

Equality & Poverty Impact Assessment 00478 (Version 1)

SECTION ONE: ESSENTIAL INFORMATION

Service & Division:	Place Services Environment & Operations	Lead Officer Name:	Ross Maclean
		Team:	Estates
		Tel:	01324 504955
		Email:	ross.maclean@falkirk.gov.uk
Proposal:	SPR Phase 2 - Estates Stores & Bothies for Rationalisation	Reference No:	

What is the Proposal?	Budget & Other Financial Decision	Policy (New or Change)	HR Policy & Practice	Change to Service Delivery / Service Design
	Yes	No	No	No

Who does the Proposal affect?	Service Users	Members of the Public	Employees	Job Applicants
	No	No	Yes	No

Other, please specify: There is no community access to facilities affected by this proposal.

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

01/03/2023	As part of the SPR Phase 2, the aim is to review to rationalise the number of cemetery stores and bothies.
17/01/2024	The bothies and stores proposed for closure in Stage 2 are - Denny, New Carriden, Grandsable, Callendar Park and Glebe Street,

SECTION TWO: FINANCIAL INFORMATION

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this service (£'0000s)	Total:	£8,664.81	
Reduction to this service budget (£'0000s)	Per Annum:	£8,664.81	An additional £91,060.32 in backlog capital maintenance costs will also be avoided.
Increase to this service budget (£'000s)	Per Annum:		
If this is a change to a charge or concession please complete.	Current Annual Income Total:		
	Expected Annual Income Total:		
If this is a budget decision, when will the saving be achieved?	Start Date:	01/04/2024	
	End Date (if any):		

SECTION THREE: EVIDENCE Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups.)

A - Quantitative Evidence This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

A survey was undertaken to gather views on the various proposals contained within the SPR, which included all Falkirk Council employees being invited to respond. In respect of the 9 cemetery stores and bothies proposed for closure, there was minimal feedback (3 responses). The points raised in these responses were not objections to the closure of these facilities and related more to the proposed outcomes of buildings affected, or the suitability of alternative locations suggested. All employees who could potentially be impacted by SPR proposals were notified directly in December 2022 by the Council's HR team.

B - Qualitative Evidence This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

Social - case studies; personal / group feedback / other

Extensive public engagement was undertaken in December 2022 and January 2023. No specific concerns in relation to cemeteries and bothies were raised through the range of public events undertaken. An email was received from a funeral director business conveying concern over reducing cemetery assets and the perceived impact of this. Advice was sought on how other, similar front-line services access toilet facilities and the proposals are consistent with how this is approached in those areas.

The main satellite depots required for service provision will be retained. Of the bothies recommended for closure, only employees operating out of the Glebe Street Bothie will experience any direct impact, and suitable alternative provision will be identified and made available to mitigate against any potential impacts arising from the closure.

Best Judgement:

Has best judgement been used in place of data/research/evidence?	Yes
Who provided the best judgement and what was this based on?	Best judgement provided by project team and senior management relating to possible equality impacts as these were not forthcoming from the evidence gathered (noted above). Advice was sought on how other, similar front-line services access toilet facilities and the proposals are consistent with how this is approached in those areas.

What gaps in data / information were identified?	Detailed demographic and equality data of employees affected was not available at the time of this assessment. A service review will be undertaken to support the identification of alternative provision in respect of storage requirements and access to toilet facilities for the staff impacted by the closure of Glebe Street Bothie.
Is further research necessary?	Yes
If NO, please state why.	

SECTION FOUR: ENGAGEMENT

Engagement with individuals or organisations affected by the policy or proposal must take place

Has the proposal / policy / project been subject to engagement or consultation with service users taking into account their protected characteristics and socio-economic status?	Yes	
If YES, please state who was engagement with.	Extensive public engagement was undertaken in December 2022 and January 2023. All employees who could potential be impacted by SPR proposals were notified directly in December 2022 by the Council's HR team.	
If NO engagement has been conducted, please state why.		
How was the engagement carried out?	What were the results from the engagement? Please list...	
Focus Group	No	
Survey	Yes	In respect of estates stores and bothies, there was minimal feedback (3 responses). The points raised in these responses were not objections to the closure of these facilities and related more to the proposed outcomes of buildings affected, or the suitability of alternative locations suggested.
Display / Exhibitions	No	
User Panels	No	
Public Event	Yes	No specific concerns in relation to estates stores and bothies were raised through the range of public events undertaken. An email was received from a funeral director business conveying concern over the reducing cemetery assets and the perceived impact of this.
Other: please specify		
Has the proposal / policy/ project been reviewed / changed as a result of the engagement?	No	
Have the results of the engagement been fed back to the consultees?	No	
Is further engagement recommended?	No	

