

The background of the slide features a large, faint, light blue outline of the City of Vancouver coat of arms. The crest includes a crown at the top with four maple leaves, a shield divided into four quadrants (top-left: a ship, top-right: a stag, bottom-left: a ship, bottom-right: a grizzly bear), and a banner at the bottom with the motto "A NE FOR A".

Agenda Item 13

Community Asset Transfer – Sunnyside Sports Pavilion

Falkirk Council

Title: Community Asset Transfer – Sunnyside Sports Pavilion
Meeting: Executive
Date: 13 June 2023
Submitted By: Director of Place Services

1. Purpose of Report

- 1.1 The purpose of this report is to consider the disposal of the Council's ownership of Sunnyside Sports Pavilion by Community Asset Transfer to Falkirk Rugby Football and Sports Club (FRFSC)
- 1.2 The proposals contained in the report support the Council Priority of Supporting Stronger and Healthier communities.

2. Recommendations

2.1 It is recommended that Executive:-

- (1) Agrees to the Community Asset Transfer of the Council's ownership of the Sunnyside Sports Pavilion to Falkirk Rugby Football & Sports Club;
- (2) Notes the assessments undertaken confirm these proposals are in line with the Council's statutory obligations in terms of the Community Empowerment Act (2015) Scotland and The Disposal of Land by Local Authorities (Scotland) Regulations 2010;
- (3) Agrees that the disposal price for the property will be £1 reflecting the benefits that will derive from the project; and
- (4) Instructs the Director of Place Services to issue a decision notice and conclude any necessary legal arrangements to progress the disposal in accordance with this Report.

3. Impact on Climate Change Targets

- 3.1. The transfer of Sunnyside Sports Pavilion would have a positive impact on the Council's organisational 2030 net zero target by reducing the emissions generated from electricity consumption.
- 3.2 It is acknowledged that whilst the asset transfer positively impacts by reducing 0.98 Tonnes of Co2 from the Council's organisational target, the building will still generate Co2 emissions. However, the investment proposals by FRFSC include installation of a sustainable heating & hot water system which includes an underfloor heating, air-source heat pump & replacement boiler. This will have an immediate positive impact on the national 2045 net zero target.

4. Background

- 4.1 Falkirk Rugby Football and Sports Club (FRFSC) was formed in 1972. It currently leases 11.2 Acres of land at Sunnyside Playing Fields on a long ground lease from the Council. It has built its own clubhouse, training areas, stands and pitch facilities.
- 4.2 The Sunnyside Pavilion is located as shown in Appendix 1. It is owned by the Council and has been used by the Club for several years. Over time the condition has deteriorated and is now in need of refurbishment. FRFSC were able to obtain Scottish Rugby Union (SRU) funding of £250K and working with the Council an initial lease has been put in place to secure the planned works under the SRU funding. FRFSC now wish to own the facility outright and through ownership via the proposed Community Asset Transfer application seek additional funding for future phases of development.

5. Considerations

Community Transfer Body

- 5.1 FRFSC, in making the request as a Scottish Charitable Incorporated Organisation, with a suitable Community led membership and properly formed Board of Trustees, as required by Part 5 of the Community Empowerment Act (2015) Scotland (referred to hereinafter as "The Act").
- 5.2 Their stated purposes are for "The Advancement of Public Participation in Sports" including "The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended".
- 5.3 Pursuant to these stated aims, FRFSC provide training and coaching programmes for male and female teams, at a variety of age groupings from young children up to seniors
- 5.4 The application by FRFSC is considered valid in accordance with the act. A full copy of the application is included in Appendix 2.

Proposals

- 5.5 FRFSC wish to progress the redevelopment and expansion of the Sunnyside Pavilion. A full copy of the supporting business case is included in this report at Appendix 3.
- 5.6 In summary the proposals consist of investment in reconfiguring and extending the existing building to create:
- Four full-sized changing rooms each with integrated showers and toilets;
 - Two referee changing rooms each with integrated showers and toilet to allow for male and female officials;
 - A new toilet block including disabled access and baby changing facilities;

- A new physio / first aid suite;
- An extended gym, plus an additional area with lockers and equipment storage;
- New laundry room; and
- Re-clad the exterior of the building and install a new efficient and sustainable heating system

5.7 These enhancements will transform the facility into a multi-purpose, community asset operated and maintained by FRFSC and made available for use seven days a week on a not-for-profit basis. In addition, FRFSC have been developing partnerships that propose to use the renovated facility for the delivery of socially prescribed Health and Wellbeing programmes in conjunction with local third sector organisations.

Local Consultation

5.8 In developing these proposals FRFSC consulted with Camelon & Tamfourhill Sports Hub member clubs in order to understand their facility requirements and ensure that the pavilion redevelopment plans incorporated the widest possible range of requirements from local sporting and community groups. A key objective in this process was to minimise duplication of facilities provision and competition for scarce funding resources. Further details of the consultation undertaken are set out in Appendix 4

5.9 In addition, FRFSC contacted several local Third Sector organisations to ascertain how a transformed Sunnyside Pavilion could support their health and wellbeing activities.

5.10 The proposal has universal support from all community stakeholders consulted, several of whom expressed interest in using the transformed facility, or referring business to it. FRFSC conclusion is that there were no significant local competitors offering a similar combination of facilities to local sporting organisations on an exclusive hire basis. Letters of support received for the proposals are included in Appendix 5.

5.11 In the autumn of 2021, the first phase of Falkirk Council's Community Choices scheme involved a public vote on a shortlist of proposed developments in each Council Ward. Potential projects had to be vetted by an advisory panel prior to the public vote, with the most popular proposal in each ward then securing funding up to the available limit. FRFSC proposal generated the highest total number of votes across the entire Council area, 1000 in total, highlighting support for the project.

Transfer (Disposal) Proposal

5.12 The proposed disposal price is £1. Rydens Chartered Surveyors carried out an independent valuation and have advised that the market value of the property is £35,000. Accordingly, the transaction will fall within the scope of s11 of the Local Government in Scotland Act 2003 which amends s74 of the

Local Government (Scotland) Act 1973 allowing local authorities to dispose of land for less than best consideration but only in certain circumstances.

- 5.13 The Disposal of Land by Local Authorities (Scotland) Regulations 2010 sets out the procedure. This requires the Council, before deciding in favour of such disposal, to appraise and compare the benefits and dis-benefits of the proposal. The benefits of the proposals were summaries earlier in the report and are set out in the business case at Appendix 4.
- 5.14 An assessment of the business case and the impacts of the proposals to meet the above Regulations and the requirements for transfer of ownership required within the Community Empowerment Act are set out in Appendix 6 and 7.
- 5.15 These assessments have been undertaken in accordance with the Council's process for reviewing CAT applications. Members of the Community Asset Transfer Working Group and other relevant officers have provided their input.
- 5.16 The Business Plan was concluded as being well thought out, viable and sustainable. Over the life of the project it has been concluded that the community, health and wellbeing benefits together with the social and voluntary contributions derived from the project will greatly exceed the potential disbenefit of foregoing the market value of the property. In addition the project will support the pursuance of Equalities through the promotion of female training and team provision.
- 5.17 Overall the Assessment outcomes were considered "very strong" and shows that impacts were almost universally very good, with a series of strongly positive outcomes should the Executive decide to transfer Sunnyside Pavilion into community ownership. Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are considered robust and there is a clear demonstration of value for money: suitability, effectiveness, prudence, quality, value and the avoidance of error and other waste.
- 5.17 It is concluded from the assessments that the project satisfies the Council's statutory obligations under the Disposal of Land by Local Authorities (Scotland) Regulations 2010 and Part 5 of the Community Empowerment Act (2015) Scotland.

Benefits of Proposal

- 5.18 This proposal assists with the delivery of the Falkirk Council Plan, as one of its measures of success is "More Communities taking over the places they meet" to deliver it's objective for Stronger and Healthier Communities.
- 5.19 The proposed transfer of ownership of Sunnyside Pavilion also assists to deliver the outcomes of Scottish Government's National Performance Framework objective that "We live in communities that are inclusive, empowered, resilient and safe". Under the Communities Section is the

performance indicator of “Community Ownership”, where evidence is collated to show the increase in the number of assets transferred to Local Communities.

6. Consultation

- 6.1 The relevant local members as well as the portfolio holder have been consulted and are supportive of the proposals. Appropriate services engaged have confirmed full support for the proposals.

7. Implications

Financial

- 7.1 The Council in foregoing the potential capital receipt of £35,000 requires to ensure that there is compliance with s11 of the Local Government in Scotland Act 2003 which amends s74 of the Local Government (Scotland) Act 1973 allowing local authorities to dispose of land for less than best consideration but only in certain circumstances and the Disposal of Land by Local Authorities (Scotland) Regulations 2010. The proposal is following assessment considered to be compliant with the benefits of the transfer and the activities proposed greatly outweighing the disbenefit of foregoing the capital receipt.
- 7.2 The securing of third party funding to invest in local sports and community facilities means there will be significant benefits at “no cost” to the council. There are no negative financial implications or associated risks to Council from FRFSC investment proposals.
- 7.3 Based on current expenditure for the facility it is estimated that a saving of approximately £21,080 per annum will be realised for General Services Revenue Budgets. This will contribute to the financial targets of the Strategic Property Review.

Resources

- 7.4 Proposals outlined the report will be managed within existing staff resources and where appropriate external support will be provided.

Legal

- 7.5 Proposals are considered compliant with Local Government in Scotland Act 2003, Local Government (Scotland) Act 1973 and the Disposal of Land by Local Authorities (Scotland) Regulations 2010.
- 7.6 Legal documents pertaining to the conveyance to facilitate the disposal / transfer of the asset will be required.

Risk

- 7.7 The property is currently in a poor condition and requires investment. By transferring the asset to allow FRFSC to invest and develop it will reduce statutory compliance, condition and reputational risk to Falkirk Council. Financial risks and all responsibilities associated with ownership of the property will transfer to FRFSC.

A key risk is that should the proposal not go ahead, and in the absence of another asset transfer interest the property may close in accordance with Strategic Property Review implementation timescales. This would lead to the potential reduction in access to sporting activities in the area or the relocation to alternative locations.

FRSFC are experienced in running assets, having a track record of ownership of their Clubhouse adjacent to the Sunnyside Pavilion location. The Group have consulted with potential users and local people and have had universally positive response to their plan of Asset transfer and facility improvement

- 7.8 No other parties have indicated any interest in the property during the consultation period or responded to the Council's statutory notices attached to the building and published on the Council's website as required by the Community Empowerment (Scotland) Act.
- 7.9 There is a risk that upon transfer FRSFC are unable to manage it properly and it is lost to the community. This is considered unlikely given the groups established activities and experience and following appraisal by officers there is confidence in their capacity and leadership.
- 7.10 Should the club becomes insolvent and is wound up, the Office of the Scottish Charity Regulator (OSCR) will insist that any surplus assets are to be transferred to an organisation with similar purposes thus providing some protection in respect of the risk of loss of the facility to the community.

Equalities

- 7.11 In line with the approach adopted through the Strategic Property Review an Equality and Poverty Impact assessment has been prepared with reference to the closure of the facility, showing a variety of negative potential impacts (Appendix 8).
- 7.12 Approval of the Community Asset Transfer as set out in this report will ensure the facility remains available to all groups and will address some inequalities of the original design of the building thus having a positive impact. The proposal will have positive impact on overcoming inequalities and will not disproportionately disadvantage any person or group of persons identified as potentially having a protected characteristic.

8. Conclusions

- 8.1 FRFSC wish to undertake a community-led transformation of Sunnyside Pavilion and have secured £250,000 from Scottish Rugby Union (SRU) to support this.
- 8.2 An initial lease has been in place to secure the planned works funded by the SRU. FRFSC now wish to own the facility outright through and wish to do this via Community Asset Transfer. Ownership will allow them to seek additional funding for future phases of development.

- 8.3 Officers are satisfied that the proposal is compliant with legal requirements on the disposal of assets at less than market value. The council will realise an annual revenue saving through transferring the property.
- 8.4 A full assessment of the proposals has concluded that the club have strong leadership, the business plan is comprehensive, viable and sustainable. The transfer of the pavilion will support community empowerment, enable future investment and deliver significant benefits including enhanced provision of sport activities with the associated positive health and wellbeing outcome.

