



Appendix 3 : Equality Impact Assessment

Provide basic details

Name of proposal/activity/policy to be assessed

Recommendations for the future of the library service

Directorate: Directorate of Environment and Neighbourhood Services

Service: Housing and Neighbourhood Services: LIBRARY SERVICE

Name and job title of person doing the assessment

Name: Simon Smith

Job Title: Library Services Manager

Assessment date: February 2018

Scope your proposal

What is the aim of your policy or new service/what changes are you proposing?

As a result of reductions in government grant funding and the changing needs and aspirations of library users and the wider community in Reading, in July 2015, Policy Committee agreed to the completion of a review of library services. Implementation of proposals took place in 2017. Further proposals have been made for 2018:

- A. Reduce opening hours at Reading Central from 46 to 36 per week
- B. Reduce opening hours at Caversham from 35 to 27 per week
- C. Co-location of external agencies at Battle, library becomes single staffed
- D. Reduce opening hours at Battle from 27 to 22 per week
- E. Reduce opening hours at Whitley from 21 to 18 per week
- F. Co-location of external agencies at Tilehurst, library becomes single staffed
- G. Reduce opening hours at Tilehurst from 27 to 22 per week
- H. Reduce opening hours at Palmer Park from 21 to 15 per week
- I. Remove 0.5FTE admin hours
- J. Remove 1.0FTE Digital & Volunteer lead post
- K. Reducing library stock fund
- L. Internal changes

The areas requiring public consultation are proposals A, B, D, E, G and H. All of these are subject to an EIA.

This recommended library service offer has been developed on the basis of:
- Consultation feedback received during both phases of the two part review of library services in 2015.

- The outcomes of a comprehensive assessment of need for library services in 2015 (including a consideration of both library use and performance since 2017 changes, as well as demographic need data), and
- Further scoping work undertaken by officers to consider viable options for the delivery of savings that are compatible with the delivery of a 'comprehensive and efficient' library service for all individuals who live, work or study within the borough (as required by the 1964 Public Libraries and Museums Act).
- The principals of ensuring that library services in Reading are affordable and sustainable, as well as being accessible to all, whilst targeting resources in areas of greatest use and need.

The consultation will provide a further means by which the Council can gather information about the potential impact of these proposals on those with protected characteristics. The equalities impact of any final proposal to be arrived at following consideration of all consultation responses which will be carefully considered before and at the time the decision is made.

Who will benefit from this proposal and how?

Taken together, the recommendations outlined above will benefit those living, working and studying in Reading as the library service offer will continue to exceed the minimum legal requirement for the service to be deemed 'comprehensive and efficient' and will strike an appropriate balance between delivering the savings and ensuring appropriate provision across communities. The recommended service offer makes good use of community buildings; reflects usage and local needs; and responds to what our communities have told us so far by:

- Maintaining a reasonable level of access for people with different lifestyles and availability, in spite of reduced opening hours across all sites
- Libraries and other services co-locating to make the best use of space and increasing access to spaces for community groups
- Retaining the recently upgraded public access IT and wifi at a local level
- Maintaining access to library services for those that are unable to visit Reading Libraries themselves, by continuing to provide the Elderly and Housebound Service

What outcomes does the change aim to achieve and for whom?

The review of the library service has been designed with the aim of delivering a comprehensive and efficient library service for users and Reading in the context of reduced funding. The proposals outlined above support the delivery of a budget saving of c£217,000, subject to compliance with the Council's legal duties, whilst maintaining an accessible service tailored to local need.

Who are the main stakeholders and what do they want?

