

**FALKIRK COUNCIL**

**Subject: 3G Synthetic Sports Pitch**

**Meeting: Executive**

**Date: 17<sup>th</sup> June 2014**

**Author: Chief Executive, Falkirk Community Trust**

**1. Introduction**

- 1.1 This report gives Members an update on the recent publication of the Scottish Football Association (SFA) Facilities Strategy, considers the implications for the area in the provision of 3G pitches and recommends that Members revisit the earlier decision to install two 3G surfaces in the area.

**2. Background**

- 2.1 The Council in 2009 approved a plan to develop a network of 3G pitches across the area. It was intended that 6 pitches would be provided to support the development of football across the area to build upon the excellent work carried out by the many children's and youth football clubs in the area. It was envisaged that the pitches would be located adjacent to existing sports facilities that offered access to on site management, changing accommodation, car parking and social space. The pitches would then be run at minimal additional operational costs whilst providing an invaluable resource especially in the winter months.
- 2.2 Two locations were initially identified at Grangemouth Stadium (Inchyra Park) and Denny Football Centre. The rationale being that a new 3G synthetic pitch would complement the grass pitch provision already available at these sites. Similarly a strong football need had been identified through an excellent mix of clubs catering for children and adults including women and girls.
- 2.3 Separate business plans were completed for each site and planning applications submitted for both sites along with external funding applications for £225k for each facility, to **sportscotland**. They also asked for a Pitch Strategy to be prepared to enable them to consider the 2 requests in the light of potential developments available at that time. The draft Strategy, prepared in 2012, reaffirmed that a network of 3G pitches could be sustained in the area and identified 11 possible locations including some that did not meet the original criteria set out in 2.1 above.
- 2.4 The Grangemouth planning application was not supported by the local community in its early stages, when appropriate drawings and plans became available. The commercial operator of the nearby Little Kerse facility also expressed disquiet at the proposal. No further progress on this potential new facility was pursued as a consequence.
- 2.5 As design work continued on the proposed Denny facility, the SFA and **sportscotland** expressed concern at the proposed dimensions of the original Denny Football Centre pitch given its location on the existing blaes pitch as they sought a larger pitch and indicated that their maximum grant of £225k would not be awarded should a larger pitch not be installed. This led to an alternative site within the footprint of the Denny Football Centre being found and design work was undertaken for an adjacent location.

### **3. Developments in the last 4 years**

- 3.1 Since 2009 there has been additional investment in provision across the area including:
- Commercial development at Little Kerse (full size 3G pitch and 4 five-a-side pitches, range of grass pitches) available for use by a number of clubs and leagues as well as general booking. A recent planning application indicates that a further full size 3G or 4G synthetic pitch is planned for this site.
  - Development at Falkirk Stadium by Falkirk Football Club (full size 3G pitch) available for the Club, the Falkirk Football Community Foundation, local clubs and general booking.
  - Commercial Indoor football provision at Coasters
- 3.2 In addition many of the local clubs have been awarded the SFA's quality mark for their approach to planning and developing the game at a local level. A number of clubs have also sought to create facility development plans either directly or in partnership with others. The most advanced of these are in Bo'ness at Newtown Park and in Denny at Dunipace Juniors Ground. An expression of interest from Camelon Juniors has also been received.
- 3.3 The football clubs in Denny, concerned by the delays and complexities of the Denny Football Centre options have shared plans for a partnership development at Dunipace Juniors. However they have no funding for the proposals and remain interested in a potential partnership with the Council.
- 3.4 More recently Falkirk Rugby Club and Grangemouth Rugby Club have expressed interest in installing a 3G surface that would have a different specification (longer pile) to allow use by Rugby and Football.
- 3.5 Stenhousemuir FC, the first club in the area to install a 3G surface with Council support in 2005, also now seek to replace their current surface and to consider expansion to other sites.
- 3.6 The Pitch Strategy also noted that the current 2G pitch surfaces at the secondary schools could be replaced at relatively low cost to provide the network desired. There are however issues with access and contractual liabilities which would concern **sportscotland** if financial support was requested for those specific sites as without full access, their long term sustainability would be difficult to demonstrate in the accompanying business plans.

### **4. sportscotland / SFA Position**

- 4.1 **sportscotland** have been encouraging clubs, Trusts and Local Authorities to work more collaboratively to plan for their future development needs taking account of all of the resources available locally. They have some excellent examples of projects led by the relevant local football community to provide a facility that requires a minimal level of public subsidy and meets the longer term development needs of each of the clubs involved.

- 4.2 The SFA has recently launched its first Facilities Strategy, “The Big Pitch..... where the game is played”. This sets out their approach to supporting the delivery of quality grassroots football facilities across the Country. The Strategy proposes a mix of natural grass and 3G synthetic turf pitches. Higher priority is placed on the creation of 3G pitches because of the significant increase in capacity that can be achieved regardless of the weather. 3G pitches can be used 12 hours a day 7 days a week while a good grass pitch can be used for a maximum of 8 hours per week and is subject to weather and drainage conditions. The 3G pitch also provides consistency of the playing surface to improve playing skills and provide a quality experience.
- 4.3 The publication of the Strategy endorses the approach that has been built up by FCT in its approach to the proposed pitch at Denny Football Centre.
- 4.4 There has been a significant level of dialogue with the SFA and **sportscotland** to try to fully understand their requirements to support a successful funding bid. In essence they are looking for a pitch that is of a scale to meet the needs of junior, youth and adult groups and that has adequate supporting infrastructure. They are also looking for the pitch to be the underpinning resource that supports football development at all levels in the local community. This means that a number of key football clubs would represent the core user group and that this would be augmented by pay and play opportunities for people of all ages and abilities. The pitch could be developed by the Local Authority or by the clubs at a ground not in Council ownership.
- 4.5 There have been a number of excellent examples of community led football development projects across Scotland. Each has taken a phased approach to development and has been able to draw on external resources to augment those available locally. Placing clubs at the centre of the development and in control of the pace and direction of the projects may increase overall understanding and awareness of the challenges of facility development and operation.

## **5. Funding**

- 5.1 Since the original 3G pitch proposals the landscape has changed with the arrival of the Trust, the development of additional facilities in the area and the recognition that the Council is unlikely to be able to fund a network of pitches and that it is more likely that the current fund of £740k is the only resource the Council has to offer the football community for the foreseeable future.
- 5.2 **sportscotland** remain enthusiastic about providing funding for projects fully supported by the local community clubs that have a robust business case to ensure its long term sustainability, is accessible to all and fits within a strategic plan for the provision of football pitches within the Falkirk area.
- 5.3 The local clubs have not been asked to identify funds to contribute to the development. However if a club led approach were to be adopted by the Council this might become one of the assessment criteria.

## 6. Options

6.1 Across the Falkirk area, the Sports Pitch Strategy identified a total of 11 possible sites for the provision of additional 3G synthetic pitches. They were:

- **Bo'ness Area**  
Bo'ness Recreation Centre Newtown Park
- **Denny & Dunipace Area**  
Denny High School Denny Football Centre
- **Falkirk Area**  
Falkirk Stadium  
Graeme High School  
Stirling Road  
Sunnyside
- **Grangemouth Area**  
Inchyra Park
- **Larbert & Stenhousemuir Area**  
Larbert High School
- **Polmont and Maddiston Area**  
Braes High School

6.2 As some of the sites identified within the Sports Pitch Strategy fell out with the Council's ownership it is suggested that the Junior Football Club grounds such as Camelon Juniors, Dunipace Juniors, Falkirk Rugby Club, Grangemouth Rugby Club and a number of other grounds may also be potential sites for a multi club led development. This is a format that is being supported by **sportscotland** and the SFA with the attraction of external resources to the Clubs with the local authorities having a lesser role than a Council led development. It would also mean that the ongoing operational costs would rest with the clubs involved.

### 6.3 Denny Option

For clarity the current Denny option represents a shift from the original proposals to install the 3G pitch on the current blaes surface. It is now proposed to install a larger pitch on one of the current grass pitches at an indicative cost of £625k. This meets **sportscotland** and the SFA's requirement for a pitch size which allows greater flexibility in its programming and use. The larger pitch is likely to secure their funding of £225k. It is believed that this option could be funded from a combination of the current capital of £740k plus a potential grant award of £225k from **sportscotland**. Tenders have not yet been issued therefore the actual costs are as yet unknown.

#### 6.4 Club Led Option

A number of clubs as outlined before are actively looking at how they can convert existing grass surfaces to 3G. It may be that the most appropriate option for the Council, to fulfill its objective of having a network of 3G pitches, is to encourage the clubs to submit development plans and business cases for their proposals. To benefit from Council support these would need to demonstrate clearly how they will be able to extend access to a number of clubs particularly those working with children and young people. To achieve a network of pitches the investment in any one location would need to be capped on the basis that the whole amount available would not be allocated to one club. This would require the clubs to identify additional funds beyond that potentially available from the Council and **sportscotland**. This option would mean that the clubs would be liable for the ongoing operational costs and risks. There would need to be strong and robust business planning to underpin each proposal. Given the early stage of development and thinking for most clubs this would likely mean that the pitches would not be provided for some time.

- 6.5 In respect of the mechanism for the Council to direct capital resources to club projects it should be noted that it is not possible to borrow to finance a non-Council asset, but it is available to harness Capital Grant for this purpose provided the expenditure would be treated as capital expenditure had it been incurred by the Council. The proposed expenditure would meet this test. There is a further test which requires the expenditure to be consistent with specific legislation in which case we do not need to seek specific Scottish Government consent. It is believed that the Housing Grants, Construction & Regeneration Act 1996 would be compliant legislation as it provides for recreational facilities.

- 6.6 This approach has the added advantage of creating opportunities to increase community ownership and capacity building. It gives the clubs a greater sense of involvement in the development of facilities and has the potential to reduce the ongoing financial impact of facility development for the Council. Practical support for clubs is available from social enterprise organisations such as Senscot and Firstport. A key feature of each of the projects has been local investment usually from the Council that has then been used for match funding with external funding partners. Stenhousemuir FC led the way in setting up a community interest company to meet their longer term ambitions. It would perhaps be helpful to share that experience with more clubs and encourage them with support from Senscot and Firstport as well as **sportscotland** to develop local business plans that could in the longer term bring greater external resources to the area and provide more pitches as originally envisaged when the decision to explore 3G pitches was made in 2009.

### 7. **Key considerations**

- 7.1 A network of 3G pitches has been delivered in the area by others at Stenhousemuir, Grangemouth and Falkirk. Each site offers a level of club, community and public access.
- 7.2 A network of 2G pitches is available for football training within the secondary school estate. It has access challenges in relation to times and charges.
- 7.3 There remains unmet demand for access to 3G provision.

- 7.4 There is approximately £740k in the capital programme for the installation of a 3G synthetic pitch.
- 7.5 In respect of Denny Football Centre it is likely that this option may be able to be funded as **sportscotland** had previously indicated likely support for the funding application for £225k.
- 7.6 **sportscotland** have been encouraging clubs, Trusts and Local Authorities to work more collaboratively to plan for their future development needs taking account of all of the resources available locally.
- 7.7 A number of clubs in both football and rugby are already considering how they might lead a pitch development in their own locality or facility in partnership with relevant local teams.

## 8. Conclusion

- 8.1 The football and rugby community locally and nationally are keen to see growth and expansion in the number of 3G surfaces available in the Falkirk area. The original plan for the Council to lead on the development of a network of pitches looks less likely due to ongoing funding constraints. A number of pitches have been provided by others reducing the overall gap in provision. However there is still capacity for new pitches to be provided. The possibility of replacing existing poor quality grass pitches with new 3G ones offers a significant development opportunity for clubs.
- 8.2 The decision for the Council is to consider whether the resources in the capital programme can be offered as a partnership fund to local clubs to use as leverage for a funding bid to **sportscotland** subject to the appropriate financial approvals or if it should be invested in a Council owned site.

## 9. Recommendations

- 9.1 **That Members decide whether to pursue the original site specific option or the Club led option. If the Club led option is preferred, to seek a further report outlining a mechanism and criteria for clubs to access the Council's funding.**

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Maureen Campbell  
Chief Executive  
Falkirk Community Trust

**FALKIRK COUNCIL**

**Subject: REVIEW OF EXTERNAL FUNDING TO SERVICES FOR PEOPLE WHO HAVE BEEN AFFECTED BY ABUSE**  
**Meeting: EXECUTIVE**  
**Date: 27 MAY 2014**  
**Author: DIRECTOR OF CORPORATE & NEIGHBOURHOOD SERVICES and DIRECTOR OF SOCIAL WORK SERVICES**

**1. INTRODUCTION**

- 1.1 This report presents to the Executive a report considered by the Scrutiny Committee at its meeting on 12 May 2014. The report to Scrutiny Committee outlines the review of services for people who have been affected by abuse and makes recommendations with regards the future of those services and the Council's funding of those.
- 1.2 The Executive is asked to consider the recommendations from the Scrutiny Committee.

**2. RECOMMENDATIONS FROM SCRUTINY COMMITTEE**

- 2.1 Members of the Scrutiny Committee reviewed the information contained within the report attached as appendix A and had a verbal update from the Head of Policy, Technology and Improvement outlining correspondence received on the report from Open Secret and other parties.
- 2.2 Having considered all that information, Members of the Scrutiny Committee approved the following recommendations:
- 2.3 **Note the outcome of the review;**
- 2.4 **Agree that the Council will commission services as described within the specification and enter into Joint Working Agreements with the four organisations based on this specification;**
- 2.5 **In order to achieve the savings agreed by Council, propose that during 2014/2015, Open Secret be provided notice of a reduction in funding of £34,000 during 2014/2015, with a further saving in 2015/2016 of £26,000, equating to a total reoccurring saving of £60,000;**
- 2.6 **Approve that Council Officers enter discussion with Women's Aid to develop a triage service thereby establishing a framework for service provision under the new service specification and reducing the organisations reserves to an acceptable level; and**

- 2.7 **These recommendations be remitted to the Executive for approval.**
- 2.8 In addition to the information presented at Committee and contained within the attached report, Members of the Executive should be aware that an Equalities and Poverty Impact Assessment has been completed and reviewed. This notes that due to the focus of the review there are no anticipated impacts on the services provided directly to users.
- 2.9 It is important that if the Executive approves the recommendations from the Scrutiny Committee, Officers work with each of the four organisations to develop a robust Joint Working Agreement that reflects the service framework, each organisations contribution to that and that monitoring procedures are put in place to ensure each organisation delivers on this.
- 3. RECOMMENDATIONS**
- 3.1 **Members of the Executive are invited to consider the attached report; and**
- 3.2 **Approve the recommendations made by the Scrutiny Committee.**

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**DIRECTOR OF CORPORATE & NEIGHBOURHOOD**

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**DIRECTOR OF SOCIAL WORK**

Date: 14 May 2014  
Ref: ABB0514FC – Abuse Services Review  
Contact Name: Fiona Campbell EXT 6004

### **LIST OF BACKGROUND PAPERS**

1. Equality and Poverty Impact Assessment – Review of Services to People who have been abused.

Any person wishing to inspect the background papers listed above should telephone Falkirk 01324 506004 and ask for Fiona Campbell.



**FALKIRK COUNCIL**

**Subject: REVIEW OF EXTERNAL FUNDING TO SERVICES FOR PEOPLE WHO HAVE BEEN AFFECTED BY ABUSE**  
**Meeting: SCRUTINY COMMITTEE**  
**Date: 13 MAY 2014**  
**Author: DIRECTOR OF CORPORATE & NEIGHBOURHOOD SERVICES and DIRECTOR OF SOCIAL WORK SERVICES**

**1. INTRODUCTION AND BACKGROUND**

- 1.1 During the past 4 years, an annual Corporate Funding Review has been undertaken, making recommendations regarding support allocated to external organisations and identifying potential efficiency savings and areas for further review. These recommendations have formed part of Falkirk Council's budgeting process.
- 1.2 During the 2010-2011 review, Corporate Management Team agreed that where possible, organisations should be grouped by category and reviewed across all Services. The purpose of considering organisations by category is to ensure services are being delivered in line with Council priorities and where further efficiencies are identified, to assess the impact on outcomes. On this basis, one of the groupings identified was services for those who have been affected by abuse. This group comprises Women's Aid, Relationship Scotland – Couple Counselling Central Scotland, Central Scotland Rape Crisis & Sexual Abuse Centre, and Open Secret.
- 1.3 During the 2013/2014 process of presenting information to Scrutiny Committee under the mandatory requirements of Following the Public Pound, Members requested that an additional assessment of performance, areas of duplications and to what extent current service provision achieves good outcomes for service users and best value.
- 1.4 The four organisations funded by Falkirk Council within this field, were commissioned based on their specialist knowledge and expertise of a particular type of provision and to a specific client group. All of the organisations have been supported for a number of years with no significant amendment to the original service specification. In order to ensure that the services commissioned by Falkirk Council align with Council priorities, the Single Outcome Agreement and the evolving national policy context, we must ensure that service specifications are regularly reviewed and developed.

**2. ORGANISATIONAL OVERVIEW**

- 2.1 The four organisations provide a wide range of services for individuals who have been affected by abuse, which currently includes advice, practical support, counselling and advocacy. Information regarding the purpose of each organisation, services currently provided, funding package and performance is contained within Appendix 1. A summary is provided below:

<b>Organisation</b>	<b>Falkirk Council Funding 2013/14</b>	<b>Proportion of Falkirk Council in relation to total organisation income*</b>	<b>Purpose of organisation</b>
Open Secret	£149,442	20%	To work with survivors of childhood trauma, non-abusing parents and families.
Rape Crisis	£15,695	9.14%	To provide a service which works towards the elimination of the effects of rape, sexual assault and child sexual abuse.
Relationship Scotland	£9,353	10.5%	To provide one to one and couple counselling.
Women's Aid	£224,170	69.6%	To support women, young people and children suffering from Domestic Abuse to be and remain safe. Provide advice and information to support recovery.

\* The % has been calculated on the organisations total income. The % highlighted in appendix 3 is of the general fund which are unrestricted.

### **3. OBJECTIVE AND PROCESS**

- 3.1 The objective of the review was to ensure that the most appropriate range and quality of support is provided by the right providers, to those most in need within the Falkirk Council area. In addition, an efficiency saving in the region of £70,000 was identified as potentially being able to be achieved following the implementation of the review findings and commissioning of the approved service framework.
- 3.2 In the context of the review, the definition of services for those have been affected by abuse is any service which provides interventions for individuals who have been affected by any form of abuse including domestic abuse and childhood abuse, non-abusing parents of children who have been subject to abuse and also domestic conflict, particularly where there is an impact on children.
- 3.3 It should be noted that a number of other organisations also provide support for people who have encountered abuse, however they have been secondary within the process as this is not their primary client group or they do not currently receive financial support from Falkirk Council, for example, Falkirk and District Association for Mental Health and Victim Support.