.....
Director of Place Services

Date: 01.06.2023

Contact Officer: Arthur Berg, Asset Management Unit, Place Services
Email – arthur.berg@falkirk.gov.uk

Appendices:-

- Appendix 1 – Sunnyside Pavilion Location Plan
- Appendix 2 – Sunnyside Pavilion Asset Transfer Full Request Form
- Appendix 3 – Sunnyside Pavilion Asset Transfer Business Plan
- Appendix 4 – Evidence of Consultation
- Appendix 5 – Letters of Support
- Appendix 6 – Sunnyside Pavilion Business Plan Appraisal
- Appendix 7 – Assessment Criteria Form for Sunnyside Pavilion CAT/Disposal of Land Regs
- Appendix 8 – Equality and Poverty Impact Assessment for the closure of Sunnyside Pavilion

List of Background Papers:

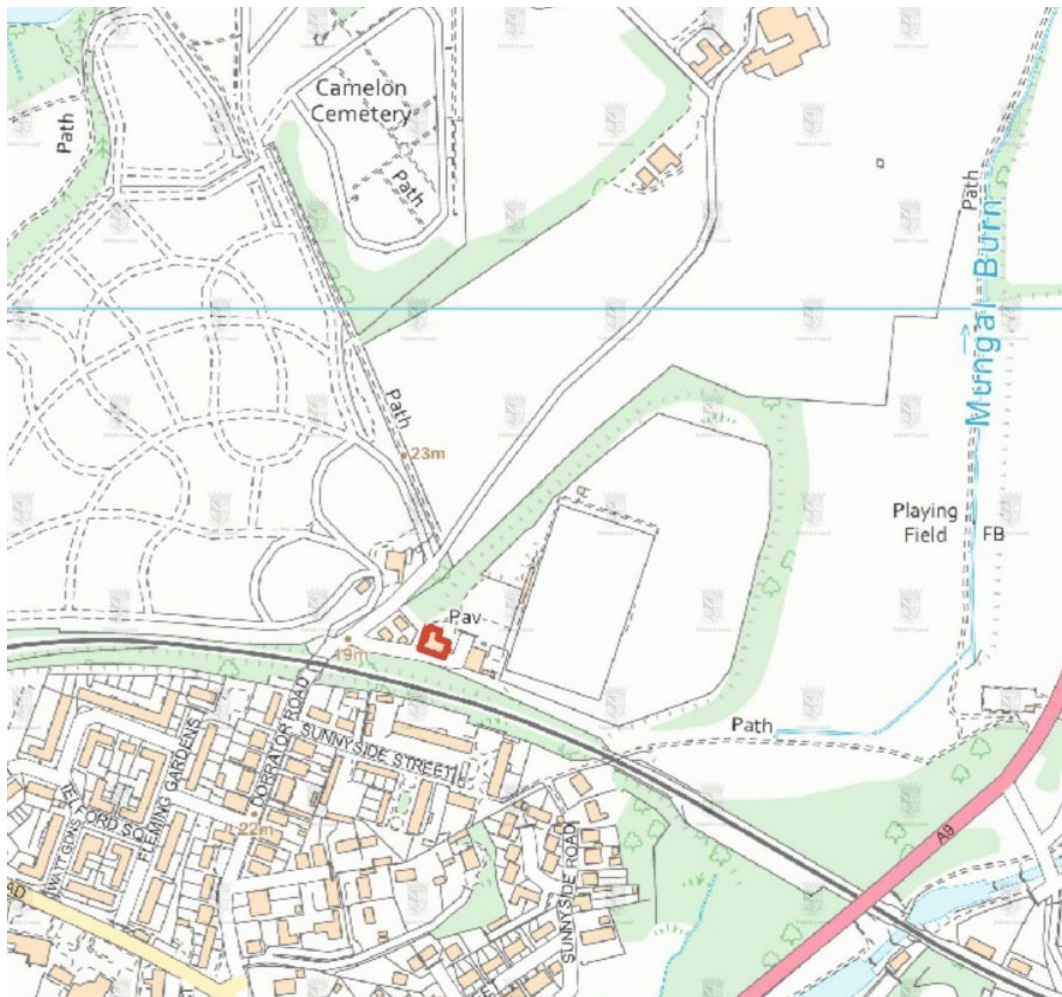
Advise as to whether any papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973.

Asset Management/Property and Community Asset Files

Appendix 1 - Sunnyside Pavilion Location Plan



Sunnyside Pavilion Location Map 1



Sunnyside Pavilion Location Map 2

Appendix 2 - Sunnyside Pavilion Full Community Asset Transfer Request

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

ASSET TRANSFER REQUEST FORM

IMPORTANT NOTES:

You do not need to use this form to make an asset transfer request, but using a form will help you to make sure you include all the required information.

You should read the asset transfer guidance provided by the Scottish Government before making a request.

You are strongly advised to contact the authority and discuss your proposals with us before making an asset transfer request.

When completed, this form must be sent to Falkirk Council which owns or leases the land your request relates to.

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015.

Section 1: Information about the community transfer body (CTB) making the request

1.1 Name of the CTB making the asset transfer request

Falkirk Rugby Football and Sports Club (SCIO)

1.2 CTB address. This should be the registered address, if you have one.

Postal address:

Sunnyside

Dorrator Road

Falkirk

Postcode: FK2 7YV

1.3 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

Contact name:

Postal address:

Email:

Telephone:

We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

You can ask Falkirk Council to stop sending correspondence by email, or change the email

address, by telling them at any time, as long as 5 working days' notice is given.

- 1.4 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company, and its company number is	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	044723
	Community Benefit Society (BenCom), and its registered number is	
	Unincorporated organisation (no number)	

Please attach a copy of the CTB's constitution, articles of association or registered rules.

- 1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No ☒

Yes ☐

Please give the title and date of the designation order:

--

- 1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

No ☐

Yes ☒

If yes what class of bodies does it fall within?

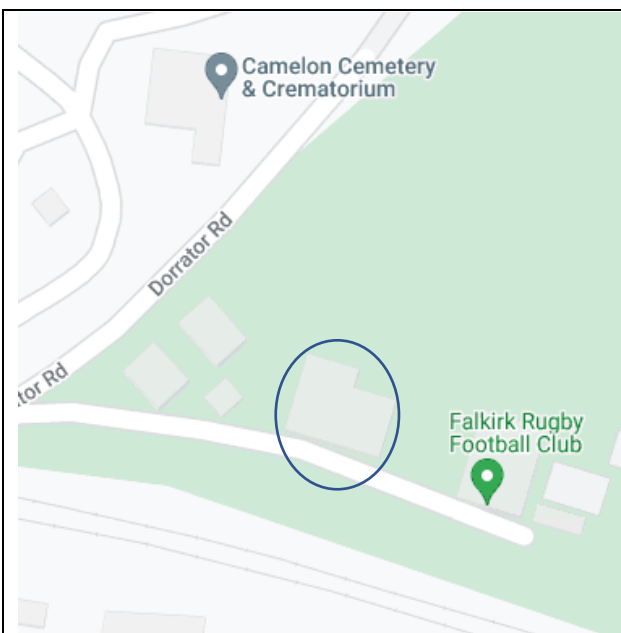
Community Controlled Body / Charity

Section 2: Information about the land and rights requested

2.1 Please identify the land to which this asset transfer request relates.

You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.

It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must attach a map and full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. a drawing may be helpful.



Sunnyside Pavilion, Dorrator Road, Falkirk, FK2 7YV

2.2 Please provide the UPRN (Unique Property Reference Number), if known.

Please see Falkirk Council's register of land assets for UPRN

UPRN:

Section 3: Type of request, payment and conditions

3.1 Please tick what type of request is being made:

☒

for ownership (under section 79(2)(a)) - go to section 3A

☐

for lease (under section 79(2)(b)(i)) – go to section 3B

☐

for other rights (section 79(2)(b)(ii)) - go to section 3C

3A – Request for ownership

What price are you prepared to pay for the land requested? :

Proposed price: £1

Please attach a note setting out any other terms and conditions you wish to apply to the request.

3B – request for lease

What is the length of lease you are requesting?

n/a

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: £ per - Not applicable

Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

3C – request for other rights

What are the rights you are requesting?

N/a

Do you propose to make any payment for these rights?

Yes ☐

No ☐

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment: £ per

Please attach a note setting out any other terms and conditions you wish to apply to the request.

Section 4: Community Proposal

4.1 Please set out the reasons for making the request and how the land or building will be used.

This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.

We wish to undertake a community-led transformation of the Council owned Sunnyside changing pavilion, which is badly dilapidated and inappropriately configured for female participants / officials.

Following successful completion of a Community Asset Transfer, Falkirk Rugby Football and Sports Club, will invest in reconfiguring and extending the existing building to create:

- Four full-sized changing rooms each with integrated showers and toilets (we currently have six inadequately small changing rooms sharing a single communal shower on one floor and one poorly configured room with integrated showers on a lower level)
- Two referee changing rooms (we currently have one) each with integrated showers and toilet (both 8 m2) to allow for male and female officials
- A new toilet block including disabled access and baby changing facilities
- A new physio / first aid suite (8 m2)
- An extended gym (adding 70 m2), plus an additional area with lockers and equipment storage
- New laundry room
- We will also re-clad the exterior of the building and install a new efficient and sustainable heating system

These enhancements will transform the facility into a multi-purpose, community asset operated and maintained by Falkirk Rugby Club and made available for use seven days a week on a not-for-profit basis.

In addition, we have been developing partnerships that will see the renovated facility utilised in the delivery of socially prescribed Health and Wellbeing programmes in conjunction with established local third sector organisations.

See accompanying business plan

Benefits of the proposal

4.2 Please set out the benefits that you consider will arise if the request is agreed to.

This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.

The extensive community consultation undertaken for the project indicates a high degree of complementarity between our aims and the priorities, needs and demands of the community. To ensure that the Sunnyside Pavilion delivers on both our rugby and community priorities, needs and demands, we have chosen to focus our development objectives on the following four areas:

1. Increasing local rugby participation among women and girls
2. Supporting performance rugby in the area
3. Providing more local opportunities for participation in community sport
4. Wider community access and third sector partnerships

See accompanying business plan for further details

Restrictions on use of the land

4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.

N/a

Negative consequences

4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these?

You should consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.

We do not envisage any material negative consequences arising from our request being agreed. Any potential increases in traffic accessing the facility have already been considered as part of the planning permission process for the renovation of the building (there will be no consequential increase to peak-time volumes, as additional usage will be at times where the building is currently unused). Any incremental environmental impact from additional usage of the building will be mitigated by the installation of additional insulation, a new sustainable heating system and efficient LED lighting

Capacity to deliver

4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

This could include the skills and experience of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.

Organisational Structure & Governance

The SCIO is run by a Board of Trustees, elected on an annual basis by the Club's members.

Our project team consists of Charity Trustees, and ordinary Club Members with significant experience across a range of relevant disciplines:

Lead Trustee:



Other Trustees:

Life President:

Club President:

Club Members:

Volunteers: A group of approximately 15-20 members with experience across a range of trades, maintain and run the club's existing facilities on a voluntary basis and their activities will extend to cover the pavilion upon completion of the Community Asset Transfer (CAT) process.

In addition, where required, we have engaged specialist professional advisors to support the project:

Architect:

Structural Engineer:

Quantity Surveyor:

See accompanying business plan

Section 5: Level and nature of support

5.1 Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.

Consultation with Camelon & Tamfourhill Sports Hub member clubs was undertaken prior to the Covid-19 pandemic, both in order to understand their facility requirements and ensure that our pavilion redevelopment plans incorporated the widest possible range of requirements from local sporting and community groups. A key objective in this process was to minimise duplication of facilities provision and competition for scarce funding resources. Organisations consulted participate in the following activities:

- Taekwon Do • Canoeing
- Boxing • Camelon Community Centre

- Basketball • Tamfourhill Community Hub
- Football

In addition, we contacted several local Third Sector organisations to ascertain how a transformed Sunnyside Pavilion could support their health and wellbeing activities (see Project Impact section).

The proposal enjoyed universal support from all community stakeholders consulted, several of whom have expressed interest in using the transformed facility, or referring business on to it. Our conclusion is that there are no significant local competitors offering a similar combination of facilities to local sporting organisations on an exclusive hire basis.

In the autumn of 2021, the first wave of Falkirk Council's Community Choices scheme involved a public vote on a shortlist of proposed developments in each Council Ward. Potential projects had to be vetted by an advisory panel prior to the public vote, with the most popular proposal in each ward then securing funding up to the available limit. Falkirk RFC put forward the proposed redevelopment of the Sunnyside pavilion. The public vote within each ward was only open to residents of that ward, with votes placed by residents of other wards being excluded. Although we were very narrowly beaten in the popular vote within Ward 6 where the club is located when these exclusions were applied, our proposal generated the highest total number of votes across the entire Council area, almost exactly 1000 in total, reflecting the reach of our club in the Falkirk area.

See accompanying business plan

Section 6: Funding

- 6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land, and your proposed use of the land.

You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.

