

Savings Proposals 2015/16: Equality Impact Assessment (EIA) – Churston Library

Officer Name:	Nick Niles	Position:	Libraries Manager - Operations
Business Unit:	Residents and Visitor Services	Directorate:	Place
Date Started :	June 2014	Date of current version:	October 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

Executive Lead(s)	Cllr Nicole Amil	Executive Head:	Sue Cheriton
Date:	October 2014	Date:	October 2014

Summary from Overall Savings Proposals:

Proposals – Outline	Savings for 2015/16		Implementation Cost Include brief outline + year incurred	Delivery When will this proposal realise income / savings	Risks / impact of proposals <ul style="list-style-type: none"> ● Potential risks ● Impact on community ● Knock on impact to other agencies ● If statutory service please state relevant legislation section and Act together with any statutory guidance issued. 	Type of decision		
	Income £ 000's	Budget reduc tion £ 000's				Internal	Minor	Major
<p>Removal of Churston library from Torbay Council's library service provision. Churston library could be</p> <ul style="list-style-type: none"> ● handed over to the community for future delivery as part of redevelopment of the existing library and adjoining site ● Handed over to the community for future delivery from existing site ● Closed <p>It is proposed that this savings proposal is withdrawn and £105,000 is reinstated back into the base budget for Churston Library.</p>		105,000	<p>Associated redundancy costs and pension strain if applicable</p> <p>Project costs— capital and staffing</p> <p>Support for community in setting up for service delivery.</p>	April 2015	<p>Risk of legal challenge if service is considered not to be comprehensive (Public Libraries and Museums Act 1964).</p> <p>Opportunities for the future of the site will need to consider the feasibility of development, the capacity to deliver the project and the ability/willingness of the community to take on service delivery at no cost to the Council, together with the potential consequent impact upon the range and quality of services that may be offered.</p> <p>A needs assessment has been undertaken regarding the library service.—</p> <p>It is proposed that transitional funding is applied for 15/16 to enable alternative community solution to be explored (£105k).</p> <p>Proposed Amendment: It is proposed that an additional amount of transitional funding be applied in 2016/17 for managerial support if a community solution is found</p>			X

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>The original proposal sought to establish a community run neighbourhood library in Churston as an enhancement to Torbay Council's overall library service provision in its remaining service points – the proposal also considered the following:</p> <ul style="list-style-type: none"> • redevelopment of the existing library and adjoining site • library handed over to the community for future delivery from existing site <p>The original proposal would reduce costs for Torbay Council, while at the same time establishing a community run neighbourhood library in Churston which would operate outside of Torbay Council's overall library service provision in its remaining service points.</p> <p>The model was based upon transferring the responsibility for running the library from the local authority to local community groups run by volunteers. A number of variations on the model are in place across the country.</p> <p>The proposal would also consider re-development of the existing site.</p> <p>It was originally proposed that transitional funding be applied for 15/16 to enable alternative community solution to be explored (£105k).</p> <p>This is the proposal that was consulted on between 17th July and 29th August 2014 as part of the budget process. Further consultation directly with the Friend of Churston Library took place on 20th August 2014.</p> <p><u>Section 6 of this EIA sets out the amendments to this proposal as a result of the consultation.</u></p>
2.	<p>Who is intended to benefit / who will be affected?</p>	<p>The proposal offers the opportunity for customers to be directly involved in, and influence, their local library service provision.</p> <p>Library customers may be able to benefit from continued access to library services when a library building may otherwise have closed.</p> <p>Volunteers may have the opportunity to benefit from gaining a range of new skills through training and development, and increased personal interaction with others.</p>

No	Question	Details
		<p>Staff assigned to Churston library (permanent and casual staff) may be affected adversely as jobs may be lost.</p> <p>Library managerial and support staff may see a reduction in their working hours as there will be a reduced number of libraries within Torbay's statutory provision.</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?	<ul style="list-style-type: none"> • Around 65.5% of active borrowers are female. • Over half the number of active borrowers are aged 56+. • A breakdown of age and gender is shown in the table below. <table border="1" data-bbox="1055 826 1644 1262"> <thead> <tr> <th>Age range</th> <th>Churston (%)</th> <th>Gender % M/F</th> </tr> </thead> <tbody> <tr> <td>0 - 15</td> <td>22.63</td> <td>42.7 / 57.3</td> </tr> <tr> <td>16 - 25</td> <td>3.42</td> <td>37.3 / 62.7</td> </tr> <tr> <td>26 - 35</td> <td>3.47</td> <td>17.7 / 82.3</td> </tr> <tr> <td>36 - 45</td> <td>7.79</td> <td>20.3 / 79.7</td> </tr> <tr> <td>46 - 55</td> <td>8.74</td> <td>28.5 / 71.5</td> </tr> <tr> <td>56 - 65</td> <td>14.62</td> <td>28.5 / 71.5</td> </tr> <tr> <td>66 - 75</td> <td>22.8</td> <td>35.7 / 64.3</td> </tr> <tr> <td>76+</td> <td>16.47</td> <td>40.1 / 59.9</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Libraries offer a concessionary membership for customers who are registered sick or chronically disabled. A total of 33 	Age range	Churston (%)	Gender % M/F	0 - 15	22.63	42.7 / 57.3	16 - 25	3.42	37.3 / 62.7	26 - 35	3.47	17.7 / 82.3	36 - 45	7.79	20.3 / 79.7	46 - 55	8.74	28.5 / 71.5	56 - 65	14.62	28.5 / 71.5	66 - 75	22.8	35.7 / 64.3	76+	16.47	40.1 / 59.9
Age range	Churston (%)	Gender % M/F																											
0 - 15	22.63	42.7 / 57.3																											
16 - 25	3.42	37.3 / 62.7																											
26 - 35	3.47	17.7 / 82.3																											
36 - 45	7.79	20.3 / 79.7																											
46 - 55	8.74	28.5 / 71.5																											
56 - 65	14.62	28.5 / 71.5																											
66 - 75	22.8	35.7 / 64.3																											
76+	16.47	40.1 / 59.9																											