- 3.4 During the process of review, all four organisations have been considered on their own merit in terms of how each can deliver priority outcomes. Any previous internal Council priority ranking has not been relevant to the process. A range of baseline information has been gathered from each organisation including services provided, client numbers referral information, waiting lists, organisational income (including external funding and funding from partner agencies and other Local Authorities). The information was used to determine performance for each organisation. Comparison has not been drawn between the organisations, due to the differing funding and delivery structures within the organisations. Areas of duplications were also identified.
- 3.5 A key output of the review of services for those affected by abuse, is a framework for services. The framework sets out the priority services to be commissioned within the Falkirk Council area and provides a focus for the use of Council resources. Importantly, the framework provides clarity and parameters for the organisations providing services. The framework also makes clear which services Falkirk Council does not consider to be a Local Authority funding priority.
- 3.6 It should be noted that the need of and impact on service users has been central to the process.
- 3.7 National and local strategies have been central to the development of the framework. These have included the Scottish Government's draft Domestic Abuse Strategy, Equally Safe (albeit that the draft is likely to be subject to amendment before final approval), Falkirk's Multi Agency Domestic Abuse Partnership Strategy 2011-14 and the Getting It Right For Every Child (GIRFEC) approach, delivered via the Integrated Children's Services Plan. The wider policy context was also considered, including Child Protection and Adult Support & Protection, Mental and Sexual Health and Wellbeing – all of which have existing local processes that operate in an integrated, co-ordinated way.
- 3.8 The review process has been taken forward by a group of Council Officers, including representatives from Corporate & Neighbourhood, Social Work and Education Services and the Chair of Domestic Abuse Forum. The group agreed the process and participated in all components. The review process included:
- Gathering a range of baseline information from all 4 organisations;
  - Involving Finance Services to provide an analysis of Audited Accounts;
  - Consideration of Council priorities in order to establish a proposed specification for future services;
  - A briefing session for the 4 organisations to describe the process and proposed specification and invite comment and any points of clarification. The session was also attended by relevant Heads of Service;
  - Follow-up meetings with each of the organisations to allow one to one feedback and discussion regarding the proposed shift in funding model and service specification.

#### 4. REVIEW FINDINGS BY ORGANISATION

##### *Central Scotland Rape Crisis*

- 4.1 Rape crisis provide services for those affected by rape and any type of sexual violence, through one to one support and a telephone line which operates during office hours (a national helpline is available for out with office hours). The organisation operates across Forth Valley and is based in Stirling, with 4FTE staff and 2 volunteers. There are currently 19 active service users from Falkirk Council area and no waiting list for support. 75% of referrals are initiated by individuals themselves.
- 4.2 There has been a recent change in the management structure of the organisation and the new manager is actively working to develop partnerships with other organisations, recruit and train volunteers and develop a supervision and support framework for staff and volunteers. Rape Crisis also currently provides a service focussed on awareness raising and prevention, in schools on an adhoc basis. There is currently no formal referral process in place with other organisations in Falkirk, however Police Scotland have recently started to signpost survivors to Rape Crisis as a matter of course. Police Scotland provide no funding to Rape Crisis for this. Stirling and Clackmannanshire Councils have yet to confirm funding for 2014/2015. Given the recent changes within the organisation, Rape Crisis is currently considered high risk and to mitigate this, significant ongoing support should be established.

##### *Relationship Scotland – Couple Counselling Central Scotland*

- 4.3 Relationship Scotland provide specialist counselling for couples and individuals. A wide range of issues are covered through counselling, including domestic conflict, domestic/sexual abuse, mental health, sexual health, financial problems, infidelity, stress and anxiety, ill health, life stages, grief and not coping generally. Working with couples who are at risk of tipping into an abusive situation allows preventative, educational and early intervention work. The organisation operates across Forth Valley and is based in Falkirk. There are currently 2 FTE staff and 12 volunteer counsellors, who are all fully qualified and a bank of 11 receptionists who work across Forth Valley. 33% of referrals come from statutory agencies, 59% through self referral and 4% from other agencies. There are currently 67 active clients within Falkirk and there is a substantial waiting list. Clients are assessed within 4 weeks, priority is then given to those in crisis, domestic conflict or abuse is an issue or where there is a child protection issue.
- 4.4 Relationship Scotland provide a specialist counselling service which is entirely delivered by fully qualified counsellors. As a result of this, the hourly cost of service delivery is high at approximately £60. Relationship Scotland invite clients to consider making a donation towards the cost of the service, which averages at £20 per session, however no client is refused support. It should also be noted that Falkirk Council's contribution equates to approximately £4.60 per hour. Relationship refer client to other organisations for specialist support, but receive few referrals from other third sector organisations.

*Open Secret*

- 4.5 Open Secret provides counselling and support for survivors of childhood abuse and non-abusing parents of children who have been affected by abuse. External funding has also been secured to provide services to young people and children in schools and work within prisons. External funding means that most services are provided across Scotland. 27% of those supported are residents of the Falkirk Council area, including those within prison (308 service users of a total 1,148). Support from Falkirk Council is for organisational infrastructure including recruitment and training of volunteers. Falkirk Council contributes to approximately 20% of the organisations total income. It is also worth noting that although Stirling and Clackmannanshire Councils have previously provided funding to Open Secret, it has been at a low level, totalling £27,927 per annum.
- 4.6 There remains some lack of clarity regarding what service delivery Falkirk Council is paying for over and above infrastructure costs, although Open Secret argue that the external funding secured across Scotland benefits survivors within the Falkirk Council area. Falkirk Council's contribution supports 5 members of staff. The roles of these staff largely relates to the management of the organisation including securing funding, recruiting and training volunteers. 35 volunteers are currently active within the Falkirk Council area, working across a range of projects. Due to the funding structure, adopting commissioning approach to services could be problematic for Open Secret.
- 4.7 Open Secret endeavour to provide a holistic service which the range of needs presented by service users and therefore referrals in and out of the service are minimal. An example of this Open Secret cited a number of services users as having substance misuse issues, however no referrals have been made to local treatment services within the last 6 months. In addition, Open Secret are currently opposed to adopting a triage model, whereby service users access services via a single point, are assessed and passed immediately to the relevant specialist service within the spectrum of support. A benefit to the Open Secret is the experience that has been developed over their 20 years and the unique ability to provide a 'safe area' for survivors in a dedicated building.
- 4.8 Open Secret appear to have shifted their roots in Community Development. When the organisation was established in 1994, strong reference was made to a Community Development approach, which focussed on linking survivors to community resources, breaking isolation and focusing on peer support, volunteer recruitment from local communities and from past service users, rather than providing 1:1 support to service users. The focus of Open Secret was action that helped people recognise and develop their ability and potential. Supporting the establishment of strong communities that control and use assets to promote social justice. That didn't seem to come across from Open Secret as it is now.
- 4.9 A key strength that Open Secrets have is in delivering training which includes survivors in training delivery - hearing the voices of survivors. This type of training is not accredited but very impactful. If this training was produced in partnership, it could be delivered across the areas and be particularly useful to council staff, foster carers etc.

#### *Falkirk & District Women's Aid*

- 4.10 The focus of Women's Aid's service is Domestic Abuse, providing a 3 staged delivery model from crisis management through recovery and then re-integration to community. The service is based and delivered within the Falkirk Council area and over the past 3 years has undergone considerable structure review and development to form a structure that better fits the needs of the client group. Women's Aid employ 8FTE staff and are looking recruit volunteers, but have none at this time. 77% of all referral to Women's Aid come from Statutory and Voluntary agencies, with the remaining 23% being self referral.
- 4.11 The organisation has adopted external quality standards and deliver a range of accredited training. Women's Aid currently refer client to specialist services within other organisations and offer some specialist services through outreach for example, Citizens Advice Bureau provide a service within Women Aid's premises. They have noted the introduction of triage as being a beneficial area of development. As identified within the financial analysis, the organisation holds a considerable level of reserves which are likely to have been gathered from funding allocated by Falkirk Council. This has been a historical decision taken by the Board, however is not sustainable in the current fiscal climate.

## **5. KEY REVIEW FINDINGS**

- 5.1 Overarching key findings have been drawn from baseline information collected, including existing service and partnership work, individual performance and financial structure. Key finding are as follows.
- 5.2 Partnership working is inconsistent, with little formal referral processes in place. There is currently a tendency within some organisations, to endeavour to provide a a range of services to the point that referrals do not appear to be made to other specialist services. This also results in duplication in some service provision.
- 5.3 The nature of the client group means that a relationship of trust must be developed and therefore it could be argued that referral to other organisations may be problematic. It appears that organisations therefore try to develop an expertise across a range of specialisms, out with their own.
- 5.4 Due to the nature of the support provided, the client journey is individual and varies in length and the type of intervention offered. This is a difficult balance and can result in a dependency on the providing organisation.
- 5.5 A lack of partnership working has resulted in a tension between cause and effect. Service users can present at services with mental health, relationship problems, substance misuse issues, criminal behaviour and disclose history of sexual abuse. Where abuse is disclosed as a cause of these issues, the service user has to be ready and capable to work on the cause rather than the effect.

- 5.6 Services must recognise that everyone is different. A triage service could work well to address this issue. Some service users need to work on sexual abuse issues to break the pattern of offending, drinking to excess, toxic relationships with family and/or partners etc, whilst others need to address the pressing problem first e.g. offending, substance misuse, to stabilise before tackling the past, but recognising that the past is impacting on present and future. Some service users would benefit greatly from better integrated services whilst working on issues whilst others need to compartmentalize issues at least to begin with. Some service users are too ashamed to have people know about past abuse details. Part of the journey is to offload the shame and by opening up working in partnership across agencies would help with this and be healthy.
- 5.7 With regard to cause and effect, services report that the symptoms being treated include suicidal intention and coping mechanisms such as substance misuse and self-harm. There are a range of agencies which may be able to provide this support with additional capacity and specialism regarding the cause. The lines are currently blurred between treatment and support services.
- 5.8 There is a lack of consistency regarding quality assurance and accreditation across some of the organisations. This relates to service delivery, staff and volunteer training and training/awareness raising delivered to external organisations.
- 5.9 The funding structures within each organisation vary considerably and in some instances rely on external sources of funding to augment service delivery. The impact of this is that redesign will be challenging for some organisations.
- 5.10 The length of service and experience of organisations is important, but service user outcome is critical. To an extent, there is a focus on organisational sustainability rather than service user outcome i.e. providing service users with the best possible service in a challenging financial climate is key, not the sustainability of any specific organisation.
- 5.11 A critical element to the implementation of a new service model will be to consider the need, views and impact on service users. To date, this has not been undertaken and will be an important next step.

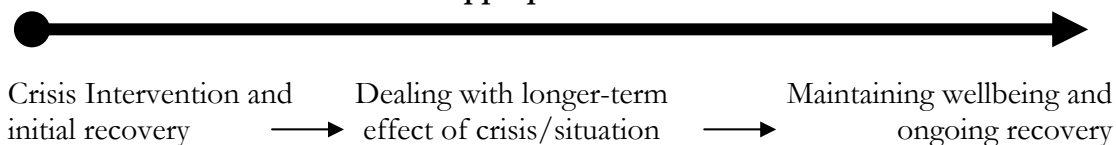
## **6. UNDERPINNING PRINCIPLES OF SERVICE FRAMEWORK**

- 6.1 There are a number of underpinning principles that will guide the delivery of the framework for those who have been affected by abuse. In order to deliver services in the future, we intend to adopt a model of commissioning. This means that going forward, Joint Working Agreements will clearly set out the specific services that we wish organisations to deliver with resources allocated. Performance indicators will be established to ensure that performance is measured in relation to the commissioned services. Future funding will be dependent on delivering agreed services to appropriate standards.

- 6.2 Where all or part of the organisational infrastructure (core) has previously been funded, we expect that Falkirk Council's allocation would be directed to service delivery rather than infrastructure or management costs. In addition, allocations of support made by Falkirk Council must specifically relate to services being delivered within the Falkirk Council area. This must be evidenced within monitoring returns.
- 6.3 With regards to the services we want delivered, we have developed a service framework which sets out what services we would want delivered and those that while we accept are of value, we would not anticipate Council funding supporting. We would anticipate organisations using other funding or support to deliver these services or more importantly utilising other specialist providers.
- 6.4 In order to deliver the model effectively for service users, it is critical that the organisations establish referral protocols to allow specialist, tailored intervention to be provided as required. This will require organisations to understand their own thresholds of entry and limitations of delivery, recognising that each organisation has a specialism and that put together with other providers creates a full and seamless services delivery model.
- 6.5 Referral process should be established between the four organisations in the first instance, but may also include wider partnerships for example Citizens Advice Bureaux may provide specialist welfare/debt, advice, Falkirk Council Housing Service re tenancy, Signpost Forth Valley re substance misuse etc. In instances where a relationship of trust has been developed between a vulnerable client and one organisation, it may be appropriate to pull on specialist input from another organisation on an outreach basis. An example of this the CAB outreach service being delivered within Women's Aid.
- 6.6 Underpinning the delivery of commissioned services will be the Domestic Abuse Forum (which has been remained as Falkirk Gender Based Violence Partnership) and the GIRFEC approach delivered via the Integrated Assessment Framework. The Domestic Abuse Forum is currently re-developing it's own role within the local area. It is expected that the forum will lead and co-ordinate initiatives relating to awareness raising and training as well as contributing to community planning and regional and national engagement. All four organisations will be expected to participate in the Domestic Abuse Forum, as a condition of funding. Contribution and participation in activities led by the forum are not considered to be commissioned services.
- 6.7 Where services are provided for children, organisations will be required to participate in the Voluntary Sector Children Services Forum. The Integrated Assessment Framework is a process designed to wrap services around the needs of the child, as an integrated co-ordinated way, in line with the GIRFEC approach. Participation within this forum will ensure that services can be delivered based on identified need as opposed to an ad-hoc way or in silos. The desired model is illustrated below:



**Continuous spectrum of support relying on partnership working to ensure referral to appropriate service**



**Underpinning work:**

**Domestic Abuse Forum: Awareness raising & training**  
**Voluntary Sector Children's Services Forum: Link to Integrated Assessment**  
**Framework providing co-ordinated response to identified need.**

- 6.8 It is anticipated that organisations will continue to augment service delivery via sourcing external funding. As independent bodies, it is for the organisation to determine appropriate sources of funding however, management costs from core should not be cited within bids unless the project is to support services identified within the framework and can clearly be separated in terms of monitoring and reporting. If funding is secured to provide services out with scope of specified delivery, project costs must be generated on full cost recovery basis, as these services are not considered to be a funding priority for Falkirk Council. In addition, it would be expected that organisations develop applications in consultation with the Domestic Abuse Forum and/or Children's Commission, to avoid duplication and draw on intelligence and expertise available at a local level.
- 6.9 Organisations must continue to be very clear about the specialism provided by the service and also the difference between treatment and recovery services. For example, drug and alcohol issues; a service may provide support to a person to address the underlying issue (cause), but not support interventions to alleviate addiction (effect). Appropriate referral mechanism should be in place with partner agencies.
- 6.10 All four organisations should be registered with appropriate regulatory bodies. This should be determined on an individual basis and may be dependent on the services users own desired outcome, for example where counselling is provided or where there is a specific outcome of secure tenancy, there is a requirements that groups are registered with the Care Inspectorate, therefore service users should be signposted or referred to housing support providers.
- 6.11 In addition, it is preferable that internal training provided is accredited or in line with national standards or a parent organisation. This will ensure consistency of quality. However, as noted in 4.11, there is also benefit in developing training to include the voice of service users. This type of training is not accredited but very impactful. If this training was produced in partnership, it would be beneficial to Council and partners agency staff. This could apply to all of the agencies working with abuse. Training could be commissioned from external agencies if there was clarity regarding learning outcomes and target audience. This would allow Council to set the standard and then monitor and evaluate training to determine how good the training is rather than the provider.

- 6.12 All four organisations will provide services to any individual with an identified need, living within the Falkirk Council area. This may include those with migrant or refugee status, where there is no re-course of public funding. Interpretation services should also be available to clients, where appropriate and reasonable. Council Services can access interpretation and translation services through approved contractors and information is available on the Council intranet.

## **7. SERVICE FRAMEWORK**

- 7.1 The service framework, which is attached as Appendix 2, has been developed on a tiered approach basis. The framework sets out core services and also supplementary services which go beyond the scope of the domestic abuse strategy. This will ensure the services delivered with Council funds be seen in the wider context including a broader range of clients and needs i.e. beyond women and children.
- 7.2 In relation to services which have been deemed as outwith the scope of local authority funding, organisations consideration will have to be given regarding whether the service should be stopped or funded via an alternative source. The impact on service users will of course be important. An equality and poverty impact assessment has been undertaken in relation to the implementation of the new service framework.
- 7.3 To ensure that the right service is delivered to meet the needs of the client, it is proposed that a triage model is developed. This will mean service users access services via a single point, are assessed and passed immediately to the relevant specialist service within the spectrum of support. This approach could be piloted for survivors of domestic abuse, in the first instance, but subject to successful evaluation, could be rolled out to all abuse related services. 3 of the organisations have agreed that a triage model would better support service users, whilst 1 feels that it would not be a beneficial approach.
- 7.4 A period of transition will be required in order to move to model of commissioned services, as opposed to the current model of providing a grant towards overall service provision or to support the organisational framework. It is anticipated that the process will involve the organisations, to a varying extent, considering their own structure to assess ability to deliver the new model of service. It should be noted that the Council's responsibility lies with service users and the provision of quality services, as opposed to maintaining any single organisation. Council Officers will support this process, where possible.
- 7.5 From the outset of any support provided, organisations must make clear that a progressive pathway is established for clients. One of the critical challenges for the organisations within the review is to ensure that service users progress in their journey towards a point where minimal or no intervention is required. It is recognised that this process can take a significant amount of time and may not be linear; it is however, critical that individuals do not become dependent on any one service. One of the impacts of the change to service may be that organisations have less capacity to provide services on a long term basis. This will have to be sensitively managed.

- 7.6 It is anticipated that for some of the organisations, there will be staff impact as a result of the reduction in overall funding. Detailed discussion will need to take place with individual organisations regarding the commissioning of ongoing services therefore any potential impact on staff will emerge from this.
- 7.7 During the process of commissioning the services described within the framework, it will be important to consider that there are a range of local providers who could potentially provide some of the services. For example, Falkirk and District Association for Mental Health provide a range of services for individuals with mental health issues. It is worth noting that approximately 33% clients cite domestic abuse as an underlying factor in their mental health issue.

## **8. FINANCIAL OVERVIEW AND IMPACT**

- 8.1 There is a significant difference in the funding structure of each of the four organisations. Women's Aid and Open Secret receive funding to support the infrastructure of the organisation and service delivery, where as Rape Crisis and Relationship Scotland receive a smaller contribution towards service delivery, which includes an element of management costs.
- 8.2 Appendix 3 provides an analysis of each organisations audited accounts for the period 2012/2013. It should be noted that due to the varying nature of organisational funding package, the impact of changes to financial contribution would significantly vary. All organisations cite staff reduction and reduced services as an impact. The impact of any change to funding approved by Members, will be considered in detail with individual organisations.
- 8.3 Due to the small contribution of funding towards total organisational costs, it appears that with a reduction in funding, Relationship Scotland and Rape Crisis would be able to continue to provide a service, albeit on a reduced level.
- 8.4 69.7% of Women's Aids funding was allocated from Falkirk Council in 2012/13. This payment funds both infrastructure and service delivery. A reduction in funding would result in a reduced level of service. It is however worth noting that typically, organisations will have a policy of having reserves which equal 3-6 months running costs in order to help them cope with any sudden changes to their funding. In 2012/2013, Women's Aid had reserves of £201,466 in their unrestricted fund which represents 93.4%, or just over 11 months of current annual expenditure. Given that Falkirk Council provides the bulk of the unrestricted income, it would seem reasonable to assume that Falkirk Council has contributed to the bulk of this reserve. It is worth noting that for the last two years Women's Aid have been paid for expenditure incurred as opposed to on a block grant basis.
- 8.5 Open Secret cites closure as a possible impact of a reduction in funding. The current model of service delivery relies on the organisations infrastructure being funded by Falkirk Council, with the majority of service delivery being funded via external sources. Open Secret has secured funding to provide services both within Falkirk Council area but also across Scotland.

