

## EQUALITY IMPACT ASSESSMENT FORM

Equality impact assessment is a legal requirement for all strategies, plans, functions, policies, procedures and services under the Equalities Act 2010. We are also legally required to publish assessments.

### Section 1: Description

<b>Department</b>	Customer Service and Libraries	<b>Lead officer responsible for assessment</b>	Paul Bayley, Customer Service and Libraries Manager			
<b>Service</b>	Performance, Customer Services and Capacity	<b>Other members of team undertaking assessment</b>	Paul Everitt, Area Librarian			
<b>Date</b>	25 <sup>th</sup> March 2013	<b>Version</b>	2.0			
<b>Type of document (mark as appropriate)</b>	<b>Strategy</b>	<b>Plan</b>	<b>Function</b>	<b>Policy</b>	<b>Procedure</b>	<b>Service</b> ✓
<b>Is this a new/existing/revision of an existing document (mark as appropriate)</b>	<b>New</b> ✓	<b>Existing</b>	<b>Revision</b>			
<b>Title and subject of the impact assessment (include a brief description of the aims, outcomes, operational issues as appropriate and how it fits in with the wider aims of the organisation)</b>  <b>Please attach a copy of the strategy/plan/function/policy/procedure/service</b>	<p><b>PROPOSAL TO CLOSE HURDSFIELD AND WESTON LIBRARIES</b></p> <p>As part of the Council's new three year plan, a major change project has been established to develop a new model for sustainable library services and community hubs. The project will design and deliver a library service that better reflects the scale of demand within the different communities. The project is expected to contribute a £1m saving from the current £3.5m libraries revenue budget by 2015/16.</p> <p>There are libraries in 16 towns across Cheshire East. Macclesfield is the only town within Cheshire East that has more than one library. The main library is located close to the town centre and is the busiest library in the borough with 11,785 active users. Hurdsfield library is located in a small building adjacent to a parade of shops in the centre of the Hurdsfield estate. It is open nine hours per week, running a weekly rhyme time on Monday afternoons. It has approximately 90 active users. Hurdsfield library is located one mile from Macclesfield library, with regular buses from the estate to Macclesfield town centre. Weston library is located in a small room at the rear of Weston Community Centre. It is open eleven hours per week, and provides access to the internet through one public computer. It has 47 active users. 24 of the active users also regularly use Macclesfield or other nearby libraries. Weston library is located two miles from Macclesfield library, again with regular public transport from the estate to Macclesfield town centre.</p> <p>The Council is proposing to close Hurdsfield and Weston libraries.</p> <ul style="list-style-type: none"> <li>• Demand for library services within these communities is very low and the cost of continuing to provide the library is disproportionate compared to the cost per active borrower in other communities.</li> <li>• These libraries are only able to provide a very limited library service due to the limited opening hours and</li> </ul>					

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	<p>space available.</p> <ul style="list-style-type: none"> <li>Library provision in Macclesfield, where the Council provides these satellite libraries in addition to the main central library, is inequitable with other Cheshire East communities.</li> </ul> <p>This proposal will deliver annual revenue savings of £20,000 from staffing and book fund savings. We will attempt to mitigate the impact of the closures by donating the existing children's stock to Broken Cross and Hurdsfield children's centres, and will offer to provide weekly rhyme time sessions as outreach activities within the children's centres. This proposal does not affect the current operation of the Weston Community Centre.</p> <p>A consultation was carried out on the proposal in January / February 2013. 61 responses were received to the consultation questionnaire. When asked how the closure of the library would affect them, the almost universal response was loss of access to books. Although the questionnaire did not specifically ask for age, 17 respondents revealed that they were elderly with mobility issues and so would struggle to access the central Macclesfield library.</p>
<b>Who are the main stakeholders? (eg general public, employees, Councillors, partners, specific audiences)</b>	<p>Library users Councillors Community partners</p>

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## Section 2: Initial screening

