



Cabinet 19 July 2016

Equality Impact Assessment

Project or Service Template

Name of the proposal, project or service
Proposed reduction to East Sussex library opening hours
July 2016

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Part 1 – The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, project or service. The other form looks at services or projects.

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (see below for “protected characteristics”

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carrying out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills

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- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.7 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.7.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.7.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.7.3 Some key points to note :

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.

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- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.7.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

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Part 2 – Aims and implementation of the proposal, project or service

2.1 What is being assessed?

a) Proposal or name of the project or service.

Proposed reduction to East Sussex library opening hours.

b) What is the main purpose or aims of proposal, project or service?

The East Sussex Library and Information Service (LIS) includes:

- 24 libraries across East Sussex
- an online e-library service
- a Mobile Library service
- the Schools Library and Museums Service (SLAMS)
- a Home Library Service
- the East Sussex Community Information Service (www.ESCIS.org.uk) website

The location of each of the 24 libraries is shown in Appendix 1 to this Equality Impact Assessment (EqIA).

The purpose of the proposals is to make a saving of approximately £500k a year from the cost of providing libraries by reducing opening hours. This is part of a total savings target for the library service of £2million through the Libraries Transformation Programme. The proposals are made in the context of changes in the way people use libraries, seen both nationally and locally, where access to library services online is increasing and the number of physical visits to library buildings is reducing.

Currently, opening hours for libraries in East Sussex range between 9 hours and 51.5 hours per week, depending on the size and location of the library. Opening hours have evolved over time in an uncoordinated way with some libraries having disproportionately long hours compared to the number of visitors or compared with other libraries in the County.

The proposals represent an overall reduction of around 25% to current opening hours in order to meet the required saving. Although opening hours would be shortened the same range of services would be provided as they are currently within each library. The e-library, Mobile Library, SLAMS and ESCIS services are not affected by the proposals. Individual school libraries are run by the school rather than the local authority and so are not affected.

From the outset, the approach to developing the opening hours proposals has been to treat individual libraries as fairly as possible, avoiding direct or indirect discrimination for individuals or local communities. Rather than implement a uniform reduction of 25% for every library it was recognised that this would have a disproportionate impact on users of smaller libraries in particular. Therefore, the proposals are unique to each library, with a reduction of between eight and 27% depending on their current opening hours.

If agreed, it is anticipated that the new library opening hours will be implemented by the end of 2016.

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c) Manager(s) and section or service responsible for completing the assessment

The Libraries Transformation Programme (LTP) Board has overseen development of the opening hours proposals and the EqlA. The Board comprises a range of senior managerial professionals from across East Sussex County Council with the Assistant Director for Communities, who has managerial responsibility for the Library and Information Service, as the Project Sponsor. Members of the Project Team, who undertake work on behalf of the Board, have developed the opening hours proposals. The EqlA was completed by the Project Manager (Strategic Commissioning) with a Senior Solicitor from the Council's Legal Services team.

2.2 Who is affected by the proposal, project or service? Who is it intended to benefit and how?

In 2015-16 there were 1.79 million physical visits to East Sussex libraries and 224,300 registered members of the library service. There were around 68,500 active library users, those who have borrowed or renewed a book in the past 12 months. There are many more users who visit libraries to make use of other provisions and services, but may not borrow books.

The proposed reduction to opening hours has the potential to affect anyone who visits or wishes to visit a public library in East Sussex. By developing detailed proposals for each library the intention has been to minimise the likely impact based on what we know about current library users and usage. It is also an opportunity to promote growth aspects of the service such as e-materials (e-books, e-audiobooks and e-magazines) which would help reduce the impact on users by reducing the reliance on physical visits to libraries.

Data from our library management system and visitor counting equipment shows that between 86% and 91% of visits to libraries, use of library computers and WiFi, and loans, renewals and returns of items take place between 10.00am and 5.00pm. The proposed changes would enable people to continue to use their library at varied times throughout the week from Monday to Saturday within the core hours of 10.00am to 5.00pm. In addition, for those libraries that are currently open later than 5.30pm, people would be able to continue to use these until 6.00pm on one evening per week. The exception to this is Ringmer, where the results of the consultation suggested that the library would be better used on Saturday and at other times in the week rather than during the evening. Most library users are retired, unemployed or work part time, and 95% of customers do not use the library every day.

The proposed opening hours reduction will also have an impact on staffing within the library service. This is expected to be a reduction of around 30 Full Time Equivalent (FTE) posts. It is anticipated that the level of redundancies will be reduced through consideration of Voluntary Severance requests as well as the ending of temporary staffing arrangements put in place until the outcome of the Cabinet decision is known. However, some redundancies are still anticipated. If the proposals are agreed, a formal staff consultation will be undertaken prior to any changes being made to the staffing structure.

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2.3 How is, or will, the proposal, project or service be put into practice and who is, or will be, responsible for it?

The opening hours proposals were developed by the Libraries Transformation Programme Board and Project Team. Draft proposals were developed based on a detailed analysis of library service data on current library usage and an assessment of local need and demand for services. In December 2015 Cabinet agreed the draft proposals for public consultation. Following the Opening Hours Consultation the draft proposals have been amended for ten out of the 24 libraries, based on the results of the consultation and analysis of further data.

Implementation of the amended proposals is subject to Cabinet agreement on 19 July 2016. If agreed, it is the responsibility of the Libraries Transformation Programme Board and the Library and Information Service to implement the proposed changes. It is intended that the new library opening hours would be implemented by the end of 2016.

Effective communication of the new opening hours and corresponding mitigations would be important to successful implementation, ensuring the minimum impact for library users. Although the library service has full responsibility for the implementation of the proposals, other Council departments, public and community and voluntary sector partners would also be important channels of publicity about the new hours.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

The Library and Information Service works with a range of different public and community and voluntary sector partners who provide services through libraries, including drop-in advice sessions (e.g. Citizens Advice Bureau), formal training programmes (e.g. ACRES) and events. The library service also works with East Sussex County Council Adult Social Care, Public Health and Children's Services departments and also District, Borough and Parish Councils to provide services in communities through libraries

2.5 Is this proposal, project or service affected by legislation, legislative change, service review or strategic planning activity?

The legislation governing the East Sussex Library and Information Service is the Public Libraries and Museums Act 1964. Section 7 (1) sets out the following duty:

"It shall be the duty of every library authority to provide a comprehensive and efficient library service for all persons desiring to make use thereof".

The Opening Hours Consultation, Rationale and Impact Assessment and EqIA have been undertaken before any changes to opening hours are introduced to ensure that a clear evidence base is provided and our statutory responsibilities are adhered to.

2.6 How do people access or how are people referred to your proposal, project or service? Please explain fully.

The Library and Information Service is available to everyone who lives, works or studies in East Sussex. It is free to join, borrow books, use computers and attend the majority of events for adults and children. The service is routinely promoted by ESCC, by partners in the public and community and voluntary sectors, and by the community more widely.

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2.7 If there is a referral method how are people assessed to use the proposal, project or service? Please explain fully.

Within the library service is a Home Library Service. This is managed by library staff and provided by volunteers for library users who cannot easily reach a library because they are disabled or frail or because they are caring for someone who cannot be left. Users who request the Home Library Service or who are referred by friends or family receive tailored materials according to their needs, delivered to their home.

2.8 How, when and where is your proposal, project or service provided? Please explain fully.

Appendix 3 to the 19 July Cabinet report on Library Opening Hours Proposals shows the current opening hours for all libraries, draft proposals for reduced opening hours and final amended proposals following public consultation, for consideration at the Cabinet meeting on 19 July 2016.

The location of each of the 24 libraries is shown in Appendix 1 to this Equality Impact Assessment (EqIA).

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Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
X	Service User Data		Contract/Supplier Monitoring Data
X	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
X	Complaints		Risk Assessments
X	Service User Surveys	X	Research Findings
X	Census Data	X	East Sussex Demographics
X	Previous Equality Impact Assessments	X	National Reports
X	Other organisations Equality Impact Assessments	X	Any other evidence?

3.2 Evidence of complaints against the proposal, project or service on grounds of discrimination.

Library and Information Service records show that there have not been any service complaints over the past three years relating to discriminatory aspects of the current opening hours. Comments received by the library service about opening hours have been reviewed in the context of finalising the opening hours proposals and completing this EqIA.

Respondents to the Opening Hours Consultation were asked whether they would still be able to use libraries during the proposed new hours and, if not, to provide information about why. Respondents were also asked to provide personal information, including information about protected and other characteristics (such as employment status) which has been used to analyse the impact for different groups in this EqIA.

3.3 If you carried out any consultation or research on the proposal, project or service explain what consultation has been carried out.

Draft proposals for changes to library opening hours were developed and presented to Cabinet in December 2015 based on a detailed analysis of library service data, library user survey results and comparator information, including:

- Analysis of current demand for library services, using data from the Library Management System (LMS) and visitor counters in libraries. This included an analysis of the time of day and week that customers visit each library, that the People's Network computers are used and that transactions are made (as the LMS can tell us when items are issued, renewed or reserved).

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- Analysis of the results of a statistically representative survey of 1,836 current library users carried out in June 2015. Two further rounds of the survey were undertaken in August/September (2,034 users) and December 2015 (1,883 users). The results of each round have been totalled and compared for trends.
- Consideration of national reports as well as changes to opening hours by comparable public library services. Local authorities with broadly similar opening hours to East Sussex libraries have reduced opening hours by approximately 10% to 25% in recent years, in response to patterns of usage and as part of wider cost savings. Devon County Council, for example, reduced opening hours by 17% and Cornwall by 24%.

Following agreement by Cabinet in December 2015, a 12 week public consultation on the draft opening hours proposals was undertaken between 11 January and 3 April 2016. Paper questionnaires were available in all East Sussex libraries as well as an online version via the council's 'Have your say' website.