The main stakeholders in the Library Service include:

- Library service users generally, and specifically:
 - * Central and branch library users
 - * Elderly and Housebound Service users
 - * Mobile Library users
 - * Toy Library users (including childcare settings and childminders)

- Staff
- Volunteers
- Partner organisations located in, and delivering activities from, library buildings and their service users/members
- Schools (including those which run class visits to their local library)

Consultation feedback received through both the 2015 and 2016 public consultations has shown that library services in Reading are highly valued for a number of reasons, including:

- Local provision of free access to a wide range of books (adult fiction, non-fiction, large print books, children's books, e-books and audio books).
- Library services are identified as vital local services that support the educational development of people of all ages - including the development of literacy skills, language skills and IT skills, through activities such as reading and Rhymetimes, language and IT classes run by external providers within library premises, and through the provision of reference materials and quiet study space.
- Library services are seen as playing a key role in fostering social interaction, especially for parents and older people, as open and welcoming services at the centre of their communities. Hosting a range of activities and events (especially targeting older people, young children and their guardians, such as Coffee Mornings and Rhymetimes) and public information about the local area/what's going on have also been identified as fundamental to the social dimension of libraries. The Mobile Library / Elderly and Housebound service has also been identified as an extremely important source of social contact for those unable to visit a library building.
- Library services are seen as key to tackling digital exclusion, especially for older people and those on low incomes who may require further assistance and support in order to access the digital world, or may not be able to afford broadband or a computer of their own.
- Libraries have been identified as accessible and safe places for vulnerable groups, including children, older people and people with disabilities (both physical and mental).

When asked for suggestions as to how savings could be made from library services during the 2015 consultation, the following suggestions were received most frequently:

- Reducing opening hours (9%)
- Charging/asking for donations (of stock or for participating in activities in particular) (9%)
- Sharing space within libraries with partner organisations (5%)
- Making greater use of volunteers (4%)

- Renting space in libraries (4%)

5% of respondents suggested that the Council should not make savings in the library service.

Furthermore, when asked about areas for improvement, respondents suggested:

- Increased provision of activities for adults and children and community space (4%)
- IT upgrades including replacement PCs, Wi-Fi in all sites, provision of e-books and self-service facilities (4%)
- Improved selection of books (4%)
- The introduction of café/refreshment facilities within libraries (3%)
- Provision of toilets (1%)

These suggested opportunities for savings, and for improvements, subsequently informed the development of proposals that were subject to public consultation during the second phase of the library review and were implemented in 2017.

During the second phase of the library review, responses to the question of how any negative impacts of proposals might be reduced indicated that various respondents specifically want:

- Reasonable access to libraries (specifically access after 3pm for school age children, at 9am for parents of young children visiting libraries straight from taking older children to school, and on evenings and weekends for working adults)
- Staff to remain available to support more complex queries
- Support to adapt to the use of self-service technology
- Easy to use and reliable self-service technology
- Continued support for issuing and returning stock for those that are unable to use self-service technology
- To make greater use of volunteers
- Continued access to children's and adults activities, including Rhymetimes and Coffee mornings
- Improved access to the Toy Library
- To retain and enhance the community focus of libraries
- To feel safe and secure in libraries
- Changes to be clearly publicised
- Changes not to be made (including reduced hours, reduced staffing and changes in location)

- Increased income generation and efficiencies to be pursued at the expense of making service cuts

Assess whether an EqlA is Relevant

How does your proposal relate to eliminating discrimination; promoting equality of opportunity; promoting good community relations?

Do you have evidence or reason to believe that some (racial, disability, gender, sexuality, age and religious belief) groups may be affected differently than others? (Think about your monitoring information, research, national data/reports etc.)

Yes

Is there already public concern about potentially discriminatory practices/impact or could there be? Think about your complaints, consultation, and feedback.

Yes -

A number of respondents to the Council's overall budget consultation and both phases of public consultation on the library service review in 2015 raised concerns regarding the impact of changes to the library service on children and their guardians, as well as young, older and disabled people. Concerns were also raised regarding potential detrimental impacts upon low income families and for the cohesion of communities consisting of people from different cultural backgrounds and ethnicities. Certain of the changes proposed as part of this review would be considered to be similar to those that prompted the original concerns.

If the answer is Yes to any of the above you need to do an Equality Impact Assessment.

