

SECTION ONE: ESSENTIAL INFORMATION

Service & Division:	Place Services Invest Falkirk	Lead Officer Name:	Lesley Malkin
		Team:	Assets
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Proposal:	To acquire a site for the Replacement Town Hall project	Reference No:	00515

What is the Proposal?	Budget & Other Financial Decision	Policy (New or Change)	HR Policy & Practice	Change to Service Delivery / Service Design
	Yes	No	No	Yes
Who does the Proposal affect?	Service Users	Members of the Public	Employees	Job Applicants
	Yes	Yes	Yes	No
Other, please specify:				

Identify the main aims and projected outcome of this proposal (please add date of each update):	
11/05/2023	EPIAs 00334 and 00364 highlighted the closure of Falkirk Town Hall and the requirement to undertake a site search for a new facility. This proposal seeks to now secure a site on the High St, to assemble and demolish that site, making it ready for construction of a replacement Falkirk Town Hall, a new Library, Studios, a Central Hub (including Registration Services) and democratic offices.
11/05/2023	The project aims to assist regeneration of Falkirk Town Centre and the High St by replacing obsolete retail space with new facilities
11/05/2023	The project seeks to develop, as part of a later phase, a state of the art and purpose built facility that will be accessible to all and allow the public and service users to "join up" town centre activities/journeys
11/05/2023	The project, when completed , will allow staff to work in flexible and modern facilities.

SECTION TWO: FINANCIAL INFORMATION

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this service (£'0000s)	Total:	FTH - £412K 22/23 Library/Hub - TBC	
Reduction to this service budget (£'0000s)	Per Annum:	FTH - £406K 22/23 Lib/Hub - no change	
Increase to this service budget (£'000s)	Per Annum:	Replacement FTH, Lib/Hub & Project Costs to be confirmed as part of OBC production	
If this is a change to a charge or concession please complete.	Current Annual Income Total:	Will be reviewed as part of OBC production	
	Expected Annual Income Total:	Will be reviewed as part of OBC production	
If this is a budget decision, when will the saving be achieved?	Start Date:	01/04/2023	
	End Date (if any):		

SECTION THREE: EVIDENCE	Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups.)
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A - Quantitative Evidence	This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

B - Qualitative Evidence	This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.
Social - case studies; personal / group feedback / other	
<p>Stakeholders at FTH have previously outlined the drawbacks of the current facility for the public, users, staff and performers ie the facility was at the end of its useful life. The new facility will be designed to be inclusive and comply with the Equality Acts, and will seek to ensure no one is disadvantaged and that the facility is accessible for all.</p> <p>In terms of location, Stakeholders also advised that the former site being on the edge of the town centre was less accessible, hence why a site on the High St has been selected, which is within a few minutes of walking/cycling and public transport interfaces. There is also a car park adjacent to the site.</p>	

Best Judgement:	
Has best judgement been used in place of data/research/evidence?	Yes
Who provided the best judgement and what was this based on?	<p>Locational Issues - Project Design Team, external architects etc based on a site appraisal exercise</p> <p>Facility Components - Projects Design Team, Theatre Consultants etc based on a review of requirements, but this will be further evolved as the design for the new facility is undertaken. It will also include a Stakeholder Engagement Session with Accessibility Panel Members on the design characteristics as part of the Pre Planning application discussions and to inform detailed design considerations</p>

What gaps in data / information were identified?	Detailed Session on Hub/Library Users to be undertaken as part of next stage. The Council is currently reviewing Service delivery models and this will need to be factored in at the next design stage to ensure we are not disadvantaging folks from any protected groups.
Is further research necessary?	Yes
If NO, please state why.	Further research will be undertaken as the design is evolved .

SECTION FOUR: ENGAGEMENT**Engagement with individuals or organisations affected by the policy or proposal must take place**

Has the proposal / policy / project been subject to engagement or consultation with service users taking into account their protected characteristics and socio-economic status?	No	
If YES, please state who was engagement with.		
If NO engagement has been conducted, please state why.	At this phase of the project we are looking to secure a site, and further engagement will be undertaken as we review service provision and carry out detailed design.	
How was the engagement carried out?		What were the results from the engagement? Please list...
Focus Group	No	
Survey	No	
Display / Exhibitions	No	
User Panels	No	
Public Event	No	
Other: please specify		
Has the proposal / policy/ project been reviewed / changed as a result of the engagement?	No	
Have the results of the engagement been fed back to the consultees?	No	
Is further engagement recommended?	Yes	

SECTION FIVE: ASSESSING THE IMPACT

Equality Protected Characteristics: What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposal / policy / project? This section allows you to consider other impacts, e.g. poverty, health inequalities, community justice, carers etc.