The Opening Hours Consultation was publicised as follows:

- ESCC website banners with a link to the online consultation questionnaire
- Paper copies of the questionnaire in all libraries, with pop-up stands to draw attention to the questionnaire and encourage people to complete it
- Library staff were available to explain the proposals to customers and help them complete the questionnaire if they required help
- Bookmarks with details of how to comment on the proposals online were distributed when issuing library books
- Copies of the questionnaire were available in a different format or another language on request
- Social media activity through the Council's Facebook and Twitter presence
- Bus adverts on key County routes
- A piece in Your County magazine delivered to 238,000 homes in East Sussex
- An article in the Library e-newsletter sent to 70,000 registered East Sussex library users
- E-mails sent to schools and young people's organisations with a link to the online consultation questionnaire (Virtual Schoolbag and SPARK)
- E-mails sent to Adult Social Care forums (LGBT, BME and older people)
- Letters sent to stakeholders, including District, Parish and Town Councils and library volunteers
- Press and local media coverage

A total of 2,970 people responded to the Opening Hours Consultation. Analysis of the results and evidence of impact has informed the amended opening hours proposals and this EqIA.

An additional survey of 1,148 late afternoon and evening library users was undertaken in March and April 2016, during term time and school holidays, from 4.00pm until closing time across all libraries with late opening. The evening survey was developed to determine the specific impact of the proposals on groups who use the library during evening hours. The particular emphasis was to establish the extent to which school children and young people use libraries for homework or study and people who work full-time make use of libraries outside of the proposed core hours of 10.00am to 5.00pm

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3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the proposal, project or service?

The Library and Information Service is a free, universal service with a very large registered membership and high numbers of active users. There is no single, complete profile of library users. We consider that the picture of current users we have compiled from existing and new sources of data provides us with a very good indication of the impact of the proposals. The results of the Opening Hours Consultation give us the fullest indication of impact on users and are considered to be representative of adult library users as a whole.

Where there was a particular concern about the potential impact of the proposals on children and young people, who are not included in library surveys generally and were under-represented in the Opening Hours Consultation responses, we undertook the evening survey to make sure we understood the complete profile of late afternoon and evening usage across the library network. In addition Takeover Day and the Youth Cabinet presented opportunities to engage with young people about the draft proposals directly.

70.5% of all people who replied to the Opening Hours Consultation said they would still have access to a library if the proposed 25% reduction to opening hours were implemented, 12.8% said they would not and 16.7% did not answer this question. If those who did not answer are excluded from the analysis, 84.6% of respondents said they would still have access to a library and 15.4% would not.

Although the Opening Hours Consultation indicated that 15.4% of overall library users would no longer have access to a library, library service data nonetheless shows that between 86% and 91% of visits to libraries, use of library computers and WiFi, and loans, renewals and returns of items take place between 10.00am and 5.00pm. Therefore the actual impact of the proposals may be lower than the consultation results suggest, particularly given that amendments have been made to 11 out of the 24 draft proposals based on public feedback to the consultation.

The EqIA finds that the impact of the proposals is most likely to occur where groups of people have less flexibility than others over when they are able to visit libraries. Three main groups were identified for whom this applies; people who work full-time, children and young people in full-time education, and people with a disability (specifically where they rely on assistance to travel to a library or to access services in the library). The results of the Opening Hours Consultation suggest that those who work full-time are the most affected because of their inability, as a whole, to use the library during the core hours of 10.00am to 5.00pm on weekdays. However, we know from the analysis of the consultation results and the evening surveys that the level of impact for all of these groups is likely to be relatively small, which is explained in more detail in this EqIA.

Where impacts do occur, we have set out clearly the mitigations that would be available so that people can still access library services, either in-library at alternative times or remotely, online, without the need to visit. The Home Library Service would allow those users with very specific needs, such as disability or caring responsibilities, to receive library services to their home.

We propose to monitor the impact of the proposed reductions on library users following implementation to fully understand the true picture. Evidence of positive or negative aspects of the proposed reductions will be considered as we continue our Libraries

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Transformation Programme, through the development of our Strategic Commissioning Strategy which will determine future provision of the library service as a whole.

We believe that the proposals are proportionate and fair, both in the contribution that they will make to the overall savings the Council needs to deliver, and in the way that we would reduce opening hours at each library across the County. We consider that the proposals will enable us to continue to provide a comprehensive and efficient library service, according to our statutory duty.

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Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Table 1: Population estimates, East Sussex and District (Percentage)

Age	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Under 16	17.1	17	18.6	17.4	15.1	17.3
16-24	9.5	10.8	10.9	9.1	8.6	8.9
25-34	9.8	11.6	12.1	9.6	7.7	8.6
35-44	11.2	11.7	12.4	11.4	9.3	11.2
45-54	14.7	13.4	14.8	15	14.2	15.4
55-64	13	11.6	12.2	13.2	14.3	13.5
65-74	12.8	11.5	10.4	12.5	15.9	13.5
75-84	8	8	5.6	7.9	9.9	7.9
85+	3.9	4.4	2.8	3.9	5.1	3.6
Total	100	100	99.8	100	100.1	99.9

Source: 2014, ONS mid-year estimates, East Sussex in Figures

Note that totals in this table do not add up to 100% due to rounding

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Table 2: Age of respondents to Library Opening Hours Consultation compared to the population of East Sussex (Percentage)

Age	Opening Hours Consultation	Library Evening Survey	East Sussex population
Under 16	0.7	5.6	17.1
16 – 24	1.2	4.4	9.5
25 – 34	3.5	7.0	9.8
35 – 44	8.7	14.4	11.2
45 – 54	11.6	17.4	14.7
55 – 64	18.0	20.6	13
65-74	26.8	20.2	12.8
75-84	13.7	7.7	8
85+	3.6	1.3	3.9
Prefer not to say/ no answer	12.1	1.5	-
Total	99.9	100.1	100

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Source: Library Opening Hours Consultation, ESCC, January to April, 2016; Library Evening Survey, ESCC, March and April, 2016; ONS mid-year estimates, 2014

Note that totals in this table do not add up to 100% due to rounding

There is no single, reliable profile of age for library users. The results of the Opening Hours Consultation are considered to give a broadly proportionate representation of adult users, those aged 16 and over, when compared with other library surveys.

44.1% of respondents to the Opening Hours Consultation were aged 65 and over, which is significantly higher than the population of East Sussex as a whole (24.7%). This figure is closely comparable to other recent surveys of library users and confirms that libraries have a disproportionately high number of older service users. 43% of respondents were aged between 16 and 64 which is lower than the local population (58.2%), although this figure is around 10% lower than other library surveys.

Efforts were made to promote the Opening Hours Consultation to children and young people through professionals' networks. However, under 16s were under-represented in the results, accounting for only 0.7% of respondents, where library service data indicates that children and young people (aged 19 and under) represent 35% of active library users. Nonetheless, many adults responding to the consultation did represent the needs of children and young people in their comments.

The number of respondents aged under 16 increases to 5.6% in the evening library users survey. This survey was specifically designed to test for the impact of the proposals on children and young people using libraries after school for homework and study and the results are considered reliable.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

44.1% of people responding to the Opening Hours Consultation were aged 65 and over. The majority of respondents (47.7%) were also retired. Despite representing nearly half of all respondents, the results show that the proposed reductions to library opening hours have a significantly lower impact for this age group than for other age groups (see Figure 1 on page 52).

43% of people responding to the Opening Hours Consultation were aged between 16 and 64. 12.5% were in full-time employment. The results show that the proposed reductions to library opening hours have a greater impact for this age group, and for age groups between 16 and 44 in particular. Those who are in full-time employment are also more affected than other employment groups (see Figure 2 on page 53).

The results of the evening survey show that 5.6% of evening library users were under 16 and 10% were aged between 16 and 25. 8.5% were students and only 2% said that study was the main reason for their visit. Most evening library users (41%) were older users aged 55 to 74. 61% were either retired, unemployed, working part-time or were students. Almost 80% of those interviewed said they would still be able to use libraries during the proposed opening hours. Therefore there is very little evidence that reducing evening opening hours would have a disproportionate impact on young people using the library for homework or as a quiet study space or on full-time workers, although it may nonetheless have an impact on some people.

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A further discussion with members of the Youth Cabinet showed that, although only a very small sample, their needs would still be met within the proposed opening hours, where five out of six members who currently use libraries would not be affected by the changes. School pupils also gave their views on the opening hours proposals at Takeover Day. At both these sessions there was a view that libraries should open later in the morning in order to stay open later in the afternoon and evening to allow young people to access them during the week; 11.30am to 5.30pm being suggested at Takeover Day. While we are keen to make sure that young people's needs are met, we know from our analysis that routinely opening libraries later in the morning would have a negative impact on more users than the additional users it would generate in the evening. We also know from the evening survey there are not large numbers of young people using libraries after school.

Nonetheless, through both these sessions young people have provided a range of important views about how libraries could provide better for their needs. These will be taken into account and looked at in more detail as the Strategic Commissioning Strategy for the library service is developed.

d) What is the proposal, project or service's impact on different ages/age groups?

The impact of the proposals on different age groups is largely dependent on the flexibility they have over when they are able to visit the library, which is itself dependent on the likelihood that they are in full-time employment or study. Retired people, or people over the age of 65, have greater flexibility over when they can visit the library. Therefore, the impact of the proposed changes to opening hours is significantly less for this group.

The impact of the proposals is greater for those who are between 16 to 64 years of age. Those in this age group are more restricted as to when they can use the library due to employment status and also other commitments, often family dependencies. Those who work full time are most affected, but those in all other forms of employment or study are also more affected than those who are retired or are unemployed.

Although children and young people aged under 16, i.e. in full time education, have less flexibility than some other groups over when they can visit the library they are able to use libraries for a period after school and on Saturdays. They also may have additional access to school libraries where these are provided as well as public libraries. They are also able to visit libraries more frequently during school holidays,

e) What actions are to/or will be taken to avoid any negative impact or to better advance equality?

For the protected characteristic of age we have identified that people in full-time employment are most affected by the proposals and to a lesser extent those in other employment groups or who study. Although the evening survey and discussions with children and young people have not established any evidence to suggest that they are more affected than other age groups, we remain conscious of the potential for impact. We consider that the mitigations provided by the proposed opening hours and online access to library services through the e-library, described in detail below, provide suitable provision for those library users who have less flexibility than others over when they are able to visit libraries.

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f) Provide details of any mitigation.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are least used. Detailed analysis of current library usage has identified that between 86% and 91% of transactions, visits and library usage take place between 10.00am and 5.00pm. Therefore it is proposed that there will be no provision before 10.00am and a reduced level of provision after 5.00pm.