Signed (completing Officer): Simon Smith

Date: February 2018

Signed (Lead Officer): Sarah Gee

Date: February 2018

Consultation

A public consultation will be necessary on proposals for Battle (BAT), Caversham (CAV), Central (CEN), Palmer Park (PAL), Tilehurst (TIL) and Whitley (WHI) libraries. These codes are used in the following document.

Relevant groups/experts	How will the views of these groups be obtained	Date
Library users and non-users at the affected sites	<ul style="list-style-type: none"> • Proposals regarding opening hours will be available at the affected sites, to seek feedback . • The service can now directly contact individuals identified as using these libraries within the last year where these individuals have email addresses 	February-March 2018
Mobile Library / Elderly and Housebound Service users	No changes affect these users, this service continues as it is now	
Protected groups	The changes proposed are affecting some library sites and not all - unlike previous changes. The forums that were used for the 2016 changes could be contacted and revisited if required.	February-March 2018
Staff	Formal consultation with employees on a staff restructure will follow the confirmation of a final option.	March-April 2018

Collect and Assess your Data

Using information from Census, residents survey data, service monitoring data, satisfaction or complaints, feedback, consultation responses, research, your knowledge and the knowledge of people in your team, staff groups etc. describe how the proposal could impact on each group. Include both positive and negative impacts.

Proposals	Describe how this recommendation could impact on Racial groups	Evidence	Mitigation measures
<p>Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)</p>	<p>Note:</p> <ul style="list-style-type: none"> The number of BME residents in each catchment has been included as a demographic indicator in determining needs/priorities for libraries in the Needs Assessment that was developed during the first phase of the Library Service review. This has therefore informed the development of recommendations. In 2011, 25.3% of Reading residents were of Black or Minority Ethnicities. 8.8% of households in Reading had no occupants where English was the main language, and 14.5% of residents aged 3 and over spoke a main language other than English. We would review responses to consultations carried out, noting that in 2015 there was not seen to be a significant difference in how questions were responded to based on ethnicity. 		
<p>a) Caversham Library</p>	<p>A reduction in staffing and opening hours may have some impact for all users, but may have a disproportionate impact on Black and Minority Ethnic groups.</p> <ul style="list-style-type: none"> Restricted opening hours may impact access to books in community languages. 	<p>In 2011, 11.51% of residents (3651) in the Caversham Library catchment area are of Black or Minority Ethnicities (less than half the borough average).</p>	<p>Opening times at libraries following changes in 2017 have been scheduled to ensure access for a range of different users, including school children and those that are working, with access on at least one evening and on Saturdays at all libraries.</p>

Proposals	Describe how this recommendation could impact on Racial groups	Evidence	Mitigation measures
	<ul style="list-style-type: none"> Restricted opening hours may exacerbate existing barriers to engagement with libraries. 		<p>The proposals for Caversham would be informed by usage across the week, whilst applying the principles above.</p>
<p>b) Palmer Park Library</p>	<p>As above</p>	<p>The Palmer Park Library catchment area is the most ethnically diverse of all Reading library catchment areas. In 2011, 37.87% of residents (3428) in the Palmer Park Library catchment area are of Black or Minority Ethnicities. This is well above the borough average.</p> <p>Rhymetime activities are particularly well attended by families with English as an additional language.</p>	<p>The hours needing reduction means either 2 half days or a full day of closure would be the most likely solutions.</p> <p>For Palmer Park, the opening would be driven by the hours when Reading College are able to support staffing costs, so other options are not available to consult on. The users of this library would be most affected.</p>
<p>c) Central Library</p>	<p>As above</p>	<p>In 2011, 34.86% of residents in the catchment area of Central Library were BME. The catchment area of Central Library is the second most ethnically diverse of the 7 library catchment areas identified and includes the greatest number of BME residents (16,205).</p> <p>As the hub of the network, Central Library also serves the borough as a whole, in addition to the immediate catchment area.</p> <p>Rhymetime activities are particularly</p>	<p>Central Library is within a maximum of 20 minutes journey time on public transport for many Reading households, 30 minutes for the vast majority, and 40 minutes for all remaining households. The changes to opening would, when put with other possible changes to opening, ensure a split of hours across the town.</p> <p>Changes proposed for Tilehurst, Battle and Whitley are in line with the principles to retain a spread of hours and ensure evening and Saturday</p>