Required Investment:

Project professionally costed: Requires capital investment of £466k inclusive of £58k of non-recoverable VAT

Given the significant community benefits of the project and the scale of the capital investment required to deliver the transformation of the facility, we propose a nominal £1 purchase price for the property (subject to appropriate missive conditions of use relating to our on-going Community obligations and clarifying the future ownership of the property in the event that Falkirk RFC is unable to continue in that capacity for any reason).

Sources of Funds:

Extensive pre-application engagement and planning means that we have clear line of sight to £430k of funding (including our own existing funds, in kind support from sponsors and planned fundraising activities) and a high degree of confidence in the outcome of grant applications to the SRU and Sports Scotland. A further £116k of priority grant applications have been identified and further opportunities are available as contingency.

Running Costs and Offsetting Income:

Incremental ongoing running costs have been budgeted at £16k p.a. based on a combination of quotes and conservative assumptions / estimates (e.g. where current facility run costs are not available – such as for utility bills).

Offsetting income of £16k is budgeted from 3rd party lets and a new Funeral Tea collaboration with local caterers. These Funeral Teas will provide the bulk of the additional income required to meet ongoing running costs. We have piloted this activity over a number of test bookings, which have successfully validated our assumptions.

See *accompanying business plan for details*

Signature

Two office-bearers (board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

We, the undersigned on behalf of the community transfer body as noted at section 1, make an asset transfer request as specified in this form.

We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.

Name 

Address 

Date 1/6/22

Position Vice President, Falkirk Rugby Football & Sports Club

Signature 

Name 

Address 

Date 1/6/22

Position Club President, Falkirk Rugby Football & Sports Club

Signature 

Checklist of accompanying documents

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

Section 1 – you must attach your organisation’s constitution, articles of association or registered rules

Title of document attached:

FRFC SCIO Constitution 2020 Final

Section 2 – any maps, drawings or description of the land requested

Documents attached:

Excerpts from Planning Permission to Falkirk Council for pavilion development

Section 3 – note of any terms and conditions that are to apply to the request

Documents attached:

N/a

Section 4 – about your proposals, their benefits, any restrictions on the land or potential negative consequences, and your organisation’s capacity to deliver.

Documents attached:

See accompanying business plan

Section 5 – evidence of community support

Documents attached:

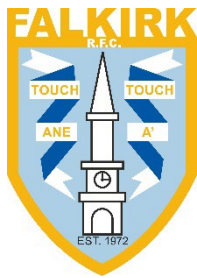
See accompanying business plan

Section 6 – funding

Documents attached:

See accompanying business plan

Appendix 3 – Sunnyside Pavilion CAT Business Plan



Falkirk Rugby Football and Sports Club

Sunnyside Pavilion Business Plan

May 2022

Falkirk Rugby Football and Sports Club
Scottish Charity 044723
Sunnyside
Dorrator Road
Falkirk
FK2 7YV



Contents

Page 3	Executive Summary
Page 4	1. Context & Rationale
Page 5-6	2. Community Need
Page 7-8	3. Project Impact
Page 9	4. Diversity & Inclusion
Page 9	5. Objectives
Page 10	6. People
Page 11-15	7. Location & Design
Page 16	8. Project Investment
Page 17	9. Source of Funds
Page 18	10. Running Costs & Offsetting Income
Page 19	11. Project Milestones

Executive Summary

We wish to undertake a community-led transformation of the Council owned Sunnyside changing pavilion, which is badly dilapidated and inappropriately configured for female participants / officials.

Following successful completion of a Community Asset Transfer, Falkirk Rugby Football and Sports Club, will invest in reconfiguring and extending the existing building to create:

- Four full-sized changing rooms each with integrated showers and toilets (we currently have six inadequately small changing rooms sharing a single communal shower on one floor and one poorly configured room with integrated showers on a lower level)
- Two referee changing rooms (we currently have one) each with integrated showers and toilet (both 8 m²) to allow for male and female officials
- A new toilet block including disabled access and baby changing facilities
- A new physio / first aid suite (8 m²)
- An extended gym (adding 70 m²), plus an additional area with lockers and equipment storage
- New laundry room
- We will also re-clad the exterior of the building and install a new efficient and sustainable heating system

These enhancements will transform the facility into a multi-purpose, community asset operated and maintained by Falkirk Rugby Club and made available for use seven days a week on a not-for-profit basis.

In addition, we have been developing partnerships that will see the renovated facility



Investment of [c.£466k](#) is required to undertake the project and this will be sought from a combination of grant funding, contributions in kind, the Club's existing financial resources and bespoke fundraising activities in the summer of 2022.

1. Context & Rationale

Falkirk Rugby Football Club is a full member of the Scottish Rugby Union. We currently have over 350 playing members, including a rapidly growing youth section with c.70 female players, and around 100 non-playing members. A team of c.90 volunteers supported by a handful of paid coaches deliver 300+ hours of high-quality rugby sessions each week during the season.

The present Club was formed in 1972 by members of an I.C.I. works team from Grangemouth.

In the early 2000's the Club rose through the leagues securing a Scottish record five consecutive league championships (from National Division 5 in 2003-2004, to National Division 1 in 2007-2008), as well as victory in the 2007 Shield Final at Murrayfield.

Our 1st XV senior men's team currently play in Tennent's National League Division 2 and we run various other teams at all age groups including via the Kelpies youth rugby joint venture with other local clubs.

The Club is constituted as a Scottish Charitable Incorporated Organisation (SCIO),

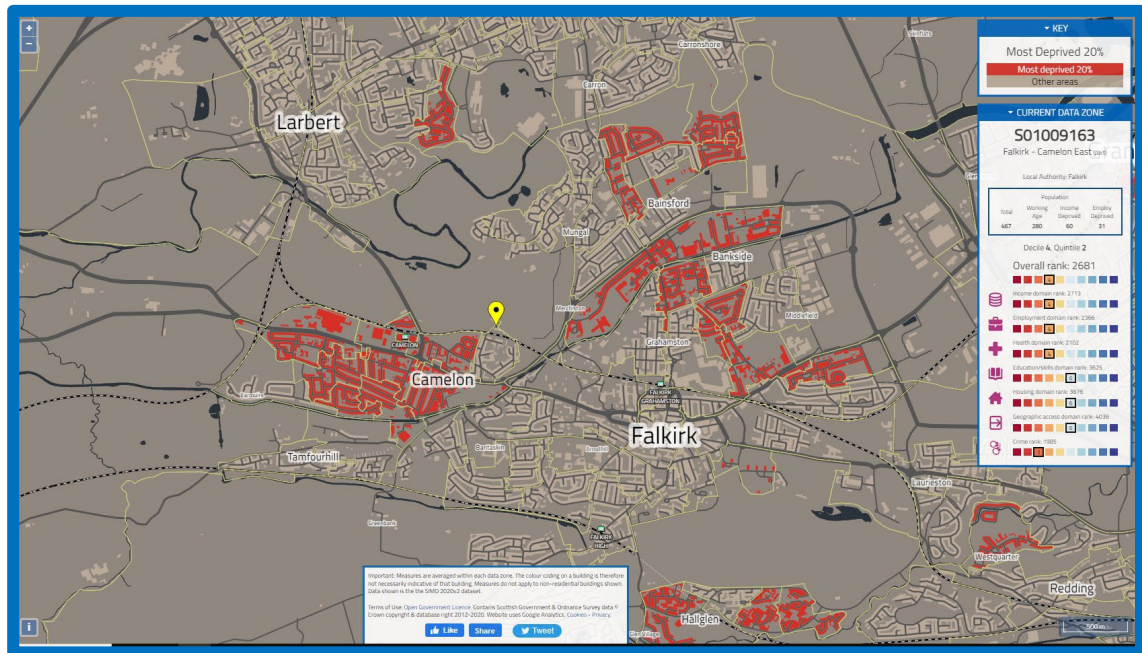


opened in 1981, the Club's changing facilities (the Sunnyside Pavilion) are owned and operated by Falkirk Council and accessed under a renewable annual letting agreement. The building was originally the bath house for the local foundry and has had minimal investment for several decades. It is no longer fit for purpose based on its current limited usage, far less the ambitious plans the Club has for widening and deepening local access to rugby and broader health & wellbeing activities across the Falkirk area.

1. Community Need

Scottish Index of Multiple Deprivation

The Sunnyside Pavilion is located within one mile of several different areas which qualify as being among the most deprived 20% in Scotland, under the Scottish Index of Multiple Deprivation.



Local Community Planning

The need for the transformed facility is amply demonstrated in the evidence collected by Falkirk Community Planning Partnership's Joint Strategic Needs Assessment (JSNA) from March 2021. In this document they referenced The National Lockdown Lowdown from May 2020 and the Community Learning and Development Service's Lockdown Lowdown August 2020, which stated the priorities for young people in Falkirk during 2020 to be:

- Their future
- **Mental health**
- **Social relationships**
- Exams and school
- **Physical health and wellbeing**
- School/ college/ university closures

2. Community Need (Cont.)

Community Consultation

Consultation with Camelon & Tamfourhill Sports Hub member clubs was undertaken prior to the Covid-19 pandemic, both in order to understand their facility requirements and ensure that our pavilion redevelopment plans incorporated the widest possible range of requirements from local sporting and community groups. A key objective in this process was to minimise duplication of facilities provision and competition for scarce funding resources. Organisations consulted participate in the following activities:

- Taekwon Do
- Boxing
- Basketball
- Football
- Canoeing
- Camelon Community Centre
- Tamfourhill Community Hub

In addition, we contacted several local Third Sector organisations to ascertain how a transformed Sunnyside Pavilion could support their health and wellbeing activities (see Project Impact section).

The proposal enjoyed universal support from all community stakeholders consulted, several of whom have expressed interest in using the transformed facility, or referring business on to it (again, see Project Impact section). Our conclusion is that there are no significant local competitors offering a similar combination of facilities to local sporting organisations on an exclusive hire basis.

In the autumn of 2021, the first wave of Falkirk Council's Community Choices scheme involved a public vote on a shortlist of proposed developments in each Council Ward. Potential projects had to be vetted by an advisory panel prior to the public vote, with the most popular proposal in each ward then securing funding up to the available limit. Falkirk RFC put forward the proposed redevelopment of the Sunnyside pavilion. The public vote within each ward was only open to residents of that ward, with votes placed by residents of other wards being excluded. Although we were very narrowly beaten in the popular vote within Ward 6 where the club is located when these exclusions were applied, our proposal generated the highest total number of votes across the entire Council area, almost exactly 1000 in total, reflecting the reach of our club in the Falkirk area.

The community consultation undertaken for the project, indicates a high degree of complementarity between our aims and the priorities, needs and demands of the community. To ensure that the Sunnyside Pavilion delivers on both our rugby and community priorities, needs and demands, we have chosen to focus our development objectives on the following

3. Project Impact

Our project will deliver the following sporting and community benefits in support of our four priority objectives:

Increasing local rugby participation among women and girls:

- We currently operate one of the most successful schools of rugby in the country at Falkirk High School in partnership with the SRU and Falkirk Council. The programme has developed several successful female teams at different age grades. In addition, the number of girls in our Minis section and within the Kelpies youth side has grown rapidly from a low base during the past 2-3 years (fielding two girls' teams, rising to three in season 2022/23). However, we currently have no ladies team to allow them to transition into adult participation locally and plans are in place to create one by season 2023/24 to accommodate these young players. We also wish to develop more female coaches and referees within the club.
- One significant barrier to creating an adult women's team is the lack of adequate changing and showering facilities. Our current pavilion layout provides a single communal shower area to serve five changing rooms. The same applies to the facilities for our female coaches and officials. The new design incorporates fewer, but larger changing rooms, each with their own set of shower cubicles and a toilet. We have also created two separate referee changing rooms with their own showers and toilet. Finally, elsewhere in the building we
- By combining our current investment in coaching with enhanced facilities, we will be able to attract and retain girls and women to all forms of rugby (including walking / touch), but also provide a facility which can be used by women and girls from other organisations and clubs within the Camelon Sports Hub and beyond, thus helping to address the widely documented post-education drop



Supporting Performance rugby in the area:

- The current gym is too small to accommodate the full range of strength and conditioning equipment required to support performance sport. The absence of any bespoke physio facilities hinders player recovery and rehabilitation. Currently, players requiring treatment resort to using the clubhouse's function suite, which is entirely unsuitable and potentially inappropriate for certain groups.
- There is a shortage of central belt venues suitable for delivering SRU regional performance hub sessions. The transformed pavilion would allow us to support this activity at Falkirk RFC and thereby provide a more accessible and visible performance pathway for the most

3. Project Impact (Cont.)

Providing more local opportunities for participation in community sport:

- We will make the pavilion facility available to member clubs of the Camelon & Tamfourhill Sports Hub on a not-for-profit basis. In our survey of member clubs 8 out of 9 respondents said they were either "very" or "somewhat" likely to make use of the transformed Sunnyside facility.
- The survey results suggested that:
 - 1 respondent club was likely to use the modernised changing facilities
 - 2 respondent clubs were likely to use the new physio room
 - 5 respondent clubs were likely to use the expanded gym
 - 4 respondent clubs were likely to use the meeting / teaching areaNone of these clubs currently use the Sunnyside pavilion facility for any purpose. We also will have access to a large storage area on the ground floor of the pavilion which could be made available to Sports Hub member clubs currently without their own facilities.

