. Johnson and Company, Ratho
Development Services	DEV/156/20/QQ - Collection of Mixed Plastics from Materials Recovery Facility	£24,000.00	J & Young Leicester Ltd, Northamptonshire
Development Services	Camelon Cemetery Works	£24,425.00	Ogee Supplies Ltd, Falkirk
Development Services	Proposed Upgrade of Ceilings and Lighting at Grange Primary School, Bo'ness	£26,705.11	BMES (Scotland) Ltd, Bonnybridge
Corporate & Housing Services	Painting of Old JMU Area Within Inchyra Depot, Grangemouth	£26,903.90	JNC Trowel Trades Ltd, Motherwell
Development Services	Westquarter Primary School, Felt Roofing to Nursery Block	£28,826.49	J Reynolds Building Services, Stirling

<b>Service</b>	<b>Title of Quick Quote Awarded</b>	<b>Contract Value</b>	<b>Name &amp; Town of Successful Supplier(s)</b>
Development Services	Bowhouse Primary School, Grangemouth - Toilet Upgrade, Final Phase	£29,447.89	East Fife Joinery Ltd, Leven
Development Services	Consulting Landscape Architectural Services for Proposed New Council Housing at Kilsyth	£29,950.00	Hirst Landscape Architects, Glasgow
Development Services	Proposed External Alterations to Create Secure Entrance at St Patrick's Primary School	£31,202.16	LPS Building Services t/a LP Services, Falkirk
Development Services	Toilet Upgrade at St.Patrick's Primary School, Denny	£33,211.44	East Fife Joinery Ltd, Leven
Development Services	Ground Investigation 19/20 B	£33,731.00	Aitken Laboratories Ltd, Falkirk
Development Services	Business Intelligence Consultancy Services	£34,000.00	Sword, Glasgow
Development Services	Grangemouth Town Hall, Upgrade Lighting	£37,079.27	T Clarke Contracting Ltd, Falkirk
Corporate & Housing Services	Re-Surfacing of front car park area at Inchyra Depot, Grangemouth	£40,178.25	GB Contractors (Scotland) Ltd, Falkirk
Development Services	Supply of a 3 Brush Roll Over Top vehicle wash and Plant Room	£42,271.00	WNV-Systems, Sutton
Development Services	Proposed Small Works Package At Falkirk Crematorium	£42,385.14	Marshall Construction Ltd, Alloa
Development Services	Consulting M & E Engineering Services for New Social Housing at Kilsyth Road, Banknock	£44,480.00	Clancy Consulting, Glasgow
Development Services	Provision of Bricklaying Services DEV/139/19/QQ	£48,000.00	GB Contractors (Scotland) Ltd, Falkirk
Development Services	DEV/138/19/QQ - Service of Mono Pumps	£49,999.00	Pumpmasters Ltd, Livingston

## Falkirk Council

**Title:** Acceptance of Contracts over £500,000  
**Meeting:** Council - Information Bulletin  
**Date:** 4 March 2020  
**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 1 November 2019 to 31 January 2020. 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.

.....  
**Director of Corporate & Housing Services**

Author - William McQuillian, Procurement & Commissioning Manager  
01324 590810 [william.mcquillian@falkirk.gov.uk](mailto:william.mcquillian@falkirk.gov.uk)

Date: 10 February 2020

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

<b>Service &amp; Contact</b>	<b>Brief Description of Contract</b>	<b>Contract Number</b>	<b>Start/End Dates or One Off Purchase</b>	<b>Contract Value (including Extension)</b>	<b>Additional Information</b>	<b>No. of Tenders Received</b>	<b>Name &amp; Address of Proposed Contractors</b>
Development Services  William McQuillan  Ext 0810	Supply of liquid fuel, which will be provided as bulk deliveries of diesel and fuel oil to various council depots.  <b>(Award List sent to Executive Members 21/11/2019)</b>	RM3801	18 <sup>th</sup> November 2019 to 30 <sup>th</sup> March 2022, with an option to extend for a further year to 30 <sup>th</sup> March 2023.	£4,900,000  Annual Value £1,400,000	This contract was formed following an eAuction performed by Scottish Procurement under the auspices of the Crown Commercial Services Framework for Liquid Fuels.	1	Bulk Gas Oil (Lot 103) – Certas Energy UK Ltd t/a Scottish Fuels, Registered Office 302 Bridgewater Place, Birchwood Park, Birchwood, Warrington, WA3 6XG

