

# Equality Impact and Needs Assessment Form

## Section One – Screening

Name of strategy, policy or project:
Library Modernisation and development of further provision
Directorate and service area:
Formerly Education Arts and Libraries now Environment Economy and Culture
Name and contact details of officer completing assessment:
Head of Library & Information Services
<p>1. What is the main purpose of the strategy/policy/project (or the changes you want to make to it)?</p> <p>To review, evaluate and develop the provision of effective Library service provision and resources throughout the County of Devon</p>
<p>2. What are the main activities of the strategy/policy/project?</p> <p>To review existing provision and identify usage and areas of need and under use of resources.</p> <p>To identify reallocation of resources in order to enhance provision</p> <p>To identify where additional resources and services would complement existing provision and decrease specifics such as geographic isolation (e.g. through increased mobile library provision)</p>
<p>3. Who is intended to benefit from the strategy/policy/project, and how?</p> <p>Existing, potential and future users of the Library service also the service itself in developing its response to the needs of the community.</p>
<p>4. Is the strategy/policy/project consistent with the Council's equality policies?</p> <p>Yes</p>
<p>5. Is responsibility for the strategy/policy/project shared with another department, authority or organisation? If so, what responsibility and which bodies?</p> <p>Library service responsibility, DCC Statutory Service Responsibility</p>

6. What impact is the strategy/policy/project likely to have on different sections of the community? You may wish to use the table below as a prompt.

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
Gender					
• Women	<input type="checkbox"/>	<input type="checkbox"/>			
• Men	<input type="checkbox"/>	<input type="checkbox"/>			
Ethnic Group					
• Asian or Asian British people	✓	<input type="checkbox"/>	* 1 Redevelopment of resources will support effective provision of materials and formats that will meet the needs of the whole community also access regarding locations in open accessible buildings.		* 2 Research undertaken identifying the needs of Black and Minority Ethnic Groups not always met within local authority service provision. CRE Race Equality Duty Guidance requires provision in accessible formats
• Black or Black British people	✓	<input type="checkbox"/>	As * 1		As * 2
• Chinese people	✓	<input type="checkbox"/>	As * 1		As * 2
• Gypsy or Roma People	✓	<input type="checkbox"/>	As * 1		As * 2
• Irish People	✓	<input type="checkbox"/>	As * 1		As * 2
• People of Mixed Heritage	✓	<input type="checkbox"/>	As * 1		As * 2

<sup>1</sup> Refer to section 3 of the EINA guidance.

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
• White People	✓	<input type="checkbox"/>	Development of resources supporting local communities including the Polish community in accessing services and resources		
• People of other ethnic backgrounds	✓	<input type="checkbox"/>	As * 1		As * 2
Asylum Seekers and Refugees	✓	<input type="checkbox"/>	Library service is already developing an outreach service and this will be further enhanced by reallocation of resources		Research from other local authorities identifies evidence which indicates outreach services provide opportunities for hard to reach groups
People with physical, sensory or learning disabilities	✓	✓	Reallocation of resources will allow extension of provision for multi format materials and resources to be made available e.g. books in sign and symbol also development of accessible venues including mobile libraries which have accessible provision also increase in ability to produce large print and tactile formats		DDA requirements regarding access to goods and services identify the requirement to make venues and materials accessible and funding release will support this.

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
			Possible negative impacts may exist around distance needing to be travelled and inaccessible transport where a service is moved from a local community.		
Deaf People who use British Sign Language	✓	<input type="checkbox"/>	Current provision will be further enhanced by additional resources available to support schemes such as dedicated collections and frontline training as well as resources available in BSL sign formats also provision of design in buildings including loop access etc. Further funding for signing staff within settings.		Again requirements around provision of resources in accessible formats and Devon's commitment to the Pledges of the Deaf Charter which include making information and services more responsive to the needs of the Deaf community.
People with mental health issues	✓	<input type="checkbox"/>	Books on prescription service is already in provision and some resources about mental health issues and services available. This provision would be enhanced and extended through		In consultation with local mental health support groups around the provision available and extending the opportunities that can be provided
Lesbians, gay men and	✓	<input type="checkbox"/>	Ability to increase		Getting Equal