To reduce any potential of a negative impact for full-time workers and school age children and young people, 11 of the 12 libraries that are currently open until 5.30pm on at least one evening per week, would be open until 6.00pm on a Thursday. Having a consistent day for late opening across libraries is intended to make it easier for library users to remember and to coincide with late night shopping. At Ringmer, as a result of the public consultation, evening provision would be removed to create opening hours at other times in the week. Seaford Library would open until 6.00pm on a Thursday where currently there is no late evening. Many libraries will remain open at lunchtimes.

It is proposed that all 23 libraries which currently open on Saturday would remain open. This is to ensure access for those library users who cannot access services from Monday to Friday or those who wish to have additional access at the weekend. As a result of the public consultation it is proposed that Ringmer, the only library currently without any Saturday provision, would now open between 10.00am and 12.00pm, meaning that every library would open for some hours on a Saturday. We will still provide 73 hours per week of library opening across the County after 4.00pm on weekdays that will be available to all users including school children and young people and 127.5 hours of library opening on a Saturday.

The e-library service allows users to access library services without the need to physically visit a library and is not affected by the proposed reduction to library opening hours. The e-library allows library members and non-members alike to browse the library catalogue. Registered library members can access the full range of online services 24hrs per day, including downloading e-books, e-audiobooks, e-magazines and a range of free online reference materials.

Enquiries can also be made to the library service online 24 hours a day or by telephone between 10.00am and 5.00pm Monday to Saturday, except for Thursday 10.00am to 6.00pm, under the proposed new hours. Renewals are available online or by an automated telephone service, with a library membership number and PIN, 24 hours a day.

To ensure that library users know how to use the e-library, training is provided for free in libraries as part of a wider computer training and advice offer by staff and volunteers. Library users can learn to access the e-library using either the People's Network computers, provided in all libraries, or by using their own devices. Computer advice is available on Saturdays as well as weekdays in some libraries. There are also easy to follow online guides to the e-library.

If the proposals are agreed, the new opening hours would be clearly publicised in all libraries so that customers are aware of the changes in advance of and following implementation. Other channels of promotion would include the council's website, the e-library, social media, the library e-newsletter to 70,000 registered users, public and community sector partners, as well as press releases to the local media and a feature in Your County magazine. The availability of the e-library, and of help to use it, would be

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promoted alongside the new opening hours to increase take up as a way to mitigate any negative impact, offering library users a convenient way to access library services remotely as part of a modern library service.

g) How will any mitigation measures be monitored?

If the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including age.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.**a) How is this protected characteristic reflected in the County /District/Borough?**

Table 3: Residents with limiting long-term illness, East Sussex and District (Percentage)

Disability	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
People with long-term health problem or disability	20.3	21	22.1	19.5	23.4	17.5
Day-to-day activities limited a little	11.2	11.3	11.5	10.9	12.8	10.2
Day-to-day activities limited a lot	9.2	9.7	10.6	8.7	10.7	7.3
People without long-term health problem or disability	79.7	79	77.9	80.5	76.6	82.5
Total	100	100	100	100	100	100

Source: Census, 2011, East Sussex in Figures

Note that the totals (100%) are the sum of people with and without a long-term health problem or disability, i.e. the sum of the figures in black.

b) How is this protected characteristic reflected in the reflected in the population of those impacted by the proposal, project or service?

Table 4: Respondents to Library Opening Hours Consultation with a disability compared to the population of East Sussex (Percentage)

Disability	Opening Hours Consultation	East Sussex population
No	72.8	79.7
Yes	13.7	20.3
Prefer not to say/ no answer	13.6	-
Total	100.1	100

Source: Library Opening Hours Consultation, ESCC, January to April 2016 and Census, 2011

Note that totals in this table do not add up to 100% due to rounding

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13.7% of respondents to the Opening Hours Consultation identified themselves as having a disability, which is less than population of East Sussex as a whole where 20.3% of people have a long-term health problem or disability. This figure is slightly higher compared to other recent surveys of library users but is considered representative of library users.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The results of the Opening Hours Consultation show that most people who would be unable to use a library during the proposed hours do not have a disability, around five times as many as those with a disability (see Figure 3 on page 54). However, respondents with a disability are proportionately more affected than those without (16.7% with a disability compared to 11.3% without).

Most of those respondents with a disability who would be affected identified themselves as having a physical impairment. However, mental health conditions, long standing illness and, to a lesser extent, sensory impairment, learning disability or other disabilities are all represented (see Figure 4 on page 55).

d) What is the proposal, project or service's impact on people who have a disability?

There is the potential for anyone with a disability who is reliant on the assistance of someone else to access a library, a helper or carer, to be affected if the helper is not available during the proposed opening hours. This may involve transport to the library or assistance to access services within the library.

Analysis of the consultation results has been undertaken to determine whether there is any evidence to support this. 46 people who said that they would not be able to use the library during the new hours identified that they have a disability. 19 of these made comments about the nature of the impact of the proposals on them and only in one instance was their reliance on a lift referred to. Generally the comments made by this group seem to show that the impact was not necessarily directly related to needs arising from their disability but rather to their own availability to visit. Therefore the general mitigations provided by the range of opening hours and the existing service provisions for people with disabilities are considered appropriate for this group.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

There are already provisions in place to ensure equal access to the library service for those with disabilities. The Home Library Service is a free service for people cannot easily use a library due to disability or frailty, or are caring for someone who cannot be left. The service would not be affected by the reduction in opening hours and would be promoted in a targeted way for disabled library users along with the general mitigations, to further avoid any negative impact. Targeted promotion would include the identification of individual needs and recommendations for tailored provision by library staff, as well as through specific services and forums for disabled or vulnerable people.

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f) Provide details of any mitigation.

Service provisions which will directly mitigate for reductions in opening hours for library users with a disability are as follows:

- A free Home Library Service for people cannot easily use a library due to disability or frailty, or are caring for someone who cannot be left. The Home Library Service is coordinated by libraries staff and provided by volunteers who collect materials from libraries and deliver them directly to service users' homes.
- Different categories of library membership are available for people with access needs, or those who care for others with access needs, which may include exemption from charges either for late items or reserving materials in accessible formats

Other service provisions which do not directly mitigate for reductions to opening hours but which, if promoted as part of coordinated package of provisions, may encourage users to access services independently at different times throughout the week, are as follows:

- All libraries are accessible by wheelchair with the exception of Pevensey Bay where reasonable adjustments for service accessibility have been made.
- Assistance dogs are welcome in libraries.
- Each library has a computer with a large screen, keyboard and trackball which can be used free of charge.
- All our computers have accessibility software to magnify text, read information on screen aloud and write letters and save them as MP3 audio files.
- Resources for people with a visual impairment, including large print books, audiobooks on CDs, Bookstart packs containing touch and feel books for young children, ClearVision books with Braille and printed text for children and audio described films on DVD or CD.
- Resources for people with a hearing impairment, including DVDs with subtitles and hearing loops at some libraries.
- Forms for bus passes for older and disabled people

Further details are provided on the Library and Information Service pages of the council's website, at the following web-address <https://new.eastsussex.gov.uk/libraries/library-services-for-people-with-disabilities/disabled-access/>

We recognise that the proposals have the potential to increase demand on accessibility provisions such as the Home Library Service. We asked respondents to the Opening Hours Consultation to register their interest in volunteering opportunities with the library service and received over 300 expressions of interest as a result. We are in the process of coordinating this new volunteer capacity and, along with the volunteers we already have, it provides us with the means, if necessary, to extend the Home Library Service or to provide other volunteer support for needs that may arise directly or indirectly as a result of changes to opening hours.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further.

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Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats (such as large print and braille) and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

If the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including disability.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

Table 5: Ethnic Group, East Sussex and District (Percentage)

Ethnicity	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
All White	96	94.1	93.8	96.6	97.1	97.5
All Mixed	1.4	1.8	2.2	1.3	1.1	1
All Asian or Asian British	1.7	2.8	2.4	1.4	1.2	1.2
All Black or Black British	0.6	0.8	1.2	0.4	0.3	0.2
Other ethnic group	0.3	0.5	0.5	0.3	0.2	0.2
Total	100	100	100.1	100	99.9	100.1

Source: Census, 2011, East Sussex in Figures

Note that totals in this table do not add up to 100% due to rounding

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Table 6: Respondents to Library Opening Hours Consultation by ethnicity compared to the population of East Sussex (Percentage)

Ethnicity	Opening Hours Consultation	East Sussex population
White British	77.8	92
White other	4.9	5
Mixed	0.6	1
Black/Asia/Other	2.0	3
Prefer not to say/ no answer	14.6	0
Total	99.9	101

Source: Library Opening Hours Consultation, ESCC, January to April 2016 and Census, 2011

Note that totals in this table do not add up to 100% due to rounding

A majority (77.8%) of respondents to the Opening Hours Consultation identified themselves as White British. This is 14% lower than the population of East Sussex as a whole. Representation of other broad ethnicity groups among respondents is more in

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line with the local population. Almost 15% of people either preferred not to say or omitted to answer the question.

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

The results of the Opening Hours Consultation show that the number of people of other ethnicity groups are much less affected than those in the White British group (see Figure 5 on page 56). The greater impact on the White British group is considered to be a reflection of the general population of library users rather than any indication of disproportionate impact related to ethnicity.

- d) What is the proposal, project or service's impact on those who are from different ethnic backgrounds?**

There is not considered to be an impact for library users of the proposed changes to library opening hours based on ethnicity.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

No specific actions are proposed, other than the general mitigations to avoid any negative impact.

- f) Provide details of any mitigation.**

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats (such as different languages) and using different community forums and networks to distribute information for people with a range of needs.

- g) How will any mitigation measures be monitored?**

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including ethnicity.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on

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commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

a) How is this protected characteristic target group reflected in the County/District/Borough?