Wider community access and third sector local partnerships:

- We propose to co-create and deliver new socially prescribed health and well-being programmes from the transformed facility in partnership with Falkirk and District Association of Metal Health (FDAMH), who fully endorse our proposals and are keen to work with us. We are also in discussions with other third sector organisations who undertake similar activities.



- We will equip the largest of the changing rooms with a projector and white board to enable it to be used as a flexible learning / teaching space for up to 20 people (larger groups can be accommodated within our separate Clubhouse building). This part of the facility will be used by FDAMH to deliver well-being content to clients, who will then be able to participate in varying degrees of physical exercise (depending on their abilities) under the guidance of a trained S&C coach either in the new gym extension, or outside where we can provide anything ranging from a walk and talk session around the perimeter path surrounding our

4. Diversity & Inclusion

Falkirk RFC's constitution states that:

"Full membership is open to any individual aged 18 or over, and there will be no discrimination on grounds of race, occupation, sex or religion, political or other opinion."

In the summer of 2021, the club was enormously proud that its work in the field of diversity and inclusion was recognised by Scottish Rugby in its annual awards. The citation read:

[The Club] *"typifies the definition of diversity and inclusion for their work over the last year to make rugby accessible to all, with particular focus on children and young people"*.

Seeing that there were a number of young players with additional needs participating in training sessions, the club's volunteer coaches enlisted the help of the children's parents to develop and plan sessions to ensure they could provide the best experience possible for the players.

In addition to this, the coaches also took part in training courses to deepen their knowledge and understanding of children who have additional needs."

The citation also recognised the work undertaken to alleviate the costs of participation for those families undergoing financial hardship through a pre-loved kit exchange system and a confidential referral process which allows coaches to recommend that the club waive membership fees on a discretionary basis.

5. Project Objectives

We have set the following targets against which to measure the project's impact:

Objective	Target Date
Complete Community Asset Transfer of pavilion	3Q 2022
Complete construction & reopen pavilion	1Q 2023
Falkirk RFC launches new woman's team	Summer 2023
SRU performance pathway sessions commence at FRFC	2023
Weekly rugby participant sessions (during the season) increase from c.250 today to 650	Season 2024 / 2025
At least three additional sporting organisations using the pavilion on a regular basis	3Q 2023
Co-created health & wellbeing programme developed in conjunction with FDAMH and launched	2Q 2023

6. People

Organisational Structure & Governance

The SCIO is run by a Board of Trustees, elected on an annual basis by the Club's members.

Our project team consists of Charity Trustees, and ordinary Club Members with significant experience across a range of relevant disciplines:

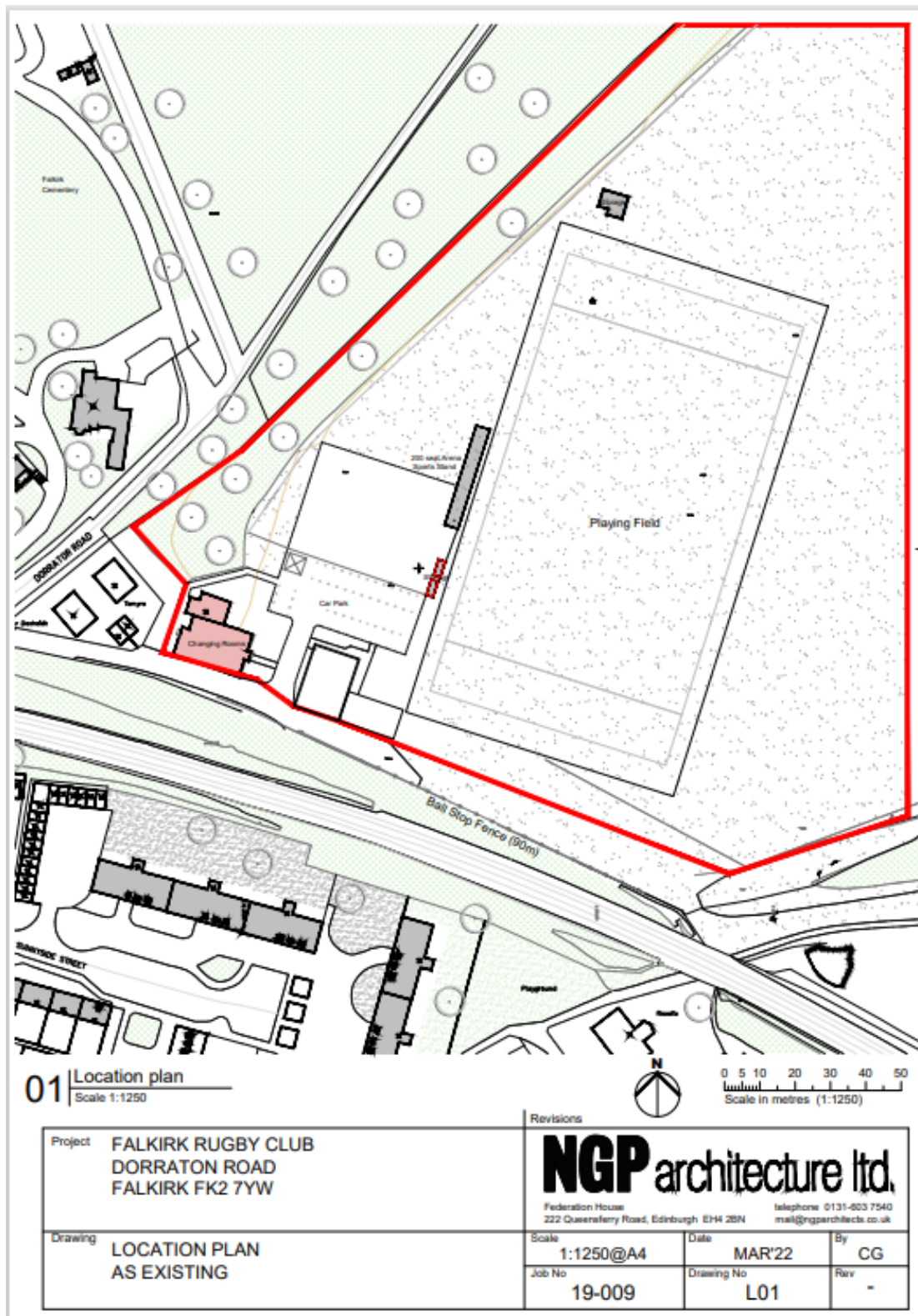
Lead Trustee:	Mark Crawford, Vice President, Club Development. Chartered Banker with 30 years' experience. Currently Senior Strategy Manager with Lloyds Banking Group. Core competencies in strategic planning and investment business cases.
Other Trustees:	Jennifer McKenna, Club Treasurer. Independent Financial Advisor with previous Banking experience.
Life President:	Alex McQuade, Commercial Property Developer.
Club President:	Bill Faulds, retired Engineer with extensive major project management experience.
Club Members:	Phil McEwan, Retired MD of a construction firm. Graham Scott, Owner of a local Housebuilding firm.
Volunteers:	A group of approximately 15-20 members with experience across a range of trades, maintain the club's existing facilities on a voluntary basis and their activities will extend to cover the pavilion upon completion of the Community Asset Transfer (CAT) process.

In addition, where required, we have engaged specialist professional advisors to support the project:

Architect:	Chris Gray, Managing Director of NGP Architects
Structural Engineer:	Stewart Robertson, Managing Director of Robertson Fadie Ltd

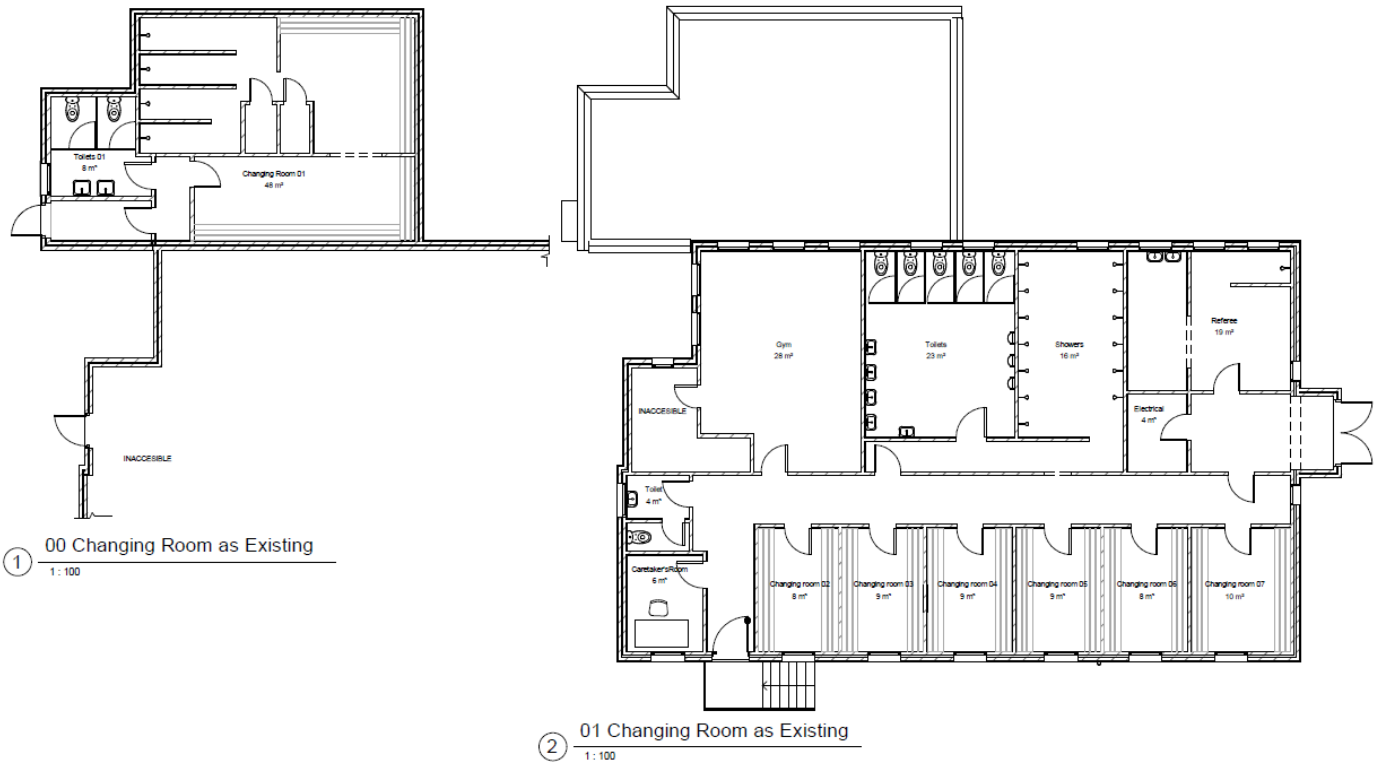
7. Location & Design

Location



7. Location & Design (Cont.)

Existing layout (partial lower ground floor on left / ground floor on right)



1909NGP-DR-A 101-

0m 2m 4m 6m 8m 10m
VISUAL SCALE 1:100 @ A3



Project
FALKIRK RUGBY CLUB
DORRATOR ROAD
FALKIRK
FY2 7YW
Drawing
Plans as Existing

