



Equality Impact Assessment form (updated April 2011)

This is where you evidence how a policy or practice, or a decision relating to a policy or practice, complies with the general equality duty to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations

This form is intended to guide and prompt you about the questions and evidence that you need to think about. As indicated in the guidance, this assessment takes into consideration each of the "protected characteristics" listed in the Equality Act 2010 – race, age, gender etc. This assessment should be used to inform any relevant decision about the policy or practice. Please state policy options in the assessment.

Service Area Continuing Learning & Leisure	Head of Service: Ffion Lloyd	Person responsible for the assessment:	Date of Assessment	
Name of the policy / practice to be assessed: Relocation of library services from Stow Hill and Maindee libraries			Is this a new, existing or policy / practice under review?	Existing service provision

<p>1. Briefly describe the purpose of the policy / practice</p> <p>If the policy / process is under review, please list any options under consideration</p>	<p>The provision of efficient and effective public library services is a statutory responsibility of local authorities under the 1964 Public Libraries and Museums Act. Requirements for the delivery of services are stated in the Welsh Public Libraries which gives clear guidance on the minimum distance between service points.</p>
<p>2. Name any associated policy, legislation, corporate objective etc.</p>	<ul style="list-style-type: none"> • Public Library and Museums Act 1964 • Welsh Public Library Standards • All Human Resource Policies • Corporate Plan • Community Strategy • The People Plan • Organisational Development Objectives • Welsh Language Act , policies and plans

<p>3. Who are the main stakeholders in relation to the policy / practice?</p>	<ul style="list-style-type: none"> • City Council • Service Users • Continuing Learning and Leisure Staff, volunteers • Partnership organisations who work with CLL to deliver service • Non users of the service • Elected Members • CYMAL
<p>4. Who performs the service?</p>	<p>Library Service.</p>
<p>5. What outcomes are wanted from this policy / practice?</p>	<ul style="list-style-type: none"> • Delivery of statutory service • Provision of reading for enjoyment • Provision of a range of information to assist people make informed life choices • Provision of ICT facilities and encouraging digital literacy • Improvement of literacy • Self directed learning and cultural development

6. What factors could contribute / detract from the outcomes (risks / opportunities)?

Please list the factors for each separate policy / process options under consideration

- Removal of community based service
- Quality of service not meeting expectation

7. Describe the steps you have taken to carry out this assessment e.g. consultation and involvement

The need to examine all aspects of service delivery is being driven by the medium term financial planning process. The overall budget for the service is being reduced and the savings are of such a scale that service provision to the public cannot be maintained at the current level.

8. Give a summary of the information the council has taken into account for this assessment

**Public Libraries and Museums Act 1964
Welsh Public Library Standards**

<p>9. Does the policy / practice eliminate discrimination and promote equality and good community relations due to:</p> <ul style="list-style-type: none"> • Age • Gender • Disability • Race • Religion / belief • Welsh language • Gender reassignment • Marriage / civil partnership • Sexual orientation 	<p>There are no specific barriers to the service offered. The library service is open to all individuals who reside, work or study within the local authority area.</p> <p>Collections of stock are currently available in various formats including welsch language, large print, spoken word, community languages etc. and this practice will continue</p>
<p>10. Summary of the impact of the policy / practice on the general equality duty</p>	<p>The relocation of public library service from Maindee and Stow Hill libraries will not impact upon the statutory role of the Council in providing public library services.</p> <p>Library services will be available within a 2 mile distance via the Central, Carnegie, St Julians and Ringland libraries.</p>

Equality Action Plan		
Key Actions	Actions (with dates) Any associated performance measures	Lead Officer(s)
Further actions to eliminate discrimination, promote equality and good community relations on the grounds of :-		
Age <ul style="list-style-type: none"> • 		
Gender <ul style="list-style-type: none"> • 		
Etc. etc.		
If there are decisions pending that will affect this policy / practice please state when and how the decision will be taken		
How will the policy / practice be: <ul style="list-style-type: none"> • Monitored • Performance assessed • Reported 		

Does the EIA need be revisited in 6 months/ a year ?			
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John

Signed (lead officer)

Signed (Head of Service) _____