Table 7: Gender, East Sussex and District (Percentage)

Gender	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Male (%)	48.3	48.2	48.8	48.6	47.7	48.2
Female (%)	51.7	51.8	51.2	51.4	52.3	51.8
Total	100	100	100	100	100	100

Source: 2014, ONS mid-year estimates, East Sussex in Figures

Statistics about the number of transgender people are not available from the Census.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Table 8: Respondents to Library Opening Hours Consultation by gender compared to the population of East Sussex (Percentage)

Gender	Opening Hours Consultation	East Sussex population
Male	8.2	48.3
Female	59.1	51.7
Prefer not to say/ no answer	32.7	-
Total	100	100

Source: Library Opening Hours Consultation, ESCC, January to April 2016 and Census, 2011

Note that totals in this table do not add up to 100% due to rounding

A majority of respondents (59.1%) to the Opening Hours Consultation were female, which is higher than the population of East Sussex as a whole where females account for just over half the population (51.7%). Males appear to be significantly under-represented by comparison (8.2%), where they also account for almost half the local population (48.3%). However, a large percentage of people chose not to answer the question (32.7%). In the recent library user surveys and the PLUS survey, all carried out in 2015, the representation of males was significantly higher, 38% and 33% respectively, although still below the local population. Women are, therefore, considered more likely to use the library service than men.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The results of the Opening Hours Consultation show that more women are affected by the proposals than men, with only a third of the number of males compared to females

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who would be unable to use a library (see Figure 6 on page 57). However, proportionately the impact is more comparable with 13.1% of all female respondents and 10.1% of all male respondents saying they would be unable to use a library.

d) What is the proposal, project or service's impact on different genders?

Women in East Sussex are less likely than men to be in full-time employment (see Table 16 on page 40), and therefore might be assumed to have greater flexibility over when they are able to visit a library. Women are, however, more likely to be taking care of the home or the family which may, in reality, reduce their opportunities to access the library.

Given that the impact is proportionately similar for males and females it may be that the greater impact for women is due to the fact that they account for a greater numbers of service users. No specific access issues have been identified for Transgender library users compared to other genders. No specific mitigations have therefore been identified according to gender.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to avoid any negative impact.

f) Provide details of any mitigation.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including gender.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as

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a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic target group reflected in the County/District/Borough?

Table 9: Marital Status/Civil Partnership, East Sussex and District (Percentage)

Marital Status/Civil Partnership	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Single	29.1	33.3	36.5	28.7	24.7	24.9
Married	48.4	42.8	39.2	49.6	51.3	55.1
In a registered same-sex civil partnership	0.3	0.4	0.3	0.5	0.3	0.2
Separated	2.7	3	3.7	2.5	2.6	2.3
Divorced	10.7	11.5	12.8	10.2	10.3	9.4
Widowed	8.7	9.1	7.4	8.4	10.8	8.2
Total	99.9	100.1	99.9	99.9	100	100.1

Source: Census, 2011, East Sussex in Figures

Note that totals in this table do not add up to 100% due to rounding

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Information on the marital status or civil partnership of library users has not been analysed. A monitoring question about marital or civil partnership status was not included in the Opening Hours Consultation, as it is not considered to be relevant to library access.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

Library membership is issued on an individual basis. There is not considered to be any impact on the basis of marital or civil partnership status.

d) What is the proposal, project or service's impact on people who are married or same sex couples who have celebrated a civil partnership?

Library membership is issued on an individual basis. There is not considered to be any impact on the basis of marital or civil partnership status.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to avoid any negative impact.

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f) Provide details of any mitigation.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including marital and civil partnership status.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic target group reflected in the County/District/Borough?

Table 10: Pregnancy and maternity, East Sussex and District (Rate per 1,000 women)

Pregnancy and maternity	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
All live births	59.5	62.2	64.3	56.9	57.1	57.1
Under 20	13.1	21.6	20.7	7.7	10.4	7.3
20-24	71.2	73.8	87.4	65.5	84.3	51.5
25-29	106.9	105.5	109.1	99.1	104.7	113.1
30-34	112.6	108	100.3	117.6	99.6	129.5
35-39	59.6	59.9	53.1	58.2	62.1	63.5
40 and over	14.4	10.1	15.5	16.6	14.4	15

Source: 2014, ONS Vital Statistics, East Sussex in Figures

Based on the numbers of births each year, it is estimated that in East Sussex, at any given time, there are likely to be:

- 2,700 women who are in their second or third trimesters of pregnancy;
- around 5,400 babies under the age of one; and
- a further 22,000 children of pre-school age.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The results of the June 2015 library user surveys show that 3% (47 people) of library users in East Sussex were either pregnant or had been pregnant in the last year. A monitoring question about pregnancy or maternity was not included in the Opening Hours Consultation as it is not considered to be relevant to library access.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

There is not considered to be more of an impact in terms of access to the library on the basis of pregnancy and maternity. People on maternity leave (and paternity leave) would be likely to have more flexibility over when they are able to visit the library than others, so it is anticipated any impact would be largely reduced.

d) What is the proposal, project or service's impact on pregnant women and women within the first 26 weeks of maternity leave?

There is not considered to be any general impact in terms of access to the library on the basis of pregnancy and maternity. However, three Rhymetime sessions, out of 17 in

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total, take place at times when the libraries would be closed during the proposed hours. The libraries affected are Bexhill, Hailsham and Hampden Park. One Storytime session, out of 8 in total, is also affected at Hailsham.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Given that there is not considered to be a disproportionate impact on general access to library services for people who are pregnant or on maternity leave no specific actions are proposed, other than the general mitigations to avoid any negative impact.

Rhymetime and Storytime sessions will continue to be provided in all libraries where they currently take place. A poll will take place with current users at each library to determine the most suitable alternative timing, prior to implementation of the new hours.

f) Provide details of the mitigation

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Table11: Religion, Belief, East Sussex and District (Percentage)

Religion, Belief	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Christian	59.9	59.6	51.9	57	64.8	64
Buddhist	0.4	0.5	0.5	0.5	0.3	0.3
Hindu	0.3	0.4	0.5	0.3	0.2	0.1
Jewish	0.2	0.2	0.2	0.3	0.2	0.2
Muslim	0.8	1.5	1.3	0.6	0.5	0.4
Sikh	0	0.1	0	0	0	0
Other religions	0.7	0.6	0.7	0.6	0.6	0.8
No religion	29.6	29.2	36.6	32.5	25.2	26.3
Religion not stated	8.1	8	8.3	8.2	8.2	7.9
Total	100	100.1	100	100	100	100

Source: 2011, Census, East Sussex in Figures

Note that totals in this table do not add up to 100% due to rounding

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Table 12: Respondents to Library Opening Hours Consultation by religion/belief compared to the population of East Sussex (Percentage)

Religion/Belief	Opening Hours Consultation	Census 2011
Christian	40.3	59.9
Other religion	2.3	2.4
No religion	14.5	29.6
Prefer not to say/ no answer	42.8	8.1
Total	99.9	100

Source: Library Opening Hours Consultation, ESCC, January to April 2016 and Census, 2011

Note that totals in this table do not add up to 100% due to rounding

40.3% of respondents to the Library Opening Hours Consultation were Christian, which is lower than the population of East Sussex as a whole (59.9%). Slightly more people preferred not to identify their religion or belief or did not answer the question (42.8%).

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- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

The results of the Opening Hours Consultation show that people with no religion are most likely to be affected by the proposals, followed by Christians and then other religions to a much lesser degree (see figure 7 on page 58).

- d) What is the proposal, project or service's impact on the people with different religions and beliefs?**

The impact shown in the consultation results is considered to be a reflection of the representation of different religions and belief in the general population of library users rather than any indication of disproportionate impact relating to a particular faith.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

No specific actions are proposed, other than the general mitigations to avoid any negative impact.

- f) Provide details of any mitigation.**

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

- g) How will any mitigation measures be monitored?**

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including religion/belief.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

No local data is available on sexual orientation. National estimates from 2012 are as follows:

Table 14: Sexual identity in the UK (Percentage)

Sexual Orientation	UK estimate
Heterosexual	93.5
Lesbian or Gay	1.1
Bisexual	0.4
Other	0.3
Did not answer	4.7
Total	100

Source: ONS, Self Perceived Sexual Identity Overview, 2012

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Table 13: Respondents to library user survey by sexual orientation

Sexual Orientation	Library user survey (%)
Heterosexual/Straight	86
Bi/Bisexual	2
Gay woman/Lesbian	1
Gay man	1
Other	1
Prefer not to say/ did not say	9
Total	100

Source: ESCC Library User Survey, June 2015

The results of the library user survey in June 2015 show that 86% of library users in East Sussex are heterosexual. 4% of library users identified themselves as Lesbian, Gay and Bisexual, which is in line with the general population of the UK.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

There is not considered to be more of an impact on the basis of sexual orientation. A monitoring question about sexual orientation was not included in the Opening Hours Consultation, as it is not considered to be relevant to library access.

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d) What is the proposal, project or service's impact on people with differing sexual orientation?

There is not considered to be an impact on the basis of sexual orientation.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to avoid any negative impact.

f) Provide details of the mitigation

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including sexual orientation.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

4.9.1 Additional Factor 1: Carers

a) How are this group/factor reflected in the County/District/ Borough?

Table 14: Provision of unpaid care, East Sussex and District (Percentage)

Unpaid care	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
People provide no unpaid care	88.7	89.4	89.5	88.2	87.6	88.8
People provide unpaid care	11.3	10.6	10.5	11.8	12.4	11.2
Provides 1 to 19 hours unpaid care a week	7.5	6.7	6.3	8.2	8	8
Provides 20 to 49 hours unpaid care a week	1.3	1.3	1.5	1.2	1.4	1.2
Provides 50 or more hours unpaid care a week	2.5	2.6	2.7	2.4	3	2.1
Total	100	100	100	100	100	100

Source: 2011, Census, East Sussex in Figures

Note that the totals (100%) are the sum of people providing no unpaid care and providing unpaid care, i.e. the sum of the figures in black.

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

The results of three statistically representative library user surveys, carried out in 2015, show that a fifth of current library users in East Sussex accessed the library on behalf of a child and 8% for another adult, though these are not necessarily formal carers.

There is limited data on formal carers using the library. In 2015/16 there were only 30 members of the library service who were registered as carers, of a total of 224,300 registered members. In the public consultation only 24 people identified that someone else had accessed the library on their behalf. Numbers of formal carers using the service are therefore considered to be relatively low.

c) Will people within this group or affected by this factor be more affected by the proposal, project or service than those in the general population who are not in this group or affected by this factor?

A small number of people who identified themselves as carers in the Opening Hours Consultation were affected by the proposals (five 5 out of 1,018 people who completed

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the online survey). They are included in the 'Other' category under employment status (see Figure 2 page 53). Fewer people in this category are affected than for other employment categories.

d) What is the proposal, project or service's impact on the factor or identified group?