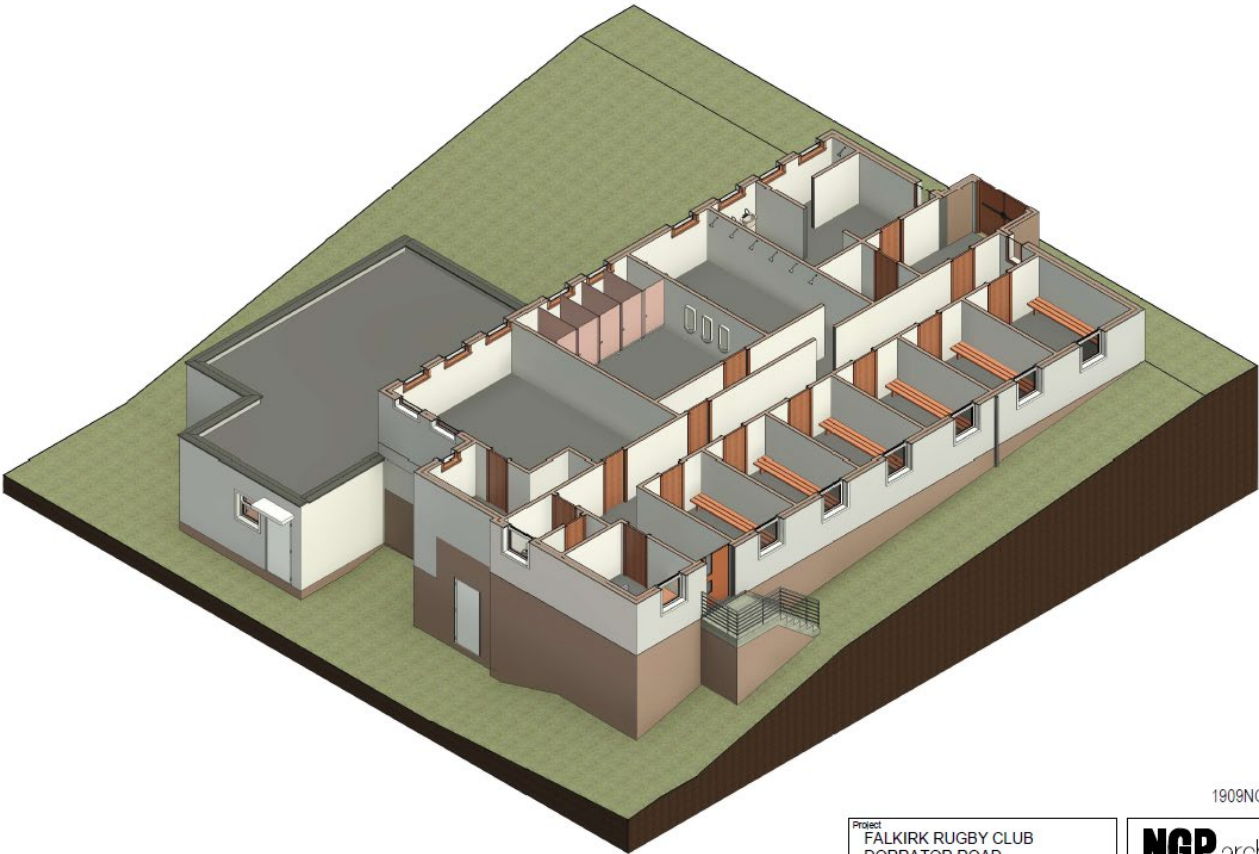
NGP architecture ltd.
Federation House
222 Queenferry Road
Edinburgh EH4 2BN
telephone 0131-463 7540
mail@ngparchitects.co.uk
www.ngparchitects.co.uk

Scale 1: 100@A3	Date 11/03/22	By CG
Job No 1909	Drawing 101	Rev

Revisions Drawing Category: PLANNING

7. Location & Design (Cont.)

Existing layout (3D view)

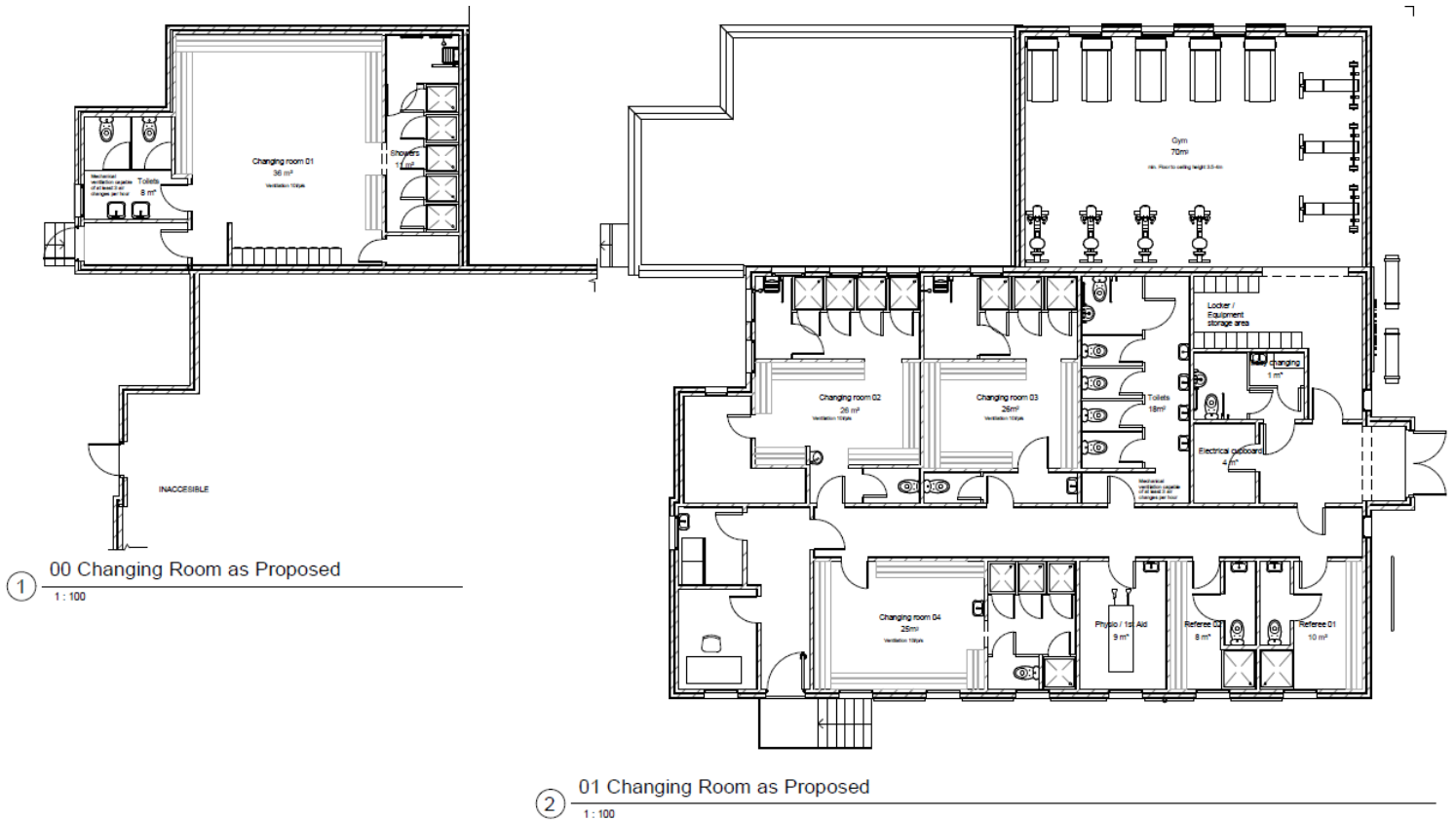


1909NGP-DR-A 901-

Project FALKIRK RUGBY CLUB DORRATOR ROAD FALKIRK FY2 7YW Drawing 3D views as Existing		NGP architecture ltd. <small>Federator House 222 Queensferry Road Edinburgh EH4 2BN</small> <small>telephone 0131-603 7542 mail@ngparchitects.co.uk www.ngparchitects.co.uk</small>	
Scale	@A3	Date	11/03/22 By CG
Job No	1909	Drawing	901 Rev
Revisions		Drawing Category: PLANNING	

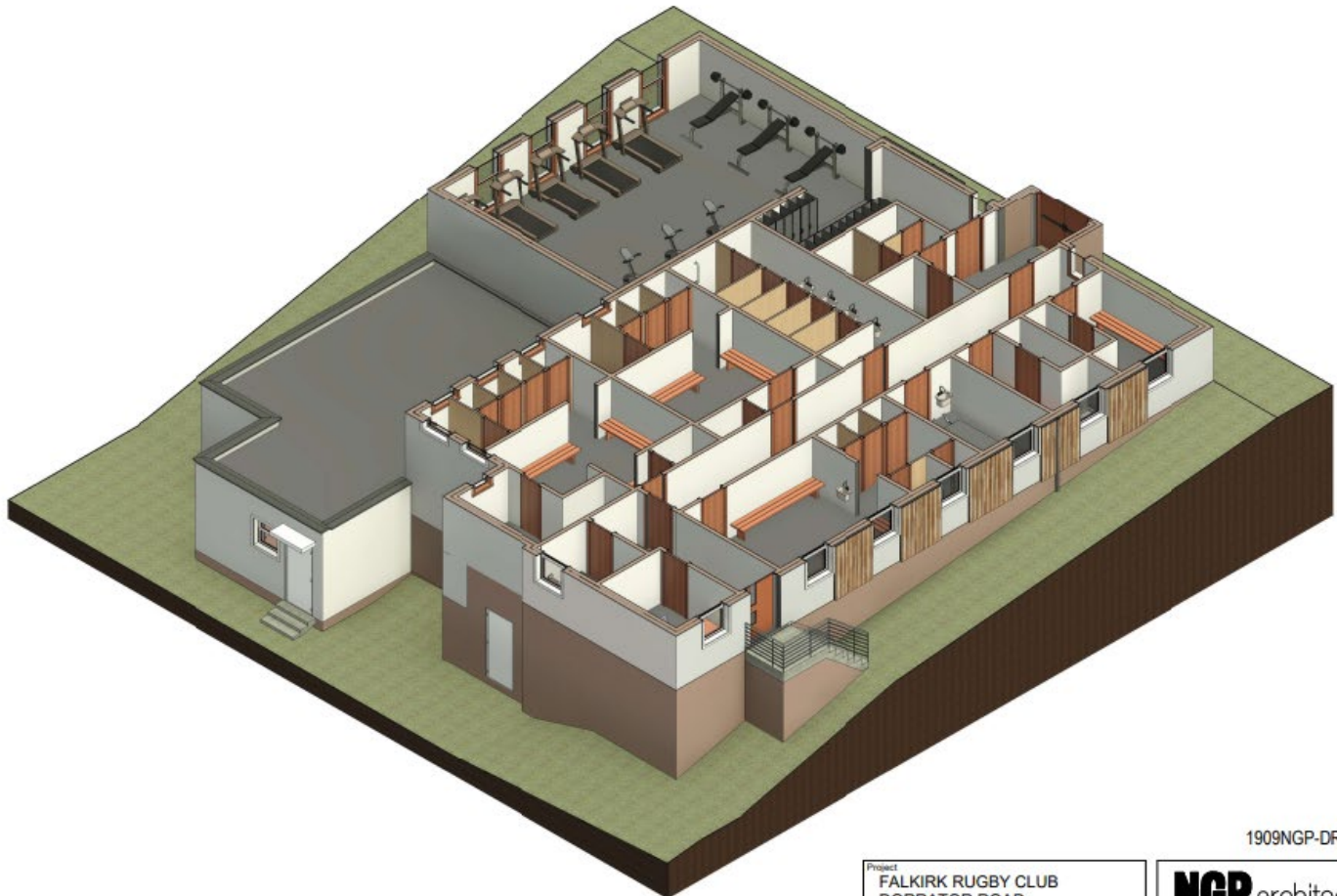
7. Location & Design (Cont.)