Proposals	Describe how this recommendation could impact on Racial groups	Evidence	Mitigation measures
		well attended by families with English as an additional language	opening, and maximise after school hours access.
d) Tilehurst Library	As above	In 2011, 12.5% of residents (2300) in the Tilehurst Library catchment area are of Black or Minority Ethnicities (less than half the borough average).	Citizenship study guides and practice tests, as well as language courses can now be accessed online, 24/7 and free of charge.
e) Battle Library	As above	In 2011, 31.21% of residents (5570) in the Battle Library catchment area are of Black or Minority Ethnicities (more than the borough average).	E-books and e-magazines can be borrowed 24/7, free of charge, for 21 days from Reading's 'e-Library' - this offers a growing range of fiction, non-fiction and children's books available to read online, on a smart-phone or tablet and some e-readers.
f) Whitley Library	As above	In 2011, 27.19% of residents (6427) in the Whitley Library catchment area are of Black or Minority Ethnicities (more than the borough average).	<p>Books can be reserved online from the libraries catalogue. Books can also be ordered over the telephone or in branch. There is a 50p charge for requests for stock out of catchment (from another branch).</p> <p>Books can be renewed online and over the telephone, free of charge, as well as in branch.</p>

Proposals	Describe how this proposal could impact on Gender/Transgender (inc. pregnancy and maternity, marriage)	Evidence	Mitigation measures
Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)	<p>Note:</p> <ul style="list-style-type: none"> The number of lone parents in each catchment has been included as a demographic indicator in determining needs/priorities for libraries in the Needs Assessment that was developed during the first phase of the Library Service review. This has therefore informed the development of recommendations. During the first and second phase of public consultation in 2015, there was a higher proportion of female respondents than reflected in the resident population (69.4% and 69.1%, as opposed to 50%). Of responses to both phases of consultation feedback in 2015, it has also become apparent that a greater proportion of women (68.1% and 74.7%) reported visiting libraries with or on behalf of others (children, older and disabled people). 		
a) Caversham Library	<p>A reduction in opening hours may have some impact for all users, but may disproportionately affect women. While there is no significant disparity in gender populations in Reading, women appear to make up a greater proportion of library users and any disproportionate impact may be exacerbated by caring responsibilities.</p>	<p>In 2011, 679 lone parents with dependent children lived within the Caversham Library catchment area. 69% of respondents to the second phase of consultation reporting that they primarily use Caversham Library were female, whilst the remaining 31% were male.</p>	<p>Opening times at libraries following changes in 2017 have been scheduled to ensure access for a range of different users, including school children and those that are working, with access on at least one evening and on Saturdays at all libraries.</p>
b) Palmer Park Library	<ul style="list-style-type: none"> Women are more likely to be carers of either children or adults, and tend to be responsible for accompanying children or the person that they care for to the library. 	<p>In 2011, 176 lone parents with dependent children lived within the Palmer Park Library catchment area. 75% of respondents to the second phase of consultation reporting that they primarily use Palmer Park Library were female, whilst the remaining 25% were male.</p>	<p>The proposals for Caversham would be informed by usage across the week, whilst applying the principles above.</p> <p>The hours needing reduction means either 2 half days or a full day of closure would be the most likely solutions.</p>
c) Central	<p>Restricted access to libraries due to</p>	<p>1,181 lone parents with dependent</p>	<p>For Palmer Park, the opening would be driven by the hours when Reading</p>

