

Equality Impact Analysis

Section 1 – Analysis Details

Name of Policy/Project/Decision	Move of Radcliffe Library to temporary location (first floor existing library)
Lead Officer	Nicky Parker
Department/Team	Wellness/Libraries + Archives
Proposed Implementation Date	Autumn 24
Author of the EqlA	Alan Brown & Nicky Parker
Date of the EqlA	17/6/2024- 27/08/24

1.1 What is the main purpose of the proposed policy/project/decision and intended outcomes?

A new Library will open in early 2026 in Radcliffe as part of the new Radcliffe Hub with a Leisure Centre, café and Clip ‘n’ Climb facility. Before then, Bury Council has received funding from UKSPF to develop an Enterprise Centre in the current building to support new and small businesses in the town. This requires the relocation of the current library from the ground floor to the 1st floor of the current building from Sept 2024 until the new Hub is ready in 2026.

The interim library will be upstairs, will be smaller than the current library and will have less books in it. Access to the building is understood to be the same as currently, via the front door and lobby area which also includes the stairs and lift to the upper floor where the library will be situated. We await final construction details but it is anticipated that any building works will be beyond the lobby which the contractor has been asked to seal from noise and dust. The lift has had a full technical survey as part of this work.

This is an interim position until the new larger library is opens in 2026 which will be longer hours with 24/7 physical access via the library membership card and will be twice the size of the current library. Library provision in 2026 will be massively improved and enhanced with better access and the interim library is a smaller stepping stone to that better provision. We will need to prioritise services in the smaller space. Provision for children, computer users and community groups will be prioritised as well as a universal reading offer because these are evidenced as local needs. This will be tested as part of a discussion with DCMS on 28/08/24

- There are no other public spaces in Radcliffe with universal computer access which is free
- the proportion of library members who are under 20 years of age means that we will prioritise services for children with their own dedicated space

It is envisaged that most of the 19 community groups who use the library will be accommodated in the interim library space and the larger groups will move to alternative community provision. To mitigate this, the Council will fund the hire of these alternative community spaces.

Section 2 – Impact Assessment

2.1 Who could the proposed policy/project/decision likely have an impact on?

Employees: **Yes**

Community/Residents: **Yes**

Third parties such as suppliers, providers and voluntary organisations: **Yes**

If the answer to all three questions is 'no' there is no need to continue with this analysis.

2.2 Evidence to support the analysis. Include documentary evidence, data and stakeholder information/consultation

Documentary Evidence:

Data: Radcliffe Library 2023-24

Library Issues: 32,656

Free PC Use: 2,906 hours

Free Wifi Use: 10,283 hours

Library Activities, Events, Meetings: 619

Library Activity Attendance: 6,406

Library Visitors: 27,488

Library Members: 9,721, 60% of which live in areas covered by index of multiple deprivation deciles 1-3.

Radcliffe population is static and has grown by 3,000 residents in the last 20 years although new housing developments are planned over the next few years and the town will therefore grow in population.

Name	County / District	Population Census 2001-04-29	Population Census 2011-03-27	Population Census 2021-03-21
Radcliffe	Greater Manchester	28,209	29,133	31,107

Radcliffe

● **31,107** Population [2021] – Census

◦ **6.313 km²** Area

● **4,928/km²** Population Density [2021]

● **0.66%** Annual Population Change [2011 → 2021]

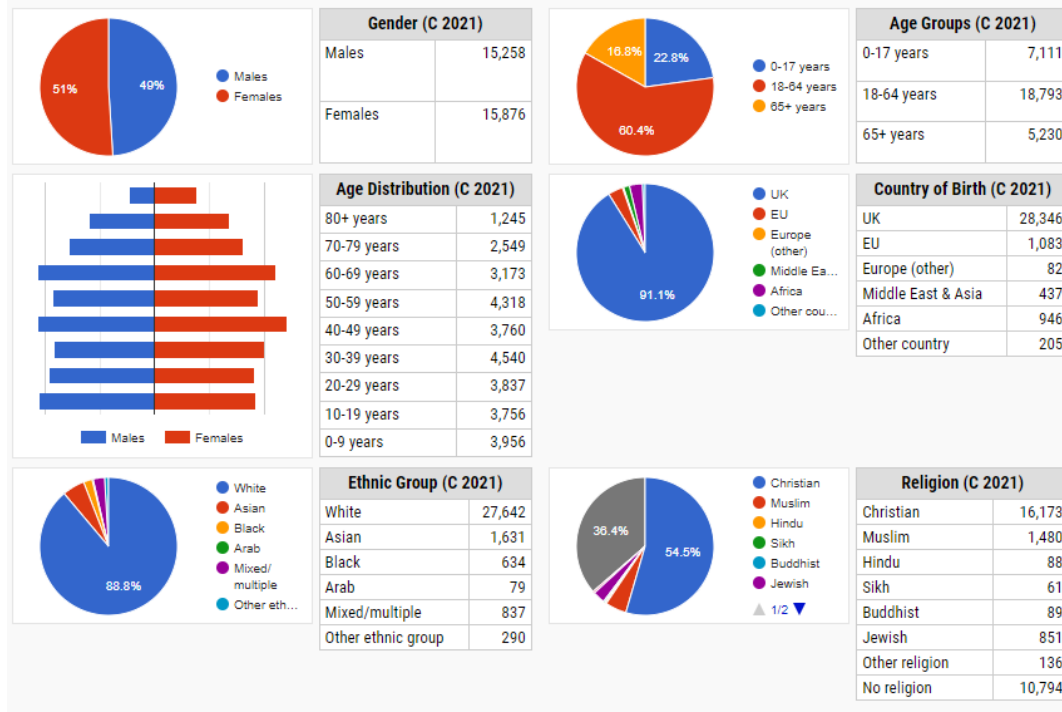
Radcliffe: town in the metropolitan borough of Bury, Greater Manchester, England – Local dialing code: 0161 – Postal code: M26