No	Question	Details																											
		<p>customers have this category of membership (32 adults, 1 child). There are also 21 customers registered as housebound for whom a relative or carer will borrow and return library items.</p> <ul style="list-style-type: none"> The following table shows the average frequency of visits by active borrowers by age group together with the frequency range. <table border="1" data-bbox="1016 459 1682 967"> <thead> <tr> <th data-bbox="1016 459 1205 608">Age range</th> <th data-bbox="1205 459 1563 608">Average (mean) number of visits to return/borrow/renew items</th> <th data-bbox="1563 459 1682 608">Range of visits</th> </tr> </thead> <tbody> <tr> <td data-bbox="1016 608 1205 651">0 - 15</td> <td data-bbox="1205 608 1563 651">5</td> <td data-bbox="1563 608 1682 651">1 - 45</td> </tr> <tr> <td data-bbox="1016 651 1205 694">16 - 25</td> <td data-bbox="1205 651 1563 694">4</td> <td data-bbox="1563 651 1682 694">1 - 20</td> </tr> <tr> <td data-bbox="1016 694 1205 737">26 - 35</td> <td data-bbox="1205 694 1563 737">5</td> <td data-bbox="1563 694 1682 737">1 - 30</td> </tr> <tr> <td data-bbox="1016 737 1205 780">36 - 45</td> <td data-bbox="1205 737 1563 780">6</td> <td data-bbox="1563 737 1682 780">1 - 38</td> </tr> <tr> <td data-bbox="1016 780 1205 823">46 - 55</td> <td data-bbox="1205 780 1563 823">9</td> <td data-bbox="1563 780 1682 823">1 - 41</td> </tr> <tr> <td data-bbox="1016 823 1205 866">56 - 65</td> <td data-bbox="1205 823 1563 866">9</td> <td data-bbox="1563 823 1682 866">1 - 73</td> </tr> <tr> <td data-bbox="1016 866 1205 909">66 - 75</td> <td data-bbox="1205 866 1563 909">12</td> <td data-bbox="1563 866 1682 909">1 - 91</td> </tr> <tr> <td data-bbox="1016 909 1205 967">76+</td> <td data-bbox="1205 909 1563 967">13</td> <td data-bbox="1563 909 1682 967">1 - 77</td> </tr> </tbody> </table> <ul style="list-style-type: none"> A map showing the distribution of active borrowers, and areas of deprivation, can be found on the Councils website. In 2013/14, visitor numbers were highest on Thursdays (21.96%) followed by Friday (20.4%), Monday (19.62%), Wednesday (12.89%), Tuesday (12.75%) and Saturday (12.35%). Tuesday, Wednesday and Saturday are half day opening for Churston. However, in terms of visitors per opening hour, the busiest days were Wednesday (40.88 visits per hour), Tuesday (39.64), Saturday (38.39), Monday (30.24), Friday (25.59) and Thursday (28.1). Business levels per quarter are very consistent ranging from 23.36% – 26.78% of the total. The period from October – December was the quietest of the four, partly affected by the Christmas closure which, inevitably, depressed that return. 	Age range	Average (mean) number of visits to return/borrow/renew items	Range of visits	0 - 15	5	1 - 45	16 - 25	4	1 - 20	26 - 35	5	1 - 30	36 - 45	6	1 - 38	46 - 55	9	1 - 41	56 - 65	9	1 - 73	66 - 75	12	1 - 91	76+	13	1 - 77
Age range	Average (mean) number of visits to return/borrow/renew items	Range of visits																											
0 - 15	5	1 - 45																											
16 - 25	4	1 - 20																											
26 - 35	5	1 - 30																											
36 - 45	6	1 - 38																											
46 - 55	9	1 - 41																											
56 - 65	9	1 - 73																											
66 - 75	12	1 - 91																											
76+	13	1 - 77																											