- 8.6 It should be noted that two significant sources of external funding are due to end by March 2015; £225k grant from Scottish Government and £135k from Inspiring Scotland. There is likely to be a local impact of a reduction in service provision when this funding ceases irrespective of Council decision.
- 8.7 The current funding structure results in a limited ability to change or influence provision due to external funding requirements and pre-determined project start and end dates. It is however acknowledged that the service has been very successful in securing funding to augment Council funding. Moving to a commissioning approach would pose most challenge to Open Secret.

## **9. CONCLUSIONS**

- 9.1 In concluding the review there are a number of conclusions and recommendations some of which relate to the way the Council works with these organisations and others which related directly to the organisations.
- 9.2 The overall conclusion is that on the whole the organisations provide invaluable services to some of our most vulnerable citizens. These services are on the whole valued by their clients, our partners and Council services. Most of the organisations have sought to use the review to take a critical / objective view of the services they deliver and how these can improve and thus have a greater impact on outcomes. However there is not be clear link in some instances between the money the Council provides and the services that are delivered.
- 9.3 In order to make sense of these all the recommendations they have been grouped by topic:

### **In relation to future service delivery:**

- 9.4 Falkirk Council needs to be in a position of specifying and commissioning specific services.
- 9.5 There needs to be clarity about what service delivery we are funding and the outcomes of that provision.
- 9.6 We need to ensure that there is little or no duplication between the specialist services that are commissioned. However linked to this, we need to ensure that specialist services are linked by effective referral protocols to provide a continuum of support for service users.
- 9.7 There is a need to ensure a focus on client need, rather than organisation infrastructure.
- 9.8 A consistent approach to service monitoring is critical. The proposed approach is that a monitoring group be formed with relevant Council Service representatives, including representation from the Domestic Abuse Forum and Children's Commission.

- 9.9 A partnership triage approach should be considered for piloting within the local area. The triage service would provide a point of contact and assessment for individuals, with referral onto appropriate specialist services. The triage model would ensure appropriate access to the correct type of support, without individuals assess the individual specialism of organisations, whilst in a vulnerable position. It is proposed the process be developed and established by one organisation, with the potential for the triage model to be rolled out to wider services i.e. that each organisation could carry out a consistent triage/initial assessment and make appropriate referrals, as required. It should be noted that the option would remain available to individuals make direct contact with organisations of their choice, rather than going through the triage assessment process.

**In relation to budget:**

- 9.10 Organisations should be encouraged to approach partner organisations in the context of Falkirk Community Planning Partnership for support towards services which have a positive impact on their outcomes.
- 9.11 External funding undoubtedly adds value to service provision, and when developed in conjunction with local partners to help to achieve local outcomes, will be endorsed by strategic groups such as the Domestic Abuse Forum and/or the Children's Commission.

**In relation to future budgetary provision across the 4 organisations, it is proposed that:**

*Women's Aid*

- 9.12 During the period 2014/2015, Council Officers enter into discussions with Women's Aid to establish a triage service, operating across all abuse related services and utilising that organisations reserves to provide develop and deliver this service. This would develop an infrastructure to support the roll out of the amended service specification and also help reduce Women's Aid's reserves to a level in line with OSCR recommendations. This approach recognises the alignment of services provided by Women's Aid with Council priorities and also the progress and improvements the organisation has made over the past years. Further consideration will be required regarding sustainability to of the triage service, beyond the 2014/2015.

*Open Secret*

- 9.13 Open Secret's funding be reduced on a gradual basis over the next two years. Open Secret's funding structure and geographic spread of service provision remains an issue in terms of Falkirk Council's outcomes and funding priorities. During the period 2014/2015, funding should be reduced by £34,000. Open Secret have indicated that they could withstand this level of reduction, however further discussion is required regarding where this saving would be made within the organisation. Officers should work with the Board to consider the focus of their provision and how best they could provide services commissioned by Falkirk Council. Continued support for service users should be central to this process.

- 9.14 This would be followed up by a further reduction in 2015/16 of a further £26,000, making the total reduction from 2015/2016 reoccurring, as £60,000. This would reduce the amount paid by the Council annually to £89,000. This graduated reduction would allow Open Secret time to re-organise, focus on the service framework and ensure that resources are aligned with direct service delivery. It again must be emphasised that Open Secret have advised officers that the funding provided by the Council pays largely for their management and administration etc.
- 9.15 If we are unable to develop a commissioning relationship with Open Secret, there are a number of local providers who could potentially provide a similar service, albeit without the considerable experience that Open Secret has gained. In addition Members should be aware that 2 significant stands of external funding used by Open Secret to deliver services will stop during 2014/2015, which will result in a reduction in service provision irrespective of the Council decisions on funding.

*Rape Crisis*

- 9.16 Rape Crisis is currently in a period of transition and development. There is a willingness within the organisation to develop the service provided in the Falkirk area, including improving relationships with other local service providers. It is anticipated that the organisation will require support to develop, which will have a resource implication on Officers. Funding could be maintained for the 2014/2015 period, with close monitoring. Given the recently established procedure of referral by Police Scotland, the organisation should enter into discussion with Police Scotland regarding the possibility of future funding.

*Relationship Scotland*

- 9.17 Relationship Scotland provides a specialist counselling service. The service is comparatively expensive; however Falkirk Council's contribution is small and the qualifications and on going personal supervision and development counsellors undertake, ensures quality. The impact of a reduction to funding would be reduced service within Falkirk Council area. The demand for the service is high and there is currently a considerable waiting list.

## **10. RECOMMENDATIONS**

**Members are invited to:**

- 10.1 **Note the outcome of the review;**
- 10.2 **Agree that the Council will commission services as described within the specification and enter into Joint Working Agreements with the four organisations based on this specification;**
- 10.3 **In order to achieve the savings agreed by Council, propose that during 2014/2015, Open Secret be provided notice of a reduction in funding of £34,000 during 2014/2015, with a further saving in 2015/2016 of £26,000, equating to a total reoccurring saving of £60,000.**

- 10.4 Approve that Council Officers enter discussion with Women's Aid to develop a triage service thereby establishing a framework for service provision under the new service specification and reducing the organisations reserves to an acceptable level.
- 10.5 These recommendations be remitted to the Executive for approval.

.....  
**DIRECTOR OF CORPORATE & NEIGHBOURHOOD**

.....  
**DIRECTOR OF SOCIAL WORK SERVICES**

Date: 10 April 2014  
Ref: ABC0514LM – Abuse related Services  
Contact Name: Lesley McArthur

#### LIST OF BACKGROUND PAPERS

1. NIL

Any person wishing to inspect the background papers listed above should telephone Falkirk 01324 506260 and ask for Lesley McArthur.

### **Review of Domestic Abuse Services – Falkirk and District Women's Aid Overview**

#### **Purpose of the service**

The service objective is to support and advise women and their families who have or are currently affected by domestic abuse, assisting them to lead fulfilling lives in which they are placed in charge of their recovery.

In delivering services to women and their families affected by domestic abuse it is often recognised that they may have a wide range of complex issues including psychological damage, addictions, anger management and mental health. One agency cannot have all the multi disciplinary skills that are required to deliver such a service therefore a multi agency response provides the best model of delivery.

#### **Service Provided**

Falkirk and District Women's Aid introduced a three stage trauma recovery service delivery model during 2013. This service aims to ensure that the safety and recovery of women is fully addressed.

#### **Stage One – Recovery**

This is primarily focuses on safety ensuring that the clients are given practical support and advice. By using an individual Risk Assessment Coordinated action against Domestic Abuse (CAADA DASH) the safety of women will be the initial activity at this stage. Support will then progress to support women to resettle in either temporary or permanent accommodation through the provision of practical housing support.

#### **Stage Two – Recovery**

Stage two recovery address the trauma itself once stage one has been completed. Not all women will require stage two but those who do received either one to one or group support to begin to understand the trauma they have experienced to allow them to recover from the trauma.

#### **Stage Three – Recovery**

The stage three recovery service addresses the women's integration into her community, developing assertiveness and utilising healthy peer support mechanisms to assist with community development and community integration. It aims to move from existing to living. It recognises that women often become dependant on the support of the service and never fully move on from their experience to live and independent life. Stage 3 therefore aims to ensure that they are able to move on from the service, reengage in a community and become independent.



## **Structure**

The organisational structure incorporates a crisis support team for stage one recovery, a crisis Support Team Leader, a Children and Family Worker to work with Children and families, a Community Development Team Leader to lead Stage three recovery and takes forward integration work and volunteer development. Further sessional support workers are utilised to focus on awareness raising, early intervention and prevention work.

The delivery of services focuses on delivery of one to one crisis support and group work for stage 3 recovery clients.

## **Additional Funding / Services**

- Court Support - Advocacy Service (Independent Domestic Abuse Advocate (IDAA))
- MARAC Support
- Violence against women and girls (Scottish Government) – Grant
- Children and Young People (Scottish Government) - Grant
- In house counselling service
- Additional Awareness Raising to schools and colleges

Outwith DAF approach by Larbert, Grangemouth and Denny, and a primary school pupils/staff awareness raising where to access services, what is domestic abuse

- Supporting Male Survivors
- Funding Bids

## **Court Support**

FDWA have also secured funding from the Community Safety partnership to deliver a court support service. This service supports victims involved in the criminal justice system providing access to dedicated, consistent and immediate support throughout their court process by:

- supporting vulnerable witnesses through the criminal justice system with a view to improving numbers attending at court
- empowering female victims of domestic abuse to give credible evidence at court thus improving conviction rates

The project was established from evidence illustrating that between November 2012 and April 2013 67 key witnesses did not attend at court, the majority of which were women.

The Court Support Pilot emulates recognised good practice currently taking place in Glasgow and Fife. Both areas have established support systems which have demonstrated an increase in the numbers of women appearing at court and giving credible evidence once there.

Early feedback from the Falkirk Cluster Court suggest - that more trials are running now that the court support pilot is up and running (ie more women are turning up and giving evidence) and they are hoping to get funding to replicate the service across Forth Valley.

### **Multi Agency Risk Assessment Conference (MARAC)**

The MARAC is a multi agency group of public and voluntary organisations working in partnership to address the needs of high risk, repeat victims of domestic abuse who have been assessed through the CADDA risk assessment tool. Victims are allocated an Independent Domestic Abuse Advocate (IDAA) who will work with the client to support them with safety assessments, coordinating multi agency support plan and provide a court support role. This process works in union with current mechanisms such as child protection, the Caledonian project (support for court mandated perpetrators), Multi Agency Tasking and Coordination Group (MATAC).

### **Violence against women and girls (Scottish Government) - Grant of £29,234 up to 2015/16**

This service offers structured interventions of support to women through one to one support and also delivering a rolling programme of personal development workshops which support women, in identifying and addressing individual support needs in relation to the following; making sense of domestic abuse, Assertiveness, self-concept and self-esteem, communication, resilience, conflict, relationships, effective responses to stress and anxiety, supporting health and wellbeing and developing and committing to personal life plans. This fits with stage 3 of the recovery model.

### **Children and Young People (Scottish Government) - Grant of £61,630 up to 2015/16**

The service offers one to one support and group work to children from aged 3 through to 18. The service has developed outcomes based on the wellbeing indicators identified within the GIRFEC practice model. The service will also work in partnership with appropriately trained colleagues to deliver parenting programmes.

### **Crisis Support service in the Emergency Department**

A pilot service was delivered in the Forth Valley Royal A&E department over the festive season which Forth Valley NHS funded. This service was established to initially build relations with A&E staff and consider ways in which this type of service delivery may be improved and enhances. Initial reports suggest that the pilot was successful and an outcome report is being developed to submit to Forth NHS.

A bid has been lodged with the Forth Valley NHS Endowment steering group to fund this service on a longer term basis.

### **In house counselling service**

Counselling is provided to existing clients through the Stage 2 service. A member of staff works 2 days a week taking referrals from the crisis support team to provide Cognitive Behaviour Counselling. This service has been developed as part of the service delivery for the stage 2 recovery and fits with recommendations by NICE and world health organisation to deliver CBT counselling for those affected by post traumatic stress.

### **Additional Awareness Raising to schools and colleges**

Outwith DAF approach by Larbert, Grangemouth and Denny, and a primary school pupils/staff awareness raising where to access services, what is domestic abuse

### **Supporting Male Survivors**

This is a new service that the organisation is working towards. Currently 6 men have been supported however there are difficulties in providing support and services to men in the current office. There is a recognised need that a separate office would be required for access however the demand for the service needs to be ascertained before this is moved forward. Further evidence will be gathered during 2013/14 to support a possible service roll out to male survivors of domestic abuse.

### **Leading Lights Accreditation**

FDWA are currently looking at working toward Leading Lights Accreditation which is a national quality accreditation tool run by CADDa specifically for domestic abuse services. It focuses on the quality of the service provision, governance, funding, multi agency working focused around nine service standards.

It is increasingly being noted as a quality mark for domestic abuse services and recognised by commissioners across the UK. There is currently one organisation in Scotland who has achieved this accreditation.

### **Care Inspectorate**

FDWA have for a number of years been registered through the Care Inspectorate for the delivery of housing Support services. Their recent Care Inspectorate report (July 2013) noted scores of 4 for Quality of Care and Support and Quality of Staffing Quality of Management and Leadership.

### **LGBT Charter Mark**

FDWA have recently been award the LGBT Bronze Charter mark which encourages and challenges the organisation to demonstrate their commitment to LGBT people in their local area.

## Funding Bids

FDWA is current awaiting approval of a stage 2 lottery funding bid to assist in the provision of a physiologist to work on a one to one basis to provide therapeutic interventions, support for a befriending service which will be delivered by volunteers and the administration to source independent accommodation for women who require resettlement in the Falkirk area through the rental of properties from Private landlords and housing associations.

## Performance

FDWA have noted a considerable amount of improved performance over the last two years whilst seeing a marked increase in the numbers of people approaching their service. They are currently building on their performance monitoring in 2014/15 and moving to OASIS performance management system where they will be able to fully extract information that will inform them about the impact of their service to the Falkirk community.

	2012/13
Referrals	310
New support Plans (New Clients)	262
No of children offered support and services	611

	2013/14 to Dec 14
Referrals	305
New support Plans (New Clients)	272
No of children offered support and services	493

Total numbers of clients over last 2 years supported by stage 1	- 1217
Total numbers of clients over last 2 years supported by stage 2	- 27
Total numbers of clients over last 2 years supported by stage 3	- 851
Number of MARACH referrals August 13 to March 14	- 31

## Unit Cost

Permanent Full Time staff Estimated £14.83 an hour  
Sessional staff £14 an hour (Youth work, therapy sessions etc)

## Information on shared services / multi agency working

As mentioned above the organisation is fully integrated into the GIRFEC and MARAC groups.

**Template for baseline information collection: Organisations who provide a service to those who have been affected by abuse**

- Please provide a short answer to each question e.g. use bullet points rather than extended narrative.
- Text boxes will increase as text is entered, therefore forms should be completed electronically.

Name of Organisation:		Central Scotland Rape Crisis & Sexual Abuse Centre				
Total Cost of Core Service 12/13:		Funding from Falkirk Council 2013/14:		Funding from other Local Authorities 2013/14:		
£92,884		£15,430.00 per annum		Clackmannanshire: £14,320.48 Stirling: £14,625		
Key Objectives of Organisation:		The primary purpose of Central Scotland Rape Crisis & Sexual Abuse Centre is to provide a free and confidential service throughout Falkirk, Clackmannanshire & Stirling areas, which works towards the elimination of the effects of rape, sexual assault and child sexual abuse. To provide a holistic service of emotional support and practical information.				
Core service currently provided:		Recruitment of volunteers. Training of volunteers enabling them to provide a high standard of service to survivors. Provision of a telephone helpline as an initial contact point. Short or long-term face to face support for survivors, their families and friends. Advocacy service with regard to legal and medical issues for survivors. Training to Police Scotland; Raising awareness workshops and presentations to voluntary, statutory and community groups. Workshops for senior students within secondary schools. Training and information sharing for statutory and voluntary agencies.				
Who are the beneficiaries of the core service?		Survivors of sexual violation; their families and friends; Police Scotland; voluntary and statutory agencies; Senior students with secondary schools; Students in further education and the general public within the wider community.				
How many people accessed the core service 2012/13?	Total Active Client numbers at 28/2/14	Active clients re-referred at 28/2/14	No. of people on waiting list for service at 28/2/14	Average length of time before service commences	Do you provide triage service identify emergencies?	Percentage of waiting list who receive a service
194 (63 Falkirk)	19 (9 Falkirk)	6	No waiting list	Within 7 days	In talks to provide future service	N/A
Please list sources of referral to the core service (including self-referral)					By % of total clients	
Self- 75%; Family/Friends- 4.14% ; Psychological Services- 4.14%%; Police- 6.51% ; VIA- 2.36% ; Victim Support - 2.36%; Social Services- 5.33%; Education-0.59%;						
Additional services/projects currently provided:		Central Scotland Youth Project Male Survivor Support Project				
Who are the beneficiaries of the projects/additional services?		Young people within Secondary Schools (11-15 years) on an annual ongoing basis. PSE teachers and people within the wider communities (inc parents, youth clubs special needs clubs, assessment units) through affecting attitudinal change of the young people regard to violence of all kinds.  Male survivors of sexual abuse over the age of 13				
How many people access the project/additional service per annum?		Approximately 6345  TBA				

How many people accessed additional service 2012/13	Total Active Client numbers at 28/2/14	Active clients re-referred at 28/2/14	No. of people on waiting list for service at 28/2/14	Average length of time before service commences	Do you provide triage service identify emergencies?	Percentage of waiting list who receive a service
YP – 6345	N/A	N/A	N/A	N/A	No	N/A
Please list sources of referral to additional services (including self-referral)					By % of total clients	
N/A					N/A	
How are additional services resourced? i.e. via Lottery, Trust and if yes, what?	Robertson Trust: £15,000 (YP) Survivor Scotland: £20,000 (MP)					
Key achievements during 2013/14:	Youth Project: 1. The implementation of peer educators and the development of the Focus Group. 2. Youth Worker achieving Ambassador status with CEOP Internet Safety and she is now training interested parties in this. 3. Core: Continuing the provision of service. 4. Adherence to National Service Standards for Rape Crisis & Sexual Abuse Centres. (Copy available for funding bodies) 5. Security of tenure assured (if required) until 2022					
Key issues during 2013/14:	Continually seeking and applying for funding for the continuance of an 'established' project. Uncertainty of continuance of funding for the Youth Project.					
How do you handle any service request that you cannot provide?	By working in partnership with other agencies and referring on to the relevant agency.					
Have you identified any areas of your service that you would like to improve or develop in 2014/15/16? If yes, what?	1. Working towards adherence to UK National Service Standards for Rape and Sexual violation. 2. Work in partnership with Police and NHS to establish on-call service – seek funding					
How do you know that this improvement/s or development/s is needed?	1. Working towards Accreditation of the NSS and thus accreditation for our service. 2. This database will serve to collate statistics for Scotland and bring about more cohesion for Rape Crisis & Sexual Abuse Centres in Scotland.					
What other organisations do you work with and/or refer on to?	Psychological Services, NHS, Police Scotland, Women's Aid. We are part of local Domestic Abuse Forums and liaise with the other agencies within these forums.					
Does your organisation provide any external training? If yes, what?	We provide training to the Sexual Offences Liaison Officers within Police Scotland. We also provide training which is tailored to meet the needs of agencies and education personnel.					
Please delete any of the themes of the Council's Corporate Plan that you don't feel are relevant to your organisation:	<ul style="list-style-type: none"> <li>• Further developing a thriving, sustainable and vibrant economy</li> <li>• Continuing to improve the health, safety and well being of our citizens and communities</li> <li>• Increasing our efforts to tackle disadvantage and discrimination</li> </ul>					

**Thank you for taking the time to complete this form. Please return it to your Monitoring Officer.**

**Template for baseline information collection: Organisations who provide a service to those who have been affected by abuse**

- Please provide a short answer to each question e.g. use bullet points rather than extended narrative.
- Text boxes will increase as text is entered, therefore forms should be completed electronically.