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
Development Services  William McQuillian  Ex. 0810	<p>This contract is to supply and install a range of electric charging points, to support the future roll out of Ultra-Low Emission Vehicles (ULEVs).</p> <p>61 charging points will be provided at 18 locations throughout Falkirk Council area.</p> <p><b>(Award List sent to Executive Members 28/11/2019)</b></p>	ESPO 636	Installation process will commence from 11 <sup>th</sup> December 2019 and is expected to end by November 2020.	£1.1million	Work experience will be provided for at least one new trainee for the duration of the contract.	3	Swarco UK Ltd 1 Maxted Corner, Maxted Road, Hemel Hempstead Industrial Estate, Hemel Hempstead, England, HP2 7RA

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 Contractors
Development Services Paul Noble Ext: 1020	New Build Council housing at Former Torwood School, Larbert  <b>(Award List sent to Executive Members 05/12/2019)</b>	LAR-7879	Construction period is 69 weeks, with an anticipated start date during February 2020	£3,292,834.37	This contract is for the construction of 24 council houses and flats and is included within the New Build Housing Investment programme 2019/2022	6	J.B. Bennett (Contracts) Ltd Banton By Kilsyth Glasgow G65 0QG

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 Contractors
Corporate & Housing Services  William McQuillan  Ext: 0810	Supply and Delivery of Plumbing and Heating Materials  <b>(Award List sent to Executive Members 16/01/2020)</b>	SXL/2318	9 <sup>th</sup> December 2019 to 30 <sup>th</sup> November 2022, with an option to extend for up to 12 months until 30 <sup>th</sup> November 2023	£3,900,000  (Annual Contract Value £975,000)	Benefits to the local economy through 100% of spend residing with supplier branches within the Falkirk Council area  Annual savings of approximately £19,500 (2%) when compared to current contract prices.  Community Benefits such as SME business mentoring or work experience placement with candidates identified by the Council's Employment and Training Unit.	12	See Appendix A

**Framework Agreement for the Supply and Delivery of Plumbing and Heating Materials (C/N: SXL/2318)**Period: 9<sup>th</sup> December 2019 to 30<sup>th</sup> November 2022 with optional 12 month extension to 30<sup>th</sup> November 2023**Lot 1: Solder Ring, DZR, Brass; Cast Iron; Copper and Lead**

Company	Company No	Location
City Plumbing Supplies Holdings Limited	02489546	Northampton (local branch Falkirk)
Jewson Ltd T/A Graham Plumbers Merchant	00348407	Coventry (local branch Falkirk)
Travis Perkins Trading Company Limited	00733503	Northampton (local branch Larbert)
William Wilson Ltd	SC014691	Aberdeen
Wolseley UK Ltd	00636445	Warwick (local branch Falkirk)

**Lot 2 – External and Internal Plastic Pipe**

Company	Company No	Location
City Plumbing Supplies Holdings Limited	02489546	Northampton (local branch Falkirk)
Grafton Merchanting GB Ltd	04725313	Birmingham
Jewson Ltd T/A Graham Plumbers Merchant	00348407	Coventry (local branch Falkirk)
Travis Perkins Trading Company Limited	00733503	Northampton (local branch Larbert)
William Wilson Ltd	SC014691	Aberdeen
Wolseley UK Ltd	00636445	Warwick (local branch Falkirk)

**Lot 3 - Boilers**

Company	Company No	Location
City Plumbing Supplies Holdings Limited	02489546	Northampton (local branch Falkirk)
Grafton Merchanting GB Ltd	04725313	Birmingham

Jewson Ltd T/A Graham Plumbers Merchant	00348407	Coventry (local branch Falkirk)
William Wilson Ltd	SC014691	Aberdeen
Wolseley UK Ltd	00636445	Warwick (local branch Falkirk)