Proposals	Describe how this proposal could impact on Gender/Transgender (inc. pregnancy and maternity, marriage)	Evidence	Mitigation measures
Library	reduced opening hours could therefore conflict with other caring responsibilities and tasks. The impact of this may be further exacerbated for lone parents who are more likely to be female.	children live within the catchment area of Central Library. 62% of respondents to the second phase of consultation reporting that they primarily use Central Library were female, whilst the remaining 38% were male.	College are able to support staffing costs, so other options are not available to consult on. The users of this library would be most affected. Central Library is within a maximum of 20 minutes journey time on public transport for many Reading households, 30 minutes for the vast majority, and 40 minutes for all remaining households. The changes to opening would, when put with other possible changes to opening, ensure a split of hours across the town.
d) Tilehurst library		In 2011, 565 lone parents with dependent children lived within the Tilehurst Library catchment area. 67% of respondents to the second phase of consultation reporting that they primarily use Tilehurst Library were female, whilst the remaining 33% were male.	
e) Battle library		In 2011, 793 lone parents with dependent children lived within the Battle Library catchment area. 77% of respondents to the second phase of consultation reporting that they primarily use Battle Library were female, whilst the remaining 23% were male.	Changes proposed for Tilehurst, Battle and Whitley are in line with the principles to retain a spread of hours and ensure evening and Saturday opening, and maximise after school hours access.
f) Whitley library		In 2011, 793 lone parents with dependent children lived within the Battle Library catchment area. 77% of respondents to the second phase of consultation reporting that they primarily use Battle Library were female, whilst the remaining	Citizenship study guides and practice tests, as well as language courses can now be accessed online, 24/7 and free of charge. E-books and e-magazines can be borrowed 24/7, free of charge, for 21

Proposals	Describe how this proposal could impact on Gender/Transgender (inc. pregnancy and maternity, marriage)	Evidence	Mitigation measures
		23% were male.	<p>days from Reading's 'e-Library' - this offers a growing range of fiction, non-fiction and children's books available to read online, on a smart-phone or tablet and some e-readers.</p> <p>Books can be reserved online from the libraries catalogue. Books can also be ordered over the telephone or in branch. There is a 50p charge for requests for stock out of catchment (from another branch).</p> <p>Books can be renewed online and over the telephone, free of charge, as well as in branch.</p>

Proposals	Describe how this proposal could impact on Disability	Evidence	Mitigation measures
<p>Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)</p>	<p>Note:</p> <ul style="list-style-type: none"> The number of residents in each catchment reporting in the 2011 Census that their daily activities are limited by a long-term illness or disability has been included as a demographic indicator in determining needs/priorities for libraries in the Needs Assessment that was developed during the first phase of the Library Service review. This has therefore informed the development of recommendations. During the 2015 consultation, there was a higher proportion of respondents reporting a disability than reflected in the resident population (17.8% and 17.5%, as opposed to 12.9%). 		

Proposals	Describe how this proposal could impact on Disability	Evidence	Mitigation measures						
	<ul style="list-style-type: none"> 3.7% of respondents to the 2015 consultation reported that they visit libraries with or on behalf of disabled persons, thereby indicating that there may be additional, indirect, use of library services by a wider group of disabled persons. 								
a) Caversham Library	<p>A reduction in staffing and opening hours may have some impact for all users, and may disproportionately affect disabled people, including those with:</p> <ul style="list-style-type: none"> Physical disabilities Learning disabilities Sensory loss Mental health problems Neurological conditions 	<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Caversham Library, as well as having a disability, against Census data for the catchment area.</p> <table border="1" data-bbox="994 647 1496 767"> <tr> <td>Phase One 2015</td> <td>15.4%</td> </tr> <tr> <td>Phase Two 2015</td> <td>11.8%</td> </tr> <tr> <td>2011 Census</td> <td>13.2%</td> </tr> </table> <p>As shown in the table above, around the catchment average of disabled people therefore appear to use the library.</p>	Phase One 2015	15.4%	Phase Two 2015	11.8%	2011 Census	13.2%	<p>Opening times at libraries following changes in 2017 have been scheduled to ensure access for a range of different users, including school children and those that are working, with access on at least one evening and on Saturdays at all libraries.</p> <p>The proposals for Caversham would be informed by usage across the week, whilst applying the principles above.</p>
Phase One 2015	15.4%								
Phase Two 2015	11.8%								
2011 Census	13.2%								
b) Palmer Park Library	<p>Individuals with caring responsibilities for disabled children or adults may also be disproportionately affected, as reduced opening hours could conflict with other caring responsibilities and tasks.</p> <p>A reduction in staffing levels may also impact the ability of some disabled users to make full use of the library service unassisted.</p>	<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Palmer Park Library, as well as having a disability, against Census data for the catchment area.</p> <table border="1" data-bbox="994 1102 1480 1294"> <tr> <td>Phase One 2015</td> <td>17.1%</td> </tr> <tr> <td>Phase Two 2015</td> <td>18%</td> </tr> <tr> <td>2011 Census</td> <td>9.2%</td> </tr> </table> <p>As shown in the table above, more than the catchment average of disabled people therefore appear to use the library.</p>	Phase One 2015	17.1%	Phase Two 2015	18%	2011 Census	9.2%	<p>The hours needing reduction means either 2 half days or a full day of closure would be the most likely solutions.</p> <p>For Palmer Park, the opening would be driven by the hours when Reading College are able to support staffing costs, so other options are not available to consult on. The users of this library would be most affected.</p>
Phase One 2015	17.1%								
Phase Two 2015	18%								
2011 Census	9.2%								