Name of Organisation:	Relationships Scotland – Couple Counselling Central Scotland		
Total Cost of Core Service:	Funding from Falkirk Council 2012/2013:	Funding from other Local Authorities 2012/2013	
£86795	£9353	Support in kind (premises) Stirling £5760 Clacks £3960	
Key Objectives of Organisation:	To improve the lives of people in our community by providing high quality, professional one to one counselling or couple counselling no matter age, sexual orientation, social standing, married, separated, divorced, choice of religion, ethnic or cultural backgrounds as a right not a privilege.		
Core service currently provided:	<ul style="list-style-type: none"> <li>• Relationship Counselling for individuals or couples experiencing difficulties whether in a relationship or not.</li> <li>• Psychosexual Therapy for couples or individuals who have sexual problems and taking care of sexual health</li> <li>• Support for Vulnerable Women</li> <li>• Support for couples and individuals for those experiencing Domestic Abuse</li> <li>• Supporting couples with young families who are in crisis to assist in stabilising the home giving children the best start in life.</li> <li>• Support for perpetrators of domestic abuse who wish to change their behaviour</li> <li>• Generic individual counselling</li> <li>• Specialist counselling support for over 50's</li> <li>• Specialist risk assessed domestic and sexual abuse - we work in partnership with statutory agencies to give time to people who cannot cope with their day to day lives including those that are experiencing flashbacks of childhood abuse. Domestic abuse is a spectrum and we see people out with the criminal justice system for early identification, de-escalation and prevention work towards change and stabilisation. Verbal, psychological, emotional, mental, stalking, controlling and jealous behaviour, and financial abuse are also prevalent as well as violence.</li> <li>• Specialist risk assessment for mental health issues and suicide</li> <li>• Specialist service for over 50's.</li> <li>• We deal with many different areas including domestic/sexual abuse, mental health, sexual health, financial problems, infidelity, stress and anxiety, ill health, life stages, grief and not coping generally.</li> </ul>		
Who are the beneficiaries of the core service?	<ul style="list-style-type: none"> <li>• Couples, individuals, families, children and young people. The work we do and the difficulties/problems that are in our community are many.</li> <li>• Individuals not in a relationship with issues such as mental health, self esteem and confidence, financial worries, general ill health (sometimes when the aetiology is not known), feeling down and not coping</li> <li>• Families - we help to stabilise the home in which children are vulnerable. We support parents to be better parents. Young parents in crisis are given priority.</li> <li>• Older people life stages - we support people who are going through life stages that are difficult for example ill health</li> </ul>		

		<p>that affects the relationship to help partners to cope.</p> <ul style="list-style-type: none"><li>• Vulnerable young adults sexual health support - we help to educate sexual health issues therapeutically including safe sexual practice</li><li>• Adult sexual relationship therapy for those of all ages. This is a highly specialised therapeutic area of work that includes a medical model dealing with effects of illness, aging, medication and psychological factors impacting on intimacy Also encompassing sexual and internet addiction</li></ul>				
How many people accessed the core service 2013 520 (233 Falkirk)	Total Active Client numbers at	Active clients re-referred at	No. of people on waiting list for service at 17/3/2014	Average length of time before service commences	Do you provide triage service identify emergencies?	Percentage of waiting list who receive a service
involving 320 children (150 Falkirk) (some of whom were affected behaviourally, at school or emotionally)	55	Clients referred to statutory services/other organisation 3 but still being seen within our service	113	Intake 4 weeks Priorities 3/4 weeks Non-priorities 8/10 weeks	We identify domestic abuse, crisis intervention and child protection	100% receive a service
Please list sources of referral to the core service (including self-referral)					By % of total clients	
Statutory Services				172	33%	
Self Referrals				198	38%	
Other Agencies				19	4%	
Publicity/Website				103	19%	
Friend				19	4%	
Other				9	2%	
Additional services/projects currently provided:		Re-shaping care for older people (ends March 2013) Crisis intervention for any clients who present with abuse issues we provide emergency risk assessment Volunteer Co-ordinator (ends July 2014)				
Who are the beneficiaries of the projects/additional services?		Re-shaping care – anyone over 50 who is experiencing the challenges as they move through life stages including many grandparents. Ill health of self or partner, redundancy, family issues, bereavement etc.  Domestic abuse - Crisis intervention - women who are experiencing all aspects of domestic abuse Men who are non-violent who wish to change their behaviour				



		Couples many of whom have young children who are not coping and are moving toward being in a violent situation.				
		Vol Co-or to encourage volunteering, through recruitment organising and delivering training and going out into the community to deliver talks and presentations and supporting current and all new volunteers				
How many people access the project/additional service per annum?		***** Re-shaping care – 60 DA Crisis intervention – 77 Volunteer Co-or – new volunteers 10 – talks etc 50 – in house intake training 4 – organising training 20				
How many people accessed additional service	Total Active Client numbers at 17 <sup>th</sup> March, 2014	Active clients re-referred at 17 <sup>th</sup> March, 2014	No. of people on waiting list for service at 17 <sup>th</sup> March, 2014	Average length of time before service commences	Do you provide triage service identify emergencies?	Percentage of waiting list who receive a service
*****See above	12	Clients referred to statutory/other organisations 6	Re-shaping care 14  D/A crisis Intervention 10	4 weeks (earlier for crisis intervention)	Crisis intervention risk assessment Identify escalation of abuse and violence and also child protection issues Aid recovery work	100%
Please list sources of referral to additional services (including self-referral)					By % of total clients	
Re-shaping care Self referrals 22 Other agencies 22 Statutory services 16  D/A crisis intervention Self referrals 37 Statutory services 40					36% 36% 28%  48% 52%	
How are additional services resourced? i.e. via Lottery, Trust and if yes, what?		Scottish government Re-shaping care £ 32064 (April 2013 – March 2014) D/A crisis intervention £ 898.14 (Sept, 2013 fundraising event) £ 1780 (Foundation Scotland) ( one funding application outstanding) Volunteer co-ordinator £10000 (awards for all)				

Key achievements during 2013	<ul style="list-style-type: none"> <li>• Introduction of robust Risk Assessment system and training for all Intake Workers and Counsellors - ongoing</li> <li>• Scottish Government Strategic partner in recognition of our work in supporting families and young children</li> <li>• Completed all local and National policies and procedures (child protection etc) and distributed to all staff via CD - ongoing</li> <li>• Key contributor to developing a national evaluation tool for client outcomes – ongoing</li> <li>• Key contributor in shaping national policy of Scotland wide Relationships Scotland through political engagement</li> <li>• Key contributor of developing sexual and online addiction services</li> <li>• Working in partnership with Stirling University to undertake evaluation work, research and marketing</li> <li>• Continue to take counselling placements from Strathclyde and Edinburgh University with a mentoring programme</li> <li>• Key contributor in meeting with Ministers in Government to raise awareness of the importance of Relationship and Family support</li> <li>• Delivered 55 workshops/meetings/presentations in the community</li> <li>• Formed 26 new relationships</li> <li>• Supported 6 multi agency partnerships</li> <li>• Networked, accessed or attended 4 cross party groups at Parliament relevant to our work</li> <li>• Key driver in instigating a focus group for domestic abuse with Criminal Justice to form more partnership working in order to capture people under the Criminal Justice “Radar”.</li> <li>• All Volunteer counsellors awarded or working towards diploma status</li> <li>• All Volunteer Counsellors on the registers of Relationships Scotland, COSCA, BACP, COSRT and UKCP</li> <li>• Key contributor to take forward Governmental Registration of Counsellors</li> <li>• Manager continues to meet with many other organisations in order to be pro-active in encouraging partnership working</li> <li>• Secured the national contract with the Armed Services and Relate to deliver counselling to Armed Services personnel and also to Veterans</li> <li>• Secured funding from re-shaping care for older people to deliver a bespoke counselling service for over 50's</li> <li>• Secured funding to employ a volunteer co-ordinator to support existing volunteers and source new volunteers</li> </ul>
Key issues during 2013	<ul style="list-style-type: none"> <li>• Difficulty in obtaining funding to train new counsellors at a cost of 5500 pounds per student</li> <li>• Funding for counselling in general is difficult as there is low recognition for the preventative work that is done via our work</li> <li>• Clients contributions have reduced due to the economic climate and as we have little core funding this will have a major impact on our service. We still provide support to clients who have financial worries through redundancy, failed businesses and other job losses.</li> <li>• Volunteer support is limited due to financial constraints e.g. to meet professional standards and registration requirements counsellors have to personally meet the costs for annual CPD and top up training.</li> <li>• Supervision costs are required to be provided for all counsellors to comply with the Professional Code of Ethics for Counsellors and this costs us 35 pounds per hour for every 12 sessions given. This is a major drain on our resources.</li> <li>• Two staff (one f/t and one p/t) have to cope with running and managing the service for the whole of Forth Valley. It is</li> </ul>

	<p>increasingly difficult to cope with funding, development and attending meetings with so few staff. We could do so much more in the community to support families with more resources.</p> <ul style="list-style-type: none"> <li>• Key staff salaries unfunded with no increases awarded for the last three years</li> </ul>
How do you handle any service request that you cannot provide?	As we risk assess everyone immediately who approaches our service this ensures that anyone whose needs we cannot meet are signposted/given information about what is appropriate and available to them.
Have you identified any areas of your service that you would like to improve or develop in 2013 If yes, what?	<ul style="list-style-type: none"> <li>• Develop training to work with perpetrators of domestic abuse who are not eligible to enter the Caledonian programme. National training identified and to be delivered this year</li> <li>• Develop a young peoples' service for those affected by family issues such as family breakup, abuse etc. National training identified and will be delivered this year</li> <li>• Develop a family counselling service for those families who are struggling with issues around damaging family dynamics and also historic factors in current behaviours. National training identified and will be delivered this year</li> <li>• Develop a sexual and online/porn addiction service (Non-offending behaviour). National training identified and will be delivered this year.</li> <li>• National prison project (Roots out of prison) to help reduce the instance of re-offending and to help prisoners cope and rebuild their relationship prior to release. Relationship breakdown is a major contributor to re-offending. A high proportion of offenders have experienced abuse of some kind in their childhood. Hoping to roll out in this area soon.</li> <li>• Support the development of support in schools to compliment the SHARE programme to promote positive relationships and educate young people in this aspect of their lives. Also to support those who have a negative view of relationships through their own personal experience of an abusive relationship or where they have experienced sexual/domestic abuse at home. This is an investment in our young peoples' future.</li> <li>• Develop a service for those who are struggling with a break-up or are bereaved if their partner dies.</li> <li>• Provide more support for sexual health.</li> <li>• Source more support for relationships support in the older community (re-shaping care year 2 been turned down)</li> <li>• Support the development for appropriate referrals from Criminal Justice and also to recognise that we can support more families struggling to cope with DA who are out with the CJ system</li> <li>• Develop a service for Armed forces personnel suffering from trauma/ relationships breakdown.</li> <li>• Develop a services for Veterans trying to adjust back into their communities particularly those within the criminal justice system.</li> </ul>
How do you know that this improvement/s or development/s is needed?	<p>We know this as in the course of work we have identified where the gaps lie e.g working with male perpetrators of domestic abuse is a service we cannot provide at this time.</p> <p>We can work with men who are motivated to change their behaviour.</p> <p>Our client evaluations are clear about the health benefits that high quality, professional counselling can deliver.</p>
What other organisations do you work with and/or refer on to?	<p>We refer/give information about all organisations/statutory services that provide services in the community that we do not.</p> <p>Even if signposting takes place we quite often retain the client as extra support in their relationship but only if they are fully able to engage in the process</p>

<p>Does your organisation provide any external training? If yes, what?</p>	<p>We have no resources to do this locally but our national office have a programme of training for CPD, certificate and diploma Training available for external candidates and our own volunteers</p> <p>Diploma in Relationship Counselling is fully validated by COSCA and credit rated by Napier University Masters Level 9          Relate Diploma in Psychosexual Therapy is credit rated by Doncaster University Masters Level 9 and fully accredited by College of Sexual and Relationship Therapy          Certificate in Couple Counselling is a post graduate course for counsellors who already hold an accredited Diploma qualification and is fully validated by COSCA as a specialist course          Diploma in casework supervision fully validated by COSCA</p>
<p>Please delete any of the themes of the Council's Corporate Plan that you don't feel are relevant to your organisation:</p>	<ul style="list-style-type: none"> <li>• Continuing to improve the health, safety and well being of our citizens and communities</li> <li>• Increasing our efforts to tackle disadvantage and discrimination</li> </ul>

**Thank you for taking the time to complete this form. Please return it to your Monitoring Officer.**

## **Open Secret**

### **Background**

Open Secret was established in 1994 to work with survivors of childhood sexual abuse or trauma. They work with survivors of all ages. The organisation provides a service across the Forth Valley area including the Local Authorities of Clackmannan, Falkirk and Stirling. It also provides a service to West Lothian.

Open Secret is an independent community based organisation. The core service funded by Falkirk Council provides:

- Free confidential services to survivors of childhood sexual abuse
- Support to partners and friends
- Support to other workers and organisations working with childhood sexual abuse issues
- Support for non-abusing parents of children who have experienced sexual abuse (Parent Support Worker)

They achieve this through a range of service interventions which include:

- Counselling
- Direct Support work
- Group Work
- Befriending
- Advocacy
- Training to other organisations
- Campaigning and awareness raising
- Resource library

Open Secret has also been successful in sourcing other grant funding. In this regard their service is not limited to the Forth Valley Area but has a wider Scotland position.

The following services are provided in addition to the core service:

- Services for children, young people and families
- Homelessness support
- Prison services (Scotland wide)
- EMDR/ EFT\* service in partnership with NHS Forth Valley (Scotland wide)
- Complementary Therapies Service (Scotland wide)
- In Care Survivors Service Scotland (ICSSS)
- Ethnic Minorities Service (in partnership with Central Scotland Racial Equality Council)

\*EMDR – Eye Movement Desensitization and Reprocessing  
EFT – Emotional Freedom Technique

## **Service profile**

In total Open Secret worked with 1,148 (972 new and 176 existing) people during the financial year 2012/2013 of which 268 were Falkirk citizens. The number of Falkirk citizens increases to 308 when those within the Scottish prison service are included.

The largest number of Falkirk referrals was self-referrals (153) with statutory agencies being second with 67.

The average waiting time from referral to start of service is 4 weeks with the average intervention being just under 9 sessions. Although length of intervention is specific to the individual and as such can be longer or shorter.

Through a wide range of interventions Open Secret provide a holistic approach to working with survivors of abuse.

Direct 1 to 1 counselling was provided to 214 people from Falkirk. Art Therapy, Creative writing, gardening group, fund raising group, service user support group and parents group are other supports provided.

The Complex Trauma Service provides EMDR / EFT therapy through Open Secret with funding from Survivor Scotland. This service is provided in partnership with NHS Forth Valley and enables quicker access to these therapies for Forth Valley residents.

## **Funding**

Source	Amount	Timescale
Falkirk Council	£149,442	Reviewed annually
Stirling Council	£12,120	Reviewed annually
Clackmannan Council	£15,807	Reviewed annually
West Lothian Council	£37,802	Reviewed annually
Scottish Prison Service	£75,121	Reviewed annually
Scottish Government ICSSS	£225,000	March 2015
Survivor Scotland	£50,000	October 2014
Inspiring Scotland	134,967	June 2014
RS MacDonald Trust	£10,000	March 2014
Big Lottery	£22,229	March 2015
FV Health Board ( Stirling and Clackmannan)	£17,306	annual
Community Jobs	£25,716	varies

Open Secret has a history of successful fund raising as can be seen from the table above. They continue to pursue alternative and additional funding. They are cognisant that sources of funding are due to end and if no alternative or continuation can be found have advised that they will stop the associated activities and services.

They have advised that they consider the core service to the Forth Valley and Falkirk Council area as a priority. However they also advise that if additional sources of funding were not pursued and obtained the grant funding received from Falkirk Council would be insufficient to cover the whole cost of the core service. If the grant funding from Falkirk Council were reduced they would need to lose staff hours and depending on amount, staff posts. Further there is a threshold whereby the viability of the service continuing would be compromised.

Audited accounts are submitted to the Falkirk Council monitoring officer annually. These accounts are reviewed by officers from Falkirk Council finance services.

The 2012/ 2013 audited accounts were submitted by Open Secret and have been reviewed by Falkirk Council finance services.

The financial position has been assessed as follows:

Income was greater than expenditure in the general (unrestricted) fund and the restricted fund. The reserves policy sets a target equivalent to 6 months of expenditure on the unrestricted fund which would require £116,010. Actual reserves were £51,693. The accounts state that they plan to address this with fundraising and full cost recovery in funding applications. The Board of Directors are satisfied that the level of restricted reserves is sufficient due to the funding secured with a good spread of funding services.

Falkirk's contribution to the General Fund represents 63% of income, with the other main contributors being Clackmannanshire Council, Forth Valley Health Board, Stirling Council, other grants and generated income.

The organisation's running costs on the general fund were:-

Staff	73%
Volunteers	1.5%
Premises, training, admin, etc.	<u>25.5%</u>
	<u>100.00%</u>

No concerns are indicated by the analysis of the accounts and the Creditsafe rating report.

A number of grants on the restricted fund are scheduled to finish by the end of 2015. In particular, a £225k grant from Scottish Government and £135k from Inspiring Scotland. If no other sources of funding or continuation of existing grant funding due to end is not obtained then Open Secret's total income will reduce by 46% by end March 2015.

### **Staffing – Falkirk Service**

There are 5 members of the core staff group – Chief Executive, Depute Chief Executive, Parent Support Worker, Finance Admin and reception admin.

There are 39 volunteers recruited, trained and supported by Open Secret.

They have 20 registered /qualified counsellors.

Taking account of all service provision and funding sources Open Secret employ 31 members of staff.

### **Summary**

Open Secret is a well-established and valued service. 2014 will mark 20 years of operation. They have in recent years been successful and skilled in identifying and obtaining other sources of grant funding. As such they have grown substantially over the last 6 years and have established a national profile.

Open Secret recently received the King's Fund Impact Award being one of only ten organisations from 400 applicants to do so. Of the successful 10 organisations Open Secret is the only one from Scotland.

In 2013 they achieved the Investors in People Award. They have also been short listed in 2 categories of the Scottish Charity Awards.

Open Secret work with the police, victim support and NHS Forth Valley. They have developed partnerships with other organisations dealing with abuse across Scotland and have representation on the Cross Party Group for Survivors of Childhood Sexual Abuse and the Survivors reference group.



## Services for those affected by abuse

In developing our priorities, we have taken into account the of the Scottish Government's draft Domestic Abuse Strategy, Equally Safe, Falkirk's Multi Agency Domestic Abuse Partnership Strategy 2011-14 and the GIRFEC approach, delivered via the Integrated Children's Services Plan. The wider policy context was also considered, including Child Protection and Adult Support & Protection, Mental and Sexual Health – all of which have existing local processes that operate in an integrated, co-ordinated way.

For the purposes of this exercise:

'Early intervention' is defined as being something that can be applied at any stage e.g. to prevent an activity/impact, when a risk is identified to when a crisis has just happened. Early intervention is a cross cutting theme.

'Prevention' is defined as an intervention which will stop or reduce an activity/impact of an activity.