Proposed layout (partial lower ground floor on left / ground floor on right)



7. Location & Design (Cont.)

Proposed layout (3D view)



1909NGP-DR-A 902-

Project	FALKIRK RUGBY CLUB DORRATOR ROAD FALKIRK FY2 7YW
Drawing	3D views as Proposed

NGP architecture Ltd. <small>Federation House 222 Queensberry Road Edinburgh EH4 2BN</small> <small>Telephone 0131-603 7540 mail@ngparchitects.co.uk www.ngparchitects.co.uk</small>		
Scale	@A3	Date 12/03/22 By CG
Job No	1909	Drawing 902 Rev

Revisions

Drawing Category: PLANNING

8. Project Investment

Professional quotations received

Expenditure Heading	£Gross (000)	£VAT (000)	£Total (000)	Source of Estimate
Construction & renovation <i>Includes fixtures & fittings, electrical and drainage works, ventilation & 5% contingency</i>	£279	£56	£335	Angus Park, Quantity Surveyor
Sustainable Heating & Hot Water system <i>Underfloor Heating, Air-source heat pump & replacement boiler</i>	£64	Recoverable	£64	Incognito Heat Co <u>Incognito Heat Co</u>
Gym flooring & Equipment	£55	Recoverable	£55	Eleiko UK <u>Eleiko Strength</u> <u>Equipment Crafted for</u> <u>Performance</u>
Professional Fees <i>Incudes, legal, architectural services, planning & building warrant, structural engineer, and quantity surveyor</i>	£10	£2	£12	NGP Architects <u>NGPArchitecture RIAS</u> <u>RIBA Chartered</u> <u>architects</u>
Total Project	£408	£58	£466	

We Assume that the Sunnyside pavilion property will be purchased at the conclusion of the current Community Asset Transfer process for a notional sum of £1. Whilst this outcome is subject to both the recommendation of the relevant Council officials and validation by elected representatives, based on extensive prior engagement over an 18-month period, we are confident that this

9. Source of Funds

Summary of identified funding sources and their current status

Funding Source	£Gross (000)	Status	Outcome Expected
Falkirk RFC existing funds	£20	In place	N/a
Falkirk RFC planned fundraising activities	£20	Planned for summer 2022	August 2022
In Kind Support	£40	Promised by club sponsors	N/a
Grant Funding <i>SRU Growth & Participation Capital Fund</i>	£250	Expression of Interest submitted. Awaiting confirmation of entry to 2 nd stage	Autumn 2022
Grant Funding <i>Sports Scotland Sports Facilities Fund</i>	£100	Extensive pre-application consultation. Submitting Sept 2022	December 2022
Sub Total <i>Very & High Confidence</i>	£430		
Grant Funding <i>Scottish Communities Landfill Fund/Landtrust</i>	£56	Pre-proposal form submitted Feb 2022 and still under consideration	Summer 2022
Grant Funding <i>Falkirk Council, Community Choices Wave 3</i>	£60	Awaiting announcement of launch timing	Summer 2022
Total Identified / Pipeline	£546		

10. Running Costs & Offsetting Income

Our business case clearly identifies how we will fund the incremental running costs once ownership of the facility has transferred to Falkirk RFC

Incremental Annual Running Costs	£	Comments
Utilities	£5,000	Falkirk Community Trust have been unable to identify the utility costs for this facility in isolation, therefore this estimate is based on the pre-Covid experience of a similarly sized building with similar usage patterns, adjusted for recent price increases. We anticipate that a new sustainable heating system would substantially reduce the on-going costs for heating and hot water, however given current volatility in utility charges, we feel it is prudent to budget conservatively
Insurance <i>Buildings, contents & public liability cover</i>	£1,000	Quote provided by Sladdin Insurance on 18/05/22. Doubles the existing £1k FRFC annual insurance premium.
Repairs & maintenance	£2,000	Assumed that the volunteers who maintain our existing facilities will cover the pavilion, so incremental costs are materials only
Cleaning & Consumables	£3,000	Cleaning @ 5 hours p/w x 50 weeks x £10/hr Consumables: handwash, toilet paper, cleaning materials
Staffing	N/a	Assume that regular lets to known organisations will not require a pavilion attendant and volunteers will cover one-off bookings. Existing paid Bar Manager position will cover co-ordination and management of the Funeral Tea activities on behalf of FRFC
Rates	N/a	The SCIO enjoys charitable exemption from rates
Depreciation	£5,000	Gym equipment and heating system depreciation at 5% p.a. assuming 20-year life for most of the expenditure
Budgeted Expenditure	£16,000	

Income / Funding for ongoing running costs	£	Comments
3 rd party lets	£3,000	Assume weekly two hour lets from three organisations for 50 weeks per annum on a not for profit basis (£10/ hour)
Funeral Teas	£12,000	New venture with local caterers to provide FRFC's clubhouse as a funeral wake venue due to its convenient location close to the local crematorium.

11. Project Milestones

Milestones towards a 1Q 2023 opening of the newly transformed Sunnyside Pavilion

Milestone	Date
Submission of Community Asset Transfer (CAT) Application	May 2022
Planning Permission Granted	June 2022
Building Warrant	June 2022
Reviewing Committee provides recommendation on CAT application	June 2022
SRU 2 nd stage grant presentation	June 2022
Falkirk RFC fundraising activities	Jul / Aug 2022
Grant applications accepted (SRU / Landfill)	Sept 2022
Community Asset Transfer approved by Falkirk Council Executives	Sept 2022
Sports Scotland application submitted	Sept 2022
Construction tender issued	Oct 2022
legal ownership transfers to Falkirk RFC	Nov 2022
Sports Scotland approval received	Dec 2022
Grant award drawdown schedule agreed	Dec 2022
Construction contractor appointed & work commences Purchase of gym & heating equipment completed	Dec 2022
Construction work completed	Feb 2023
Official Public / PR launch	Mar 2023
Regular post launch social media promotion of facility availability and usage	Ongoing

Appendix 4 - Evidence of Consultation



FALKIRK PLAN

Record of main points raised during an online meeting held with community groups and community representatives from Camelon / Tamfourhill on Thursday 15 April 2021 (7-9pm) to discuss the Falkirk Plan.

Overview and Background

Attendees were provided with the following information ahead of the meeting:

*Falkirk Council is working closely with our Community Planning Partners (NHS Forth Valley, CVS Falkirk, Police Scotland, Scottish Fire and Rescue, Forth Valley College, the Heath and Social Care Partnership, Falkirk Community Trust and others) to develop the **Falkirk Plan**. This is a ten-year Plan with the aim of making Falkirk a better place to live for everyone. The Falkirk Plan will focus on tackling inequalities and disadvantage in our communities. The Plan will target the issues and challenges faced by neighbourhoods and communities right across the Falkirk Council area. We understand, of course, that many of these issues are deep-rooted and can't be fixed overnight, and we want communities to tell us what the priorities should be. The Partnership would really welcome your input at this meeting. It's crucial that we capture people's views on how, together, we can shape a positive future for the people and communities of Falkirk.*

The questions we'd like to consider at the meeting are:

- *What challenges are you facing in your communities that you are trying to address?*
- *How could the Community Planning Partnership help you with that?*
- *What could the Partnership be doing in our own services to assist?*
- *How should we work together and communicate more effectively with our communities?*

We want to ensure that everyone has an equal opportunity to have their views heard. To enable us to capture all the issues raised, we would like to record the meeting so that detailed notes can be written up afterwards. Comments will be anonymous / non-attributable, and we'll also be sure to provide a copy of the write-up to everyone who attends.

Attached to this document is a copy of the PowerPoint presentation used by the session Facilitator.

Twenty-one (21) people attended the meeting. The meeting was led by Paul Anderson, Community Planning Co-ordinator, Falkirk Council, and breakout rooms were facilitated by

Dan Rous (Our Place, Camelon and Tamfourhill), Lynsey Hansford (CVS Falkirk) and Jamie Kellas (Fairer Falkirk Team, Falkirk Council).

Confidentiality

Attendees agreed that the meeting could be recorded, solely for the purposes of capturing the detail of the discussion and for note-taking after the event. It was agreed that contributions would be anonymous and non-attributable.

BREAKOUT ROOM TWO – JAMIE KELLAS

Q1. What challenges are you facing in your communities that you are trying to address?

- **Who are the most vulnerable within your community?**
- **How has Covid impacted your community?**
- **What are the most important issues?**

The group agreed that **young people** were particularly vulnerable. Covid has exacerbated existing issues – **precarious employment** (much of it in hospitality) which has been particularly hit by the pandemic.

Educational achievement in the area was seen as a concern – statistics in Highers are down. Falkirk has 5 SIMD areas and things appear to be getting worse. **Anti-social behaviour** was highlighted as an issue, particularly groups of kids setting fires. **Substance misuse** was another issue highlighted.

One attendee works with young people in Tamfourhill and mentioned that at about the age of 12 or 13 kids start to lose interest and prefer going to the park with their friends. This attendee also noted that children complain that their area is boring and there is **nothing to do**. The group argued that there is stuff going on but it's making kids aware of it that's the challenge.

The group agreed that **building relationships with children and families** was key. Understanding the context of any given situation is important – what is the wider family/community dynamic?

Older people were also identified as a **vulnerable group** – **social isolation** was seen as a huge issue. It was noted that whilst those of us on the call were fortunate enough to have broadband and thus the ability to chat with family, friends etc.

Q2. How could the Community Planning Partnership help tackle these issues?

- **How are local groups tackling these issues?**
- **What good practice is there that can be replicated and rolled out more?**
- **What support do communities need to do this?**

Q3. What could the Partnership be doing within our own services to tackle these issues?

- Which local services do you think need to be improved?
- How can services target vulnerable groups better?
- How do services need to adapt post-covid?

The group in this Breakout Room felt that Qs 2 and 3 merged into and over-lapped one another. For this reason, the discussion is recorded here together.

People generally agreed that **solutions lie within the communities** but not enough is done to celebrate the area. The area has its problems but it also has a **rich and proud history** – more should be done to celebrate this. One attendee noted that some kids don't know about the history of the area which may lead to a disconnect. One attendee argued that it's up to the adults in the area to carry the can so to speak.

There is **no real vision** for what the area should look like. Needs to be viewed as a journey. A suggestion for a **post lockdown street party** with attractions for families and people of all ages would start to foster some interaction and **community spirit**.

The Council has a lot of **property and assets** but not enough is done with them – a lot of wasted potential that could be harnessed into something positive.

There was **talent and skills in the community** that could be used more effectively. One attendee is a retired broadcast engineer and is keen to get involved and help out.

The idea of a **tool shed** was mentioned – could be a place for people to borrow tools and materials. Noted that some people move into a council house but don't have the tools or the skills to maintain or improve their house/garden – there are people in the community that could help with this.

Q4. How should we work together & communicate with communities?

- Do you feel you can contact Partnership members and other service providers for support?
- How could this be improved?
- How can we communicate more effectively? What role is there for social media, email, regular meetings etc?

Whilst emails, leaflets, posters etc. have their place, they have **limited penetration**. Community leaders should be empowered; make use of big personalities in the area to share information would be more effective.

Social media was mentioned as a medium that can be used positively but in reality often descends into abuse and bullying.

Face to face meetings were seen as the most likely avenue to make positive inroads in terms of communication, however it was noted that whilst face to face is often the most effective way of communicating and working together, people can be shy or nervous about face to face meetings.

BREAKOUT ROOM THREE – LYNSEY HANSFORD

Q1. What challenges are you facing in your communities that you are trying to address?

- Who are the most vulnerable within your community?
- How has Covid impacted your community?
- What are the most important issues?

Q2. How could the Community Planning Partnership help tackle these issues?

- How are local groups tackling these issues?
- What good practice is there that can be replicated and rolled out more?
- What support do communities need to do this?

Q3. What could the Partnership be doing within our own services to tackle these issues?

- Which local services do you think need to be improved?
- How can services target vulnerable groups better?
- How do services need to adapt post-covid?

Q4. How should we work together & communicate with communities?

- Do you feel you can contact Partnership members and other service providers for support?
- How could this be improved?
- How can we communicate more effectively? What role is there for social media, email, regular meetings etc?

NOTE: The discussion in this breakout room has been recorded in a way that best reflects the flow of the conversation amongst attendees, rather than question by question.

Key Challenges

- General lack of **affordability of services**, examples included physical activity and children's activities
- **Drugs** – problem in these communities that includes both those misusing substances and for those who come from **families** where substance misuse is happening
- **Elderly people being isolated**
- Obesity, poor physical and **mental health and wellbeing**
- 'the more professionals pull back and we try to fill the gaps, the more we lose volunteers and people get very tired' – example given of **CLD stopping youth work** at a venue that volunteers have now taken on and this is now at capacity and being managed and delivered by small group of volunteers who also have many more volunteer tasks to complete so that their services can remain available for the community
- **Unemployment and under-employment** – zero hours, low pay, poor conditions
- **Men's mental health** a particular issue, impacts teenage boys a lot
- **Volunteer** exhaustion
- **Lack of buildings and venues**
- Disconnected and fragmented way of approaching needs wastes resources – it is a challenge to **connect and coordinate** a bit better

Future or existing solutions identified:

- Resources can be shared more easily if everyone knows what's going on, also greater knowledge helps with signposting
- **Affordable training**, example given of the prohibitive cost of forklift training that can skill people up for work
- **Training, CV, interview help** – suggested people need help with all of these things, for example how to 'dress to impress'
- People are willing to help but need **information, training and support** to do so
- Camelon Community Centre reopening on 17th May after a lengthy period thought of as an **asset**
- **Greater visibility of services**: services and facilities need to come into communities, rather than expecting people to go to them
- Offer to 'spend the day in the community centre' and see what goes on and what people's needs are as a good way of engaging the community
- Pop-up, one day '**One Stop Shop**' in community venues

Future comms/keeping in touch:

- Evening works well
- Needs to be consistency and sustainability – example given of person who Falkirk Council brought in for a year for a specific piece of work, that came and went and nothing was done or has changed

Appendix 5- Letters of Support

Ref: RB
Email: robert.bissett@falkirk.gov.uk
Direct Dial: 01324 506149 07484927102
Date: 3/7/2022

Dear Mark,

Over a year ago I met with you and your colleagues regarding your proposals to redevelop the Sunnyside Pavilion to create what will be a wonderful community asset. The Falkirk North Ward is a ward of significant deprivation and your proposals will assist in improving the area and improving outcomes for the people of this area by improving physical and mental health and wellbeing. It is commendable what Falkirk Rugby Club already do for the area and this new proposal will be a strong addition to what is already in place. Your proposals will be very inclusive and will bring more opportunities for women which is very welcome. I fully support your proposals and if there is any other support that I can give to promote your proposals then please let me know.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Bissett', with a long horizontal flourish extending to the right.