#### **Lot 4 - Radiators**

Company	Company No	Location
City Plumbing Supplies Holdings Limited	02489546	Northampton (local branch Falkirk)
Grafton Merchanting GB Ltd	04725313	Birmingham
Jewson Ltd T/A Graham Plumbers Merchant	00348407	Coventry (local branch Falkirk)
Travis Perkins Trading Company Limited	00733503	Northampton (local branch Larbert)
William Wilson Ltd	SC014691	Aberdeen
Wolseley UK Ltd	00636445	Warwick (local branch Falkirk)

#### **Lot 5 - Sanitary Ware, Sink Tops and Taps & Showers and Accessories**

Company	Company No	Location
City Plumbing Supplies Holdings Limited	02489546	Northampton (local branch Falkirk)
Jewson Ltd T/A Graham Plumbers Merchant	00348407	Coventry (local branch Falkirk)
Pro Care Shower and Bathroom Centre Limited	04300621	Wigan
Travis Perkins Trading Company Limited	00733503	Northampton (local branch Larbert)
William Wilson Ltd	SC014691	Aberdeen
Wolseley UK Ltd	00636445	Warwick (local branch Falkirk)

Estimated Total Contract Value £3,900,000  
(Estimated Annual Contract Value £975,000)

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
Development Services  William McQuillian  Ex. 0810	This contract is for the uplift of garden waste from Council recycling centres, shredding of compostable garden waste and the screening of materials to ensure compost meets industry quality standard. (PAS100)  <b>(Award List sent to Executive Members 23/01/2020)</b>	SXL 0816	3 <sup>rd</sup> February 2020 to 30 <sup>th</sup> June 2020 with the option to extend to 30 <sup>th</sup> June 2021	£658,000 (£464,000p.a.)	There is the provision of free of charge compost to residents via free uplift facility at recycling centres.	1	Enva Organics Recycling Ltd 49 Burnbrae Road Linwood PA3 3BD

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  Alistair Dawson  Ext 4824	Consultancy Services Commission for the delivery of the Grangemouth Flood Protection Scheme. A suitable design consultant has been identified through the national Scotland Excel framework. The 'Call-off' contract involves a range of flooding functions and activities relating to the ongoing development of the Grangemouth scheme.  <b>(Award List sent to Executive Members 30/01/2020)</b>	IT0017	The required consultancy services are expected to be delivered over a 12-18month period commencing in February 2020.	The fees for professional services are anticipated to be in the region of £2,250,000.	This contract is required to augment the existing staff resource in Development Services and fulfil the Council's statutory requirement to manage and mitigate flood risk and obligations as Planning Authority.	1	CH2M Hill United Kingdom, 95 Bothwell Street, Glasgow, G2 7HX.  Private Unlimited Company (Company Number 02533469)

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
<p>Development Services</p> <p>Robin Millard Ext 4868</p>	<p>Upgrading works comprising re-roofing, external render and site works to 118 residential properties at various addresses, Bo'ness.</p> <p><b>(Award List sent to Executive Members 30/01/2020)</b></p>	BNS-8059	Construction period is 36 weeks, with an anticipated start date during March 2020.	£2,621,725.31	In accordance with Development Services benchmark procedure, a single tender was invited from Corporate & Housing Services in respect of these works, which form part of the external fabric improvements element of the 2019-24 Housing Investment Programme.	1	Corporate & Housing Services The Forum Callendar Business Park Falkirk FK1 1XR

**Falkirk Council**

**Subject: Call off contract up to £250k in value for Payment Processing Services (Over the Counter Payments) / G-Cloud 11 Call Off Contract with Allpay Ltd (Our Contract Ref: FCAP2019)**

**Meeting: Information Bulletin**

**Date: 4<sup>th</sup> March 2020**

**Author: Chief Finance Officer**

**1. Introduction**

- 1.1 A contract has been called off from the G-Cloud 11 Framework Agreement to sustain the provision of payment processing services for over the counter payments (Post Office and PayPoint payments).
- 1.2 The G-Cloud 11 Framework Agreement was selected as the previous Western Isles Framework Agreement used had closed. It provided a route to a new contract to maintain these existing essential services, and creates an annual saving of £1,300 over the previous contract terms.
- 1.3 The contract has been set up with Allpay Ltd and the call off contract value is £26,500 per annum.
- 1.4 The contract commenced on the 20<sup>th</sup> October 2019 and will run for two years.