Proposals	Describe how this proposal could impact on Disability	Evidence	Mitigation measures						
c) Central Library		<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Central Library, as well as having a disability, against Census data for the catchment area.</p> <table border="1" data-bbox="994 472 1480 587"> <tr> <td>Phase One</td> <td>15.7%</td> </tr> <tr> <td>Phase Two</td> <td>15.7%</td> </tr> <tr> <td>2011 Census</td> <td>12.6%</td> </tr> </table> <p>As shown in the table above, marginally above the catchment average of disabled people therefore appear to use the library.</p>	Phase One	15.7%	Phase Two	15.7%	2011 Census	12.6%	<p>Central Library is within a maximum of 20 minutes journey time on public transport for many Reading households, 30 minutes for the vast majority, and 40 minutes for all remaining households. The changes to opening would, when put with other possible changes to opening, ensure a split of hours across the town.</p> <p>Changes proposed for Tilehurst, Battle and Whitley are in line with the principles to retain a spread of hours and ensure evening and Saturday opening, and maximise after school hours access.</p>
Phase One	15.7%								
Phase Two	15.7%								
2011 Census	12.6%								
d) Tilehurst library		<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Tilehurst Library, as well as having a disability, against Census data for the catchment area.</p> <table border="1" data-bbox="994 1002 1496 1117"> <tr> <td>Phase One</td> <td>15.9%</td> </tr> <tr> <td>Phase Two</td> <td>21.6%</td> </tr> <tr> <td>2011 Census</td> <td>15.5%</td> </tr> </table> <p>As shown in the table above, more than the catchment average of disabled people appear to use the library.</p>	Phase One	15.9%	Phase Two	21.6%	2011 Census	15.5%	<p>Citizenship study guides and practice tests, as well as language courses can now be accessed online, 24/7 and free of charge.</p> <p>E-books and e-magazines can be borrowed 24/7, free of charge, for 21 days from Reading's 'e-Library' - this offers a growing range of fiction, non-fiction and children's books available to read online, on a</p>
Phase One	15.9%								
Phase Two	21.6%								
2011 Census	15.5%								
e) Battle library		<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Battle Library, as well as having a disability, against Census data for the catchment</p>							