Although there is no evidence of a disproportionate impact for carers, the nature of their caring responsibilities may mean that they have less flexibility over when they are able to visit the library than others, particularly those who are full-time carers.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Given the lack of evidence of a disproportionate impact, the general mitigations are considered to offer an appropriate range of times for carers to visit libraries according to their individual needs. However, the Home Library Service is also available to people who are caring for someone who cannot be left.

f) Provide details of the mitigation.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

The Home Library Service is managed by libraries staff and provided by volunteers who collect materials from libraries and deliver them directly to service users' homes.

g) How will any mitigation measures be monitored?

If the proposals are agreed, take up of the Home Library Service arising from the reduction to opening hours will be monitored within libraries.

We will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as

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a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.9.2 Additional Factor 2: Rurality**a) How are this group/factor reflected in the County/District/ Borough?**

Table 15: Rurality, East Sussex and District (Percentage)

Rurality	East Sussex		Eastbourne		Hastings		Lewes		Rother		Wealden	
	Urban	Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban	Rural
All people	74	26	100	0	100	0	77.1	22.9	47.7	52.3	55	45
0-15	74.2	25.8	100	0	100	0	76.5	23.5	44.1	55.9	56.4	43.6
16-64	74.5	25.5	100	0	100	0	77.5	22.5	45.4	54.6	54.9	45.1
65+	72.7	27.3	100	0	100	0	76.5	23.5	54.1	45.9	54.1	45.9

Source: 2011, Census, East Sussex in Figures

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

East Sussex libraries are located across rural and urban areas of the County. The proposed reductions to opening hours affect all libraries in both rural and urban areas alike. A map of the 24 library locations is contained in Appendix 1 to this EqIA.

c) Will people within this group or affected by this factor be more affected by the proposal, project or service than those in the general population who are not in this group or affected by this factor?

Given that the proposals apply to libraries in rural and urban areas both are considered to be similarly affected. Care has been taken to develop proposals which make a proportionately lesser reduction to hours for smaller libraries which already have fewer opening hours than the larger ones. There are a number of smaller libraries in rural areas, although not exclusively.

There is a potential impact for people in rural communities accessing libraries, if bus provision is not consistent with the proposed opening hours. Local bus services are more frequent during daytime hours, where the focus of the proposals has been to open libraries during core hours between 10.00am and 5.00pm. Analysis shows that most people travel to rural libraries by car or by foot.

d) What is the proposal, project or service's impact on the factor or identified group?

Given that the proposals affect libraries in rural and urban areas it is not considered that there is more of an impact for rural areas.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Given the lack of evidence of a disproportionate impact, the general mitigations are considered to offer an appropriate range of times for people in rural communities to visit libraries. However, the Mobile Library also provides additional access to library services for rural communities. The Mobile Library is not affected by the opening hours proposals.

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f) Provide details of the mitigation.

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

The Mobile Library visits 88 stops across the County every three weeks, offering books for adults and children, DVDs, audiobooks and reference materials. Books can be pre-ordered for collection from the Mobile Library with access to the entire East Sussex library service catalogue. The Mobile Library is wheelchair accessible.

g) How will any mitigation measures be monitored?

If the proposals are agreed, take up of the Mobile Library service arising from the reduction to opening hours will be monitored.

We will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.9.3 Additional Factor 3: Part-time workers

a) How are this group/factor reflected in the County/District/ Borough?

Table 16: Part-time workers, East Sussex and District (Percentage)

Hours worked	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
In part-time employment	31.3	31.1	31.3	31.8	31.9	30.8
Worked 15 hours or less	10.3	10	9	10.4	10.5	11.1
Worked 16-30 hours	21	21.1	22.3	21.3	21.3	19.8
In full-time employment	68.7	68.9	68.7	68.2	68.1	69.2
Worked 31-48 hours	54.5	56.9	57	54.5	52.3	52.6
Worked 49 or more hours	14.2	12	11.7	13.7	15.8	16.6
Total	100	100	100	100	100	100

Source: 2011, Census, East Sussex in Figures

Note that the totals (100%) are the sum of people in part-time employment and full-time employment, i.e. the sum of the figures in black.

Table 17: Breakdown of part-time workers, East Sussex and District (Percentage)

Hours worked	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Male (%)	25.9	28.3	28.0	26.4	26.2	22.8
Female (%)	74.1	71.7	72.0	73.6	73.8	77.2
Total	100	100	100	100	100	100

Source: 2011, Census, East Sussex in Figures

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

The results of three statistically representative library user surveys, carried out in 2015, show that 15% of current library users aged 16 and over work part-time, which is less than the population of East Sussex as a whole where 31.3% work part-time.

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- c) Will people within this group or affected by this factor be more affected by the proposal, project or service than those in the general population who are not in this group or affected by this factor?**

The results of Opening Hours Consultation show that people who are employed part-time are less affected by the proposals than those who are employed full-time (see Figure 2 on page 53).

- d) What is the proposal, project or service's impact on the factor or identified group?**

Library users who work part time are considered to be likely to have a greater degree of flexibility over when they can visit the library, so the impact will be decreased for this group.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

Given the lack of evidence of a disproportionate impact of the proposals for part-time workers, no specific actions are proposed other than the general mitigations to avoid any negative impact.

- f) Provide details of the mitigation.**

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

- g) How will any mitigation measures be monitored?**

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users, including part-time workers.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as

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a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

4.9.4 Additional Factor 4: Literacy/Numeracy Skills

a) How are this group/factor reflected in the County/District/ Borough?

Table 18: Qualification of working age population, East Sussex and District (Percentage)

Qualifications of working age population	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Qualified to at least level 1	84.7	81.2	83.5	89.5	84.3	84.8
Qualified to at least level 2	70.3	70.2	64.3	77.6	69.4	70.2
Qualified to at least level 3	53.7	59.7	47	60.2	49.5	52.3
Qualified to at least level 4	31.2	38	24.9	31.9	30.8	30.6
Other qualifications	6.6	10.3	7.1	-	6.8	5.6
No qualifications	8.8	8.5	9.3	6.9	8.9	9.6

Source: 2015, Annual Population Survey, East Sussex in Figures

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

Information about literacy and numeracy skills of library users in East Sussex has not been collected through library surveys. However, given the role of libraries to promote literacy and to provide training to improve skills, it is reasonable to assume that a proportion of library users will have a level of need. This would particularly be expected for those libraries where targeted services are on offer, for example Learn Direct in Eastbourne and Hastings.

c) Will people within these groups or affected by these factors be more affected by the proposal, project or service than those in the general population who are not in those groups or affected by these factors?

We do not consider that the proposals will have more of an impact for this additional factor, given that the current services offered to support literacy and skills would still be available in libraries during the hours that they are open. If the proposals are agreed, we would make provisions to ensure that learners still have full access to Learn Direct courses in those libraries where they are offered.

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d) What is the proposal, project or service's impact on the factor or identified group?

It is not considered that there is more of an impact based on literacy or skills.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The general mitigations are considered to offer an appropriate range of times for people to visit libraries, irrespective of literacy and skills. However, a range of online training provision is also offered through the e-library service, including training videos for IT skills and support with CV writing, in addition to the literacy and skills programmes offered in libraries. The e-library and online training provisions are unaffected by the opening hours proposals

f) Provide details of the mitigation

The general approach to avoid negative impact has been to focus on reducing library opening hours at the times of day that they are currently least used. A range of hours at different times throughout the week have been proposed to cater for different needs and for those who can only visit libraries outside of the core hours. Draft proposals were publicly consulted on and have been amended to minimise the impact further. Alternative ways to access the library service, without the need for physical visits to the library, are available. This includes provision of the e-library and free training to help library users to access the e-library. If agreed, changes to opening hours would be widely promoted through libraries and through other channels across the County. Ways to reach different audiences effectively will take into account accessibility issues, including producing promotional materials in alternative formats and using different community forums and networks to distribute information for people with a range of needs.

g) How will any mitigation measures be monitored?

As no specific mitigation measures have been identified there is no requirement to monitor them. However, if the proposals are agreed, we will use the results of customer surveys and analysis of service data to monitor whether new hours are adversely affecting library users. In addition the Public Library Users Survey (the PLUS survey) takes place every 3 years and provides a detailed understanding of library usage and profile of library users.

The development of the forthcoming Libraries Strategic Commissioning Strategy will provide a comprehensive review of every aspect of library service provision in relation to local needs. It will determine the future delivery model for the library service based on commissioning priorities and within total available resources. This is likely to include further changes as to how and when library services are accessible. It is anticipated that the draft strategy will be available for public consultation in summer 2017. The public as a whole and organisations representing groups with protected characteristics will be invited to comment on the draft strategy.

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4.10 Human rights - Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy.

Please look at the table below to consider if your proposal, project or service may potentially interfere with a human right.

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

We do not consider that the proposals have any impact on human rights.

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

The proposed reductions to library opening hours have been developed from the outset to avoid disproportionate impact on current users while achieving the required 25% saving, with appropriate mitigations to avoid indirect and unlawful discrimination.

A principal role of the Library and Information Service is to promote free access to reading materials, which improve literacy and enhance the wellbeing of individuals and communities as a whole. In addition, the service offers people the means to inform and educate themselves and to access the internet. Libraries are operated on the basis of universal, free and equal access for everyone. They are also social spaces where people interact.

Therefore the library service contributes to the three aims of the general duty. The proposed changes to opening hours, although reducing the amount of time that libraries are open, do not alter the nature of the provisions of the Library and Information Service.

The EqlA has been developed along with the Rationale and Impact Assessment and has informed the picture of need and impact of the proposed reductions in opening hours for different groups. ESCC considers that by delivering these proposals and with the general provisions of the Library and Information Service as a whole we are meeting our statutory duties under the Public Libraries and Museums Act 1964 and the Equalities Act 2010.

5.2 Impact assessment outcome Based on the analysis of the impact in part four mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
X	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	We are confident that reasonable steps have been taken to ensure the needs and views of protected groups have been considered among existing library users.
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	The draft proposals for reduced opening hours were subject to a draft EqlA and publicly consulted on. Analysis of the results has been used to amend the proposals and complete the final EqlA

	<p>C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate</p>	<p>The EqlA has identified the groups who are or have more potential to be affected as a result of the proposals. These are full-time workers, children and young people, and people with disabilities (who depend on a helper or carer).</p>
	<p>D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.</p>	<p>Nonetheless, the EqlA has helped to confirm a number of measures that are in place to mitigate the negative impacts that may arise. These include the Home Library Service, the Mobile Library service and the e-library service.</p> <p>Opportunities have been taken to promote the availability of these services through the public consultation, of which 7,000 paper copies were distributed as well as many more people reading the consultation materials online.</p> <p>If the proposals are agreed by Cabinet, widespread promotion of the new hours along with details of these mitigations would be key to successful implementation and minimising the potential for adverse impact.</p>

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, project or service?