**2. Background**

- 2.1 Over the counter payment provision (Post Office and PayPoint payments) in the Falkirk Council area were provided through a contract drawn from the Western Isle Framework Agreement until the 19<sup>th</sup> October 2019. This framework has now ended and a new contract was required to sustain service provision.

**3. Action Taken**

- 3.1 **In accordance with Contract Standing Order 6.2(i), I accepted the G-Cloud 11 Framework Agreement call off contract with Allpay Ltd, with an estimated annual contract value of £26,500, in respect of the provision of payment services for over the counter payments to Falkirk Council.**

.....  
**Chief Finance Officer**

Date: 11<sup>th</sup> February 2020

Contact Name: Neil Biggar

Ext: 0382

**Falkirk Council**

**Subject: Acceptance of Tenders up to £250,000 in value for the Mobile Client Devices Framework: SP-15-011-1**

**Meeting: Information Bulletin**

**Date: 4<sup>th</sup> March 2020**

**1. Introduction**

- 1.1 Scottish Procurement established a framework agreement for the supply of Mobile Client Devices such as laptops and ultraportable laptops on the 16th November 2015, for a period of 5 years to 15th August 2020, which is accessible to Falkirk Council.
- 1.2 Falkirk Council's participation in the framework commenced on 10<sup>th</sup> February 2020 for a period up to 7 months to 15<sup>th</sup> August 2020.

**2. Tenders Received**

- 2.1 The single supplier framework agreement was awarded to: HP Inc. UK Limited.
- 2.2 The value of Falkirk Council Spend over the 7 month period of the framework will be approximately £225,000.

**3. Action Taken**

- 3.1 **In accordance with Contract Standing Order 6.2(i), I approved participation in Scottish Procurement Framework Agreement (SP-15-011-11, awarded HP Inc. UK Limited, from 10th February 2020 until 15<sup>th</sup> August 2020, with an approximate total value of £225,000 in respect of the supply of Mobile Client Devices to Falkirk Council.**

.....  
**Chief Officer of People, Technology & Transformation**

Contact Name: Neil Biggar

Ext: 0382

## Falkirk Council

**Subject:** Appointment of Framework Agreement up to £250,000 in value - Security Services and Cash Collection (SXL/0719)

**Meeting:** Information Bulletin

**Date:** 4th March 2020

**Author:** Director of Corporate & Housing Services

### **1. Introduction**

- 1.1 The purpose of this report is to advise Members of the Council's participation in the Scotland Excel Framework Agreement for Security Services and Cash Collection (SXL/0719).
- 1.2 The framework comprises 4 Lots covering a range of security services. It is our intention to utilise 1 Lot only (Guarding and Key Holding).
- 1.3 Falkirk Council adopted the Framework Agreement on 17<sup>th</sup> February 2020 and it will run up to 15<sup>th</sup> September 2023.

### **2. Participation and Benefits**

- 2.1 The framework requires that all contractors are registered with the Security Industry Authority's (SIA) Approved Contractor Scheme. This is in support of the Serious Organised Crime Taskforce's 2009 "Letting Our Communities Flourish" strategy, and the updated "Scotland's Serious Organised Crime Strategy" 2015.
- 2.2 Corporate & Housing Services intend to utilise this framework for Manned Guarding services with providers committed to paying the Scottish Living Wage.
- 2.3 In addition Development Services and Children Services intend to utilise this Framework Agreement to fulfil their requirements for key holding.