Source: UK Office for National Statistics (web).

More detailed demographic data shows 83% of the population of Radcliffe are aged under 64 years and 5230 people, 17% are aged over 65 years. The majority of residents were born in the UK, are white and identify as having a Christian faith.

Further information about the population structure:



The Library is well used and the membership data is as follows:

- 32% of the population are active library members which compares with 60% of the total UK population which suggests there is capacity to grow the reach and impact with the development of the new Library.
- 13% of the membership is aged over 60 years and 3 library members are over 100 years which is similar to the overall population distribution.
- 2600 members are under 20 years of age which is 26% of the library membership and 33% of the total population under 20 years. This has driven the decision to have a large children's library in the new Hub and a significant proportion of the proposed interim library floorspace.

Radcliffe Membership by Age Range and Gender

Age Range	(blank)	Female	Male	Non-Binary	Total
(blank)	129	405	245		779
0-10	109	440	444		993
10-20	109	821	676	1	1607
20-30	130	681	437	1	1249
30-40	218	988	518		1724
40-50	155	740	421		1316
50-60	105	472	331		908
60-70	111	316	230		657
70-80	67	218	159		444
80-90	16	85	54		155
90-100	1	11	10		22
100-110		2	1		3
Total	1150	5179	3526	2	9857

Stakeholder information/consultation:

Community groups have always played a key role in the life of Radcliffe Library. Linking into our Health and Wellbeing Offer, we offer a range of social and creative activities in a safe, welcoming space which give people the opportunity to meet friends, participate in interest groups, learn new skills, access other aspects of the library service, improve their own wellbeing, and membership of groups helps combat loneliness.

The 2019 Radcliffe refurbishment enabled us to place community groups at the heart of the library, with a dedicated space with access to kitchen facilities, which meant the number and range of groups flourished and operated independently of library staff.

Since the end of lockdown, we have seen -
 2021/22 - 306 events with 2323 attending
 2022/23 - 644 events with 6766 attending
 2023/24 - 619 events with 6406 attending

Alongside traditional community groups focused on reading and children's activity and creativity, the library also hosts a bereavement support group in conjunction with Bury Hospice and a breastfeeding support group in partnership with the joint NHS/Social Care Neighbourhood Wellness Team; we've also recently launched our first men's chat group. The library also hosts monthly meetings of Radcliffe Councillors and Officers concerning the

regeneration of Radcliffe and bi-monthly meeting of Growing Together Radcliffe, a forum of many of the local residents' groups.

Given the importance of community groups to the library we have been keen to relocate as many community groups as possible to the interim library on the first floor of the current library building. Library staff have been liaising with community groups prior to the libraries move upstairs to ascertain if they wanted to move with us to the interim library, move to another library or find an alternative location which we would support them to do.

Group Name	Proposed Location of Community Group
Bereavement support group	Interim library
Bookettes from Unsworth Readers group	TBC
Breastfeeding support group	Relocate to Radcliffe Childrens Hub
Card making	Interim library
Coronation Road creative writers' group	Interim Library
Craft Club	TBC
Crochet club	TBC
Digital Skills courses (Adult Learning)	ASDA
Family history	Interim library
Friday Friends men's chat club	Interim library
Growing together Radcliffe	TBC
Lego Club	Interim library
Radcliffe Heritage Society	Interim library
Radcliffe knit and natter	Interim library
Radcliffe regen forum	Interim library
Rhyme Time	Relocate to New Life Church

Springwater Avenue Book Group	TBC
Unsworth knitting club	Interim library
Unsworth Readers Group	Interim library

Communications plan regarding community groups

- Initial letter regarding the proposal to move upstairs
- Conversations with group members and library staff
- Invitation to attend Enterprise Centre/Library consultation events (Sept 2024)
- Letter to each group outlining dates library decant/reopening

2.3 Consider the following questions in terms of who the policy/project/decision could potentially have an impact on. Detail these in the impact assessment table (2.4) and the potential impact this could have.