Library service complaints arising from the proposed changes to opening hours will be kept under review at 3 monthly intervals for a period of 12 months. The results of library user surveys will be used to monitor whether there is any evidence of adverse impact of the opening hours changes on service users, including the three yearly PLUS survey.

Development of the forthcoming Libraries Strategic Commissioning Strategy will provide a more comprehensive assessment of local needs to determine future provision of the service based on commissioning priorities, within available resources. It is anticipated that a draft strategy will be available for public consultation in summer 2017.

5.6 When will the amended proposal, proposal, project or service be reviewed?

The proposed change would be implemented by the end of 2016 and these changes would be reviewed six months after implementation.

Date completed:	July 2016	Signed by (person completing)	Matthew Wragg
		Role of person completing	Project Manager – Strategic Commissioning, Library and Information Service
Date:	July 2016	Signed by (Manager)	Stephen Potter

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

☒

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
4. **If no actions fill in separate summary sheet.**

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

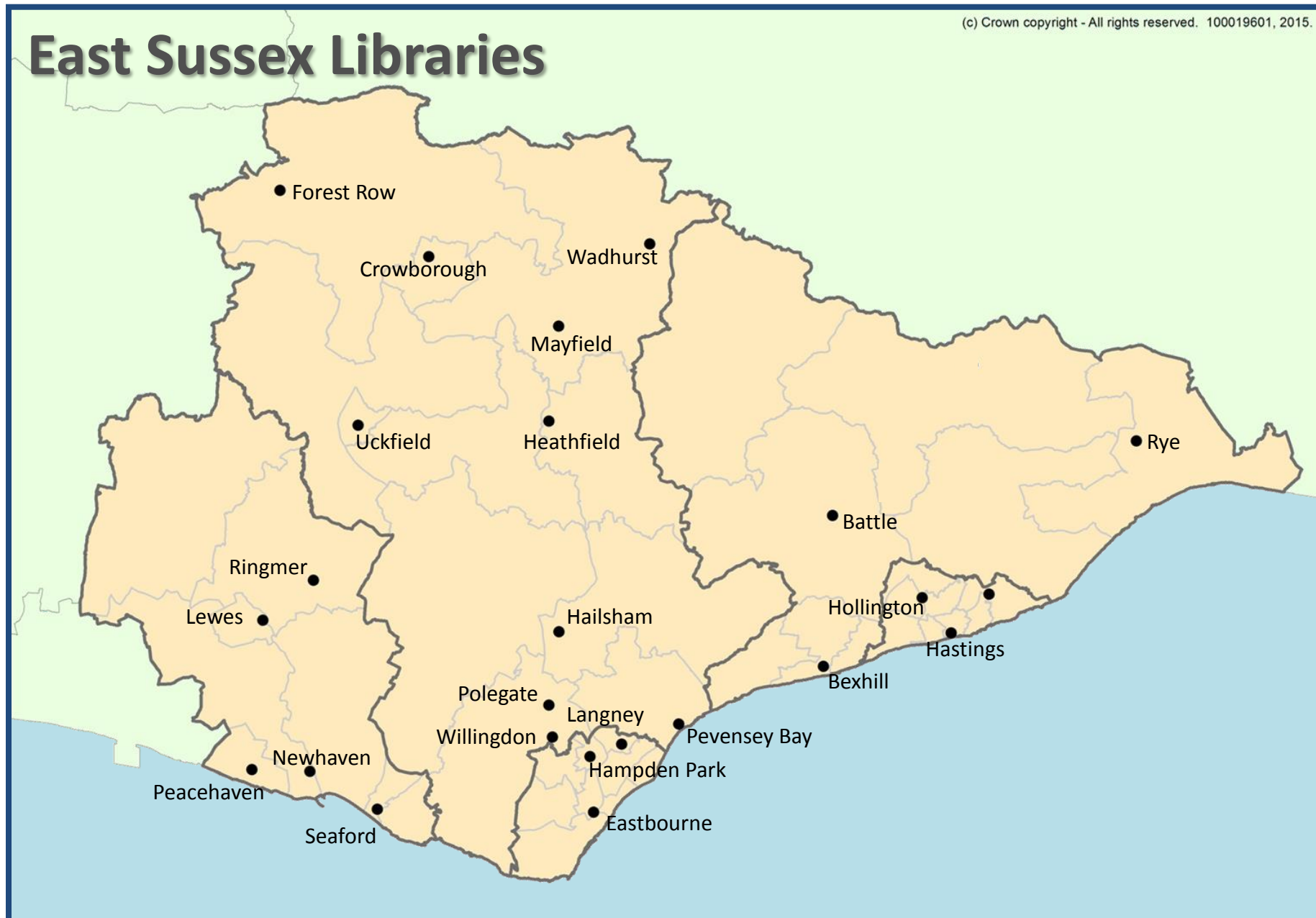
Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)

6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)

Appendix 1 – Map of Libraries in East Sussex

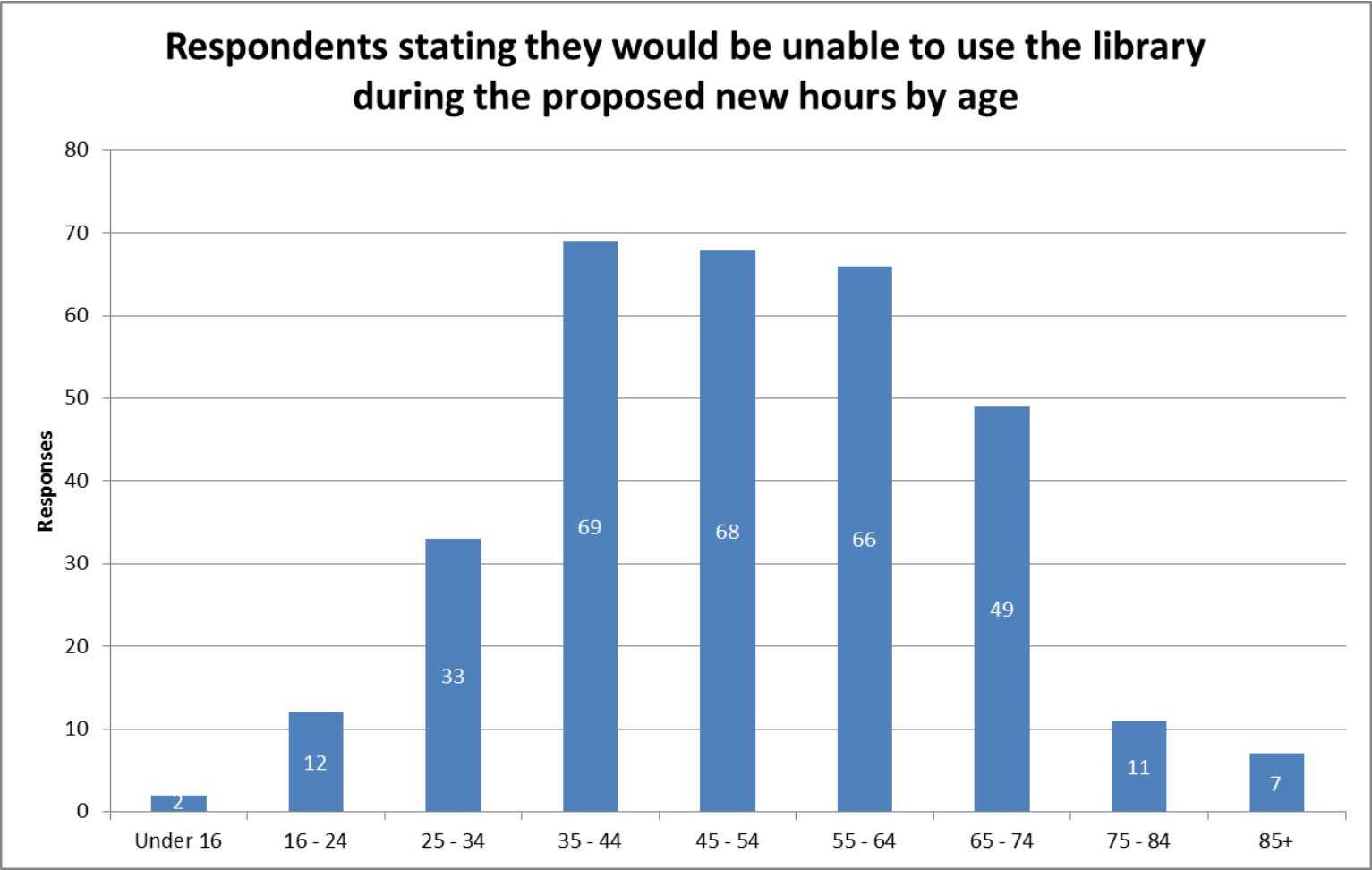


Appendix 2 – Accompanying data to the EqIA

The graphs on the following pages accompany the findings of the EqIA, as indicated in the text, by protected characteristic and additional groups/factors considered by East Sussex County Council.

Figure 1: Age

This Figure shows the present age profile of respondents to the library opening hours consultation who stated that they would be unable to visit the library during the proposed hours. Numbers do not total to respondents who said they would be unable to use the library (380) because some respondents opted for 'prefer not to say' and others did not answer this question. The total number of responses to this question was 317.



Source: Library Opening Hours Consultation, ESCC, January to April, 2016

Figure 2: Employment Status

This Figure shows the employment status of respondents to the library opening hours consultation who stated that they would be unable to visit the library during the proposed hours. Numbers do not total to respondents who said they would be unable to use the library (380) because some respondents did not answer this question. The total number of responses to this question was 317.