Provost Robert Bissett
Labour - Falkirk North Ward



The Scottish Parliament
Pàrlamaid na h-Alba

Michael Matheson MSP
Falkirk West Constituency

Mr Bill Faulds
President
Falkirk Rugby Club
Home Park
Sunnyside
Falkirk
FK2 7YW

Our Ref: MM1553

28 March 2023

Dear Mr Faulds

I am writing to congratulate you on receiving a grant from The SportsScotland Sports Facilities Fund for £100,000.

I understand that this funding will be used to upgrade your existing pavilion to provide a more inclusive six team changing area and gym. In addition it also includes two changing rooms for officials.

I am well aware of how supportive Falkirk Rugby Club have been over the years and the benefits that many constituents have received from your support.

I would also welcome the opportunity of paying a visit to see for myself the improvements to your club.

Congratulations again on receiving this funding, and if you feel I can be of any assistance with anything in the future please don't hesitate to make contact.

With Best Wishes

Yours sincerely

Andrew MacLachlan
Office Manager to Michael Matheson MSP

We adhere to Data Protection Legislation in how we process/handle your data/information. If you would like more information on how we process your data please visit www.michaelmatheson.org or contact us on Tel: 01324 629271

15A East Bridge Street, Falkirk FK1 1YD

Tel: 01324 629271

Email: michael.matheson.msp@parliament.scot

www.michaelmatheson.org



To Whom it may Concern,

Ian Dickson
Chief Executive Officer
01324 671 610
ian.dickson@fdamh.org.uk

24th June 2022

Dear Sir / Madam,

Re: Falkirk Rugby Club

Having met with Committee members at Falkirk Rugby Club, we were impressed and encouraged by their plans to refurbish the Sunnyside pavilion into a modern, functional, community space.

The new facility will not just benefit the many people who relate to the Club but will provide fantastic opportunities for other people in the Falkirk community. The club actively promotes positive wellbeing for both children and adults and we look forward to working with them in their future projects, making use of the proposed new facilities.

The link between exercise and positive mental wellbeing is commonly acknowledged and we feel that the new facility will be of significant benefit to the wider community.

Please feel free to contact me should you wish any further information.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'ID', written over a horizontal line.

Ian Dickson
Chief Executive Officer

Appendix 6– Sunnyside Pavilion CAT Business plan Assessment

**Business Plan Appraisal (To be completed by BG Adviser)**

Business Name: Falkirk Rugby Football and Sports Club	Reviewing BG Advisor: Carron Smith
Owner Name: Sunnyside Pavillion Business Plan	Date: 17 May 2022
Address: Sunnyside Dorrator Road Falkirk FK2 7YV	Phone: 07983 88037
Annual Rent: £1 asset transfer	Email: carron.smith@falkirk.gov.uk

Company Background

Experience of the person running business day to day, e.g provision of CV	Board of trustees running SCIO elected on annual basis – look to have a range of skills covering many important key business areas – finance/ banking/ property management and development/ business owners Also know when to engage professional advisers for support such as architects/ engineers and surveyors
Local market analysis – establish and evidence the need for that business in that location	<ul style="list-style-type: none"> • Extensive Community engagement • established club with proven track record • clear project objectives with timeline • development focuses on 4 key objectives - performance rugby, women and girls, community sport and third sector partnerships
Robust SWOT analysis, especially details on competitors	Extensive community stakeholders consultation has reinforced the proposal enjoyed universal support . There is no local competitors offering a similar combination of facilities to local

	sporting organisations on an exclusive hire basis.
Funding information, how will business be funded and if from loan need details of who e.g bank, family	<p>Total project costs have been identified as £408K – professional estimates and VAT has also been considered.</p> <p>High confidence of sourcing £430K from various grants and funding bodies including an additional £20K of their own fundraising.</p> <p>A potential further £116 has been identified from other grant sources with initial discussions and awaiting announcement of imminent funds opening.</p> <p>Excellent source and application of funds</p>
2 years of Financial projections – are these realistic	<p>Annual running costs of £16,000 have been identified - however these do rely on quite a few assumptions .</p> <p>Income of £16,00 has also been identified from 3rd party lets and Funeral Teas - a sep business case was made of this on 2021 and validated by test events. Assumers 2 funeral teas per week. Would appear to be achievable .</p> <p>Its noted that no staffing costs are anticipated with volunteers covering off bookings , and regular lets to known customers don't require a pavilion attendant. However, the funeral teas may need some more formal co-ordination and management</p> <p>Assume the club is exempt from Rates?</p> <p>Group need to be mindful of rising cost of supplies/ fuel/ energy etc – no contingency has been built in for this ?</p>
Marketing strategy - if just social media details of how they will do this	<p>Official public and PR launch is planned for March 2023. Could benefit from regular ongoing marketing and promotion on social media .</p> <p>No mention if this is used at all . Lots of free courses from Business Gateway on this.</p>
Details of products being sold or services being provided	<ul style="list-style-type: none"> • Additional health and well being services in partnership with FDAMH • Flexible learning / teaching space • Modernise changing facilities to attract5 more users including women • Increasing participation of women in Rugby • New physio room and expanded gym
Additional Information if relevant e.g. grants rec'd, BG support rec'd.	A timeline of project milestones has been idented with anticipated dates. This covers all the grant funding applications and planning/ building control requirements .

	<p>Design and drawings have been provided and it looks like it will be a huge improvement to the current facilities and local area.</p> <p>Solid strong well thought out proposal.</p>
--	--

ASSESSMENT CRITERIA				ASSESSMENT OF EVIDENCE PROVIDED					
BENEFITS		APPLICATION DETAILS	COMMENTS	NEGATIVE IMPACTS (R,A,G)*	POSITIVE IMPACTS				
					Very Strong	Strong	Moderate	Weak	Poor
1. Vision	What is the overall vision for the project and how does the project outcomes contribute to achieving the Councils or Scotland's National Outcomes?	<p>Application Form and Business Plan;</p> <p>The Falkirk Council Plan 2022 - 27</p> <p>Falkirk Rugby Club, has taken on responsibility for operating the building on a not-for-profit basis. The club plans to invest c.£700k to renovate and extend the building, install new sustainable heating and create fit-for-purpose changing / showering facilities, a new physio suite, flexible teaching area and gym With over 300 school-age players and a new women's team launching for season 2023/24, we also plan to install additional floodlighting enabling more winter training and supporting inclusive forms of the sport, such as touch rugby.</p>	<p>The Falkirk Council Plan states; under its Stronger and Healthier Communities Section, as one of its Measures of Success "More Communities taking over the places they meet".</p> <p>Scottish National Framework, Under it's Communities Section holds the Performance Indicator of "Community Ownership" Wherein evidence is collated from a number of sources to show the increase in the number of assets transferred to Communities for their Empowerment and resilience.</p> <p>Referencing the above, the scheme assists in both Falkirk Council and Scottish positive outcomes.</p>	Green	x				
2. Financial	What is the overall financial benefit on public sector costs and/or enhanced provision of public benefit?	<p>Application Form, Business plan, Falkirk Council held Data.</p> <p>Upon a positive agreement from the executive committee, the Building will enter into the full ownership of the Falkirk Rugby Football Club, along with all its maintenance and Infrastructural costs.</p>	<p>With the transfer of full ownership of this asset There will be an overall saving from public sector costs of £21,080 per annum</p>	Green	X				
3. Non-financial benefits	What is the impact of any non-financial benefits:								
	(i) economic development	Application Form, Business Plan, Business plan Appraisal	The ongoing and expanded use of the Asset will have a potentially positive effect in terms of increased economic activity in the area. This extends to the FRFC club house, which the plan proposes an enhanced level of activity to further support the pavilions upkeep. This activity will cascade additional economic activity into the area.	Green	X				
	(ii) Regeneration	Application Form, Business Plan, Business plan appraisal	The proposed significant improvements to the building likely increase the number of visitors to the area. This in turn could have a positive impact on local businesses and in turn on the regeneration of the area.	Green	X				
	(iii) public health	Application form, Business plan	The proposal under consideration highlights the	Green	X				

			increased use of the Asset for sports, and enhancing sporting provision, training and access for new and diverse groups. This will certainly carry benefits in terms of public health, both physical and mental to these diverse user groups. Further benefits will be seen from increased volunteering activity.						
	(iv) social wellbeing	Application Form, Business Plan	The Social well being in the area will be enhanced through increased sporting activity, as well as volunteering activity that the proposal suggests.	Green	X				
	(v) environmental wellbeing	Application Form, Business Plan	The success of this scheme will not have any discernable impact on the environmental Health of the area	Green	X				
	(vi) inequalities	Application Form, Business Plan, Letters of Support	The Scheme, if successful will have a very positive impact on inequality – The documents clearly outline the intention to expand the use of the Changing facilities to cater for females, with a view to expanding the girls and ladies training programme and Teams for the Rugby Club. Further there is a positive outcome for people with Mental ill health through a programme initiated with SAMH – encouraging individuals with these debilitating conditions to become more active through a partnership arrangement	Green	X				
	(vii) other								
4. Equality	What evidence has the organisation provided of how it will take into account the different needs of the community, and what contribution will the project make to equalities outcomes?	Application Form, Business Plan, Letters of Support	Equalities and inclusion- The redesign and extension of the Pavilion has been planned with the support of Sports Scotland to ensure it adopts best practice in terms of accessibility and suitability for all (incorporating at least 1 accessible shower per changing room and the inclusion of baby changing facilities).	green					
5. Leadership	Is there a clear plan and leadership in place for achieving the project outcomes?	Application Form, Business Plan, Applicant Group Constitution.	The application and accompanying business plan identifies clear set of project objectives, funding milestones and requirements and an appropriately resourced and qualified project team drawn from the membership of the applicant. In addition, appropriate external professional advisors have been retained to take the project to conclusion.	Green		X			
6. Governance / Accountability	Are appropriate governance structures and policies in place, and what impact will they have on the viability of the project?	Applicant Group Constitution	There is a board of Charitable Trustees dealing with the day to day running of the SCIO for their members. The Trustees have relevant professional expertise and qualifications which will no doubt be utilised in bringing the project to fruition. The Governance Structures have been examined and are robust. The examination by Falkirk Councils Legal team have found the group to be in compliance with part 5 of the Community Empowerment Act's requirements to be a suitable Asset Transfer Body.	G		X			

7. Use of Resources / Business Plan	Has the group identified all the resources required, such as funding, staff and volunteer resources with the appropriate skills, and are they sufficient to deliver the project? Has the group demonstrated that the resources are sustainable over the lifetime of the project? What is the timescale for delivery of the benefits?	Application Form, Business Plan, Funding applications for Community Choices and Sport Scotland	<p>The scale of the project requires sourcing funding from multiple grant awarding bodies and have now have the confirmed financial support of several key funders, such as the SRU and Sports Scotland. (Dec 2022) and Community Choices.</p> <p>The Application shows successful Fund raising of over £500,000 for the renovation and refurbishment of this Asset.</p>	Green	X				
8. Sustainability	Has the group set out evidence of how it the project will be funded in the longer-term, e.g. through future funding or self-finance, and what impact does this have on the long-term viability of the project?	Application Form, Business Plan, Business plan Assessment	The Group has clearly laid out its projected cash flow and stated the expected sources of income, and its outlays. The Business plans shows that the Asset transfer is Financially Sustainable for the foreseeable future.	Green	X				
9. Performance Management	How does the group propose to monitor and report on the achievement of the desired outcome?	Application Form, Business Plan, Business Plan Assessment, Community Choices Application	<p>Community Choices Funding outcomes:</p> <ol style="list-style-type: none"> 1. More alternate game formats (touch rugby, walking rugby) 1. Expand rugby playing opportunities and pathways, for women and girls in particular 2. Transition more players from youth and school rugby into the adult sport 3. Increase the number of local players receiving age-grade recognition within the sport 4. Additional training and education programmes for coaches, volunteers and the local community with the support of our 3rd sector partners (objective of one session per week) <p>The measures shown will increase the building's usage from approximately 6 hours per week to over 30 hours per week</p> <p>Note – Missives of sale from Falkirk Council to the applicative body will include obligations to report on the key indicators for the success of the project as listed above.</p>	Green	X				
10. Effective Partnerships	What partnerships are in place and what impact will they have on the delivery of the intended benefits?	Application Form, Business Plan, Consultative evidence, Community Choices application, Letters of Support	<p>The Rugby Club intend to grow their role as a community hub and venue to support community wellbeing as well as their sport.</p> <p>This transformation will create an attractive, modern hub for other local sports clubs and community organisations to use. The Applicant plan to deliver a variety of sport, health and wellbeing focused programmes from the facility, addressing high-priority local needs with partner organisations like FDAMH.</p> <p>The Club proposes to co-create and deliver new socially prescribed health and well-being programmes from the transformed facility in partnership with Falkirk and District Association of</p>	Green	X				