### **3. Action Taken**

- 3.1 **In accordance with Contract Standing Order 6.2(i), I approved the participation in Excel Framework Agreement with suppliers as per Appendix A, from 17<sup>th</sup> February 2020 until 15<sup>th</sup> September 2023, with an approximate total contract value of £240,000 in respect of Guarding and Key Holding (SXL/0719) to Falkirk Council.**

.....  
**Director for Corporate & Housing Services**

Date: 12<sup>th</sup> February 2020

Contact Name: Wilson Kemp

Ext: 0777

Falkirk Council

Framework Agreement for Security Services and Cash Collection (SXL/0719)

Period: from 17<sup>th</sup> February 2020 until 15<sup>th</sup> September 2023

**Appendix A**

SUPPLIER	LOCATION	STATUS	COMPANY No.
Allander Security Limited	Glasgow	Medium	SC102943
Atalian Servest Limited	Suffolk	Large	06355228
Confida FM Limited	Ayr	Large	SC562819
Corporate Service Management Ltd	Glasgow	Small	SC234974
Kingdom Services Group Limited	Newton-Le-Willows	Large	02795197
MITIE Security Limited	London	Large	01013210
Profile Security Services Limited	North Lincolnshire	Large	02371997
SecuriGroup Limited	Glasgow	Large	SC346167

**Contract Value £240,000**  
(Annual Value £65,000)

**Falkirk Council**

**Subject: Acceptance of Tenders up to £250,000 in value for the Server and Infrastructure Maintenance Framework: SP-19-001**

**Meeting: Information Bulletin**

**Date: 4<sup>th</sup> March 2020**

**1. Introduction**

- 1.1 Scottish Procurement established a framework agreement for the supply of Server and Infrastructure Maintenance on the 2<sup>nd</sup> August 2019 to 1<sup>st</sup> August 2021, with options to extend for two periods of one year, which is accessible to Falkirk Council.
- 1.2 Falkirk Council's participation in the framework commenced on 10<sup>th</sup> February 2020 for a period up to 18 months to 1<sup>st</sup> August 2021.

**2. Tenders Received**

- 2.1 The single supplier framework agreement was awarded to: Park Place Technologies Ltd.
- 2.2 The value of Falkirk Council spend over the 18 month period of the Framework will be approximately £150,000.

**3. Action Taken**

- 3.1 **In accordance with Contract Standing Order 6.2(i), I approved participation in Scottish Procurement Framework Agreement (SP-19-001), awarded to Park Place Technologies, from 10th February 2020 until 1<sup>st</sup> August 2021, with an approximate total value of £150,000 in respect of the supply of Server and Infrastructure Maintenance to Falkirk Council.**

.....  
**Chief Officer of People, Technology & Transformation**

Contact Name: Neil Biggar

Ext: 0382

**Falkirk Council**

**Subject: Acceptance of Tenders up to £250,000 in value for the Tablet Client Devices Framework: SP-16-001**

**Meeting: Information Bulletin**

**Date: 4<sup>th</sup> March 2020**

**1. Introduction**

- 1.1 Scottish Procurement established a framework agreement for the supply of Tablet Client Devices such as proprietary, open source and enterprise tablet devices on the 20<sup>th</sup> June 2016 for a period of 4 years to the 19<sup>th</sup> June 2020, which is accessible to Falkirk Council.
- 1.2 Falkirk Council's participation in the framework commenced on 10<sup>th</sup> February 2020 for a period up to 5 months to 19<sup>th</sup> June 2020.

**2. Tenders Received**

- 2.1 The single supplier framework agreement was awarded to: XMA Limited.
- 2.2 The value of Falkirk Council spend over the 5 month period will be approximately £150,000.

**3. Action Taken**

- 3.1 **In accordance with Contract Standing Order 6.2(i), I approved participation in Scottish Procurement Framework Agreement (SP-16-001) awarded to XMA Limited, from 10th February 2020 until 19<sup>th</sup> June 2020, with an approximate total value of £150,000 in respect of the supply of Tablet Client Devices to Falkirk Council.**

.....  
**Chief Officer of People, Technology & Transformation**

Contact Name: Neil Biggar

Ext: 0382

**Title:** Acceptance Of Call Off Under £250,000 In Value  
Contract For Gas Central Heating Installations At Various  
Housing Properties (VAR-7920G)  
**Meeting:** Information Bulletin  
**Date:** 4 March 2020  
**Submitted By:** Director of Development Services

## **1. Introduction**

1.1 In accordance with the framework agreement VAR 7920, accepted in accordance with Standing Order 6.2(ii), a call-off request ref VAR 7920G was submitted to the first placed framework contractor, McTear Contracts Limited, Wishaw.