<b>Who is affected?</b> (This may or may not include the stakeholders listed above)	Library users, Community partners										
<b>Who is intended to benefit and how?</b>	The Council will benefit from achieving budget savings, which will contribute to ensuring a sustainable future for Cheshire East libraries and their users.										
<b>Could there be a different impact or outcome for some groups?</b>	Yes										
<b>Does it include making decisions based on individual characteristics, needs or circumstances?</b>	No										
<b>Are relations between different groups or communities likely to be affected?</b> (eg will it favour one particular group or deny opportunities for others?)	The proposal will make the library service in Macclesfield more equitable with other towns in Cheshire East.										
<b>Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?</b>	No										
<b>Is there an actual or potential negative impact on these specific characteristics? (Please tick)</b>											
Age	Y		Marriage & civil partnership		N	Religion & belief		N	Carers		N
Disability	Y		Pregnancy & maternity		N	Sex		N	Socio-economic status		N
Gender reassignment		N	Race		N	Sexual orientation		N			
<b>What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts</b>										<b>Consultation/involvement carried out</b>	
										<b>Yes</b>	<b>No</b>
<b>Age</b>	The Influence Cheshire East (ICE) Spring 2012 Survey identified that the wholly retired and 65 plus year olds were more likely to visit a library at least once a month. The consultation on the proposals identified 17 respondents that were elderly with mobility issues and so would struggle to access the central Macclesfield library									✓	

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<b>Disability</b>	The consultation on the proposals identified 17 respondents that were elderly with mobility issues and so would struggle to access the central Macclesfield library	✓	
<b>Gender reassignment</b>	Neutral impact	✓	
<b>Marriage &amp; civil partnership</b>	Neutral impact	✓	
<b>Pregnancy &amp; maternity</b>	Neutral impact	✓	
<b>Race</b>	Neutral impact	✓	
<b>Religion &amp; belief</b>	Neutral impact	✓	
<b>Sex</b>	Neutral impact	✓	
<b>Sexual orientation</b>	Neutral impact	✓	
<b>Carers</b>	Neutral impact	✓	
<b>Socio-economic status</b>	Neutral impact	✓	
<b>Proceed to full impact assessment? (Please tick)</b>	<b>Yes</b> ✓	<b>No</b>	<b>Date</b> 25/03/2013

**If yes, please proceed to Section 3. If no, please publish the initial screening as part of the suite of documents relating to this issue**

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### Section 3: Identifying impacts and evidence

This section identifies if there are impacts on equality, diversity and cohesion, what evidence there is to support the conclusion and what further action is needed

Protected characteristics	Is the policy (function etc....) likely to have an adverse impact on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Are there any positive impacts of the policy (function etc....) on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Please rate the impact taking into account any measures already in place to reduce the impacts identified High: Significant potential impact; history of complaints; no mitigating measures in place; need for consultation Medium: Some potential impact; some mitigating measures in place, lack of evidence to show effectiveness of measures Low: Little/no identified impacts; heavily legislation-led; limited public facing aspect	Further action (only an outline needs to be included here. A full action plan can be included at Section 4)
Age	The consultation on the proposals identified 17 respondents that were elderly with mobility issues and so would struggle to access the central Macclesfield library		Medium	Contact the 17 customers to establish whether they would be interested in the Books on Wheels service for house bound customers
Disability				
Gender reassignment				
Marriage & civil partnership				
Pregnancy and maternity				
Race				
Religion & belief				
Sex				
Sexual orientation				
Carers				
Socio-economics				
Is this project due to be carried out wholly or partly by contractors? If yes, please indicate how you have ensured that the partner organisation complies with equality legislation (e.g. tendering, awards process, contract, monitoring and performance measures)				
No				

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### Section 4: Review and conclusion

<b>Summary: provide a brief overview including impact, changes, improvement, any gaps in evidence and additional data that is needed</b>			
The customer consultation on the proposal to close Hurdsfield and Weston libraries has identified 17 elderly customers with mobility issues that will be adversely affected as they will not be able to access the central Macclesfield library.			
<b>Specific actions to be taken to reduce, justify or remove any adverse impacts</b>	<b>How will this be monitored?</b>	<b>Officer responsible</b>	<b>Target date</b>
Contact the 17 customers to establish whether they would be interested in the Books on Wheels service for house bound customers.	Take up of the Books and Wheels service by these 17 customers will be monitored	Customer Service and Libraries Manager	31 <sup>st</sup> May 2013
<b>Please provide details and link to full action plan for actions</b>			
<b>When will this assessment be reviewed?</b>	1 <sup>st</sup> October 2013		
<b>Are there any additional assessments that need to be undertaken in relation to this assessment?</b>	No		
<b>Lead officer signoff</b>	Paul Bayley	<b>Date</b>	25/03/2013
<b>Head of service signoff</b>	Vivienne Quayle	<b>Date</b>	

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