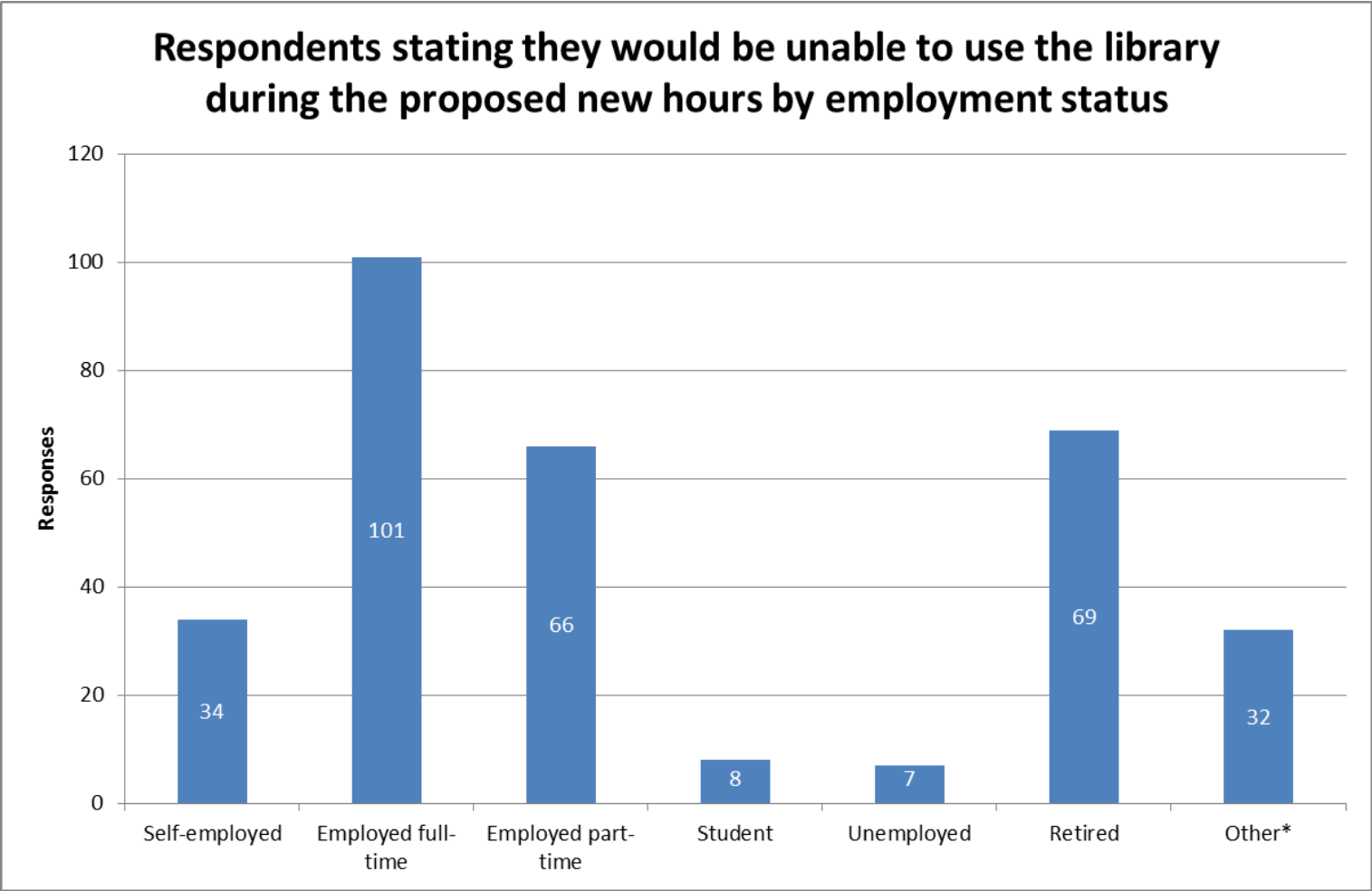


Figure 3: Disability

This figure shows the number of respondents to the library opening hours consultation who stated that they would be unable to use the library during the proposed hours, categorised by whether they stated they had a disability. Total numbers do not match all respondents who stated they would not be able to use the library (380) because some respondents did not answer this question or opted for 'prefer not to say'. The total number of responses to this question was 290.

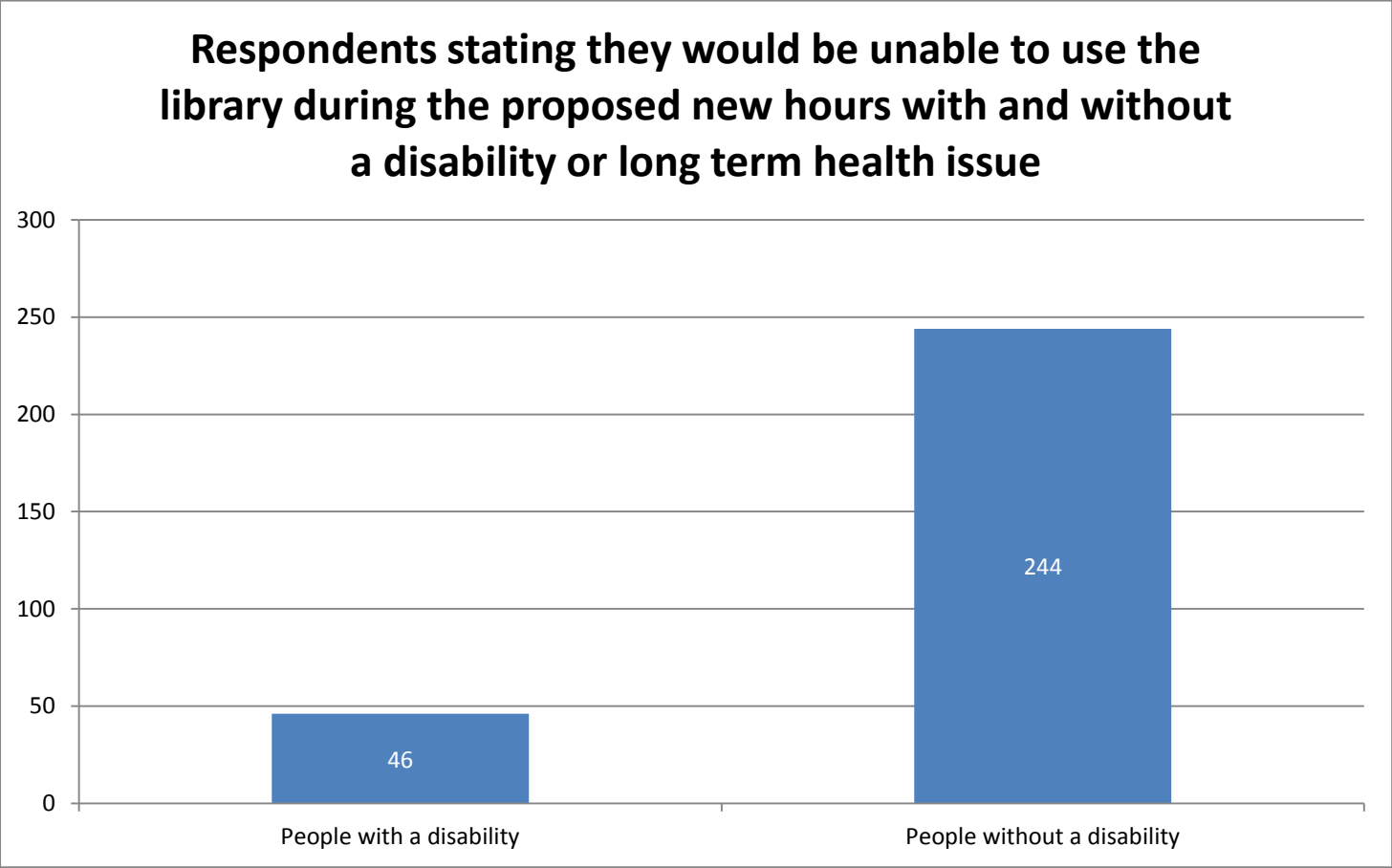


Figure 4: Disability (by type)

This figure shows the number of respondents to the library opening hours consultation who stated that they would be unable to use the library during the proposed hours and who had a disability or long term health condition, categorised by the nature of their disability. Total numbers do not match the number of respondents with a disability in Figure 3 (46) because some respondents did not answer this question or chose more than one type of disability. The total number of responses to this question was 70.