Proposals	Describe how this proposal could impact on Disability	Evidence	Mitigation measures						
		<p>area.</p> <table border="1" data-bbox="994 284 1480 400"> <tr> <td>Phase One</td> <td>15.1%</td> </tr> <tr> <td>Phase Two</td> <td>13.2%</td> </tr> <tr> <td>2011 Census</td> <td>10.5%</td> </tr> </table> <p>As shown in the table above, more than the catchment average of disabled people appear to use the library.</p>	Phase One	15.1%	Phase Two	13.2%	2011 Census	10.5%	<p>smart-phone or tablet and some e-readers.</p> <p>Books can be reserved online from the libraries catalogue. Books can also be ordered over the telephone or in branch. There is a 50p charge for requests for stock out of catchment (from another branch).</p>
Phase One	15.1%								
Phase Two	13.2%								
2011 Census	10.5%								
f) Whitley library		<p>The table below shows the proportion of respondents to the first and second phase of consultation that reported using Whitley Library, as well as having a disability, against Census data for the catchment area.</p> <table border="1" data-bbox="994 738 1480 855"> <tr> <td>Phase One</td> <td>24.4%*</td> </tr> <tr> <td>Phase Two</td> <td>5%*</td> </tr> <tr> <td>2011 Census</td> <td>15.2%</td> </tr> </table> <p>*Note, the numbers of respondents reportedly using Whitley Library were extremely low, thereby accounting for significant variances.</p>	Phase One	24.4%*	Phase Two	5%*	2011 Census	15.2%	<p>Books can be renewed online and over the telephone, free of charge, as well as in branch.</p>
Phase One	24.4%*								
Phase Two	5%*								
2011 Census	15.2%								

Proposals	Describe how this proposal could impact on Sexual orientation (cover civil partnership)	Evidence	Mitigation measures
Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)	No differential impacted is predicted on the grounds of sexual orientation.		The library service currently stocks, and will continue to stock, materials available to different groups. This includes literature which may hold greater appeal for LGBTQ groups. The service intends to maintain the diversity in available titles despite possible changes to the way in which the service is run and a reduced stock budget - reductions would be spread over stock areas.

Proposals	Describe how this proposal could impact on Age	Evidence	Mitigation measures
Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)	<p>Note:</p> <ul style="list-style-type: none"> The number of residents in each catchment aged 0-17 and 65+, as recorded in the 2011 Census, has been included as a demographic indicator in determining needs/priorities for libraries in the Needs Assessment that was developed during the first phase of the Library Service review. This has therefore informed the development of recommendations. During the 2015 consultation, there was a higher proportion of respondents aged 65+ and fewer respondents aged 0-24 than represented in the resident population. A review of Active Borrowers dates of birth at the point of 1/7/2017, showed that Active Borrowers were more representative of the Reading population as a whole (with a greater proportion of young people amongst Active Borrowers). However, Adults aged 25-64 and 65+ continue to be over represented amongst users. 30% of respondents to the 2015 consultation reported that they visit libraries with or on behalf of children aged 0-18 		

Proposals	Describe how this proposal could impact on Age	Evidence	Mitigation measures
			and 12% and 15% of respondents reported visiting with or on behalf of older persons, thereby indicating that there is additional, indirect, use of library services by a wider sample of these age groups.
a) Caversham Library	<p>A reduction in opening hours may have some impact for all users, and may disproportionately affect families with children, and adults of working age.</p> <ul style="list-style-type: none"> A reduction in opening hours may see a reduction in the take-up of library services by school age children whose ability to access libraries is limited by attendance at school and college to afternoons and weekends in term time. 	<p>The highest number of 65+ year olds of any library catchment area in the borough live within the catchment area for Caversham Library (5,060). 65+ year olds make up 16% of residents in the catchment, while 23% of residents are aged 0-17 years. From the age profile of active borrowers where 13% of borrowers are aged 0-15 and 33% are 65+. this implies that young people are under-represented amongst borrowers, and older people are over-represented.</p>	<p>Opening times at libraries following changes in 2017 have been scheduled to ensure access for a range of different users, including school children and those that are working, with access on at least one evening and on Saturdays at all libraries.</p> <p>The proposals for Caversham would be informed by usage across the week, whilst applying the principles above.</p>
b) Palmer Park Library	<ul style="list-style-type: none"> A reduction in opening hours may also see a reduction in the take-up of library services by working age adults whose ability to access libraries is limited by work patterns. 	<p>65+ year olds make up 7% of residents in the catchment, while 20% of residents are aged 0-17 years. From a review of the age profile of active borrowers, where 28% of borrowers are aged 0-15 and 15% are 65+, this implies that young people are over-represented and older people are under-represented.</p>	<p>The hours needing reduction means either 2 half days or a full day of closure would be the most likely solutions.</p>
c) Central Library		<p>Central Library's catchment area includes the highest number of 0-17 year olds (7,702). 0-17 year olds make up 17% of residents in the catchment, while only 7% are aged 65+. When considering active borrowers, young people are underrepresented (19% are aged 0-24) and older people are</p>	<p>For Palmer Park, the opening would be driven by the hours when Reading College are able to support staffing costs, so other options are not available to consult on. The users of this library would be most affected.</p> <p>Central Library is within a maximum</p>

