

Savings Proposals 2015/16: Equality Impact Assessment (EIA) – Reduction in Library Resources Fund - DRAFT

Officer Name:	Nick Niles	Position:	Community and Performance Librarian
Business Unit:	Residents and Visitor Services	Directorate:	Place
Date Started :	June 2014	Date of current version:	June 2014

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Equality Impact Assessment (EIA) has been developed as a tool to enable business units to fully consider the impact of their proposals on the community. As a council we need to ensure that we are able to deliver the savings that we need to make while mitigating against any negative or adverse impacts on particular groups across our communities.

This EIA will evidence that the Council have fully considered the impact of the proposed changes and has carried out appropriate consultation on those changes with the key stakeholders. This EIA and the evidence provided within it will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

Executive Lead / Head Sign off *(when final version)*:

Executive Lead(s)		Executive Head:	
Date:		Date:	

Summary from Overall Savings Proposals:

Proposals – Outline	Savings for 2015/16		Implementation Cost <i>Include brief outline + year incurred</i>	Delivery <i>When will this proposal realise income / savings</i>	Risks / impact of proposals <ul style="list-style-type: none"> • <i>Potential risks</i> • <i>Impact on community</i> • <i>Knock on impact to other agencies</i> • <i>If statutory service please state relevant legislation section and Act together with any statutory guidance issued.</i> 	Type of decision		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Resources fund reduction		67,850		2015/16	Resources fund reductions will mean that fewer books, DVDs, CDs, spoken word materials and online resources will be purchased.			X

DRAFT

Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1.	<p>Clearly set out the proposal and what is the intended outcome.</p>	<p><i>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy. It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <p>This proposal is to reduce the amount of money available to the resources fund by £68,750 by purchasing fewer items. The current budget for 2014/15 is £171,900.</p> <p>Torbay libraries purchase a range of books and media in a wide range of formats to meet individual needs via the resources fund. Items are purchased in line with Torbay Libraries Stock Policy Statement.</p> <ul style="list-style-type: none"> • Resources fund reductions will mean that fewer books, DVDs, CDs, spoken word materials and online resources will be purchased. In the last 2 years this will mean that the resources fund has been reduced by 25%. • Existing stock may become out of date and physical condition may deteriorate as normal shelf life needs to be extended. • There may be a loss of income through reduced acquisition and provision of income generation items such as DVDs and CDs. • There may be a slower response to requests for stock items not immediately available on library shelves
2.	<p>Who is intended to benefit / who will be affected?</p>	<p>Library customers could potentially be affected by this reduction.</p>

Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

Evidence, Consultation and Engagement

No	Question	Details																																
3.	Have you considered the available evidence?	<p>Statistics collated by CIPFA show that Torbay ranked 8 highest of 15 comparator authorities for £ spend per 1000 population on materials (resources). The 2012/13 'actuals' figure saw Torbay spend £1,335 per 1000 population with the average spend within the comparator group totalling £1473.</p> <div data-bbox="584 818 1503 1342" style="border: 1px solid black; padding: 10px;"> <p>Total Materials</p> <table border="1"> <caption>Estimated Data from 'Total Materials' Chart</caption> <thead> <tr> <th>Authority</th> <th>Spend per 1000 population (£)</th> </tr> </thead> <tbody> <tr><td>d</td><td>2250</td></tr> <tr><td>w</td><td>2100</td></tr> <tr><td>k</td><td>1950</td></tr> <tr><td>x</td><td>1900</td></tr> <tr><td>z</td><td>1750</td></tr> <tr><td>s</td><td>1400</td></tr> <tr><td>h</td><td>1350</td></tr> <tr><td>n</td><td>1335</td></tr> <tr><td>a</td><td>1250</td></tr> <tr><td>f</td><td>1250</td></tr> <tr><td>t</td><td>1200</td></tr> <tr><td>r</td><td>1150</td></tr> <tr><td>m</td><td>1100</td></tr> <tr><td>u</td><td>1100</td></tr> <tr><td>e</td><td>900</td></tr> </tbody> </table> <p>Key to graph: (d) North Tyneside (w) Poole (k) Bournemouth (x) Blackpool (z) Isle of Wight (s) Cornwall (h) Sefton (n) Torbay (a) Bath & North East Somerset (f) Darlington (t) Plymouth (r) East Riding of Yorkshire (m) Wirral (u) York (e) North Somerset</p> </div>	Authority	Spend per 1000 population (£)	d	2250	w	2100	k	1950	x	1900	z	1750	s	1400	h	1350	n	1335	a	1250	f	1250	t	1200	r	1150	m	1100	u	1100	e	900
Authority	Spend per 1000 population (£)																																	
d	2250																																	
w	2100																																	
k	1950																																	
x	1900																																	
z	1750																																	
s	1400																																	
h	1350																																	
n	1335																																	
a	1250																																	
f	1250																																	
t	1200																																	
r	1150																																	
m	1100																																	
u	1100																																	
e	900																																	