## **2. Call Off Value**

- 2.1 The call-off for 50 gas installations was issued to McTear Contracts Limited, Wishaw, with the price being established from the framework agreement of £169,036.89.
- 2.2 The call off can be contained within the block expenditure figure for energy efficiency, identified in the Housing Investment 5 Year Programme 2019/2024.
- 2.3 I have entered into a contract with that party, all in accordance with Standing Order 6.2(i) relating to contracts.

## **3. Action Taken**

3.1 **Members note that, in accordance with Standing Order 6.2(i), I have accepted the call off submitted by McTear Contracts Limited, Unit 12 Canyon Road, Netherton Industrial Estate, Wishaw ML2 0EG in the sum of £169,036.89 in respect of gas central heating installations at various housing properties.**

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pp Director of Development Services

**Author: Neil Anderson, Acting Co-ordinator, Housing Investment Design –  
01324 504881, neil.anderson@falkirk.gov.uk**

**Date: 13/01/2020**

## **APPENDICES**

List of Addresses – to be confirmed

### **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:**

- **Call Off documents**
- **Call Off Report**

## List of Addresses

7	Garry Place	Hallglen	42	Watling Street	Camelon
8	Thornbridge Square	Falkirk	38	Wilson Road	Camelon
29	Woodburn Road	Falkirk	5	George Street	Larbert
14	Adam Street	Falkirk	71	Roughlands Drive	Carronshore
46	Church Place	Falkirk	81	Roughlands Drive	Carronshore
269	Thornhill Road	Falkirk	37	Webster Avenue	Carronshore
8	York Street	Falkirk	38	Webster Avenue	Carronshore
21	Carron Road	Bainsford	150	Carronshore Road	Carron
37	Carron Road	Bainsford	12	Old Bellsdyke Road	Larbert
577	Carron Road	Bainsford	26	Ronald Crescent	Larbert
597	Carron Road	Bainsford	108	Grahamsdyke Street	Laurieston
122	Main Street	Bainsford	13	Park Avenue	Laurieston
189	Merchiston Avenue	Bainsford	17	Park Avenue	Laurieston
41	Abbotsford Street	Bainsford	38	Park Avenue	Laurieston
124	Abbotsford Street	Bainsford	56	Park Avenue	Laurieston
38	Leven Street	Bainsford	5	Braeview	Laurieston
85	North Street	Bainsford	45	Hornbeam Crescent	Laurieston
15	Carmuir's Street	Camelon	15	James Street	Laurieston
11	Irving Court	Camelon	53	Keir Hardie Avenue	Laurieston
19	Roman Drive	Camelon	46	Livingstone Drive	Laurieston
7	Hawthorn Drive	Camelon	1	Mossgiel Terrace	Laurieston
13	Nursery Road	Camelon	27	School Road	Laurieston
36	Teviot Street	Camelon			
40	Windsor Road	Camelon			
117	Windsor Road	Camelon			
13	Carmuir's Avenue	Camelon			
46	Mansionhouse Road	Camelon			
225	Carmuir's Avenue	Camelon			
244	Glasgow Road	Camelon			
9	St.Giles Way	Camelon			

**Title:** Acceptance of Tenders under £250,000 in Value  
Contract for Memorial Wall at Falkirk Crematorium  
(FAL-8126)  
**Meeting:** Information Bulletin  
**Date:** 04 March 2020  
**Submitted By:** Director of Development Services

## **1. Introduction**

1.1 The contract for memorial wall at Falkirk Crematorium 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 Four tenders were received by the due date of 27 September 2019 and opened at 2.40pm on that day in accordance with Standing Order 11 relating to contracts.

2.2 The tenders were evaluated on the basis of 90% price and 10% quality. The checked prices ranged from £226,800.00 to £317,925.28, with the total scoring ranging from 75.02 to 99.26.