Proposals	Describe how this proposal could impact on Age	Evidence	Mitigation measures
d) Tilehurst library		<p>overrepresented (15% are aged 65+). 65+ year olds make up 16% of residents in the catchment, while 23% of residents are aged 0-17 years. From a review of the age profile of active borrowers, where 11% of borrowers are aged 0-15 and 38% are 65+, this implies that older people are over-represented while young people are under-represented.</p>	<p>of 20 minutes journey time on public transport for many Reading households, 30 minutes for the vast majority, and 40 minutes for all remaining households. The changes to opening would, when put with other possible changes to opening, ensure a split of hours across the town.</p>
e) Battle library		<p>The joint highest proportion of 0-17 year olds of any library catchment area in the borough live within the catchment area for Battle Library. 65+ year olds make up 9% of residents in the catchment, while 25% of residents are aged 0-17 years. From a review of the age profile of active borrowers, where 19% of borrowers are aged 0-15 and 16% are 65+, this implies that the catchment and library usage are fairly balanced.</p>	<p>Changes proposed for Tilehurst, Battle and Whitley are in line with the principles to retain a spread of hours and ensure evening and Saturday opening, and maximise after school hours access.</p>
f) Whitley library		<p>The joint highest proportion of 0-17 year olds of any library catchment area in the borough live within the catchment area for Whitley Library. 65+ year olds make up 10% of residents in the catchment, while 25% of residents are aged 0-17 years. From a review of the age profile of active borrowers, where 61% of borrowers are aged 0-15 and 9% are 65+, this implies that young people are over-represented amongst borrowers, and older</p>	<p>Citizenship study guides and practice tests, as well as language courses can now be accessed online, 24/7 and free of charge.</p> <p>E-books and e-magazines can be borrowed 24/7, free of charge, for 21 days from Reading's 'e-Library' - this offers a growing range of fiction, non-fiction and children's books available to read online, on a smart-phone or tablet and some e-</p>

Proposals	Describe how this proposal could impact on Age	Evidence	Mitigation measures
		people are under-represented	<p>readers.</p> <p>Books can be reserved online from the libraries catalogue. Books can also be ordered over the telephone or in branch. There is a 50p charge for requests for stock out of catchment (from another branch).</p> <p>Books can be renewed online and over the telephone, free of charge, as well as in branch.</p>

Proposals	Describe how this proposal could impact Religious Belief	Evidence	Mitigation measures
<p>Reductions in opening hours (Battle, Caversham, Central, Palmer Park, Tilehurst, Whitley)</p>			<p>The library service currently stocks, and will continue to stock, materials available to different groups. This includes literature which may hold greater appeal for users of various religious beliefs.</p>
	<p>There are no specific impacts anticipated for this category.</p>		

Make a Decision

If the impact is negative then you must consider whether you can legally justify it. If not you must set out how you will reduce or eliminate the impact. If you are not sure what the impact will be you MUST assume that there could be a negative impact. You may have to do further consultation or test out your proposal and monitor the impact before full implementation.

Negative impact identified or uncertain

As outlined above, proposed changes, subject to consultation, to the library service at the 6 sites may result in some negative impacts upon certain protected groups.

Mitigation measures, as listed above, have also been designed in order to avoid or reduce any differential impacts. This EIA will be revised and reissued.

Signed (completing Officer)	Simon Smith	Date	February 2018
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Signed (Lead Officer)	Sarah Gee	Date	February 2018
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