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
bisexual people			provision for information and guidance that will support advice, information, needs and requirements through materials and resources available.		consultation into prevention of discrimination in the provision of goods and services based on sexual orientation supports provision of information and resources
Trans people	✓	<input type="checkbox"/>	Ability to increase provision for information and guidance that will support advice, information, needs and requirements through materials and resources available.		Getting Equal consultation into prevention of discrimination in the provision of goods and services based on sexual orientation supports provision of information and resources
Age					

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
<ul style="list-style-type: none"> <li>Older people (60 +)</li> </ul>	✓	✓	There are both positive and negative impacts for older people, while there is concern from many older people that the loss of local community services may lead to difficulty in access in larger settings through inaccessible transport issues, the positive is through the provision of mobile services to settings who have never experienced provision.		Evidence from initial consultation which has included some feedback from older people where concerns have been raised and evidence from other local authority studies identifying the increase in provision made available to local communities through more diverse provision such as mobile provision.
<ul style="list-style-type: none"> <li>Younger people (17-25) and children</li> </ul>	✓	✓	<p>Increase in provision of services for young people such as events with specific focuses also about mobile provision for hard to reach areas encouraging participation and access to the service</p> <p>Potential difficulties in transport and access for young people</p>		

	<b>Positive impact</b> – it could benefit ✓ (check box)	<b>Negative impact</b> – it could disadvantage ✓ (check box)	<b>Reason</b>	<b>Are there additional factors that could contribute to the experience of isolation<sup>1</sup>? If so, what are they?</b>	<b>Evidence</b>
People of different faith groups or beliefs including non-believers	✓	<input type="checkbox"/>	Some local community libraries are still housed within local church owned venues, the provision of resources in mainstream non religious venues allows people of different faiths or non-believers to access the provision.		
Travellers	✓	<input type="checkbox"/>	Library service is already developing an outreach service and this will be further enhanced by reallocation of resources. Also development of loans service such as that provided to children of Traveller families around the nominated guarantor scheme.		Research from other local authorities identifies evidence which indicates outreach services provide opportunities for hard to reach groups.  Evidence of success of existing provision such as guarantor scheme.
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>			
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>			

**Notes:**

- Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs and Hindus. Consider faith categories individually and collectively when assessing positive and negative impacts.

- The categories relating to ethnicity include those used in the 2001 census. Consideration should be given to the needs of specific communities within the broad categories such as Bangladeshi people and to the needs of other communities such as Turkish/Turkish Cypriot, Greek/Greek Cypriot and Polish that do not appear as separate categories in the census.
- An adverse impact does not necessarily require action to be taken. Actions must remain in proportion with the benefits that could be achieved and resources available to complete them. If adverse impacts are identified and actions for improvement are not proportionate, the reasons for not taking action should be detailed and open to challenge.

7. If you have indicated there is a negative impact on any group, is that impact:		
Legal?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<i>(i.e. it is not discriminatory under anti-discriminatory legislation – refer to the Council's website or your Directorate Equality Representative if guidance is needed)</i>		
Intended?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Level of impact	HIGH <input type="checkbox"/>	LOW <input checked="" type="checkbox"/>
If the negative impact is possibly discriminatory and not intended and/or of high impact you must complete section two of this form. If not, complete the rest of section one below and consider if completing section two would be helpful in making a thorough assessment.		
8. a) Could you minimise or remove any negative impact that is of low significance? Explain how: Discussion and engagement with groups through consultation for example with older peoples groups to establish further concerns and seek advice as to how to make provision available and reassure		
b) Could you improve the strategy, project or policy's positive impact? Explain how: Seeking further consultation and establish the needs of groups where there may be negative impact and identify services available to meet needs. <i>You may wish to use the action sheet at the end of Section Two.</i>		
9. If there is no evidence that the strategy, policy or project promotes equality, equal opportunities or improved relations – could it be adapted so that it does? How? During consultation processes, examples such as the services that can be enhanced an offered should be discussed this may include having examples at the consultation events of what initiatives or developments the service is currently providing or intending to provide this may include the facilities of a mobile library that people can access and discussions about different schemes such as multi format resources, talking books, large print, other languages etc that will explain a focus on enhancement of the service not a reduction.		