SECTION FIVE: ASSESSING THE IMPACT

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

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide evidence of the impact on this protected characteristic.
Age			✓	Older members of staff may require to use the toilet provision within the bothies more frequently than other age groups.
Disability			✓	Staff members with any disabilities may have to travel further in order to access toilet provision.
Sex			✓	Female employees may require to use toilet facilities more often than male employees.
Ethnicity	✓			No impact.
Religion / Belief / non-Belief	✓			No impact.
Sexual Orientation	✓			No impact.
Transgender	✓			No impact.
Pregnancy / Maternity			✓	Pregnant workers may require to use toilet facilities more often than others.
Marriage / Civil Partnership	✓			No impact.
Poverty	✓			No impact.
Care Experienced				
Other, health, community justice, carers etc.	✓			No impact.
Risk (Identify other risks associated with this change)	No other risks have been identified.			

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

	Evidence of Due Regard
Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):	Access to suitable alternative facilities will be made available to those employees affected, however this limited to one site.
Advance Equality of Opportunity:	Suitable facilities will continue to be made available to all employees regardless of their protected characteristics.
Foster Good Relations (promoting understanding and reducing prejudice):	Not applicable to this proposal.

SECTION SIX: PARTNERS / OTHER STAKEHOLDERS

Which sectors are likely to have an interest in or be affected by the proposal / policy / project?		Describe the interest / affect.
Business	No	
Councils	No	
Education Sector	No	
Fire	No	
NHS	No	
Integration Joint Board	No	
Police	No	
Third Sector	No	
Other(s): please list and describe the nature of the relationship / impact.		

SECTION SEVEN: ACTION PLANNING

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

Identified Impact	To Who	Action(s)	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes
Age, Disability, Sex & Pregnancy	Employees	Service review to be undertaken to identify alternative provision for the employees affected by the closure of Glebe Street Bothie.	Steven Vause / Ian Edwards	01/04/2024	

No Mitigating Actions

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

Are actions being reported to Members?	Yes
If yes when and how ?	SPR Stage 2 Update January 2024

SECTION EIGHT: ASSESSMENT OUTCOME

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

No major change required	No	
The proposal has to be adjusted to reduce impact on protected characteristic groups	Yes	Suitable alternative toilet/bothie provision will be identified for the small group of employees affected by the closure of Glebe Street Bothie.
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups	No	
Stop the proposal as it is potentially in breach of equality legislation	No	

SECTION NINE: LEAD OFFICER SIGN OFF

Lead Officer:

Signature:	<i>James Baillie</i>	Date:	17/01/2024
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SECTION TEN: EPIA TASK GROUP ONLY

OVERALL ASSESSMENT OF EPIA:	Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties?	Yes
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ASSESSMENT FINDINGS	Extensive public engagement was undertaken in December 2022 and January 2023. All employees who could potential be impacted by SPR proposals were notified directly in December 2022 by the Council's HR team.	
If YES, use this box to highlight evidence in support of the assessment of the EPIA		
If NO, use this box to highlight actions needed to improve the EPIA		

Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes been made</u>?	Yes	If YES, please describe: Suitable alternative toilet/bothie provision will be identified for the small group of employees affected by the closure of Glebe Street Bothie.
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LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA

LEVEL		COMMENTS
HIGH	Yes / No	
MEDIUM	Yes / No	
LOW	Yes	Low impact. Only a small number of employees will be affected by the proposed closures as the main bothies essential for service delivery are being retained. The closure of Glebe Street Bothie will impact on a small group of employees however suitable alternative provision will be identified.

SECTION ELEVEN: CHIEF OFFICER SIGN OFF

Director / Head of Service:			
Signature:	<i>Malcolm Bennie</i>	Date:	23/01/2024