<b>DRAFT Equally Safe: National Strategy Outcomes</b>	<b>Domestic Abuse – Local Strategy 2011/14</b>	<b>Wider Strategic Context</b>	<b>Existing Delivery Process/Groups</b>
<p>Social tolerance of all forms of violence against women and girls is reduced.</p> <p>Situational and structural risk factors that can exacerbate the likelihood or severity of violence are reduced, and protective factors are strengthened</p> <p>The individual needs of women and girls affected by violence are fully met at the earliest point.</p> <p>Perpetrators are less likely to re-offend.</p>	<p>Work to <b>PREVENT</b> acts of violence occurring (including repeat incidents)</p> <p>Ensuring that relevant <b>PROTECTION</b> is available to women and children affected by gender based violence</p> <p><b>PROVIDING</b> appropriate services and information</p> <p>Maintaining and developing the <b>PARTICIPATION</b> of services, agencies and individuals in the Violence against Women agenda</p> <p>Supporting the delivery of <b>TRAINING</b> and information sharing</p>	<p>GIRFEC – Integrated Children's Services Plan</p> <p>Child Protection</p> <p>Adult Support &amp; Protection</p> <p>Mental Health Strategy</p> <p>Sexual Health Strategy</p>	<p>CAADADASH Assessment</p> <p>MARAC – Multi agency Case Conference - FV Integrated Assessment Framework</p> <p>MATAC – Perpetrators</p> <p>MAPPA</p> <p>GIRFEC – FV Integrated Assessment Framework</p>

On the basis of these strategies, a tiered approach has been taken which identifies core services and supplementary services which go beyond the scope of the domestic abuse strategy. This will ensure that a wider range of services are incorporated to include a broader range of clients and needs i.e. beyond women and children. The table below sets out these core services as level 1, the supplementary services as level 2 and indicates the services which may not be a priority for local authority funding in the current climate.

Level 1	Level 2	Outwith Priority Scope of Local Authority Funding
<p>Crisis Intervention – Making the situation safe: Sourcing emergency Accommodation/ Helping individual stay safe within existing environment &amp;/or new environment</p> <p>Provide first point of contact and support to access immediate specialist advice and support: Legal rights, Financial, Medical</p> <p>Supporting immediate recovery: Support for Children Re-settlement Advice and Support</p> <p>Counselling &amp; support for young people and children in line with GIRFEC approach i.e. integrated assessment framework</p> <p>Support for non-abusing parents (especially where Child Protection issue)</p> <p>Counselling, advice and support: One to one Relationships where impact on child Family Mediation &amp; child contact</p> <p>Recruitment &amp; Training of staff and volunteers</p>	<p>Progressive services (client should progress through) Provision of a range of supports to suit individual e.g: Group Work Specific Therapies (Art) Self – capacity (training/befriending)</p> <p>Post crisis recovery towards re-integration to the community</p> <p>Work in partnership to facilitate and/or signpost to provide continuum of support to specialist/mainstream services e.g. welfare advice, tenancy support, substance misuse.</p> <p>Publicity &amp; awareness raising activity relating to own service/specialism</p>	<p>Advocacy and financial and legal support beyond signposting</p> <p>Physical Health Service</p> <p>Support for family &amp; friends (out with non-abusing parents)</p> <p>Self-sustaining groups i.e. longer term support</p> <p>Work directly commissioned with schools - Awareness Raising and Peer mentoring delivered in isolation i.e. outwith integrated assessment framework approach</p> <p>Long term intervention resulting in dependency on service</p> <p>Out of hours telephone helpline (national available)</p> <p>Generic couple counselling (when no children involved)</p> <p>Psychosexual therapy</p> <p>Housing support</p> <p>Non-accredited training which is developed based on experience, which may or may not generate an income</p>

All agencies will be required to participate in the Domestic Abuse Forum and where services for children and young people are provided, the Voluntary Sector Children's Services Forum. The DA Forum will take a lead on training and awareness raising and therefore the activities listed below are not considered to be commissioned services.		
Awareness Raising - Identification of those at risk: Provision of training across all agencies. Including use of CAADADASH.	<p>Awareness Raising – Broader range of activity raising awareness within agencies and to individuals (as a co-ordinated response).</p> <p>Training, including:  Child Protection  Vulnerable Adults (ASP)  POPP (Psychology of Parenting Programme)</p> <p>Consistent, Co-ordinated approach to awareness raising in schools, including:  Child sexual exploitation  Respect and healthy relationships</p>	

**NOTES REGARDING AUDITED ACCOUNTS:**  
**REVIEW OF SERVICES FOR THOSE WHO HAVE BEEN AFFECTED BY ABUSE**

**Falkirk & District Women's Aid**

1. The accounts cover the year ended 31 March 2013.
2. Falkirk Council's contribution of £218,735 is shown correctly. This represents 97.8% of all of the unrestricted funds received by the organisation.
3. There is no mention of a reserves policy. Typically, organisations will have a policy of having reserves which equal 3-6 months running costs in order to help them cope with any sudden changes to their funding. Falkirk and District Women's Aid had reserves of £201,466 in their unrestricted fund which represents 93.4%, or just over 11 months of current annual expenditure. Given that Falkirk Council provides the bulk of the unrestricted income, it would seem reasonable to assume that Falkirk Council has contributed to the bulk of this reserve.
4. The organisation's running costs on the unrestricted fund are:

Employment Costs	41%
Agency/Sessional	26.5%
Premises, training, admin, etc.	<u>32.5%</u>
	<u>100.0%</u>
5. No concerns are indicated by the analysis of the accounts and the Creditsafe rating apart from the fact that the accounts aren't signed. There appears to be no liquidity problems and there are more than sufficient funds held in reserve.

**Open Secret**

1. The accounts cover the period to 31 March 2013.
2. Income was greater than expenditure in the general (unrestricted) fund and the restricted fund. The reserves policy sets a target equivalent to 6 months of expenditure on the unrestricted fund which would require £116,010. Actual reserves were £51,693. The accounts state that they plan to address this with fundraising and full cost recovery in funding applications. The Board of Directors are satisfied that the level of restricted reserves is sufficient due to the funding secured with a good spread of funding services.
3. Falkirk's contribution to the General Fund represents 63% of income, with the other main contributors being Clackmannanshire Council, Forth Valley Health Board, Stirling Council, other grants and generated income.

4. The organisation's running costs on the general fund were:-

Staff	73%
Volunteers	1.5%
Premises, training, admin, etc.	<u>25.5%</u>
	<u>100.00%</u>

5. No concerns are indicated by the analysis of the accounts and the Creditsafe rating report.
6. A number of grants on the restricted fund are scheduled to finish by the end of 2015. In particular, a £225k grant from Scottish Government and £135k from Inspiring Scotland.

### **Relationship Scotland**

1. The accounts cover the period to 31 March 2013.
2. Expenditure on the general (unrestricted) fund of £85,655 is almost exactly equal to income. The reserves policy is to have at least 9 months operating costs in reserve. This target has been achieved and in fact they have reserves equal to 15 months operating costs.
3. Falkirk's contribution to the general fund was 10.8% of total income. The other main income services were Scottish Government, several small trusts, rental income, voluntary donations and other income.
4. The organisation running costs on the general fund were:
- |                       |             |
|-----------------------|-------------|
| Staff Costs           | 55%         |
| Fees and Expenses     | 15%         |
| Premises, admin, etc. | <u>30%</u>  |
|                       | <u>100%</u> |
5. No concerns are indicated by the analysis of the accounts.

### **Central Scotland Rape Crisis**

1. The accounts cover the year to 31 March 2013.
2. Expenditure by the organisation was almost entirely in respect of restricted funds. Expenditure of £166,796 was greater than income of £162,783. This shortfall was covered by drawing on reserves. The reserves policy states that unrestricted reserves should be developed and maintained at 3 months operating costs. The reserves in the unrestricted fund were £11,895 which represents less than one month's expenditure.
3. Falkirk's contribution was 9.14% of total income. The other main sources were Scottish Government, Stirling Council, Clackmannanshire Council and the Robertson Trust.

4. The organisation running costs were:

Staff Costs	69%
Fees and Expenses	5%
Premises, admin, etc.	<u>26%</u>
	<u>100%</u>

5. There appears to be no liquidity problem, however, it should be noted that the reserves policy is not being achieved and reserves reduced by £6,985. The Director's notes to the accounts say that currently the charity is unable to generate reserves from its current funding streams in order to achieve this objective.

**FALKIRK COUNCIL**

**Subject: TOURISM STRATEGY 2015 - 2020**  
**Meeting: EXECUTIVE**  
**Date: 17 JUNE 2014**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

**1.0 INTRODUCTION**

- 1.1 This report proposes the creation of a Tourism Strategy. It's purpose would be to identify priorities for developing tourism in the Falkirk area and to engage other partners in a shared approach to developing the sector.

**2.0 BACKGROUND**

- 2.1 The Council already recognises the value of a planned approach to tourism. It established an annual Tourism Action Plan in 2009 and the Executive endorsed the 2014 plan in January this year. The Corporate Plan identifies the role of tourism in 'further developing a thriving, sustainable and vibrant economy'. The Single Outcome Agreement cites the Tourism Action Plan as supporting the economic outcomes.
- 2.2 At a national level, the Council has contributed to VisitScotland's National Tourism Infrastructure Plan and the Scottish Tourism Alliance has produced a national strategy for the tourism industry – Tourism Scotland 2020.
- 2.3 For many years, the Council has worked with some of the key attraction operators to undertake collaborative marketing for the area. As well as developing the VisitFalkirk brand, an area guide and exhibiting at VisitScotland Expo, the VisitFalkirk marketing group recently completed a 12 month marketing campaign with funding from the VisitScotland Growth Fund.
- 2.4 Over the last two decades, Falkirk has seen a build up of tourism facilities, the most recent being the opening of Helix Park, the Kelpies and the John Muir Way. The cumulative effect has been a much strengthened tourism offer. A tourism strategy could generate the longer-term thinking and industry co-operation needed to capitalise fully on what has been achieved and to maintain the growth momentum.

**3.0 DEVELOPING A TOURISM STRATEGY**

- 3.1 It is suggested that a tourism strategy should include the following elements:
- Current profile of tourism sector in Falkirk
  - Market analysis and SWOT analysis
  - Mission Statement / Objectives 2015 - 2020

- Key action areas
  - Product, Infrastructure and Customer Service
  - Marketing
  - Quality of experience
- Delivery mechanisms
  - Creating investment propositions
  - Collaborative marketing structures
  - Engaging everyone in quality
  - Resources
- Monitoring and Review – annual report and mid-term review in 2017

3.2 It is suggested that the drafting of a tourism strategy and the necessary preparatory work be led by Development Services in-house. An essential element will be consultation across the Council and with partner agencies and tourism operators. Members are asked to consider the formation of a Policy Development Panel to help steer the process and to facilitate consultation and exchange of views.

3.3 The proposed timescale is:

- June 2014 – establish Policy Development Panel
- July – September 2014 – meetings of Policy Development Panel and wider consultation with industry
- October / November 2014 – draft strategy to the Executive for approval
- November 2014 – launch of Tourism Strategy

3.4 The Tourism Strategy, along with an annual report to the Executive, would replace the current annual Tourism action Plan.

## 4.0 RECOMMENDATIONS

4.1 It is recommended that the Executive:

- i) agrees that a Tourism Strategy be prepared for the period 2015 – 2020
- ii) agrees that a Policy Development Panel be established to help develop the strategy
- iii) remits the Director of Development Services to complete a draft strategy for the Executive's approval by November 2014.

.....  
Director of Development Services

2 June 2014

Contact Officer: Ian White. Ext: 0965.



### **LIST OF BACKGROUND PAPERS**

1. Falkirk Council Tourism Action Plan 2014
2. Tourism Scotland 2020 strategy
3. National Tourism Infrastructure Plan

Any person wishing to inspect the background papers listed above should telephone 01324 590965 and ask for Ian White.



**FALKIRK COUNCIL**

**Subject: DENNY TOWN CENTRE REGENERATION  
UPDATE REPORT**  
**Meeting: EXECUTIVE**  
**Date: 17 JUNE 2014**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

**1.0 INTRODUCTION**

- 1.1 This report advises the Council of the progress of the Council's regeneration activities in Denny town centre and in particular provides an update on:
- the conduct of a two day community consultation drop-in session held on 26 and 27 May 2014 and
  - the provision of a temporary portacabin for Boots to assist their relocation.
  - arrangements for War Memorial consultation

**2.0 BACKGROUND**

- 2.1 The Executive agreed at its meeting on 29 April 2014 to note progress on the delivery of the Denny town centre regeneration project including arrangements for the provision of temporary retail accommodation and the temporary relocation of the War Memorial.

**3.0 TWO DAY DROP-IN CONSULTATION SESSION**

- 3.1 The Council hosted a 2 day drop-in event on 26 and 27 May 2014 presenting an update on the town centre proposals. This included the Council's design team's interim proposals for the town square, working in partnership with Ice-cream Architecture who were selected to engage with the community to gather ideas and information and to contribute to the town square proposals. In addition, updated plans were provided on the Phase 1 design and Broompark War Memorial Gardens.
- 3.2 The event was held in Denny Old Parish Church and all attendees were invited to complete a questionnaire (copy attached as appendix 1). In summary, 74 questionnaire responses were received. The key questions are identified in the schedule below with the attendees response summarised as follows and details given in Appendix 2:

Question	Yes	No	Don't Know	Not Answered
Did you find the session content informative?	70	2		2
Was the session well organised?	72	2		
Were staff present helpful and courteous?	74			
Would you recommend the sessions to others?	72	2		
Do you think the Council's scheme is a positive step forward for Denny?	57	7	8	2

3.3 Overall the feedback was very positive with 57 (77%) of attendees considering the Council's scheme to be a positive step forward for Denny. Within the comments section of the questionnaire the main points highlighted were:

- i) Concerns over the wood cladding finish to the side elevation of Phase 1 - The main concerns with the wood cladding finish related to the effect of weathering on this finish. The Council will take into consideration the points of concern raised by the community when specifying all material finishes to Phase 1.
- ii) Concern over the provision of the public toilets - The existing public toilets will be demolished as part of the demolition process. It is proposed that the APC will be retained with an upgraded unit installed following completion of the development. The requirement for further toilet provision will be determined following consideration of the proposals for Phases 2 and 3 of the scheme.
- iii) Consider public access to WiFi internet provision within the town square – further work will be necessary for the Council will consider the potential and viability of this proposal.
- iv) Concern over disabled access from Stirling Street to the rear carpark and Library - Parking for disabled people will be available on both Stirling Street and in the Davies Row Car Park. There is pedestrian access from Stirling Street to the carpark which is at the required gradient to suit the requirements for access by disabled people.

#### 4.0 SITE ASSEMBLY PROCESS: BOOTS RELOCATION

- 4.1 As reported to Executive previously, progress is being made through conclusion of legal agreements with occupiers with a view to retaining and accommodating as many existing quality tenants as possible. Boots intend moving into a portacabin provided by the Council, located on Stirling Street (site next to Carronbank House) during July 2014 and once Phase 1 is complete, transfer to a new unit in the development.
- 4.2 As also reported to the Executive in April, the cost to relocate Boots was budgeted at £120,000, subject to a tender process. This tender has been undertaken and costs of £148,028 have been submitted for the provision and rental of the portacabin. These

additional costs have been identified in respect of delivery and installation access requirements (larger vehicles), more onerous foundation requirements determined by the site investigation, and longer connection distances for utilities connections. It is proposed that the Council agrees to fund this as it represents compensation for the early surrender of Boots existing lease and as an incentive to retain a quality tenant within the new development.

## **5.0 WAR MEMORIAL**

- 5.1 The Council has made provision for the temporary re-siting of the existing town centre war memorial during the regeneration project's demolition and construction phase to the cemetery at Broompark Community Centre adjacent to the existing town centre. Recent tenders received for these works indicate that the relocation can be undertaken at a cost of £64,194 which is below the budgeted cost of £95,437.
- 5.2 The Council acknowledges the importance of the final location being determined for the war memorial. It is therefore intended that early in 2015, following the relocation of the war memorial plaques to Broompark and subsequent Armistice Day parade in November, the Council will issue a survey to all Denny households identifying options for the location of the war memorial including Broompark, Town Centre and other sites. The result of the survey will inform the Council's decision on the permanent location for the war memorial.

## **6.0 IMPLICATIONS**

### Policy Implications

- 6.1 Town centre regeneration is a key priority of the Strategic Community Plan, My Future's in Falkirk and related policies.

### Legal Implications

- 6.2 Delivery of the regeneration project is progressed with the support of the Council's Legal Services and, where necessary, external legal advisors.

### Financial Implications

- 6.3 The Council has committed to fund this project through its General Service Capital programme. The cost to relocate Boots is anticipated to be £148,028 as outlined in paragraph 4.2. While the additional cost can be met from the existing project budget it has been offset by the saving on the cost of the relocation works for the War Memorial. It is acknowledged that the project budget may have to be revisited once tendering costs for the primary construction elements of phase 1 are known. This will be the subject of future reports to Members.

## **7.0 CONCLUSION**

- 7.1 The results of the latest consultation on the Council's proposals for Denny town centre Phase 1 and the interim proposals for the town square, response continue to be very positive for this exciting scheme.
- 7.2 Work on the provision of the temporary retail unit for Boots will help to retain this important retailer in the first phase of the scheme. The temporary relocation of the War Memorial is an essential part of the regeneration process and has been progressed through consultation with the Denny Community. It is important to agree the final location of the war memorial through consultation with the Denny community and this will be progressed early in 2015.

## **8.0 RECOMMENDATIONS**

### **8.1 It is recommended that the Committee agrees:-**

- (i) note the outcome and feedback from the two day drop-in consultation event**
- (ii) the amended sum of £148,028, identified through the tendering for the provision of the temporary retail accommodation for Boots.**
- (iii) that a consultation exercise on the relocation of the Denny War Memorial be conducted early in 2015.**
- (iv) that future reports be supplied on the delivery of the project including the construction of Phase 1 and the result of the consultation on the War Memorial.**

.....  
Director of Development Services

Date 2 June, 2014

Contact Officers: Colin Frame/Douglas Duff. Ext: 0972/0905.

### **LIST OF BACKGROUND PAPERS**

1. Town Centre Regeneration Files.

Anyone wishing to inspect the background papers listed above should telephone 01324 590972 and ask for Colin Frame.



## DENNY TOWN CENTRE REGENERATION

### OPEN DROP-IN SESSIONS

Name: .....

Address: .....

.....

Postcode: .....

Email: .....

Session Attended: Monday 26 May ☐ Tuesday 27 May ☐

Did you find the session content informative? Yes ☐ No ☐

Was the session well organised? Yes ☐ No ☐

Were staff present helpful and courteous? Yes ☐ No ☐

How satisfied were you with the information provided?

Satisfied ☐ Indifferent ☐ Dissatisfied ☐

Would you recommend the sessions to others? Yes ☐ No ☐

Would you like to be kept informed of how things are progressing? Yes ☐ No ☐

If so, how?

Newsletter ☐ Email ☐ Falkirk Council Website ☐ Meetings ☐

Do you think the Council's scheme is a positive step forward for Denny?

Yes ☐ No ☐ Don't Know ☐

And finally, how did you find out about this event?

Electronic Signage ☐ Local Press Advert ☐

Falkirk Council Website ☐ Notice on Public Buildings ☐

Word of Mouth ☐ Letter to your home ☐

Do you have any further comments you would like to add?