			Mental Health (FDAMH), who fully endorse our proposal.. They also use their facilities to support the work of other third sector organisations, such as Home-Start.						
11. Local Community Support	What evidence has been provided of local community support and what impact will it have on delivery of the intended outcomes?	Application Form, Consultative Evidence, Letters of Support.	<p>The Club has a positive reputation in its local community as well as the sporting community. There is limited space of groups to meet and work in this part of Camelon. Opening up a sports club and its facilities for community use is a good use of public property.</p> <p>A winning Community Choices Application for Ward 6 (phase 3) demonstrates community support.</p> <p>The club was recognised by the SRU in 2021,in the Diversity and Inclusion category at the Midlands Community Recognition Awards. The citation referred to the work that the Minis coaches did to make children with additional needs feel welcome and valued, which extended to putting themselves through specialist training so that they better understood conditions on the autism spectrum.</p>	Green	X				
12. Wider public Support	What will be the impact of the project on wider public strategies and plans, including delivery of local development plans, and what are the benefits and impacts on communities, businesses or individual out with the community represented by the community body submitting the asset transfer request?	Application form, Business Plan, Consultative Evidence, Community Choices Application and Response	<p>There is limited space for community meeting in this neighbourhood. The Club intend to offer the use of their building during the day to local community groups. There may or may not be a charge for this. This would be beneficial for the community groups in that neighbourhood.</p> <p>Poverty- Where cases of individual hardship are brought to the Committee's attention, they are dealt with sensitively and fees are waived to ensure that no-one misses out on the chance to play rugby in Falkirk due to financial exclusion. In addition, The Group operates a "pre-loved kit" exchange to provide younger players with boots, shorts etc.</p> <p>Fees for hire of the facility, where applicable, will be charged on a "not-for-profit" basis, reflecting the Club's operating costs for the access provided. This will ensure that other local sporting clubs have access to high quality facilities at minimal cost.</p>	Green	x				
13. Environment	Will there be an impact on the local area if the project does not meet its desired outcomes?	Application Form, Business Plan	<p>Failure of the scheme could lead to the club underusing the asset or at worst it's demise and the dereliction / Deterioration of the fabric of the building and negative impact on the community environment and amenity that the asset brings. Meeting the outcomes would reduce the likelihood of the above.</p>	Amber			X		

14. Reputation	What will be the impact on the reputation of parties involved if the project fails?	Application Form, Business Plan	It is likely that the Failure of this project could bring the risk of a loss of reputation to Falkirk Council and to the Rugby club itself.	Amber			X		
15. Service Users	Are other providers available in the local area? What will be the impact on users?	Application Form, Business Plan	There is not another local provider of Changing Facilities with the proximity of the Rugby Grounds, Although there are other lesser options with the greater Camelon area (Primary, Secondary Schools etc).	Amber			X		
16. Council Objectives	What are the consequences on the Council’s ability to deliver its objectives?	Application Form, Business Plan, The Falkirk Council Plan 2022 – 2027, Falkirk Council Strategic Property Review	The proposal would have a positive impact on the Council’s ability to deliver on it’s priorities and objectives. The proposal is aligned with the Council’s priorities ‘Supporting stronger and healthier communities’ and ‘Promoting opportunities educational attainment and reducing inequalities.’ The proposal also aligns with the ambition of the Strategic Property Review to empower our communities through opportunities for Community Asset Transfer.	Green	X				

CONCLUSION		
OVERALL ASSESSMENT (See Table below)	EVIDENCE	OVERVIEW
	Very Strong	Overall the assessment shows a series of strongly Positive outcomes should the executive committee decide to Transfer Sunnyside pavilion into community ownership.

Evidence	Overview
Very strong	Governance and financial arrangements are strong and sustainable. Best Value characteristics are evidenced and contained throughout the overall approach. Related projected benefits are very robust and demonstrate value for money: suitability, effectiveness, prudence, quality, value and the avoidance of error and other waste.
Strong	Governance and financial arrangements are sound and sustainable. Best Value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best Value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best Value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrates questionable value for money.
Poor	Governance and financial arrangements are poor. There is little evidence of Best Value characteristics in the proposal. Related projected benefits are ill defined and/or unrealistic and do not demonstrate value for money.

*Notes

BENEFITS

Positive Impacts

Very Strong - will make a major contribution to several national or local outcomes, deliver transformational benefits to the community, with significant public benefit, and demonstrate clear evidence of benefits and steps it is taken to contribute to equalities outcomes.

Poor - very low impact proposals will make a limited contribution to national and local outcomes and have a small positive effect on community benefit.

Negative Impacts

Green - low impact on communities capacity to deliver other activities

Amber - moderate impact on the communities capacity to deliver other activities, or has a negative impact on parts of the community.

Red – high impact on communities ability to deliver other activities and has identifiable negative impact on the community as a whole

ABILITY TO DELIVER

Positive Impacts

Very Strong- will have clear plan, with leadership and other roles clearly identified, clear governance in place, evidence that the level of resources and community capacity is appropriate to the scale of the project, a longer-term plan and appropriate reporting and monitoring process.

Poor- Very low impact proposals are likely to have show little evidence of their capacity to deliver the benefits identified.

Negative Impacts

Green - low risk of failure

Amber - moderate risk where specific aspects have not been clearly evidenced

Red – no governance in place, with no clear responsibility for delivery or a lack of resources and sustainability which is likely to lead to project failure, particularly where this may create a liability for the community or for the Council.

COMMUNITY SUPPORT & PUBLIC BENEFIT

Positive Impacts

Very Strong - will have strong partnership contributing to delivery and enhancing the project benefits, clearly demonstrate strong community engagement and participation in the project, and contribute to wider public benefits such as the local development plan and other communities.

Poor -Very low impact proposals will not have engaged with potential partners, will have evidence of community support but little active engagement and no evidence of contribution to any wider benefits

Negative Impacts

Green – there is a low risk that the community are not aware and do not agree with the proposals

Amber – it is not clear from the evidence provided that there is fu;; support across the community and that the proposals will have no adverse impacts.

Red - negative impact such as on local development plans, or impeding planned developments, where there is evidence of community opposition to the proposals and/or the proposals will have a negative impact on the wider community such as displacing or disrupting existing local businesses or community activities.

IMPACT OF FAILURE / RISK

Positive Impacts

Equality & Poverty Impact Assessment 00446 (Version 1)

SECTION ONE: ESSENTIAL INFORMATION

Service & Division:	Children's Services Education	Lead Officer Name:	Carol Whyte
		Team:	Sport & Leisure
		Tel:	07872828983
		Email:	carol.whyte@falkirk.gov.uk
Proposal:	SPR - Proposed closure Sunnyside Pavilion	Reference No:	

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	No	No
Other, please specify:				

Identify the main aims and projected outcome of this proposal (please add date of each update):

22/02/2023	Community asset transfer of venue to Falkirk Rugby Club is at an advanced stage. The transfer agreements includes council retaining access access for football teams as per current operations.
22/02/2023	No admissions data held by sport and leisure operations team for this venue.
07/03/2023	Falkirk Rugby Club submitted an community asset transfer application to council under Community Empowerment Act 2015 to take over ownership of Sunnyside Pavilion. The application is at an advanced stage with elected members expected to vote on application at May 2023 council meeting.

SECTION TWO: FINANCIAL INFORMATION

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this service (£'0000s)	Total:	£112,880 net position (excluding central charges)	2022/23 year end projection For all pavilions identified in stage 2 and stage3.
Reduction to this service budget (£'0000s)	Per Annum:		Pavilions budget covers all venues. Service budget for this venue to be confirmed.
Increase to this service budget (£'000s)	Per Annum:		
If this is a change to a charge or concession please complete.	Current Annual Income Total:		
	Expected Annual Income Total:		
If this is a budget decision, when will the saving be achieved?	Start Date:	01/04/2025	
	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.)
--------------------------------	--

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.
----------------------------------	--

No admissions data held by sport and leisure operations team for this venue.

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

Falkirk Rugby Club is the main sporting club operating out of this venue. Football clubs also have limited access to this venue.

Whilst there is no data available it is assumed it predominantly younger men that are the main users. The main protected characteristics for user of this venue are: age, poverty and sex

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?	Rugby participation is predominately by males, it should be noted growth within the female participants.
What gaps in data / information were identified?	No admissions data held by sport and leisure operations team for this venue.
Is further research necessary?	No
If NO, please state why.	Falkirk Rugby Club submitted an community asset transfer application to council under Community Empowerment Act 2015 to take over ownership of Sunnyside Pavilion. Elected members expected to vote on application at May 2023 council meeting in May.

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?	Yes	
If YES, please state who was engagement with.	Service users and the local community has the opportunity to feedback in a series of council led public engagement meetings or completing an online survey. Emails were also accepted.	
If NO engagement has been conducted, please state why.		
How was the engagement carried out?	What were the results from the engagement? Please list...	
Focus Group	No	
Survey	Yes	Council online survey for interested parties to provide feedback on SPR proposals.
Display / Exhibitions	No	
User Panels	No	
Public Event	Yes	Council officers carried out a series of public meetings across the council area enabling communities to feedback on the SPR proposals,
Other: please specify	Community asset transfer to Falkirk Rugby Club is at an advanced stage. Place Services overseeing the asset transfer. The transfer agreements includes council retaining access access for football teams as per current operations.	
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?	No	

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			✓	Poverty, sex and health inequalities, are the key areas to consider for this group. Further work required to understand the impacts this group should the venue close
Disability				
Sex			✓	Age, poverty, health inequalities, are the key areas to consider for this group. Further work required to understand the impacts on this group should the venue close.
Ethnicity				
Religion / Belief / non-Belief				
Sexual Orientation				
Transgender				
Pregnancy / Maternity				
Marriage / Civil Partnership				
Poverty			✓	Age, sex and health inequalities, are the key areas identified. Further work required to understand the impacts on this group should the venue close.
Other, health, community justice, carers etc.				
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):	
Advance Equality of Opportunity:	Community Asset Transfer as opposed to closure ensures the identified protected groups above still have access to facilities and continuity in their activities.
Foster Good Relations (promoting understanding and reducing prejudice):	

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	Falkirk Rugby Club
Councils	No	
Education Sector	No	
Fire	No	
NHS	No	
Integration Joint Board	No	
Police	No	
Third Sector	No	
Other(s): please list and describe the nature of the relationship / impact.		

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
Age	Young people	<p>Mitigate against closure through delivery of a community asset transfer to Falkirk Rugby Club.</p> <p>Retaining the venue will provide the community with a positive destination to participate in sport and deliver on the councils health & wellbeing objectives.</p> <p>Further analysis required on impact of closure against protected characteristics for customers, clubs and the wider community.</p>	P Finnie		Falkirk Plan

Identified Impact	To Who	Action(s)	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes
Sex	Community	<p>Mitigate against closure through delivery of a community asset transfer to Falkirk Rugby Club.</p> <p>Retaining the venue will provide the community with a positive destination to participate in sport and deliver on the councils health & wellbeing objectives.</p> <p>Further analysis required on impact of closure against protected characteristics for customers, clubs and the wider community.</p>	P Finnie		Falkirk Plan
Poverty	Community	<p>Mitigate against closure through delivery of a community asset transfer to Falkirk Rugby Club.</p> <p>Retaining the venue will provide the community with a positive destination to participate in sport and deliver on the councils health & wellbeing objectives.</p> <p>Further analysis required on impact of closure against protected characteristics for customers, clubs and the wider community.</p>	P Finnie		Falkirk Plan

No Mitigating Actions

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

Are actions being reported to Members?

Yes

If yes when and how ?

Council Meeting 29th March 2023 SPR update to elected members

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	Asset transfer to Falkirk Rugby Club is at an advanced stage. Transfer being overseen by Place services.
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:	06/03/2023
------------	--	-------	------------

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?	No
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	There is limited information on usage however it would seem that young men are the main users of this facility . closure would impact on young men	
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	If YES, please describe: There has been work started in this case on a community asset transfer which should mitigate against impact of closure. Monitoring of impact should continue as proposal is developed

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	
LOW	Yes / No	

SECTION ELEVEN: CHIEF OFFICER SIGN OFF

Director / Head of Service:			
Signature:		Date:	08/03/2023