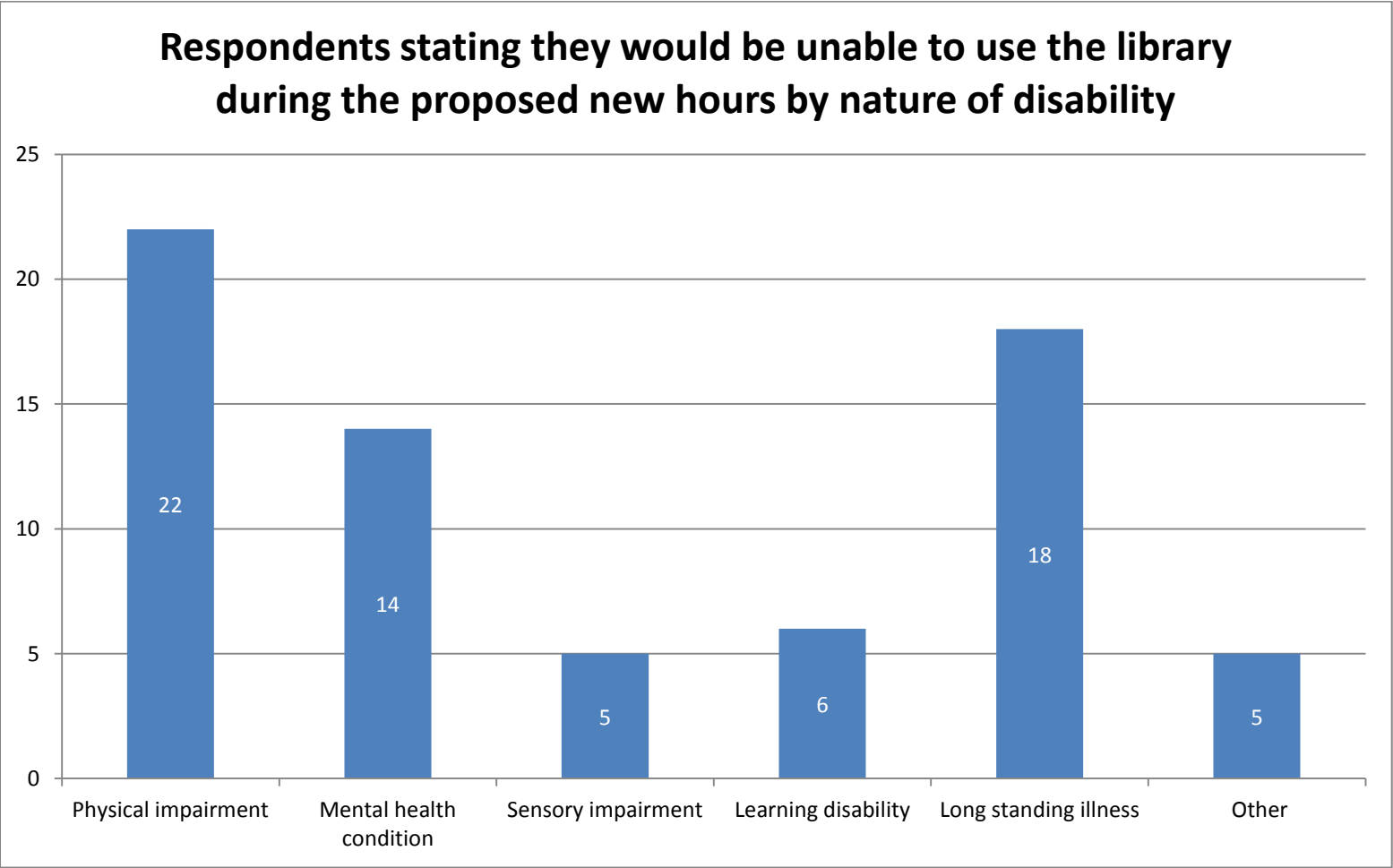


Figure 5: Ethnicity

This figure shows the number of respondents to the library opening hours consultation who stated that they would be unable to use the library during the proposed hours, categorised by ethnicity group. Total numbers do not match all respondents who stated they would not be able to use the library (380) because some respondents did not answer this question or opted for 'prefer not to say'. The total number of responses to this question was 295.

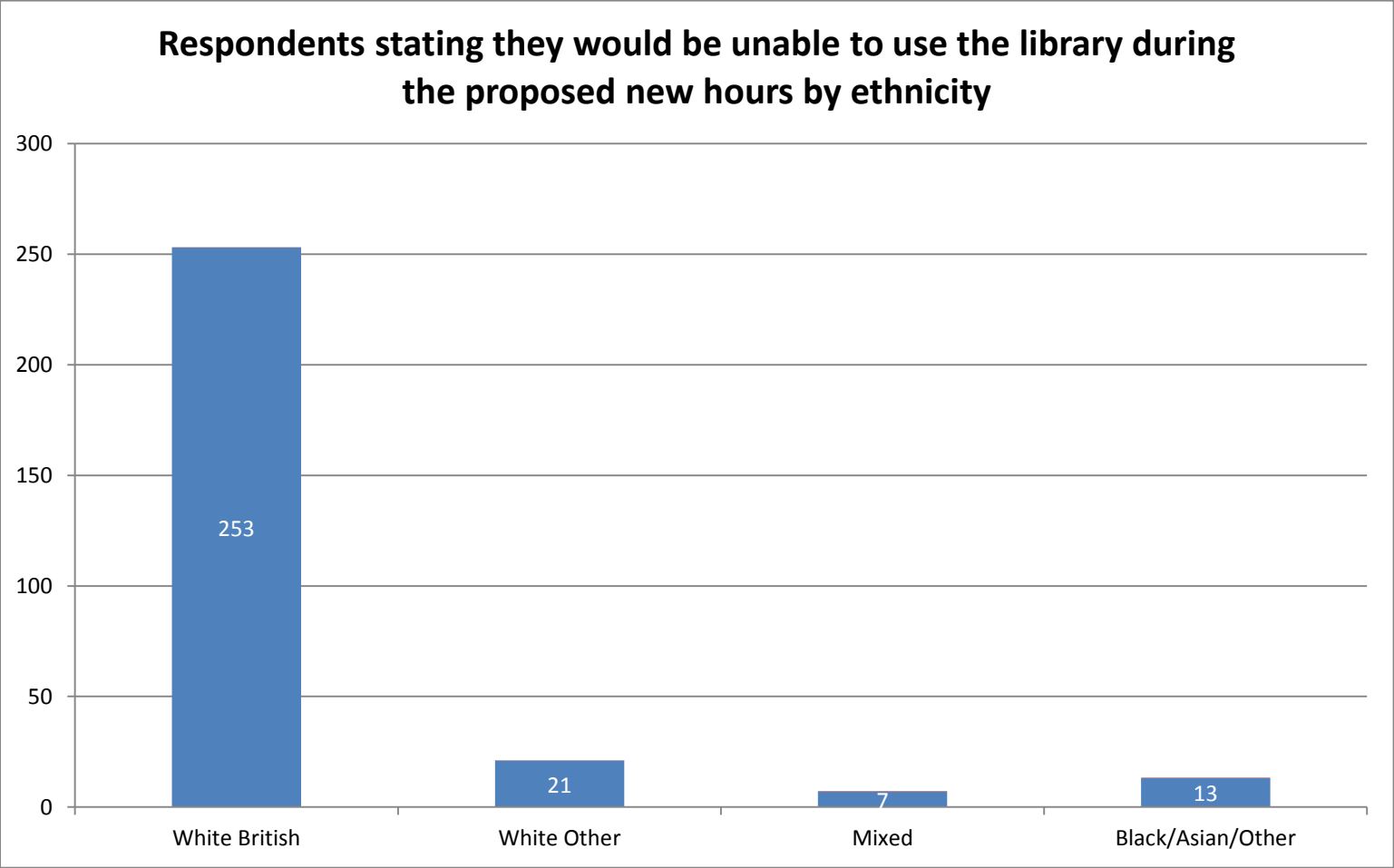


Figure 6: Gender/Transgender

This figure shows the number of respondents to the library opening hours consultation who stated that they would be unable to use the library during the proposed hours, categorised by gender. Total numbers do not much all respondents who stated they would not be able to use the library (380) because some respondents did not answer this question or opted for 'prefer not to say'. The total number of responses to this question was 295.

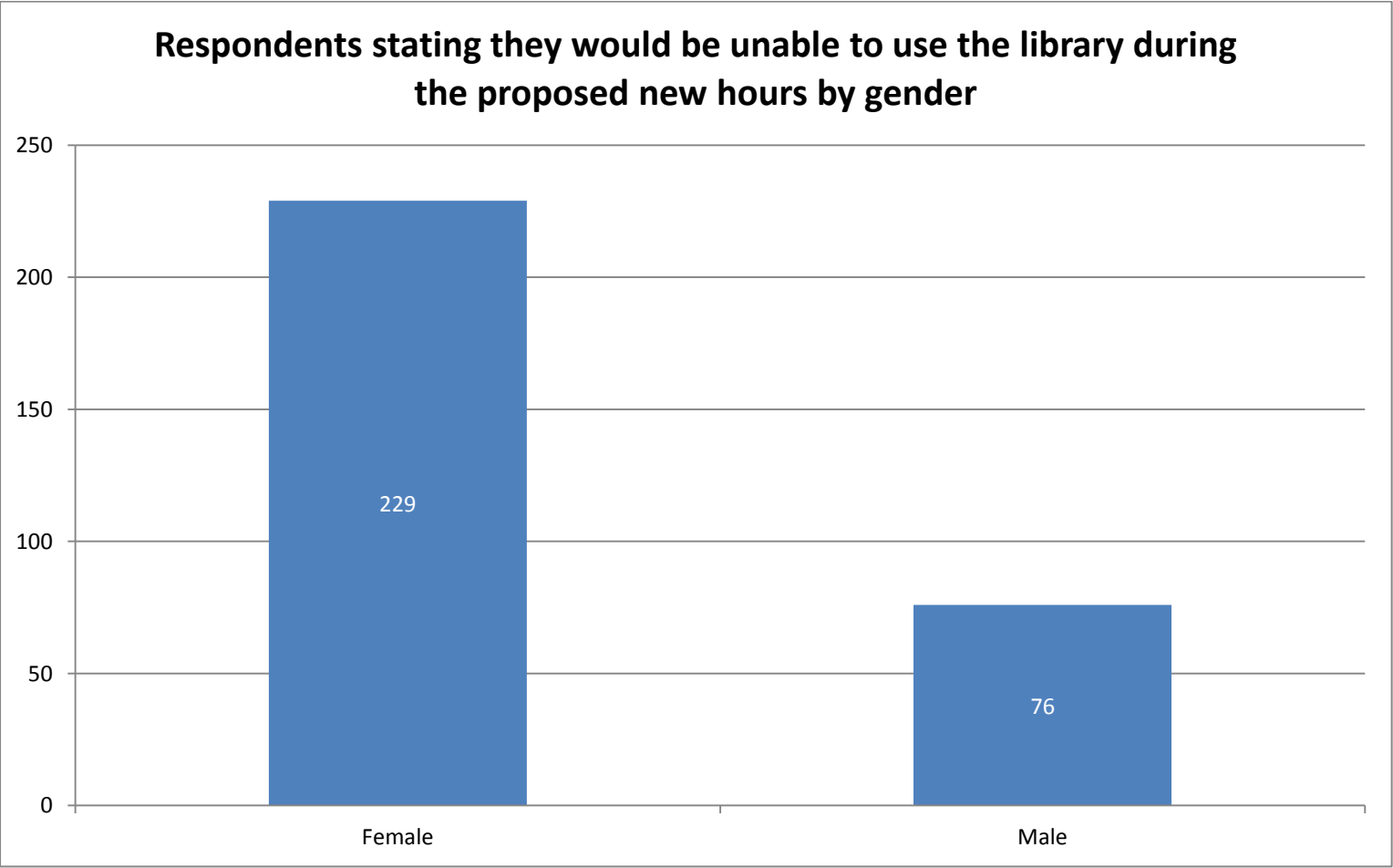


Figure 7: Religion or belief

This figure shows the number of respondents to the library opening hours consultation who stated that they would be unable to use the library during the proposed hours, categorised by religion. Total numbers do not much all respondents who stated they would not be able to use the library (380) because some respondents did not answer this question or opted for 'prefer not to say'. The total number of responses to this question was 274.