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**Thank you for your feedback. This information will be used to make improvements to our consultation events and to measure local support for the regeneration proposals. Falkirk Council will not pass your information to a 3<sup>rd</sup> party. Anonymous forms will not be considered.**



## Appendix 2

### Denny Town Centre Regeneration Drop-in events 26 & 27 May 2014.

Additional comments supplied in response to questionnaires:

COMMENTS
I FOUND THE DISPLAYS EXCELLENT
I LIKED THE PLANS AND THINK THAT THEY WILL BE EXCELLENT FOR DENNY NEW TOWN. WELL DONE TO ALL.
WILL BE GREAT TO SEE A NEW TOWN AND FOR KIDS TO HAVE MORE TO DO.
EVENT WORD OF MOUTH AND BY THE CHURCH INTRODUCTION
LOOKING FORWARD TO COMPLETION
DON'T LIKE WOOD ON BUILDING DON'T THINK IT WILL LAST FOR MANY YEARS AND WE WILL BE BACK WHERE WE STARTED THE DENNY TOWN CENTRE WAS ONLY BUILT 43 YEARS AGO I THINK BRICK INSTEAD OF WOOD AND NOT AS MANY STEPS
NO WOOD. AFTER LOOKING AT BONNYBRIDGE LIBRARY AND DENNY HIGH SCHOOL
X - REMOVAL OF TOILET BLOCK - TOILETS ARE VERY WELL USED. STILL TOO MANY STEPS. DON'T APPROVE OF TIMBER CLADING
NOT HAPPY AS NO PUBLIC TOILETS DON'T LIKE PORTALOO
NOT HAPPY ABOUT THE LOSS OF PUBLIC TOILETS
NOT PLEASED AS NO PUBLIC TOILETS DON'T LIKE PORTALOO
1 - PUBLIC CONVENIENCES ARE ESSENTIAL AND SHOULD BE GIVEN SERIOUS CONSIDERATION, THIS PROJECT WILL DRAW IN GREATER NUMBERS OF THE PUBLIC AND ADEQUATE TOILETS WILL BE ESSENTIAL. 2 - THE WAR MEMORIAL ONCE MOVED TO BROOMPARK SHOULD REMAIN THERE, AWAY FROM THE BACKGROUND NOISE OF VEHICULAR TRAFFICE SO VETERANS CAN PAY RESPECT TO THE FALLEN IN QUIET
PUBLIC TOILETS A MUST. LOOK FORWARD TO OUR NEW TOWN
HAVING SEEN THIS PRESENTATION I AM A LOT HAPPIER ABOUT THE LAYOUT AND LOOK OF THE PROPOSALS
ABOUT TIME. LONG OVERDUE.
I AM GLAD THINGS ARE MOVING AT LAST. SOONER THE BETTER.
PAT REID SAID 20% POPULATION H/CAPPED. THIS DOES NOT INCLUDE MOTHER AND KIDS AND OLDER PEOPLE, THIS DESIGN IS NOT PEOPLE FRIENDLY
ALL VERY POSITIVE, WOULD LIKE TO SUGGEST INCLUSION (IF POSSIBLE) OF A WATER FEATURE AT THE DENNY CROSS CORNER (SEATING AREA) ENSURE RETAIL UNITS GIVE MAXIMUM CHOICE TO SHOPPERS
GOOD TO SEE PICTURES AND CAN SEE DIFFERENT LEVELS MORE EASILY. STAFF WERE VERY WELCOMING AND INFORMATIVE.
REALLY NEED TECHNOLOGY FOR DENNY. I WOULD LOVE TO SEE A CAMPUS WIFI IN THE TOWN CENTRE TO ATTRACT FOOTFALL AND ENCOURAGE SMB. ALSO HAS NUMEROUS SOCIAL BENEFITS THAT WOULD FUTURE PROOF THE TOWN.

VERY KEEN TO ENCOURAGE WIFI TECHNOLOGY AVAILABLE IN MEETING AREAS. ALSO BENEFITS TO LOCAL BUSINESS IS IMMENSE. I RUN A FIARLY FORWARD THINKING BUSINESS AND WOULD BE KEEN TO ENCOURAGE OTHER BUSINESSES TO FOLLOW. LOVE THE EVENT SPACE AND CAN ALREADY SEE HOW THIS COULD BE USED. PLEASE SEND ME INFORMATION ON THE RETAIL UNITS AVAILABLE.
DO NOT LIKE THE TWO LEVELS OR THE WOOD
FEEL THIS HAS BEEN A LONG TIME COMING. IT LOOKS GOOD WHEN HOPEFULLY IT IS COMPLETE
HOPE THIS WILL BE AS GOOD AS IT LOOKS ON PAPER
HAVE HEARD THAT SOME PEOPLE ARE NOT KEEN ON WOODEN FACIAS THAT ARE TO SILVER, ONE POSSIBLE SOLUTION WOULD BE TO USE UPVC FACINGS. BE CAREFUL OF THE TYPE OF BLOCKWORK USED ON WALKWAYS AS SOME CAN BE VERY SLIPPY AND OTHERS ARE NOT TOO GOOD FOR LADIES WALKING WITH HEELS
I WOULD LIKE TO SEE PUBLIC TOILETS LEFT IN THE TOWN AS MANY A TIME THEY HAVE BEEN A BLESSING TO MANY PEOPLE, ALSO VISITORS COMING INTO THE TOWN HAVE BEEN GRATEFUL TO KNOW THEY ARE THERE
A BIG DISAPPOINTMENT FOR ME IS THE ABSENCE OF A RAMP ALTERNATIVE TO STAIRS BETWEEN THE LEVELS. I UNDERSTAND THE EXPLANATION RE REGULATIONS MAKING THIS IMPOSSIBLE BUT I THINK WITH THE LARGE PERCENTAGE OF ELDERLY AND DISABLED PEOPLE I SEE AROUND DENNY A WAY SHOULD HAVE BEEN FOUND TO AFFORD AT LEAST ONE RAMP OR LIFT BETWEEN THE LEVELS *NOT TO MENTION PARENTS WITH PRAMS AND PUSHCHAIRS
IT IS TAKING FAR TOO LONG!!! IT IS ABOUT TIME DENNY RESIDENTS IN FALKIRK DISTRICT ARE STOPPED BEING TREATED AS SECOND CLASS CITIZENS. Comments next to tick boxes - I AM NOT HAPPY AT WOOD FINISH ON EXTERIOR OF BUILDING, I WILL BE SATISFIED WHEN I SEE SOME REAL PROGRESS, BUT ANYTHING IS AN IMPROVEMENT IN WHAT WE HAVE AT PRESENT
LOOKING FORWARD TO THE FINISHED PROJECT
LOOK FORWARD TO SEEING THE FINISHED PROJECT
GLAD TO HEAR THAT MEMBERS OF THE COMMUNITY HAVE VISITED.
LIMITED NATURAL SPACE DUE O POSSIBLE EXPANSION. NO INFORMATION AS TO PROPOSED SE OF PHASE 3. NOTHING FOR CHILDREN OR KIDS TO USE. I BELIEVE AFTER 6PM THIS WILL TURN INTO A BIKE PARK.
LIMITED TO INFORMATION ON PHASE 2 & 3. DESIGN CHANGES FOR FUTURE DEVELOPMENT - SKETCHY! WHY SPEND MORE MONEY CHANGING DESGIN FOR FUTURE DEVELOPMENTS FOR ROADS? GOOD TIME AND EFFORT GIVEN TO PRESENTATION.
VERY INFORMATIVE - PLEASED TO SEE IT ALL COMING TOGETHER FOR DENNY AT LAST.
VERY IMFORATIVE. PLEASE TO SEE THAT AT LAST DENNY WILL LOOK LIKE A CARED FOR COMMUNITY. MANY THANKS FOR THIS OPPORTUNITY TO FIND OUT WHATS PROPOSED
STIRLING STREET SHOULD BE CLOSED TO THROUGH TRAFFIC
I WOULD MUCH PREFER NATURAL STONE OPTION FOR THE MATERIALS CHOICE. I WOULD LOVE MY TOWN CENTRE TO ENCOURAGE FARMERS MARKETS - I REALLY LIKE THIS IDEA. I ALSO LIKE THE IDEA OF THE ENVIRONMENTAL CONSIDERATIONS LIKE ENCOURAGING WILDLIFE, THIS WILL BE AN IMPORTANT EDUCATIONAL RESOURCE.

TOO MUCH CONCRETE, WOULD LIKE TO SEE SPACE USED UP WITH BUILDINGS OR UPDATED ROAD SYSTEM. TOO MANY LEVELS SEATING AREA, WE DO LIVE IN SCOTLAND WEATHER!
VERY WELL DONE, BUT PLEASE KEEP THE OTHER RETAILERS WELL INFORMED
COUNCIL SCHEME POSITIVE - DON'T KNOW - IT ALL SEEMS TO BE TAKING TOO LONG. LETTERS IN THE FALKIRK HERALD FROM COUNCIL REPRESENTATIVES LEAVE ME MORE CONFUSED AND ANGRY - ITS ALWAYS THE SAME, ONE TRYING TO SCORE POINTS OVER ANOTHER!
STILL FEEL A SINGLE STOREY LAYOUT WOULD HAVE BEEN BETTER. IT NOT TOO LATE PLEASE CONSIDER THIS OPTION.
JUST CANT WAIT TILL THE MONSTER COMES DOWN. NOT HAPPY WITH THE WOODEN CLADDING
DENNY NEEDS SOMETHING TO ATTRACT PEOPLE TO OUR TOWN - NICE BUILDINGS AND PAVEMENTS DON'T DO THAT. SOFT PLAY WOULD BE A LARGE PLUS. TOO MANY LEVELS.
I AM SLIGHTLY CONCERNED WITH THE REMOVAL OF THE PUBLIC TOILET. THAT SAID I BELIEVE THE CHANGES ARE GENERALLY POSITIVE AND EXCITING
A VERY INFORMATIVE AND PROFESSIONAL DISPLAY. FANTASTIC TO SEE SUCH LOCAL PROGRESS, AT LAST! DON'T WASTE THE THISTLE RAILING OUTSIDE BOOTHS GIVE IT TO ME!
NEED TO THINK ABOUT NEW TOILET FACILITIES ON THE NEW PLANS AND TIMBER CLADDING TO EXTERIOR WALLS



**FALKIRK COUNCIL**

**Subject: COUNCIL HEADQUARTERS ACCOMMODATION  
OFFICE RE-PROVISION**  
**Meeting: EXECUTIVE**  
**Date: 17 JUNE 2014**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

**1.0 INTRODUCTION**

- 1.1 The purpose of this report is to provide a brief update of progress and to consider options for the preferred location for provision of the new office headquarters building.

**2.0 BACKGROUND**

- 2.1 At its meeting on 25 February, the Executive agreed that work on the full business case for the Council office headquarters building be progressed. This was to proceed on the basis of Option 4a as identified in the report, i.e. a 'staged' approach to delivery of the project, examining the requirements initially for the office headquarters, with further work to be undertaken to confirm requirements for a town hall replacement.
- 2.2 It was agreed that, in respect of the new office provision, this would be based on a general standard for net floor space of 8 sq.m/FTE and 0.8 desks per FTE, principally accommodating the occupants of the Municipal Buildings, Abbotsford House and Callander Square. This approach is consistent with the introduction of flexible working practices enabling efficiencies in both construction costs and running costs of the new building to be identified together with enabling staff to work more flexibly.
- 2.3 The Executive agreed that a Member/Officer Working Group be convened to progress this work. The group has met on two occasions and is supported by a Steering Group of officers from the services involved in the project.

**3.0 SITE OPTIONS**

- 3.1 As previously reported to the Executive, the undernoted sites have been considered during the course of the work on the outline business case.
- i) The existing Municipal Buildings site
  - ii) Meeks Rd car-park
  - iii) Melville St car-park
  - iv) Land to south of Falkirk Stadium

v) Land at Falkirk Gateway

- 3.2 Each site is owned by the Council (currently through Falkirk Community Stadium Ltd in the case of the site at Falkirk Stadium) hence these are, in the main, within the control of the Council. In addition, future proposals for Abbotsford House (leased by the Council) have been considered. Initial views on each site have been sought from planning and roads advisors and further consultation will be necessary on the requirements for the preferred site. Location plans of each are attached to this report for information.
- 3.3 The key considerations and characteristics of each site in considering a preferred location for the new office headquarters are as follows (plans attached):

**1) *Site at Municipal Buildings, Falkirk.***

In terms of the initial work done as part of the outline business case, it has been established in principle that it would be possible to construct the new office building within the area to the front of the existing Municipal Buildings.

In addition, discussions with NHS Forth Valley have indicated that the property at Westbank (currently being vacated) would also be available for inclusion within the development site, thus enabling additional flexibility around design and siting of the new office building. This would also enhance the potential for any future sale of the balance of the site no longer required by the Council.

Reconsideration of the access arrangements from West Bridge St, fronting the site, would be required with possibly a roundabout or traffic signals.

The site lies within the Town Centre boundary in the adopted Local Plan and the proposed Local Development Plan (LDP), and this option would be consistent in principle with the development plan.

A new office building on the existing site would retain and enhance the substantial staff presence in close proximity to Falkirk town centre and provide a central and accessible location for the new facility.

The prominent road frontage location on the main access into the town from the west would provide an opportunity to create a high quality building reflective of the Council's aspirations for its area.

**2) *Meeks Road Car-Park***

Whilst close to the town centre, the site is physically separated by the railway line, Falkirk Grahamston Station and the orbital road.

Given its adjacency to the railway line, detailed discussions and dialogue with Network Rail would be required on some aspects of the methods and programming of construction.

Whilst the office building could be accommodated on the site, the impact of the loss of car parking spaces adjacent to Falkirk Grahamston station requires to be borne in mind. There might be increased overspill parking in the Grahamston residential area.

In addition it is likely that a development of this scale at this location would adversely impact on traffic flows at the B902 Grahams Rd/Meeks Rd mini roundabout junction adjacent to Central Retail Park.

Access will require to be maintained to the station during the construction period and thereafter which will be likely to present a number of logistical challenges and design constraints.

The site lies with the Town Centre boundary in the adopted Local Plan and the proposed LDP. Loss of parking would potentially be contrary to Local Plan policy ST10, although in the proposed LDP the site is included in the Grahamston Opportunity Area (M08) which is recognised as having a range of enhancement and redevelopment opportunities. Subject to satisfactory resolution of parking issues, this option would be consistent in principle with the development plan.

### **3) *Melville St Car-Park***

Whilst the site represents a potentially attractive town centre location, the size of the site represents a very significant constraint on development. The site is within the designated town centre conservation area and some adjacent buildings are listed.

Utilising this site for the office building would result in close to 100% site coverage by the building footprint with only minimal surrounding landscaping and no provision for any significant number of car-parking spaces. The site is the most intensively used car park in terms of turnover per space, however the impact of displacing car-parking spaces is considered to be less than at Meeks Rd. Off-site works e.g. to introduce new pedestrian crossings may be required. In addition Scottish Water infrastructure is located on the site and any requirement to relocate this could further impact on the extent of the developable area.

These factors will each impact on the design of the building and ability to achieve a cost effective solution reflecting the challenges posed by this physically constrained site.

The site lies within the Town Centre boundary in the adopted Local Plan and emerging Local Development Plan. It is identified as an economic development opportunity (ED.FAL04) for town centre uses subject to replacement parking being incorporated in any scheme. In the proposed LDP, the site is included in the Grahamston Opportunity Area (M08). Subject to satisfactory resolution of parking issues, this option would be consistent in principle with the development plan.

It is recognised however that a satisfactory resolution to reprovision of the necessary car parking spaces will not be readily achievable.

### **4) *Land to the south of Falkirk Stadium***

This site is located behind the South Stand and to the east of the existing five-a-side football pitches.

The freight railway line to Grangemouth lies to the south of the site. Some raising of the site (and corresponding additional development costs) may be necessary given potential requirements of SEPA in view of the status of the site in flood risk terms.

Development of this site would assist in creating a critical mass of development at this key location consistent with the Council's aspirations for the Falkirk Gateway/Stadium area.

An office development of this nature at this location would also align well with the Falkirk Tax Incremental Financing (TIF) initiative and necessary off-site infrastructure might be funded via the TIF scheme. Significant improvements to the local roads network are planned over the next 3 years, including A9, Falkirk Northern Distributor and Laurieston link road, A904 Grangemouth Rd and to Westfield roundabout.

Whilst accessible and with the ability to provide the necessary parking provision, development at this site would however relocate a significant number of staff away from Falkirk Town Centre. The location of the site may also lack the required degree of prominence which the Council might wish for its administrative headquarters building.

The site is covered by Opportunity RC.FAL03 in the adopted Local Plan and Proposal ED04 in the proposed LDP. These designations support additional business/leisure/tourism uses at the Stadium subject to compliance with an overall masterplan for the area. Subject to integration with a satisfactory masterplan, this option would be consistent in principle with the development plan.

## **5) *Land at Falkirk Gateway***

The proposed site is located immediately to the west of the distributor road and to the north of the Westfield roundabout. Similarly as for the site at Falkirk Stadium, the site is accessible and would enable a good level of parking provision to be provided

Whilst a prominent site, substantial investment in infrastructure (potentially via TIF) would be required to enable development to take place. Similar, as to the site at Falkirk Stadium, some raising of the site and additional development costs may be incurred given SEPA's potential requirements in view of the status of the site in flood risk terms.

Development at this location would assist in promoting the Falkirk Gateway/Stadium location for further investment. The site is also prominently located immediately opposite the 'Central Park' area of the Helix Project. Although potentially an attractive and visible situation, it's out of town location would result in relocation of a significant number of staff from the town centre.

The site is covered by Opportunity ED.FAL06 in the adopted Local Plan and Proposal ED03 in the proposed LDP. These designations support non-food retail, business/leisure/tourism uses subject to compliance with an overall masterplan for the area. Subject to integration with a satisfactory masterplan, this option would be consistent in principle with the development plan.



## **6) *Abbotsford House and environs***

As reported to the Executive in February, consideration has been given to Abbotsford House as a site option.

The building is not owned by the Council, but is leased from a London based landlord, Carisbrooke Investments on a 20 year lease which is due to expire in March 2016. The Council does however own land to the rear of the building together with the access to the distributor road.

Consistent with the previously approved approach contained within the Corporate Asset Management Strategy and Property Asset Management Plan, the Council has, where possible in operational terms and in terms of best value objectives, sought to relocate from 'leased in' premises on termination, consolidating within its own portfolio to better utilise existing properties.

An 'in principle' offer from the landlord of a new long lease of the building and subject to annual rental indexation has not been pursued. Discussions have taken place on the possibility of the Council acquiring the property from the landlord, however the landlord has declined to continue negotiations at present on the basis of a valuation of the property which the District Valuer would be in a position to recommend to the Council.

Accordingly, consideration is taking place in respect of arrangements to relocate staff from Abbotsford House on lease termination and thereafter for these staff to be located within the new office headquarters building. This will involve maximising use of existing offices and bringing vacant offices in the non-operational portfolio into use. A programme for completion of this accommodation will be required in tandem with the business case.

Should the landlord indicate a willingness to re-open negotiations for an option to remain at Abbotsford House this could be considered. An assessment of this option and its implications for delivery of the Council's office requirement would be undertaken and presented to Members for decision. This would not delay development of the HQ replacement as flexibility can be included in any design. A final decision on the location of the Development Services staff can be taken at an appropriate time in the future.

### **4.0 Site Options – Summary**

- 4.1 In terms of the outline business case, consideration has been given to each of the above six locations on the basis as previously reported to the Executive:
- 4.2 The town centre sites have the advantage of maintaining urban activity and viability and align well with economic development objectives. However, apart from the Municipal Buildings site, there would be a net loss of parking, of varying significance. Subject to finalising the overall size of the building, in terms of national maximum car-parking standards, approximately 113 car parking spaces would be required in conjunction with development of the new office.

- 4.3 Given their prominent locations and profile, the sites at Falkirk Gateway and at Falkirk Stadium appear attractive in principle. However, in respect of these sites there may be greater requirement for substantial expenditure in site preparation and provision of infrastructure. The lead in time required to prepare the sites in advance of any construction works also requires to be borne in mind. As for each of the sites, detailed dialogue will be required with relevant bodies, including Scottish Water as part of further development of detailed design proposals.
- 4.4 The edge of town locations at the Gateway and Stadium and the consequent relocation of significant numbers of staff from the existing Municipal Buildings Falkirk site is an important consideration in arriving at a decision on a preferred site for the new office building. Relocation of the Council's office headquarters to such sites would potentially be at odds with the 'town centres first' policy being proposed within draft Scottish Planning Policy.
- 4.5 Of the three town centre sites, in view of the constraints imposed by virtue of its restricted size and physical characteristics, the site at Melville Street would appear not to be an optimum location. The existing car-parking spaces would be lost with little or no significant numbers of new spaces able to be provided at this location with the new office building requiring close to 100% site coverage.
- 4.6 Whilst a larger site, development on the Meeks Rd car-park could similarly present a number of issues associated with its location, potential traffic congestion at the Grahams Road/Meeks Rd junction, design and logistical constraints arising from its proximity to Falkirk Grahamston Station, the railway line itself and the loss of car-parking at this location.
- 4.7 The existing building at Abbotsford House is unable to be considered as a full replacement HQ as the landlord has declined the opportunity to engage in discussions. Should this position change a detailed assessment of this option as location for some of the Council's staff in relation to the main HQ building would be undertaken.
- 4.8 The site to the front of the existing Municipal Buildings complex, potentially including the site of the Westbank property currently owned by NHS Forth Valley, appears a viable and attractive option for development of the new office building. The site is centrally located, being within the town centre. It is accessible and has a prominent main road frontage with additional design flexibility afforded by the potential inclusion of the Westbank site. In addition, whilst not yet fully quantified and requiring detailed verification as part of the full business case, it is likely that the costs of providing the necessary ICT infrastructure to a new building at a location some distance from the existing complex are likely to be significantly in excess of these costs required for relocation within the current site.

## **5.0 Member/Officer Working Group consideration**

- 5.1 As part of the process of evaluation of options for a preferred site, the locations listed above have each been considered by the Member /Officer Working Group established following the previous decision of the Executive. Membership of the Group comprises the Provost, Leader of the Council, Portfolio Holders for Culture Leisure and Tourism, Environment, and Economic Development and the Leader of the Opposition. The Group is chaired by Councillor Mahoney and supported by the Project Steering Group of officers.
- 5.2 In considering site options, the Working Group was particularly mindful of the potential impact on the town centre were a significant number of staff to be relocated to an edge of town location. The sequential approach to uses which generate significant footfall, including public buildings such as offices, has been extended in terms of the 'town centres first' policy established within draft Scottish planning policy. The Working Group were aware of this important consideration in arriving at a view on a preferred location for the new office headquarters building.
- 5.3 Having considered the town centre sites, the group were of the view that, were a town centre location to be chosen, this should be the site to the front of the Municipal Buildings given the significant constraints on development together with the likely resulting additional costs, complexities and timescales involved in taking forward development on either the Meeks Rd or Melville St sites.
- 5.4 The Working Group acknowledged the potential attractiveness of the site at Falkirk Gateway given its prominent location and adjacency to Helix Central Park together with the potential for such a development to act as a catalyst for further development at Falkirk Gateway. The benefits to the site derived from the programmed investment in roads and infrastructure in the surrounding area via the Council's TIF project in terms of provision of site enabling works were also noted.
- 5.5 The Working Group acknowledged that the option to pursue negotiations with Carisbrooke Investments regarding Abbotsford House might be presented and that an option appraisal would be required at that stage.
- 5.6 As previously reported to the Executive on 25<sup>th</sup> February, the estimated capital cost of pursuing replacement of the Council's Headquarters accommodation on a staged basis is £20.94m (offices £9.81m, civic/town hall replacement £11.13m) within whole life costs of £43.116m and average annual running costs of £0.791m.
- These costs will be further analysed and verified as part of the work on the full business case appraisal, however this approach is considered to represent the optimum approach in value for money terms.
- 5.7 By way of comparison, the respective figures for a 'do minimum' approach (ie remaining in Municipal Buildings and involving responding to building failures as they arise) are £10.62m for essential repairs in years 1-5 only within a whole life cost of £54.066m and average annual running costs of £1.552m

The capital cost for a full refurbishment of the building would be £20.63m within whole life costs of £50.451m and average annual running costs of £1.065m.

- 5.8 Bearing the respective cost differences in mind and in noting the significant value for money advantages of pursuing the staged approach, the Group reaffirmed the view that such an approach to reprovision was the optimum and potentially most affordable solution with a net estimated annual revenue cost of £215k in comparison to £415k for the 'do minimum' option and £529k for full refurbishment.
- 5.9 It is anticipated that the outcomes of the detailed work on the full business case based on the decision on a preferred site, including verification of costs, will be reported back to the Executive following the summer recess.

## **6. Conclusion and Next Steps**

- 6.1 The Council has commissioned Hubco to undertake detailed work to validate the assumptions made in the outline business case in relation to the size, layout and configuration of the proposed new office building. Hubco will then prepare a detailed business case for the delivery of the office headquarters project. This exercise will involve site and ground condition investigations, refining of cost estimates made during the course of the outline business case, together with more detailed work on the design and siting of the new office building relative to its confirmed location.
- 6.2 The work will also progress workstreams relating to the information technology, asset management, human resources, change management and financing elements all of which are essential to assist its delivery. Work to identify and support the project management requirements for this complex project will also be undertaken. The Council Services anticipated to be accommodated in the new office headquarters have been engaged in this activity and further work is planned to assist in delivery of each workstream.
- 6.3 A decision in principle on the preferred site will enable the further detailed work necessary to be undertaken. This will prove the capability of the chosen site for the proposed development, firm up on likely development costs (including any abnormal and off-site costs) to be progressed as part of work being undertaken on the full business case and assist in preparing a delivery plan. The potential to conduct an option appraisal on the Abbotsford House site, should the landlord re-open discussions, will be allowed for in the work programme to finalise the business case.
- 6.4 The work undertaken to date on the site options for the office headquarters suggests that the development of this facility at the existing Municipal Buildings site offers advantages to the Council in respect of its central location, accessibility and benefits for the adjacent town centre and therefore it is recommended that the Council should proceed to develop the detailed business case focussed on this site.

## **7.0 RECOMMENDATIONS**

It is recommended that:

- a) the Executive agree that, for the purposes of developing a detailed business case, the existing Municipal Buildings Falkirk site be identified as the preferred location for the site of the new office headquarters building;
- b) should Carisbrooke Investments agree to negotiate the acquisition of Abbotsford House an appraisal will be undertaken to assess the benefits of this option and its implications for the Council office headquarters project.
- c) further reports be supplied to the Executive on the full business case and, if required, the options appraisal for Abbotsford House.

.....  
Director of Development Services

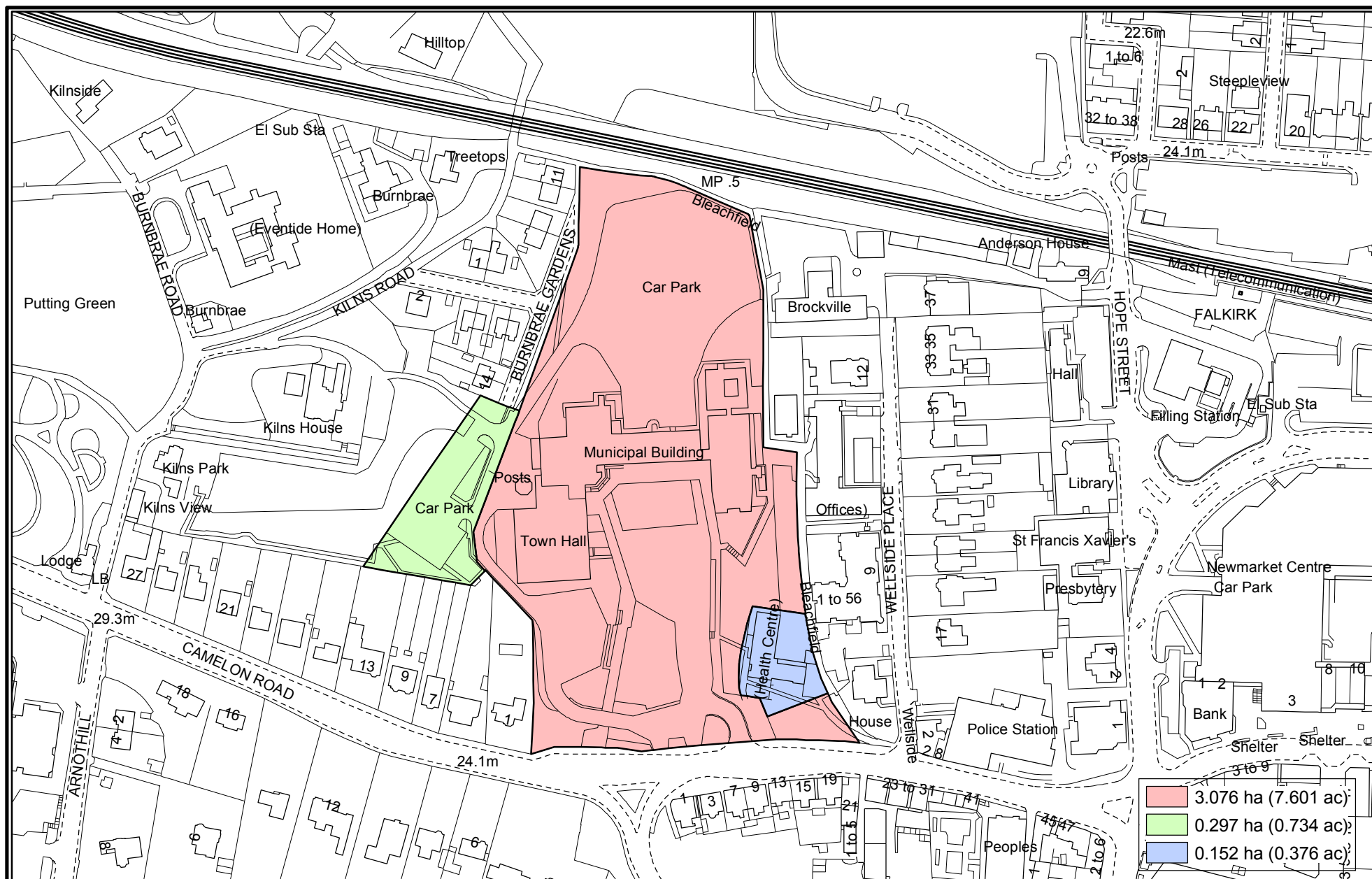
Date: 2 June 2014

Contact Officer: Alan Urquhart

Ext: 4798

### **LIST OF BACKGROUND PAPERS**

Nil



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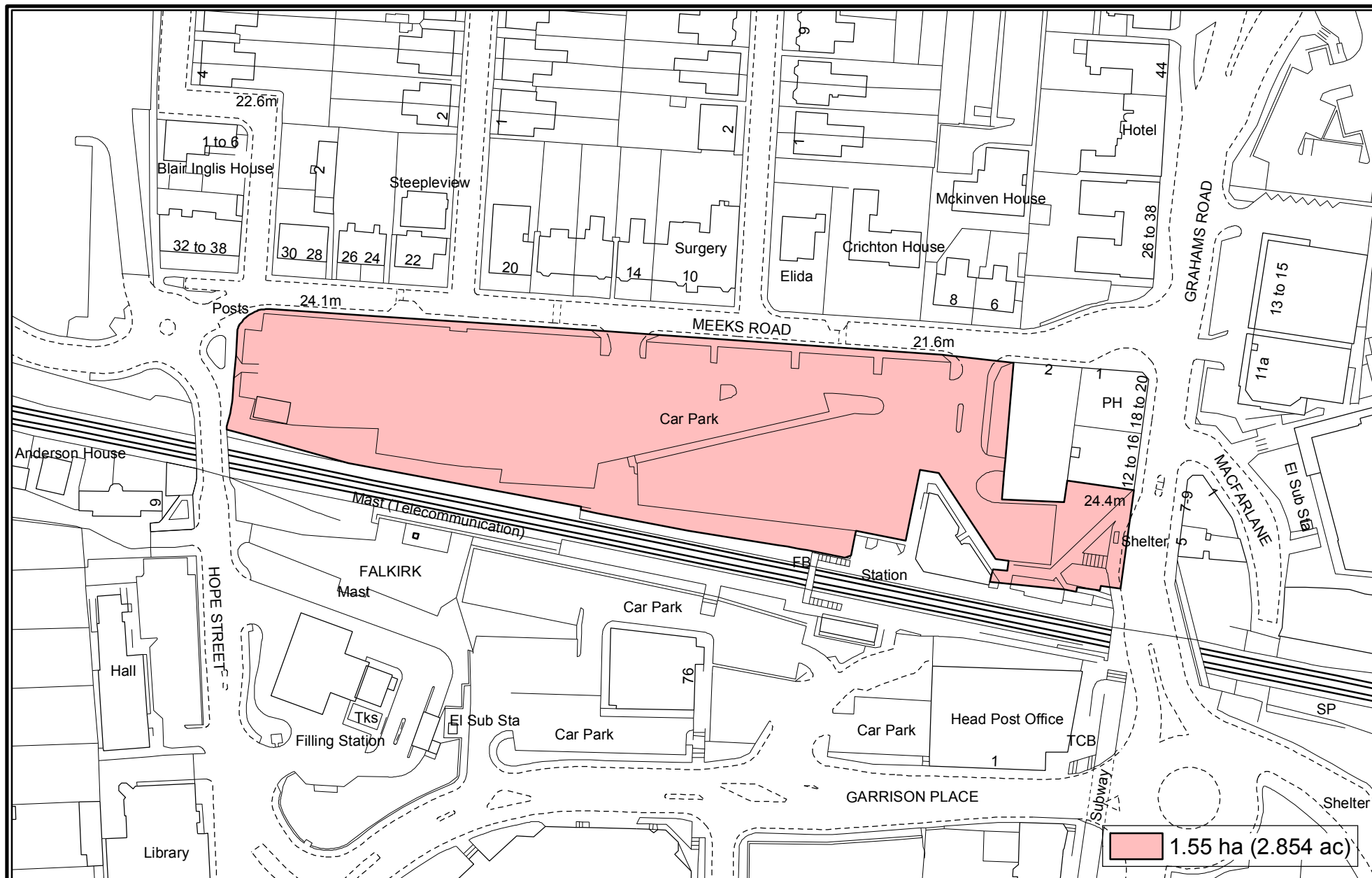
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30.5.2014



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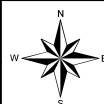


**Falkirk Council**  
Development Services  
Abbotsford House, Davids Loan, Bainsford, Falkirk,  
FK2 7YZ Telephone: 01324 504950 Fax: 01324 504709



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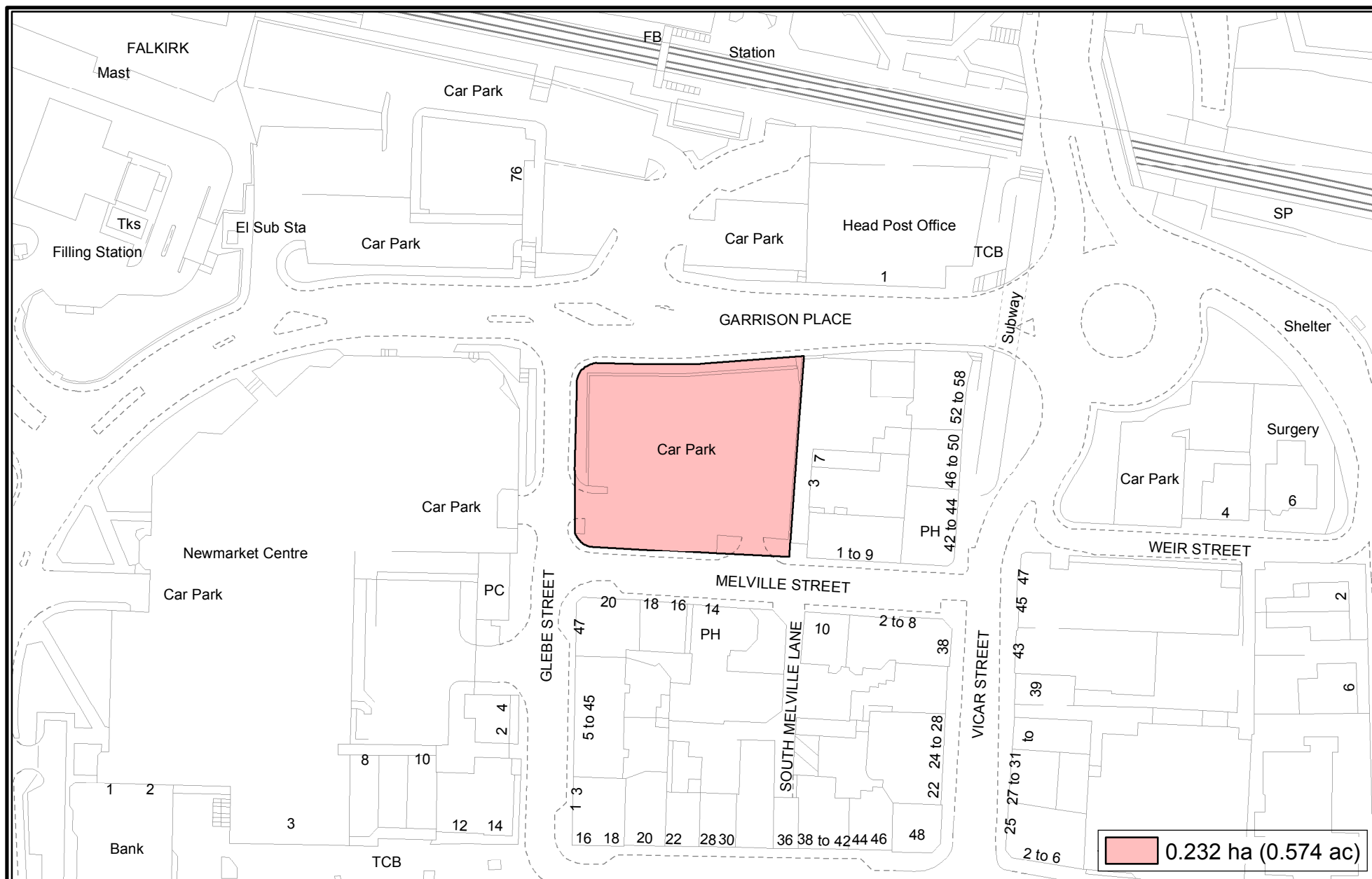
Land at Meeks Road, Falkirk

0 25 50 100 Meters



**Falkirk Council**  
Development Services

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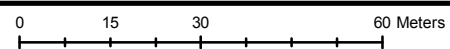


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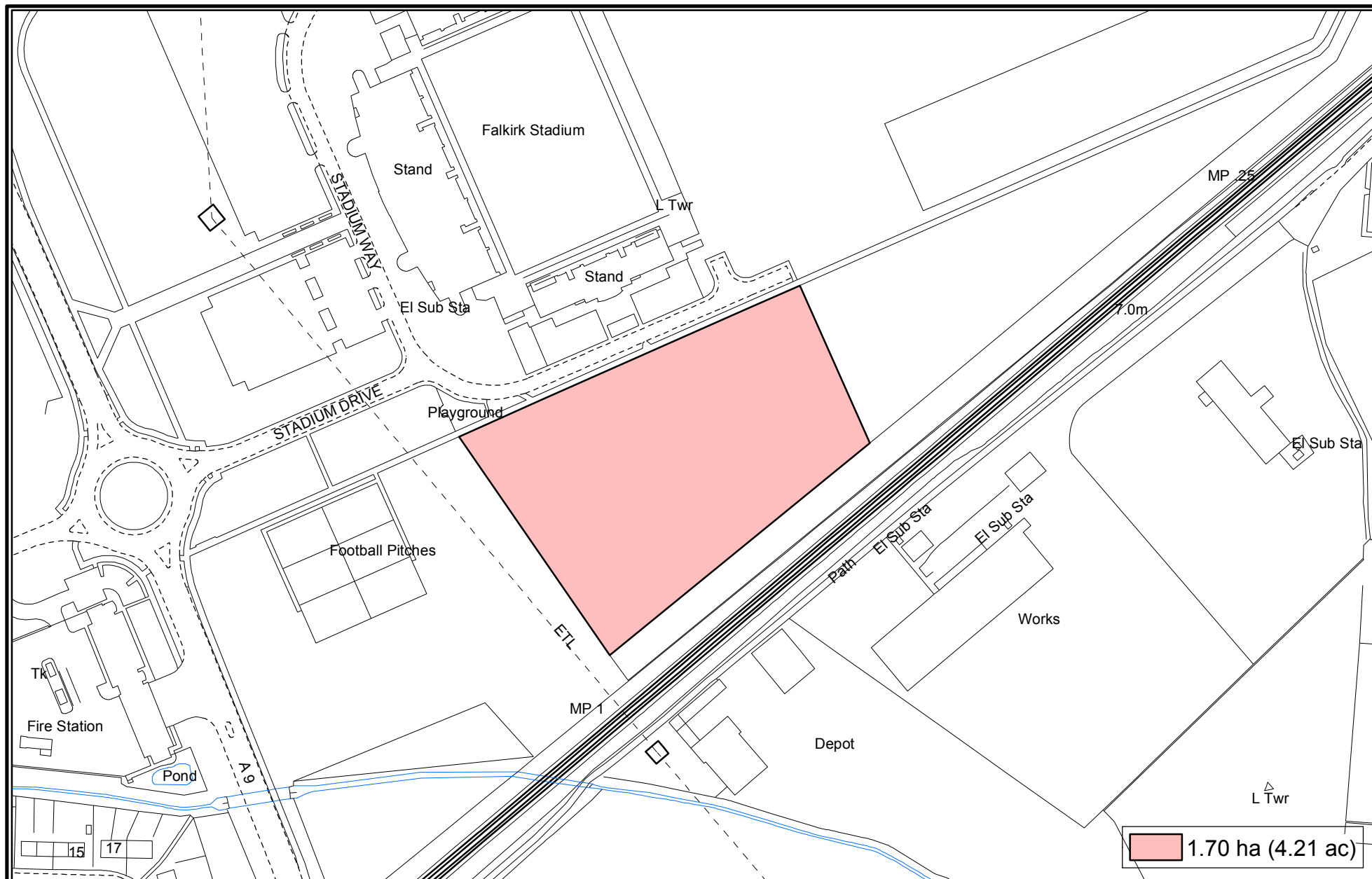


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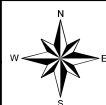
**Falkirk Council**  
**Development Services**  
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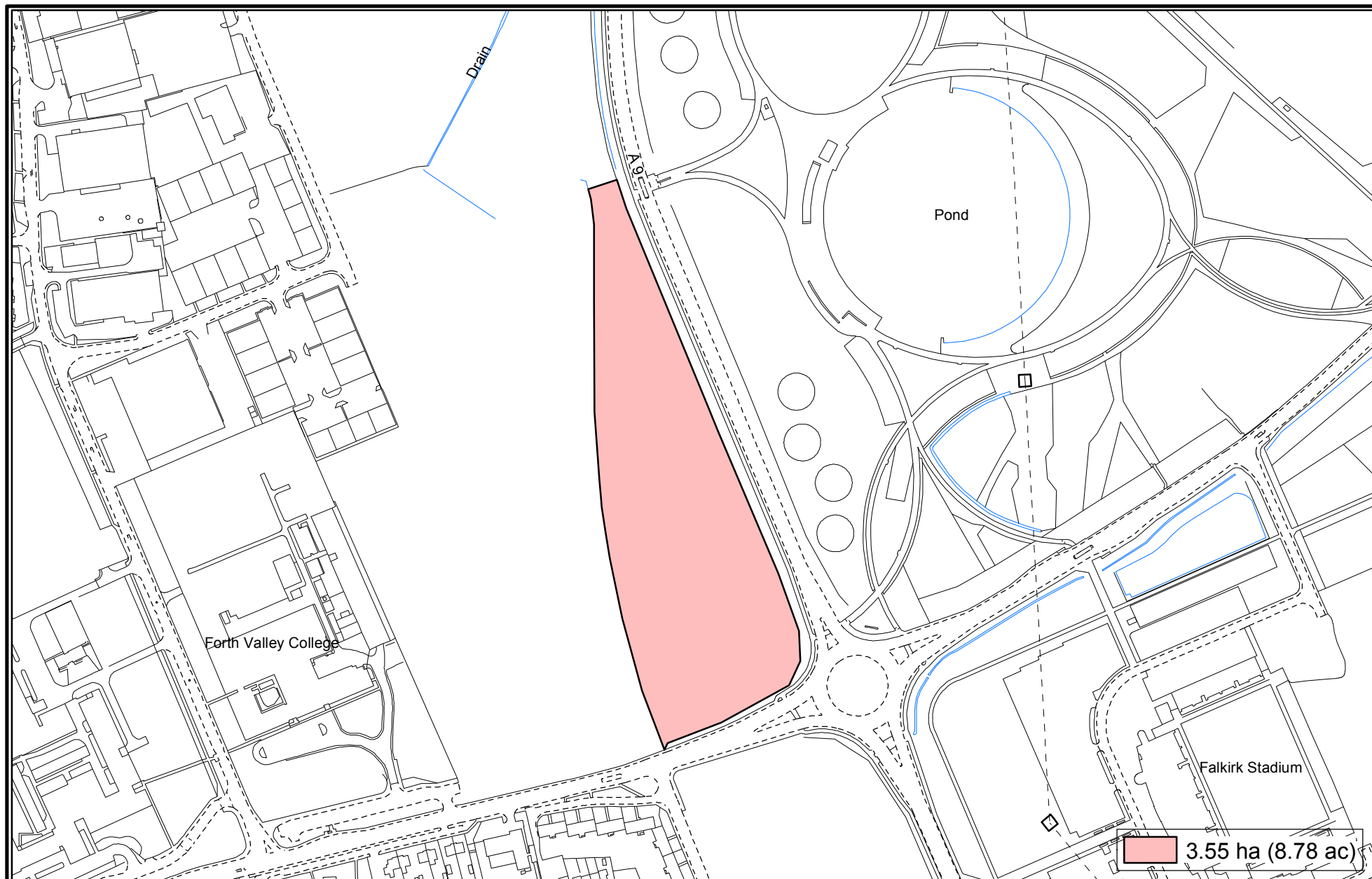


Subject:  
Land to the south of Falkirk Stadium

0 45 90 180 Meters



**Falkirk Council**  
Development Services  
Abbotsford House, Davids Loan, Bainsford, Falkirk,  
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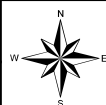
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Subject:

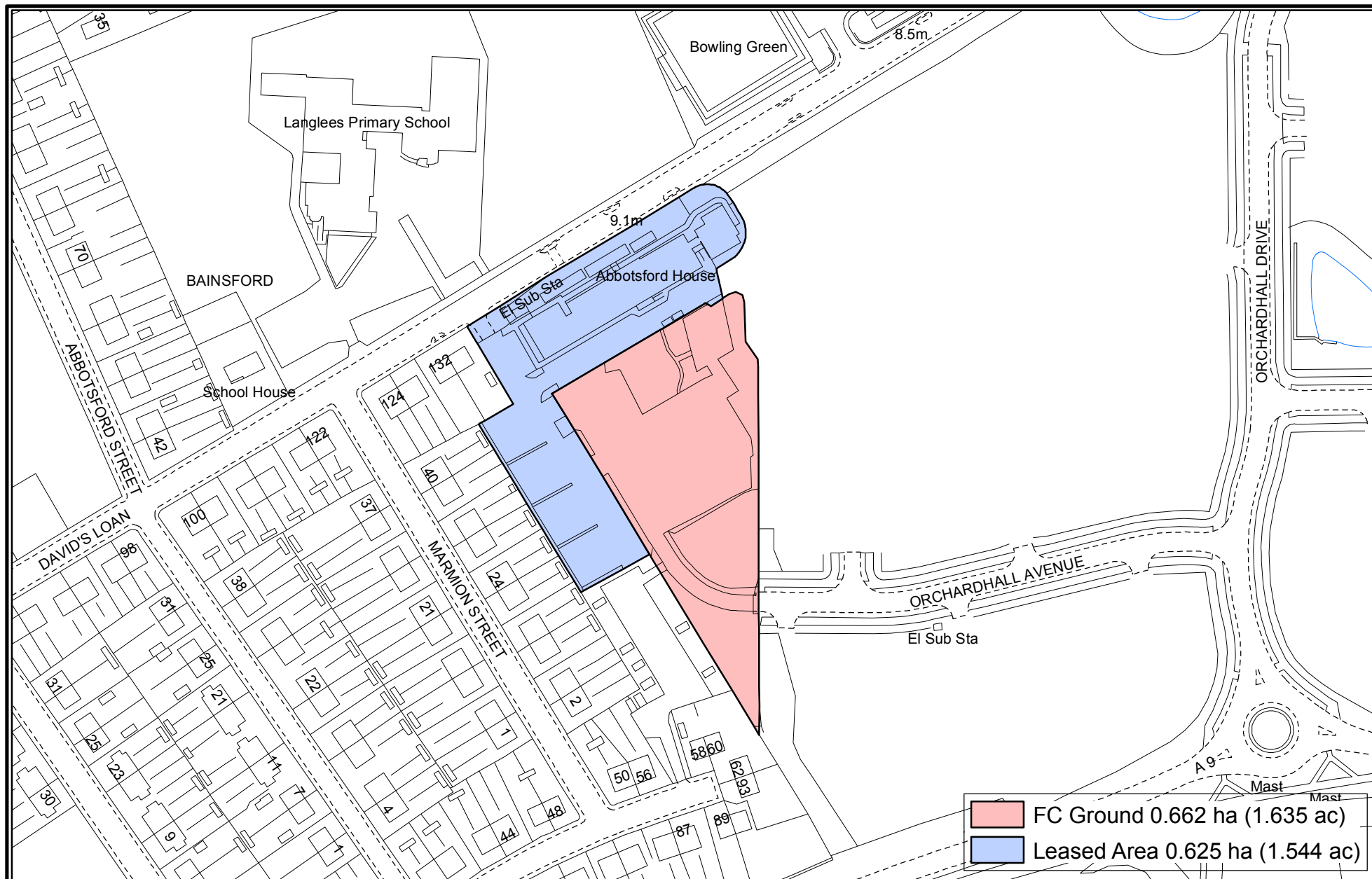
Land at Falkirk Gateway

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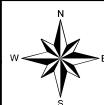
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Scale:  
1:2,000  
Date:  
30.5.2014



Subject: Abbotsford House, Falkirk  
0 35 70 140 Meters



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## **AGENDA ITEM 9**

### **FALKIRK COUNCIL**

**Subject: GRANGEMOUTH SPITFIRE MEMORIAL TRUST**  
**Meeting: EXECUTIVE**  
**Date: 17 JUNE 2014**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

#### **1.0 BACKGROUND**

- 1.1 The Council leases an area of ground extending to 635.55 sq m to Grangemouth Spitfire Memorial Trust (see attached plan).
- 1.2 The lease commenced on 30 January 2013 and is for a period of 20 years. The rent is £50 per annum.
- 1.3 The ground is used by the Memorial Trust for the purpose of housing a war memorial wall and replica Spitfire World War II fighter aircraft with associated path and landscaping.
- 1.4 In terms of the lease, the Memorial Trust is responsible for repair and maintenance of the leased subjects including the Spitfire and memorial wall. The tenant is also responsible for insurance of the leased subjects.

#### **2.0 THE MEMORIAL TRUST'S PROPOSAL**

- 2.1 The Trust has recently requested that the Council considering "adopting" the Spitfire site with a view to the Council assuming maintenance responsibilities.

#### **3.0 CURRENT POSITION**

- 3.1 Corporate & Neighbourhood Services currently carry out ground maintenance of the area within the lease (see attached ground maintenance plan). This does not include the memorial wall or the Spitfire itself.

#### **4.0 FUTURE MAINTENANCE**

- 4.1 Planning & Environmental Unit and Bridge & Structural Design Team have been consulted on the maintenance aspect of the Spitfire. It is considered difficult to quantify future maintenance costs including potential for repairs resulting from, for example, vandalism to the structure.

Given the specialist nature of the structure (the Spitfire is constructed in fibreglass), it would be likely to need future specialist maintenance to prevent or address, for example, weather related damage.

- 4.2 It has been suggested that a commuted sum could be sought from the Memorial Trust in return for taking on future maintenance liability.

## **5.0 POTENTIAL FUTURE MAINTENANCE RESPONSIBILITIES**

- 5.1 As noted at 3.1 above, Corporate & Neighbourhood Services maintain the surrounding ground and this arrangement would continue unchanged.  
The budget for maintenance of the war memorials in the area is held by the Governance Division within the Chief Executive Office. This amounts to £20,000 per annum.  
Whilst the actual amount is variable, there is usually a small underspend on this budget.
- 5.2 Were the Council to agree to the Memorial Trust's request to take on maintenance of the memorial wall and replica Spitfire, it is likely that costs will require to be met from this budget. As the replica is comparatively new, these are not anticipated to be significant in the short term, though may increase over time eg dependent on the extent of weather related damage as noted at 4.1 above.
- 5.3 Should the Council agree to take on responsibility for the replica Spitfire, it is intended that it be included on the block property insurance policy and insured against the standard insurable risks, including vandalism (though excluding normal wear and tear maintenance as normal). The cost and reinstatement value of the Spitfire itself is £30,000 and it is anticipated that the memorial will have a minimum lifespan of 30 years. It is not anticipated that this would result in a significant increase to the level of the block policy premium payable.
- 5.4 The Spitfire Memorial Trust have advised that they would be prepared to pay a commuted sum towards future maintenance. The amount would require to be formally agreed by the Trust, however, it is understood the sum to be offered is likely to be in the region of £4,000.

## **6.0 RECOMMENDATION**

- 6.1 To ask Members to consider the request and determine whether they wish Council to agree to take over maintenance responsibilities.

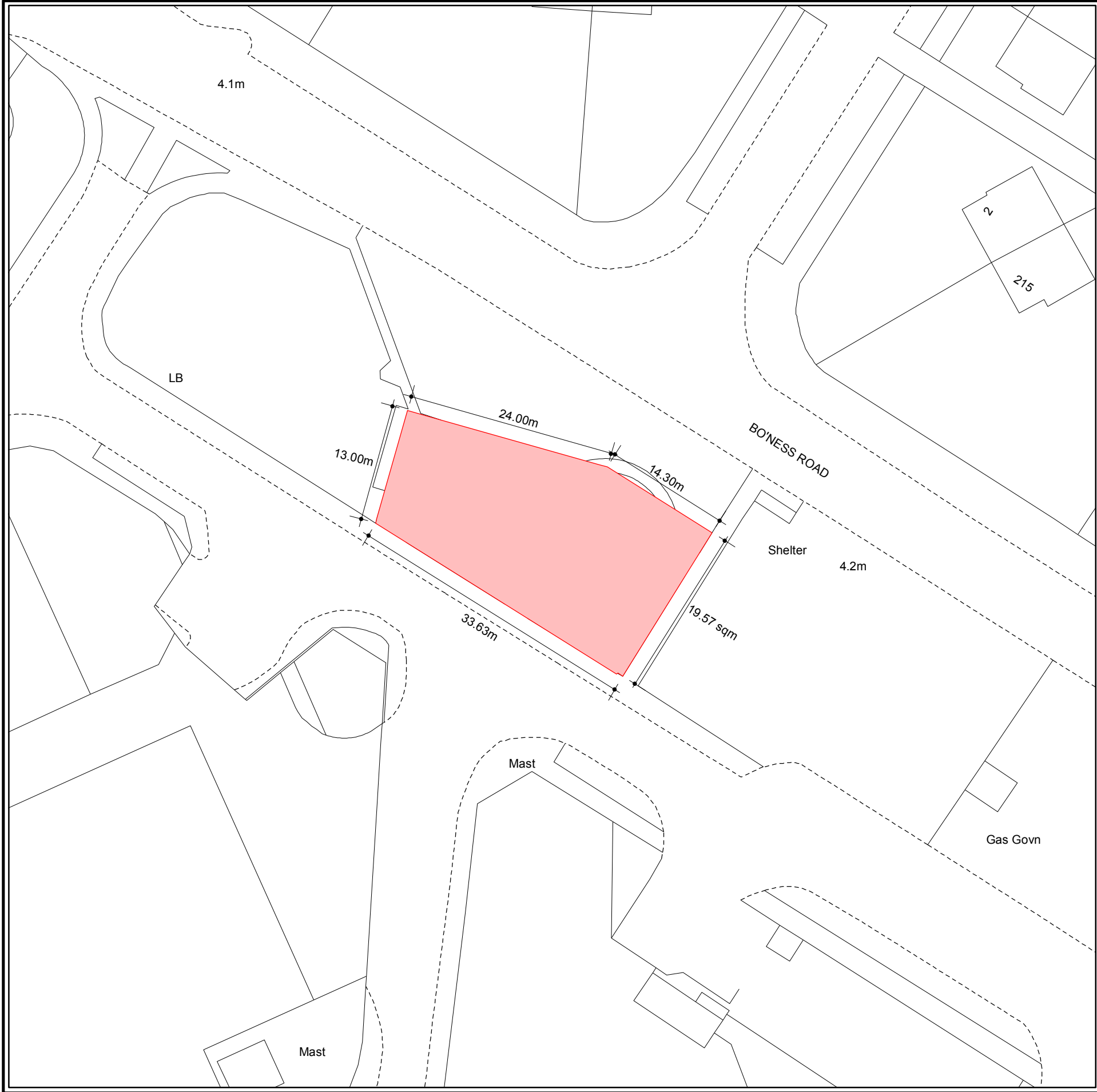
.....  
Director of Development Services

Date 2 June 2014

Contact Officer: Alan Urquhart, Asset Manager, ext 4798

## **LIST OF BACKGROUND PAPERS**

Nil



Falkirk Council



LOCATION PLAN scale: 1:5,000

Subject:		
Site for Memorial Wall and Replica Spitfire, Bo'ness Road, Grangemouth		
Area:	635.55 sqm	or thereby.
Scale:	Plan No:	Date:
1:500	2520	2.6.2014
<b>Development Services</b> The Falkirk Stadium, Westfield, Falkirk FK2 9DX Telephone: 01324 590900 Fax: 01324 590913		
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Scale 1:1000



**Spitfire Memorial Site - Grounds Maintenance**



**Falkirk Council**