No	Question	Details
4.	<p>How will / have you* consulted on the proposal?</p> <p><i>*delete as appropriate</i></p>	<p>Consultation on this proposal will be undertaken as part of the Councils budget setting process</p>
5.	<p>Outline the key findings</p>	<p>TO BE COMPLETED ONCE CONSULTATION UNDERTAKEN: <i>Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.</i></p>
6.	<p>What amendments may be required as a result of the consultation?</p>	<p>TO BE COMPLETED ONCE CONSULTATION UNDERTAKEN: <i>Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?</i></p>

Positive and Negative Equality Impacts *TO BE UPDATED ONCE CONSULTATION UNDERTAKEN*

No	Question	Details		
7.	Identify the potential positive and negative impacts on specific groups			
		Positive Impact	Negative Impact	Neutral Impact
	Older or younger people		<p>Potential reduction in the number of stock items that are purchased resulting in fewer items to choose from.</p> <p>Potential reduction in numbers of large print materials which are popular with the elderly who may need larger font sizes.</p> <p>Potential reduction in educational and leisure reading materials for early years readers, school children and students</p> <p>Potential reduction in reading materials for non English speaking children</p>	
	People with caring responsibilities			No differential impact
	People with a disability		Disabled customers who have difficulty reading standard print sizes or holding a book may be affected by reductions in purchase of large print items or spoken word materials.	
	Women or men			No differential impact

No	Question	Details	
	People who are black or from a minority ethnic background (BME)		<p>Potential reduction in the number of stock items that are purchased resulting in fewer items to choose from.</p> <p>Potential reduction in the number of stock items that are purchased, including books in other languages</p>
	Religion or belief (including lack of belief)		No differential impact
	People who are lesbian, gay or bisexual		No differential impact
	People who are transgendered		No differential impact
	People who are in a marriage or civil partnership		No differential impact
	Women who are pregnant / on maternity leave		No differential impact
	Socio-economic impacts (Including impact on child poverty issues and deprivation)		No differential impact
	Public Health impacts (How will your proposal impact on the general health of the population of Torbay)		No differential impact
8a.	Cumulative Impacts – Council wide (proposed changes elsewhere which might worsen the impacts identified above)	<i>Are any cumulative impacts identified across your service area from proposals in other departments OR from other service areas? Please explain what these might be (you may need to revisit this section once proposals have been further defined)</i>	

No	Question	Details
8b.	Cumulative Impacts – Other public services (proposed changes elsewhere which might worsen the impacts identified above)	<i>Are any cumulative impacts identified across your service area from proposals in other public services or partner organisations? Please explain what these might be (you may need to revisit this section once proposals have been further defined)</i>

Section 3: Mitigating action *TO BE UPDATED ONCE CONSULTATION UNDERTAKEN*

No	Action	Details
9.	Summarise any negative impacts and how these will be managed?	<i>Outline each negative impacts identified relating to equalities in question 7 and how each impact will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised?</i>

Section 4: Monitoring *TO BE UPDATED ONCE CONSULTATION UNDERTAKEN*

No	Action	Details
10.	Outline plans to monitor the actual impact of your proposals	<i>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented, including dates and methods.</i>

Section 5: Recommended course of action – *TO BE COMPLETED WHEN ALL SECTIONS COMPLETE AND EIA FINALISED*

No	Action	Outcome	Tick ✓	Reasons/justification for recommended action
11.	State a recommended course of action <i>Clearly identify an option and justify reasons for this</i>	Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken		

<p><i>decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes and justify the reasons for your decision</i></p>			
	<p>Outcome 2: Adjustments to remove barriers – Action to remove the barriers identified in relation to equalities have been taken or actions identified to better promote equality</p>		
	<p>Outcome 3: Continue with proposal - Despite having identified some <u>potential</u> for adverse impact / missed opportunities in relation to equalities or to promote equality. Full justification required, especially in relation to equalities, in line with the duty to have 'due regard'.</p>		
	<p>Outcome 4: Stop and rethink – EIA has identified actual or potential unlawful discrimination in relation to equalities or adverse impact has been identified</p>		