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide evidence of the impact on this protected characteristic.
Age		✓		Having a purpose built facility, with state of the art equipment (CPT, Hearing Loops, etc) in a central location is considered to have a positive impact
Disability		✓		Having a purpose built facility, with state of the art equipment (CPT, Hearing Loops, etc) in a central location is considered to have a positive impact
Sex		✓		Having a purpose built facility, with state of the art equipment (Unisex WC, etc)
Ethnicity	✓			The building will be designed for all
Religion / Belief / non-Belief	✓			The building will be designed for all
Sexual Orientation	✓			The building will be designed for all
Transgender	✓			The building will be designed for all
Pregnancy / Maternity	✓			The building will be designed for all
Marriage / Civil Partnership	✓			The building will be designed for all
Poverty	✓			The building will be in a location that is accessible for all on good transport routes
Other, health, community justice, carers etc.	✓			The building will be designed for all
Risk (Identify other risks associated with this change)				

Public Sector Equality Duty: Scottish Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance quality of opportunity and foster good relations. Scottish specific duties include:

	Evidence of Due Regard
Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):	N/A
Advance Equality of Opportunity:	The building will be designed with the needs of all users considered.
Foster Good Relations (promoting understanding and reducing prejudice):	The building will be designed with the needs of all users considered.

SECTION SIX: PARTNERS / OTHER STAKEHOLDERS

Which sectors are likely to have an interest in or be affected by the proposal / policy / project?		Describe the interest / affect.
Business	Yes	Business will use the facilities
Councils	Yes	Council will use the facility for democratic purposes
Education Sector	Yes	Schools and other Community Learning Groups will use the Library
Fire	Yes	Discussions are ongoing as to whether the Fire Service will use the facility
NHS	Yes	Discussions are ongoing as to whether the NHS will use the facility
Integration Joint Board	Yes	The IJB are likely to use the various Studio Spaces
Police	Yes	Discussions are ongoing as to whether the Police Service will use the facility
Third Sector	Yes	Discussions are ongoing as to whether the 3rd Sector will use the facility
Other(s): please list and describe the nature of the relationship / impact.	Other public sector parties may use the facilities eg SSSA, LAB, etc	

SECTION SEVEN: ACTION PLANNING

Mitigating Actions: If you have identified impacts on protected characteristic groups in Section 5 please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

Identified Impact	To Who	Action(s)	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposals.

The facility has yet to be designed and it is intended that there will be stakeholder groups to assist in the evolution and development of the design, and later in terms of operation. No negative impacts identified at this stage.

Are actions being reported to Members?

No

If yes when and how ?

SECTION EIGHT: ASSESSMENT OUTCOME

Only one of following statements best matches your assessment of this proposal / policy / project. Please select one and provide your reasons.

No major change required	Yes	The new facility will enhance the Council's offer in terms of the range of services delivered in a single facility
The proposal has to be adjusted to reduce impact on protected characteristic groups	No	
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups	No	
Stop the proposal as it is potentially in breach of equality legislation	No	

SECTION NINE: LEAD OFFICER SIGN OFF

Lead Officer:

Signature:		Date:	11/05/2023
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SECTION TEN: EPIA TASK GROUP ONLY

OVERALL ASSESSMENT OF EPIA: Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties?		Yes
ASSESSMENT FINDINGS If YES, use this box to highlight evidence in support of the assessment of the EPIA If NO, use this box to highlight actions needed to improve the EPIA	Locational Issues have been considered by the Project Design Team and information by site appraisals carried out by specialist external consultants. Facility Components are based on an outline review of requirements undertaken by the Design Team and informed by Theatre Consultants, but this will be further evolved as the design for the new facility is undertaken. It will also include a Stakeholder Engagement Session with Accessibility Panel Members on the design characteristics as part of the Pre Planning application discussions and to inform detailed design considerations.	
Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes been made</u> ?	Yes / No	If YES, please describe:

LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA		
LEVEL		COMMENTS
HIGH	Yes / No	
MEDIUM	Yes / No	
LOW	Yes	No negative impacts identified at this stage.

SECTION ELEVEN: CHIEF OFFICER SIGN OFF

Director / Head of Service:		
Signature:		Date: