


Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

1. RESPONSIBILITY

Department	Arts, Libraries and Adult Learning	
Service	Library Service	
Proposed policy	Preliminary Equality Analysis in respect of Phase 1 proposals and Phase 2 strategy relating to the Library Service Plan for Change Review	
Date		
Officer responsible for the 'policy' and for completing the equality analysis	Name	Lesley Kelly
	Post Title	Libraries and Adult Learning Manager (Central Services and Social Inclusion)
	Contact Number	7579
	Signature	
	Date	16 11 2012
Equality officer consulted	Name	Elizabeth Binns
	Post Title	Principal Libraries and Adult Learning Officer (Social Inclusion)
	Contact Number	5973
	Signature	
	Date	16 11 2012

2. AIMS

What is the purpose of the policy/service and what is it intended to achieve?	<p>This equality analysis seeks to identify the potential impacts on users of the library service arising from Phase 1 (which is the focus of this EA, primarily involving proposals for change at Bury Library) and Phase 2 proposals (to be introduced at a later date) based on an analysis of information and a consultation exercise which has enabled a set of key principles to be identified to guide the review.</p> <p>The Report focuses on Phase 1 proposals for change involving Bury Library, acknowledging the consultation results on a way forward. Bury is the busiest library across a range of usage data and is in an area of the borough shown by the needs analysis to contain significantly deprived areas, with a large population density. Local provision will still be available across the borough which</p>
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	<p>means that although provision at Bury Library will be reduced, this will be mitigated by new technology and services will still be available for residents locally, including across Bury Library's existing catchment area as it shares a similar catchment area with other libraries.</p> <p>To make the savings required, the proposals include reducing the level of service and resources at Bury Library, and offering some services in a different way, whilst retaining core service provision. This proposal will reduce the staff establishment, both counter staff and professional/specialist staff, including a small number of posts not directly affecting lending or information provision. Radio Frequency Identification will be introduced as supported by the consultation (a self-service process which enables customers to issue and return their loans themselves without requiring the help of a member of staff). Opportunities for co-location can be explored.</p> <p>The Library Service Review has so far included:</p> <ul style="list-style-type: none"> - Assisting the Council in developing a vision for the future of the Library Service - Providing the Council with Service information to assist in its decision-making process about Plan for Change implementation with respect to the Library Service - Highlighting appropriate legislation affecting the Service, for example the 1964 Public Libraries and Museums Act, and the Acts relating to the Archives Service (details in the Report) - Carrying out a needs analysis across the Borough to assist the Council in its decision-making about changes to the Library Service via Plan for Change - Establishing the requirements around staff, public and stakeholder consultation and carrying out consultations - Highlighting the potential impact of service changes, particularly as these might affect the categories of users with protected equality characteristics. <p>Initial consultation has taken place to ascertain the general views of staff, public, stakeholders and non-users re the Library Service and its future "vision" as part of the Library Service Review, ensuring inclusion of people with protected equality characteristics. The consultation has generated a view of what people think about library services in the borough and this has informed the development of proposals for change.</p> <p>Needs analysis has been undertaken across the borough which has also informed the development of proposals for change. Legislation affecting the Library Service and the Archives Service has informed the development of proposals for change (Legislation details are in the Report).</p>
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	<p>The Service regards core service provision as including:</p> <ul style="list-style-type: none"> - free access to books - online access to a range of resources (including access to information, the ability to carry out library transactions such as book renewals and catalogue access, and the loan of books – Bury currently loans e-audio books and is looking to introduce e-books in the near future) - information and signposting - expert advice and support - multimedia resources - community outreach services - specialist provision for targeted audiences (eg children and young people, families, older people) - learning space and support - Archives, local and family history resources. <p>The Society of Chief Librarians are additionally encouraging a series of universal library offers, eg:</p> <ul style="list-style-type: none"> - reading and literacy - digital inclusion (eg the provision of ICT hardware and support to use it – to support issues such as worklessness under the 'digital by default' agenda) - health and well-being <p>and these will be supported by the Service. Additionally, the Service has developed what it considers core provision around community engagement (working actively with local library communities to understand what they would like their local library to deliver and encouraging local library communities to assist with that provision and increase their use of libraries as community spaces).</p> <p>Further consultation will follow on Phase 2 of the review. This will include the chance for consultees, including people with protected characteristics, to comment on how they might be affected by the proposals for change.</p> <p>In addressing the contents of the Report, Members must have "due regard" to the provisions of the Equality Act 2010 and the need to take it into account when making decisions based on the Report. The Act requires the council to have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, and to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not share that protected characteristic. The provisions are described in more detail within the Report. Bury Council's outline of the "protected characteristics" is defined within this Equality Analysis Form.</p>
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	A further Equality Analysis will be required as any Phase 2 proposals are formulated, further consultation is undertaken or any amendments are made to the proposals which may result as the review progresses.
Who are the main stakeholders?	<ul style="list-style-type: none"> - Staff of Libraries and Adult Learning - General public - Particular groups within the general public, eg older people, schools/Headteachers, children and young people, people affected by Equality Analysis categories, Tenants and Residents Associations, vulnerable/disadvantaged people - Partners, including other Council departments/services, voluntary groups, other organisations external to the Council - Views of non-users are relevant to the Library Review consultation

3. ESTABLISHING RELEVANCE TO EQUALITY

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics.

If you answer yes to any question, please also explain why and how that group of people will be affected.

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	No	No	<p>Any change has the potential to affect ethnic groups in particular areas of the borough with significant BAME groups.</p> <p>BOROUGH FIGURES ARE AS FOLLOWS: The 2001 Census recorded a largely White British population (91%, with White Irish 2%, White Other 1%, Mixed 1%, Asian 4%). The 2009 CIPFA ADULT Survey records respondents as 3% Irish; 3% Pakistani; 1% Chinese; 1% African; 1% Caribbean. In the consultation, Respondents were asked to select their ethnic background and the results indicated that 92% were British White and 5.8% were from a Black or Minority Ethnicity background. The service has some targeted resources (eg books and DVDs in Urdu) to which access will still be required if service changes are made.</p> <p>FOR BURY LIBRARY, there is a high proportion of BAME groups in some areas, and 18% living within 1 mile see themselves as BAME, much higher than the borough average of 9%, so change could impact on this group. However it is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.</p>
Disability	No	No	<p>The introduction of self service RFID technology has the potential to cause difficulty for people with a disability when using the new equipment. For example, some people with a visual impairment, even with training, may not be able to use the equipment -</p>

			<p>however there will be staff on hand to assist as required in any cases of user difficulty.</p> <p>Any change has the potential to affect access for people with a disability, particularly in areas of the borough with a higher proportion of people with a disability.</p> <p>4% of the staffing establishment are known to have a disability, so potentially they could be affected by any changes.</p> <p>BOROUGH DATA suggests that there are potentially significant numbers of people with a disability who could be affected by Service change. The 2009 CIPFA Adult User Survey recorded 10% of respondents with a mobility problem; 8% with a hearing impairment; 6% with an eyesight problem, 5% with a mental health condition.</p> <p>Plan for Change consultation recorded 32.5% of respondents having a physical disability; 19.7% having a hearing disability; 13.1% having a visual disability; 14.7% having a mental health condition; 9.5% having a learning disability.</p> <p>FOR BURY LIBRARY, Disability Living Allowance claimants in August 2011 were 8%, higher than the average of 6% - within 1-2 miles some areas are as high as 8-12% - this group could be affected by change. However it is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.</p>
Gender	No	No	<p>THE BOROUGH POPULATION DATA records 93,700 females and 90,100 males. However, despite the roughly even split, any changes to library services are potentially likely to affect women more than men, as shown by the following Service and other data which shows the percentage of female/male use.</p> <p>The 2009 CIPFA Adult User Survey</p>

			<p>respondents were 62% female, 38% male, whilst the CIPFA Junior Survey respondents were 58% girls and 42% boys. The Plan for Change consultation respondents reported as 61.9% female and 38.1% male. Active members are recorded by the Library Management System – active borrowers are 62.1% female, 37.9% male. Registered members are 57.8% female and 42.2% male. 74% of the staffing establishment are female, so more female staff could potentially be affected than male staff.</p> <p>FOR BURY LIBRARY, 58.6% of active borrowers are female, 41.4% male and any change has the potential therefore to affect women more than men. However it is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.</p>
Gender reassignment	No	No	<p>The Service has no data on this group of people. However it is anticipated that the Bury Library proposals will not detrimentally impact on this group, as although service and staff levels are being reduced, core services are being retained.</p>
Age	No	Yes	<p>Any change may potentially affect access for some age groups, eg older people and younger children.</p> <p>BOROUGH DATA includes the 2010 CIPFA Children's Survey which showed that 71% of respondents were aged 10 or under. School-age children and their schools could be affected by change if, for example, class visits to their local library for author related activities and book exchange facilities were affected. In 2011/12 123 class visits took place across the borough involving 3,400 children. There were 124 group book exchanges for 3,376 children. Any change could affect children generally, via any potential changes impacting on, for example, the provision of youth groups, homework clubs and support, reading and other</p>

			<p>learning or social events/activities for children and young people, eg Summer Reading Challenge, Bookstart, toddler groups, storytimes etc. Service data suggests that such provision is well used and well rated. Book issue figures for children and young people in 2011/12 were 285,733, a significant level of demand. 489 storytimes were carried out for 8,577 children. 1,741 activities in libraries and schools were attended by 29,405 children. Activity is carried out to support teenagers, who could be affected by change, eg teen parenting classes, youth clubs.</p> <p>FOR BURY LIBRARY, the 1 mile catchment area has a slightly younger population than the borough average, with 87% under 64 compared with 84%. 41.1% of active members are children, higher than the borough average of 35.9%, so this age group could be affected by any change. Children who are Homework club users could be affected by any change – recent data shows 94 children attended 26 sessions - or by any change in the types of provision listed above.</p> <p>Any Service changes have the potential to impact on older people given their current levels of service use.</p> <p>BOROUGH DATA – 66% of the 2009 CIPFA Adult Survey respondents reported as being 45 plus (34% 45 to 64; 20% 65 to 74; 12% 75 and older). The Plan for Change consultation respondents reported as 66.58% being 45 plus.</p> <p>Increased social/emotional isolation could potentially result, particularly for those who live alone, if targeted activities for older people are withdrawn. Several libraries run clubs/activities for older people, run by staff and volunteers.</p> <p>FOR BURY LIBRARY, the 1 mile</p>
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			<p>catchment area has a slightly younger population than the borough average, with 87% under 64.</p> <p>It is anticipated that the Bury proposals will not detrimentally impact on this customer group as although service and staff levels are being reduced, core services are being retained.</p> <p>63% of the staffing establishment are aged 45 and above so this age group could potentially be affected by any loss of posts - council procedures (eg VER, redeployment policy) will be followed to attempt to mitigate some potential job losses.</p>
Sexual orientation	No	No	<p>LGBT stock is currently available, built up with the assistance of Bury's LGBT employee group, and these resources would be retained.</p> <p>BOROUGH DATA includes the Plan for Change consultation, which showed 2.9% of respondents recording as Gay/Lesbian, Bisexual, Transgender or Other, and the 2009 CIPFA Adult Survey recorded 3% of respondents as being Gay/Lesbian, Bisexual or Other.</p> <p>Bury Library has resources for this group of people and these will be retained.</p>
Religion or belief	No	No	<p>Any change has the potential to affect, for example, the borough's Jewish and Muslim communities in areas of the borough with a significant Jewish and/or Muslim community.</p> <p>BOROUGH INFORMATION includes the 2001 Census which recorded respondents as 74% Christian, 5% Jewish, 4% Muslim, No religion 10%, Not stated 7%.</p> <p>The 2009 CIPFA Adult Survey recorded 65% Christian; 1% Buddhist; 0% Hindu; 7% Jewish; 3% Muslim, 0% Sikh and 1% Other.</p> <p>FOR BURY LIBRARY, living within 1 mile, 13% are Muslim compared with the 4% borough average and this group and Christians could be affected</p>

			by change. However it is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.
Caring responsibilities	No	No	Any change has the potential to affect people with caring responsibilities. 2.3% of Plan for Change consultation respondents across the borough described themselves as having caring responsibilities. However it is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained, including the Housebound Service which Carers are eligible for (subject to availability).
Pregnancy or maternity	No	No	It is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.
Marriage or civil partnership	No	No	It is anticipated that the Bury proposals will not detrimentally impact on this group as although service and staff levels are being reduced, core services are being retained.

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty.
If you answer yes to any question, please explain why.**

General Public Sector Equality Duties	Relevance (Yes/No)	Reason for the relevance
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	Yes	Library Services are considered a universal service and are used by all sectors of the public, whether the general public or as a particular user group - any kind of alteration to the Service has the potential to impact not only on the general public but also on some of the most vulnerable groups in society, including people with protected characteristics.
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	Library Services are considered a universal service and are used by all sectors of the public, whether the general public or as a particular user group - any kind of alteration to the Service has the potential to impact not only on the general public but also on some of the most vulnerable groups in society, including people with protected characteristics. Services are already provided which target individual groups, for example support for people with a Sensory Impairment and activities for older people.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	Yes	Library Services are considered a universal service and are used by all sectors of the public, whether the general public or as a particular user group - any kind of alteration to the Service has the potential to impact not only on the general public but also on some of the most vulnerable groups in society, including people with protected characteristics. Staff training in areas such as disability awareness and the needs of different cultural groups takes place.

If you answered 'YES' to any of the questions in 3a and 3b

Go straight to Question 4

If you answered 'NO' to all of the questions in 3a and 3b

Go to Question 3c and do not answer questions 4-6

3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.

4. EQUALITY INFORMATION AND ENGAGEMENT

4a. For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

Details of the equality information or engagement	Internet link if published	Date last updated
CIPFA PLUS Adult Library User Survey 2009 – a nationally-managed survey of library users aged 18+ which takes place once every 3 years.		2009
CIPFA PLUS Children's Survey 2010 – a nationally-managed survey of library users (children and young people) which takes place once every 3 years.		2010

Bury's Joint Strategic Needs Assessment 2010	http://www.bury.gov.uk/CHttpHandler.ashx?id=9203&p=0	
Mott MacDonald (2012) Bury Libraries Needs Analysis		
A range of "as is" information about the Service including library membership and active member data and library service information (for example specialist provision or auxiliary facilities) Property data		
Results of consultation		

4b. Are there any information gaps, and if so how do you plan to tackle them?

The Library Review process needed to ascertain the needs and views of staff (including existing corporate staff 'protected characteristic' groups), public, stakeholders and non-users as to library services in general in the borough of Bury, hence the initial consultation phase re general matters which has informed this report. A further consultation will be required re any proposals agreed by the council as a result of the Report. It will need to include the chance for consultees, including people with protected characteristics, to comment on how they might be affected by any proposals for change.

5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<p>What will the likely overall effect of your policy/service plan be on equality?</p>	<p>Potential impact of the proposals focusing on Bury Library are as follows. These include the potential impact on people with protected characteristics and on vulnerable groups in general (eg the unemployed).</p> <p>Bury Library Service has 17 libraries, sited across the borough, with a variety of opening hours. These libraries offer access to a wide range of what are commonly termed "core" or "traditional" services, as well as hosting a range of other community activities and sharing their buildings with partners and other agencies (eg two Children's Centres). A Library "Council Information Point" service is also available, which acts as the "face to face" first point of contact for other council services and offers payment facilities.</p> <p>In addition the Service also provides:</p> <ul style="list-style-type: none"> • Housebound Library Service (delivery of library materials to people's homes where they are unable to visit libraries themselves). • Schools Library Service (delivery of library materials to schools across the borough, funded by Children's Services). • Sensory Unit at Whitefield Library (which supports visually and/or hearing impaired people with specialist staff and resources). • Archives Service (provides access to local council, business and organisation records). • Access to Adult Learning provision (where libraries' staff provide advice, guidance and administration - e.g. bookings, registers management - for Adult Learning courses). • Space and support for an extensive range of activities e.g. Reading groups and mums and toddler support. Councillor surgeries and meeting spaces are also available. <p>Libraries in Bury are open to everyone who lives, works, studies or visits the borough, including the borough's population – currently 185,100 people. The most recent data for 2011- 2012 shows that the total registered membership of the libraries was 79,603, of which 30,376 (38.16%) are described as active members (i.e. have borrowed an item within the last 12 months) and 40,473 are described as active members including computer users (50.84%). This does not reflect all use of the service as many users visit or access other services which are not recorded within this definition; this may include access to newspapers, information,</p>
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	<p>library council information point services, adult learning, reading activities, storytimes, homework support etc. In 2011/12 for example 17,035 adults attended activities, and there were 266,550 information enquiries. Total bookstock 2011/12 was 958,539, audio visual stock 36,385. There were 1,049,300 visits. Additionally, there were 813,330 'virtual visits' to the library website for a range of services. Enquiries were 266,550.</p> <p>The Report sets out proposals mainly involving Bury Library as Phase 1 proposals (with a Phase 2 review of library services to follow).</p> <p>Bury is the busiest library across a range of useage data and is in an area of the borough shown by the needs analysis as containing areas of relative deprivation.</p> <p>Phase 1 proposals include:</p> <ul style="list-style-type: none"> - The Service focus on libraries as community engagers and community hubs will continue at this library (as supported by the consultation). - By retaining core services on this site it is anticipated that the provision will remain comprehensive and efficient as required by the statutory duty. - To make the savings required, the proposals include reducing the level of service and staff at this library, and offering some services in a different way, whilst retaining core service provision. <p>The reduction is also mitigated by the availability of other nearby facilities with a similar catchment area, eg Castle Library which has much more extensive opening hours, whilst postcode data shows that some Bury customers do use other libraries in their local community.</p> <p>The existing Bury Library premises are to be retained, with a reduction in staff and services. This will require a remodelling of provision with some services provided in a different way. However, it is intended that core service provision, although at a reduced level, will be retained on this site, as follows.</p> <p>Services being retained:</p> <ul style="list-style-type: none"> - Book and other resources lending (including provision for children and adults) – although it is anticipated that these will be reduced in number. - Information and advice will be available, although the professional posts will be reduced.
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	<ul style="list-style-type: none"> - Support for learning and for recreation/culture (adults and children). - Access to online resources (which will be increased, eg via e-book provision). - Access to pcs and the support to use them, via retention of the Computer suite. - Library Council Information Point. - Archives, Family and Local History (Community Heritage). - Housebound Library Service. - Support for reading and literacy (eg Reading Group, storytime). - Events and activities for various age/other groups. (However it is anticipated that although service-led events and activities will continue, these will be fewer than at present due to the reduction in staff numbers). - Community engagement (involving local communities in service provision) - Community spaces (eg partners holding 'surgeries'; volunteer-led events, eg Dementia Café, Knit and Natter, Business Enterprise Group, NHS Patient Advice and Liaison). <p>Staff changes:</p> <ul style="list-style-type: none"> - The staff establishment would be reduced to enable savings to be made. Staff working on the library counter and professional/specialist posts would be reduced. A small number of other staff would also be affected: - the General Assistant (Libraries) - this will impact on the Toy Library Service – toys will no longer be focussed in a collection at 1 library but will be added to existing toy collections in libraries across the borough - a part-time Cataloguer post: some stock will not be catalogued to the same level of expertise <p>However the Service will delete vacant posts, use VER and redeployment procedures to attempt to mitigate the loss of at least some posts.</p> <p>RFID:</p> <p>Radio Frequency Identification will be introduced to allow customers to carry out their own issues and returns – staff will no longer be engaged in clerical issuing routines to any great extent and this will allow staff more time to deal with the more skilled elements of their work, e.g. reader development. The Service has been holding vacant posts (which will be deleted) to cover the corresponding reduction in posts. No permanent staff will be affected at Bury Library by the reduction in posts via RFID. A small number of these RFID posts were filled temporarily, pending the Library Review, and these will end, affecting those temporary</p>