No	Question	Details
4.	How have you consulted on the proposal?	<p>Two libraries consultations have been undertaken recently –</p> <ol style="list-style-type: none"> 1. A ‘Review of Library Services’ consultation was undertaken from the 11th December 2013 to the 16th January 2014. A copy of the consultation report is available online. 2. A needs assessment has most recently been undertaken initial general consultation involved questionnaires available from Churston library (and other libraries) and an online survey made available on council web pages. Surveys were also sent to local schools and to Torbay Council’s Viewpoint Panel, The consultation caravan visited the 3 towns and Churston library during March, consulting specifically on the use of libraries and subsidised transport. A copy of the needs assessment has been made available online. <p>Further consultation on the proposal (outlined on page 2) has now taken place – a question regarding this proposal was included in the ‘General Budget Questionnaire.’ The general budget questionnaire was open from the 17 July to the 29 August and was made available online and as a paper questionnaire which was distributed via libraries, Connections offices and at the public budget event in Brixham. The results from this can be found at section 5 as below.</p>
5.	Outline the key findings	<p>A question on this proposal was asked within the ‘General Budget Questionnaire’ the results from this are as follows:</p> <p>Libraries: Removal of Churston Library from Torbay Council's library service provision. This is expected to save £105,000.</p> <p>Churston library could be:</p> <ul style="list-style-type: none"> • Handed over to the community for future delivery as part of redevelopment of the existing library and adjoining site • Handed over to the community for future delivery from the existing site

No	Question	Details															
		<ul style="list-style-type: none"> <li data-bbox="607 240 741 268">• Closed <table border="1" data-bbox="1084 347 1615 651"> <thead> <tr> <th data-bbox="1084 347 1285 464">Do you support this proposal?</th> <th data-bbox="1285 347 1451 464">Number</th> <th data-bbox="1451 347 1615 464">Percent</th> </tr> </thead> <tbody> <tr> <td data-bbox="1084 464 1285 507">Yes</td> <td data-bbox="1285 464 1451 507">465</td> <td data-bbox="1451 464 1615 507">37.6%</td> </tr> <tr> <td data-bbox="1084 507 1285 550">No</td> <td data-bbox="1285 507 1451 550">743</td> <td data-bbox="1451 507 1615 550">60.0%</td> </tr> <tr> <td data-bbox="1084 550 1285 593">No answer</td> <td data-bbox="1285 550 1451 593">30</td> <td data-bbox="1451 550 1615 593">2.4%</td> </tr> <tr> <td data-bbox="1084 593 1285 651">Total</td> <td data-bbox="1285 593 1451 651">1238</td> <td data-bbox="1451 593 1615 651">100%</td> </tr> </tbody> </table>	Do you support this proposal?	Number	Percent	Yes	465	37.6%	No	743	60.0%	No answer	30	2.4%	Total	1238	100%
Do you support this proposal?	Number	Percent															
Yes	465	37.6%															
No	743	60.0%															
No answer	30	2.4%															
Total	1238	100%															
6.	<p data-bbox="165 735 501 836">What amendments may be required as a result of the consultation?</p>	<p data-bbox="562 775 2114 911">Following the public consultation and feedback from the Priorities and Resources meetings that took place throughout September 2014 it is apparent that there is support from the community to be actively involved in the provision of the library service at Churston. Therefore the proposed reduction of £105,000 for Churston Library has been reinstated. Discussions will continue to ensure the council provides a cost effective and affordable library service.</p>															

Positive and Negative Equality Impacts

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>Possible reduced or no access to immediately local library services.</p> <p>Potential loss of locally accessible service. Older people, children and young people may be more significantly affected as they will need to travel further to access another library.</p> <p>Potential loss of free and adjoining car park.</p>	
	People with caring responsibilities		<p>Potential loss of locally accessible service. Carers may need to travel further to access another library on behalf of the person cared for.</p> <p>Potential loss of free and adjoining car park.</p>	
	People with a disability		<p>Potential loss of locally accessible service. People with mobility and other issues may need to travel further to access another library.</p> <p>Potential loss of free and adjoining car park.</p>	

No	Question	Details		
	Women or men			No differential impact
	People who are black or from a minority ethnic background (BME)			No differential Impact
	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)			None
	Public Health impacts (How will your proposal impact on the general health of the population of Torbay)			None
8a.	Cumulative Impacts – Council wide (proposed changes elsewhere which might worsen the impacts identified above)	Given the amended proposal there are no cumulative impacts of the proposal.		

No	Question	Details
8b.	Cumulative Impacts – Other public services (proposed changes elsewhere which might worsen the impacts identified above)	There are no impacts on any other public service area

Section 3: Mitigating action

No	Action	Details
9.	Summarise any negative impacts and how these will be managed?	Given the amended proposal there are no negative impacts of the proposal

Section 4: Monitoring

No	Action	Details
10.	Outline plans to monitor the actual impact of your proposals	Given the amended proposal there is no requirement to monitor the impact of the proposal

Section 5: Recommended course of action

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>		