2.3 Following the evaluation of tenders it was considered best value for the Council to award the contract to Noel Regan and Sons Building and Civil Engineering Contractors UK Ltd, who achieved the overall highest score of 99.26, for the sum of £226,800.00.

2.4 The tender can be contained within the Major Projects expenditure figure for Upgrading Works at Falkirk Crematorium, identified in the General Services Capital Programme.

## **3. Action Taken**

3.1 Members note that, in accordance with Standing Order 6.2(i), I have accepted the tender submitted by Noel Regan and Sons Building and Civil Engineering Contractors UK Ltd, 5 Firth Road, Houston Industrial Estate, Livingston EH54 5DJ in the sum of £226,800.00 in respect of memorial wall at Falkirk Crematorium.

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Director of Development Services

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

**Date:** 17/12/2019

## **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 Contracts Below £250,000**  
**Stirling Street/Barnego Road, Dunipace – Junction Works**

**Meeting:**           **Information Bulletin**

**Date:**               **04 March 2020**

**Submitted By:** **Director of Development Services**

### **1. Introduction**

1.1 In accordance with Development Services Benchmark Procedure, Falkirk Council Roads Services were invited to submit a quotation for the contract in respect of the Stirling Street/Barnego Road – Dunipace – Junction Works.

### **2. Tenders Received**

2.1 In advance of requesting a quotation a detailed estimate was prepared based upon similar and recent competitively tendered contracts.

2.2 Being satisfied that pursuing a single quotation from Falkirk Council Roads Services was in the best interests of the council, a quotation was invited from Falkirk Council Roads Services, all in accordance with Contract Standing Order 5.1 (b).

2.3 A quotation was received from Falkirk Council Roads Services by the due date of 17 January 2020 and opened on 17 January 2020.

2.4 The checked price was £145,557.00.

2.5 The works can be funded from the 2019/20 Road Safety Budget.

2.6 In line with the Council's Policy on best value, the quotation submitted by Falkirk Council Roads Services, having been benchmarked using financial, technical and other quantitative and qualitative indicators against work of a similar nature which had been subjected to competition, was considered to demonstrate best value in terms of all relevant criteria.

### **3. Action Taken**

3.1 Members note that in accordance with Standing Order 6.2(i), I have accepted the quotation submitted by Falkirk Council Roads Services for the sum of £145,557.00 in respect of Stirling Street/Barnego Road, Dunipace – Junction Works.

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pp Director of Development Services

Author – Matthew Devaney, Road and Bridge Design Technician – 01324 501030,  
matthew.devaney@falkirk.gov.uk

Date: 23/01/2020

## **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:

- Engineer's Tender Report

## Falkirk Council

**Title:** Acceptance Of Call Off over £250,000 and under £500,000 in Value  
Contract For Gas Central Heating Installations At Various Housing Properties (VAR-7920H)  
**Meeting:** Information Bulletin  
**Date:** 4 March 2020  
**Submitted By:** Director of Development Services

### 1. Introduction

1.1 In accordance with the framework agreement VAR 7920, accepted in accordance with Standing Order 6.2(ii), a call-off request ref VAR 7920H was submitted to the first placed framework contractor, McTear Contracts Limited, Wishaw.

### 2. Call Off Value

2.1 The call-off for 100 gas installations was issued to McTear Contracts Limited, Wishaw, with the price being established from the framework agreement of £338,073.77.

2.2 The call off can be contained within the block expenditure figure for energy efficiency, identified in the Housing Investment 5 Year Programme 2019/2024.

2.3 I have entered into a contract with that party, all in accordance with Standing Order 6.2(ii) relating to contracts.

### 3. Action Taken

3.1 **Members note that, in accordance with Standing Order 6.2(ii), I have accepted the call off submitted by McTear Contracts Limited, Unit 12 Canyon Road, Netherton Industrial Estate, Wishaw ML2 0EG in the sum of £338,073.77 in respect of gas central heating installations at various housing properties.**

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pp Director of Development Services