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	<p>staff in post.</p> <p>Main issues evidenced by the data and analysis:</p> <p>Gender - 58.6% of active borrowers are female, 41.4% male and any change has the potential therefore to affect women more than men. By retaining book loans, information provision and other core provision, it is anticipated that this group will not be detrimentally affected. However female staff could potentially be affected as they form a greater percentage of the Library Service staffing establishment – wherever possible VERs and redeployment will be pursued, and interviewing of remaining staff will take place via the council's policies.</p> <p>Age - The 1 mile catchment area has a slightly younger population than the borough average, with 87% under 64 compared with 84%. 41.1% of active members are children, higher than the borough average of 35.9%, so this age group could be affected by any change. With all age groups, access to core services remains available and the different age groups should not be detrimentally affected. However older staff could potentially be affected as they form a greater percentage of the Library Service staffing establishment – wherever possible VERs and redeployment will be pursued, and interviewing of remaining staff will take place via the council's policies.</p> <p>Disability - Disability Living Allowance claimants in August 2011 were 8%, higher than the average of 6% - within 1-2 miles some areas are as high as 8-12%. By retaining core services it is not anticipated that this group of people will be detrimentally affected, as the library is DDA compliant and has a range of services supporting people with a disability which will be retained (e.g. disabled facilities, assistive technology, large print and audio loans, assistance dogs welcome). RFID procurement will be mindful of the requirements of disabled people.</p> <p>Other issues which may also impact on people with protected characteristics and people in general via the proposals: Several communities are overall the most deprived in Bury, and within the 5% most deprived nationally, also for factors such as income and health and disability. There is a high concentration of education deprivation in some areas. Within 1 mile nearly all of the area is within the 2 most deprived quintiles for employment, whilst</p>
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	<p>some are within the 1% most deprived nationally for crime. Job Seekers Allowance claimants are 6%, higher than the average of 4%.</p> <p>All of these suggest that change at Bury has the potential to affect some of the most disadvantaged groups in some of the most deprived areas of the borough. However, it is proposed that services to these kinds of groups, e.g. access to ICT hardware and support re worklessness, access to information (including books) to assist with 'life' issues, support for learning, etc will be retained.</p> <p>As services are being retained on site, no travel issues are anticipated – in fact for this library for car access there are some points outside 1 mile which have a reduced journey time of 0-5 minutes, reflecting good accessibility for part of the wider area. There are also corridors of accessibility by public transport that show reduced travel times, and good cycling accessibility.</p>
<p>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</p>	<p>The Service will attempt to mitigate potential change, as follows:</p> <ul style="list-style-type: none"> - The procurement of Radio Frequency Identification technology, if progressed, will ensure as far as possible that people with disabilities are able to use the equipment, and in Bury Library it is anticipated that staff assistance will still be available where required. - RFID introduction will not result in the loss of any permanent staff posts at Bury library as only a small number of temporary posts (which were filled subject to the outcomes of the Library Review) will be deleted, as vacant posts have been allocated for this purpose. Council policies will be followed, e.g. support for VERs and redeployment policy. - The Housebound Library Service is retained and will be available to customers (including those with caring responsibilities) who cannot access the remaining provision (subject to availability). - Reduction in some access and stock levels will be partly mitigated for some people by the introduction of ebook provision and by increasing access to information online. - Any change has the potential to affect wider communities considered deprived in a range of ways, e.g. via worklessness. Retention of the Bury Library ICT suite ensures continuation of support for such groups. - The Service will encourage VERs, redeployment etc wherever feasible to mitigate the impact of at least some post deletions.
<p>Have you identified</p>	<p>A borough needs analysis has been carried out to enable</p>

any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.	this initial overview of the potential impact of the Bury Library proposals. However there will be further ongoing analysis and consultation to ensure a complete understanding of the impact of the proposals on groups or individuals, and that respondents understand the implications.
What steps do you intend to take now in respect of the implementation of your policy/service plan?	Report being presented to the Council for a decision to be made by the Council as to whether the Plan for Change proposals it contains are to be progressed.

6. MONITORING AND REVIEW

If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.

Monthly reporting arrangements are in place to ensure the Review stays on track and this includes risk analysis which could highlight any potential equality issues.

COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX (equality@bury.gov.uk) FOR PUBLICATION.