**Please sign and date this form. Keep one copy, send a copy to your Directorate Equality Representative and publish the results on the Council's website.**

Signed: Head of Library & Information Services

Date: 30<sup>th</sup> March 2006

## Section Two – Full assessment

Name of strategy, policy or project:

Library Modernisation and development of further provision

Date: 30<sup>th</sup> March 2006

### Part A

1. Looking back at section one of the EINA, in what areas are there concerns that the strategy, policy or project could have a negative impact?

Yes

2. Summarise the likely negative impacts.

Likely negative impact may be on those within local communities where a library service exists and where resources may be transferred to support alternative provision groups may include older people and people who may have a disability where accessibility, provision and transport may be issues.

3. What previous or planned consultation or research on this topic / policy area / project has taken place / will take place with groups / individuals from different sections of the community? If there has already been consultation or research what does it indicate about negative impact of this strategy, policy or project?

Section of the Community	Summary of consultation or research carried out or planned
Older Peoples groups or representatives	Discuss likely concerns and issues that may be raised to proposed impact of changes to services and identify ways of minimising and overcoming also about positive ways to share this with the community at time of public consultation
People who have physical support needs, learning disabilities and sensory impairments	Discuss likely concerns and issues that may be raised to proposed impact of changes to services and identify ways of minimising and overcoming also about positive ways to share this with the community at time of public consultation

4. What consultation has taken place/or is planned with DCC staff/DCC staff group including staff that have, or will have, direct experience of implementing the strategy / policy / project?

GAP inspectorate has already worked with Library service to review provision and concerns in the delivery and scope of services

Multi party panel conducting a strategic review has taken place to identify future needs of library service provision within the county

IDA peer review conducted 2004 regarding service provision

Work with Libraries staff in identifying use of services and research into take up of services and staff input into service development needs.

5. If there are gaps in your previous or planned consultation and research, are there any experts/relevant groups that can be contacted to get further views or evidence on the issues.

YES  (Please list them below and explain how you will obtain their views)

Older peoples groups or representation – through work with specific groups or representatives to gain understanding of specific issues and concerns and support to meet concerns.

Disabled peoples groups or representation – through work with specific groups or representatives to gain understanding of specific issues and concerns and support to meet concerns.

NO

6. Has the strategy / policy / project been through legal vetting for compliance?

YES

NO

**Note:** This will only be necessary in conditions where the strategy / policy / project is entirely driven by legislative duties **and/or** where there is doubt about the legal interpretations in relation to the outcomes / service being provided.



## Equality Impact and Needs Assessment Action Plan

Please list below any recommendations for action that you plan to take as a result of this impact assessment.

Issue	Action required	Lead officer	Timescale	Resource implications	Comments
Consultation with older people, groups or representatives	Arrange meetings for consultation regarding issues and advice		If possible prior to May 06 or as part of Library Consultation process	Staff funding costs for consultation and also any costs for groups involved such as expenses venues refreshments etc.	
Consultation with Disabled people, groups or representatives	Arrange meetings for consultation regarding issues and advice		If possible prior to May 06 or as part of Library Consultation process	Staff funding costs for consultation and also any costs for groups involved such as expenses venues refreshments etc.	
Public consultation with local community	Arrange meetings for public consultation regarding issues and advice		May - July 2006	Staff funding costs for consultation including venues and provision of materials and resources such as mobile library present at events.	

**NOTES:**