**Author: Neil Anderson, Acting Co-ordinator, Housing Investment Design –  
01324 504881, neil.anderson@falkirk.gov.uk**

**Date: 06/02/2020**

## **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:**

- **Call Off documents**
- **Call Off Report**

## List of Addresses

87	Dundas Street	Grangemouth	18	Garvald Lane	Denny
26	Ochil Street	Grangemouth	89	Godfrey Avenue	Denny
42	Ochil Street	Grangemouth	13	Randolph Gardens	Denny
10	Orchard Street	Grangemouth	37	Bridge Crescent	Denny
15	Orchard Street	Grangemouth	69	Bridge Crescent	Denny
7A	Paris Street	Grangemouth	90	Dryburgh Avenue	Denny
1	Bankhill Court	Grangemouth	98	Dryburgh Avenue	Denny
75	Hamilton Road	Grangemouth	127	Duke Street	Denny
36	Kingseat Avenue	Grangemouth	9	Grove Street	Denny
55	Newbiggin Road	Grangemouth	14	Hunter Gardens	Denny
2	Carbrook Place	Grangemouth	21	Hunter Gardens	Denny
51	Craigleith Road	Grangemouth	10	Kelly Drive	Denny
120	Craigleith Road	Grangemouth	33	Nisbet Drive	Denny
3	Croftside Court	Grangemouth	57	Chestnut Crescent	Dunipace
17	Croftside Court	Grangemouth	11	Milton Row	Dunipace
7	Cultenhove Crescent	Grangemouth	45	Milton Row	Dunipace
58	Cultenhove Crescent	Grangemouth	32	Thistle Avenue	Dunipace
21	Garry Place	Grangemouth	19	Chapel Drive	Stenhousemuir
2	Glenside Court	Grangemouth	18	Gerald Terrace	Stenhousemuir
4	Glenside Court	Grangemouth	9	Cedar Grove	Stenhousemuir
18	Glenside Court	Grangemouth	37	Crownest Loan	Stenhousemuir
22	Islay Court	Grangemouth	52	James Street	Stenhousemuir
33	Skye Court	Grangemouth	55	James Street	Stenhousemuir
24	Tummel Place	Grangemouth	87	James Street	Stenhousemuir
6	Alexander Avenue	Grangemouth	88	Mclachlan Street	Stenhousemuir
1	Brooke Street	Grangemouth	21	Muirfield Road	Stenhousemuir
11	Montgomery Street	Grangemouth	75	Valeview	Stenhousemuir
34	Portal Road	Grangemouth	5	Akarit Road	Stenhousemuir
38	Portal Road	Grangemouth	310	King Street	Stenhousemuir
41	Devon Street	Grangemouth	10	Crawford Square	Airth
23	Cedar Street	Grangemouth	35	Glenview Avenue	Banknock
37	Cedar Street	Grangemouth	3	Hillhead Avenue	Banknock
15	Hawthorn Street	Grangemouth	9	Hillhead Avenue	Banknock
8	Drum Road	Boness	15	Hillhead Avenue	Banknock
13	Grahamsdyke Terrace	Boness	31	Hillhead Avenue	Banknock
8	Muirend Court	Boness	2	Claremont Street	Bonnybridge
33	Muirend Court	Boness	5	Duncairn Avenue	Bonnybridge
8	Bridgeness Crescent	Boness	14	Skene Street	Bonnybridge
21	Dower Crescent	Boness	53	Ure Crescent	Bonnybridge
22	Miller Crescent	Boness	146	Ure Crescent	Bonnybridge
114	Philpingstone Road	Boness	9	Wellpark Terrace	Bonnybridge
34	South Philpingstone Lane	Boness	11	Wheatlands Avenue	Bonnybridge
32	Clydesdale Street	Boness	13	Greenmount Drive	Shieldhill
47	Forthview Crescent	Boness	2	Wallacestone Brae	Reddingmuirhead
17	Newtown Street	Boness	12	Dovecot Road	Westquarter
39	Castlehill	Boness	30	Randolph Crescent	Brightons
170	Dean Road	Boness	1	Buchanan Gardens	Polmont
23	Deanfield Terrace	Boness	42	Ward Avenue	Redding
8	Broadside Place	Denny	41	Wholequarter Avenue	Redding
9	Broadside Place	Denny	14	Blackmount Terrace	Maddiston