- Could the proposal prevent the promotion of equality of opportunity or good relations between different equality groups? No
- Could the proposal create barriers to accessing a service or obtaining employment because of a protected characteristic? No
- Could the proposal affect the usage or experience of a service because of a protected characteristic? Yes
- Could a protected characteristic be disproportionately advantaged or disadvantaged by the proposal? No
- Could the proposal make it more or less likely that a protected characteristic will be at risk of harassment or victimisation? No
- Could the proposal affect public attitudes towards a protected characteristic (e.g. by increasing or reducing their presence in the community)? No
- Could the proposal prevent or limit a protected characteristic contributing to the democratic running of the council? No

2.4 Characteristic	Potential Impacts	Evidence (from 2.2) to demonstrate this impact	Mitigations to reduce negative impact	Impact level with mitigations Positive, Neutral, Negative
Age	The temporary reduction in library provision will: • Reduce the amount of stock	13% over 60 years, 26% under 20 years.	It will still be possible to borrow items from other libraries to pick up at the temporary location. We have rented/arrange	neutral
Disability				Neutral- there is a lift to the upper floor Men's MH Chat Group is unaffected

	available to borrow		d other community spaces for the larger community groups to meet.	
	• Reduce the amount of space available for library activities, voluntary group meetings		Housebound delivery service will be provided by another library.	
	• Reduce the amount of ICT equipment available for public use.		Children's library provided	
Gender Reassignment			No change	Neutral
Marriage and Civil Partnership			No change	Neutral
Pregnancy and Maternity	• The potential noise disruption from the building works will be known once the contractor is appointed		baby rhyme time sessions will be moved to a larger alternative community setting and funded by The Council. No change	neutral
Race		88% white		neutral
Religion and Belief		55% Christian, 38% no religion	No change	neutral
Sex		52% female, 2 non-binary membership	No change	neutral
Sexual Orientation			No change	neutral
Carers			Children's library re-provided, community groups re-accommodated	neutral
Looked After Children and Care Leavers				

Socio-economically vulnerable		High no of residents living in deprived neighbourhoods		<p>neutral</p> <p>Community group use and computer facilities will be prioritised.</p> <p>The Library building will still provide a warm safe space to go to during the day.</p> <p>Computer access re-provided</p> <p>Digital literacy classes re-accommodated temporarily in Asda</p>
Veterans				Neutral

Actions required to mitigate/reduce/eliminate negative impacts or to complete the analysis

2.5 Characteristics	Action	Action Owner	Completion Date
All	Provision of additional space for community groups in Radcliffe	David Fielding	complete
Age	Children's library to be planned into design, community groups to be re-accommodated	David Fielding	complete
Disability	Provide Housebound deliveries from other locations	Library Supervisors	complete
All	Access to wider book stock available through reservation service to other libraries across Greater Manchester.	David Fielding	complete

Socio economically disadvantaged	Provision of computers in interim floorplan	David Fielding	Completed
	Adult Learning digital classes temporarily relocated to Asda	Joanne Hatton	Completed

Section 3 - Impact Risk

Establish the level of risk to people and organisations arising from identified impacts, with additional actions completed to mitigate/reduce/eliminate negative impacts.

3.1 Identifying risk level (Pages 10 - 12 of the guidance document)

Impact x Likelihood = Score			Likelihood			
			1	2	3	4
			Unlikely	Possible	Likely	Very likely
Impact	4	Very High	4	8	12	16
	3	High	3	6	9	12
	2	Medium	2	4	6	8
	1	Low	1	2	3	4
	0	Positive / No impact	0	0	0	0




Risk Level	No Risk = 0	Low Risk = 1 - 4	Medium Risk = 5 - 7	High Risk = 8 - 16
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3.2 Level of risk identified	Low
3.3 Reasons for risk level calculation	Whilst the library provision will be smaller, management mitigations have been put into place to ensure people with protected characteristics continue to have access to services either in the library or in close by alternative spaces arranged by the Library Services

Section 4 - Analysis Decision (Page 11 of the guidance document)

4.1 Analysis Decision	X	Reasons for This Decision
There is no negative impact therefore the activity will proceed		
There are low impacts or risks identified which can be mitigated or managed to reduce the risks and activity will proceed	X	<p>People risks can be mitigated by alternative provision set out above</p> <p>There will be some financial costs to this scheme</p> <p>Reputational risks are possible but this will be mitigated through a comms and engagement strategy, through discussions with DCMS regarding statutory provision and by briefing staff, TU, library users and Members.</p>
There are medium to high risks identified which cannot be mitigated following careful and thorough consideration. The activity will proceed with caution and this risk recorded on the risk register, ensuring continual review		

Section 5 – Sign Off and Revisions (Page 11 of the guidance document)

5.1 Sign Off	Name	Date	Comments
Lead Officer/SRO/Project Manager	Nicky Parker	01/07/24	
Executive Director	Donna Ball	27/08/24	
EDI	Lee Cawley	27/08/24	

EqlA Revision Log

5.2 Revision Date	Revision By	Revision Details
June 24	Alan Brown	Initial first draft doc
01/07/24	Nicky Parker	Demographics added and overall edit.
27/08/24	Nicky Parker	Added community group provision mitigations