

## Bristol City Council Equality Impact Assessment Form



Name of proposal	Library Strategy - proposals Staff impact October 2018
Directorate and Service Area	Communities
Name of Lead Officer	Kate Murray

### Step 1: What is the proposal?

#### 1.1 What is the proposal?

##### Background

Due to increasing constraints on financial resources, Bristol City Council needed to make significant budget savings in order to avoid a projected shortfall of £92M a year from 2017. Following the consultation on budget proposals at the end of 2016, a budget saving for Bristol Libraries was agreed by Bristol's Full Council in February 2017. This proposal is that the budget for Bristol Libraries will reduce by a total of £1.4M over three years from April 2017. This will reduce the budget for Libraries by approximately 30%.

In the previous review of 2014/2015, we had an extensive citywide consultation about libraries and we have learned a lot from that feedback, which is still helpful. Since then we have reviewed the effect of those changes with the staff and through the Citizens' Panel. The Citizens' Panel is a group of around 2,000 residents who reflect the diversity of the city and regularly answer a range of consultations. We also have customer and staff feedback about the opening hours. We will also be using what we've learned from that feedback in this review.

In February 2017, the budget proposals were agreed at Full Council, and this included the proposal that £1.4M would be saved from the Library Service budget. Between June and September 2017, as part of the Neighbourhoods consultation, we consulted citizens, stakeholders and staff on proposals to reduce the number of Council-run libraries, while meeting our statutory duty to ensure the City of Bristol has a "comprehensive and efficient" library service. The library service is statutory which means that Bristol City Council has to ensure that a library service is provided in Bristol.

### Revised Proposal – July 2018

Following consideration of all the feedback a revised proposal was confirmed at the July 2018 Cabinet meeting. It was confirmed that Bristol City Council will continue to manage 27 libraries, with the existing budget, staff resources and opening hours.

### October 2018 proposal

The recommendations to Cabinet in October 2018 are as follows:

- To approve the development of a library strategy
- To delegate authority to the relevant Executive Director to approve the strategy in conjunction with the S151 Officer and in discussion with the Cabinet lead for Libraries
- To note ongoing community conversations around all 27 Libraries
- To approve the allocation of resources (up to £359K) to support ongoing community conversations and strategy development.
- To note the commencement of a library technology review which will include the procurement of replacement self-service kiosks, and revision of all existing contracts

**This EQIA concerns the staff impact.**

## **Step 2: What information do we have?**

### **2.1 What data or evidence is there which tells us who is, or could be affected?**

At this time, the extent of any impact as a result of the recommendations in this cabinet paper is difficult to judge. If approved, the work that will follow the recommendations will lead to this EqIA being updated as impact becomes clearer.

We currently have an establishment of 110.77 FTE in the library service. As of 18 July 2018, we have 100.49 FTE currently employed, of which 16.09 FTE are FTCs which is 16.01% of the total staff. Some FTC are reaching the two year limit of employment.

The library service has a higher than average number of women, with many working part time shifts, due to the nature of the current opening hours' patterns in libraries. We will look to follow best practice Council process to

mitigate negative impacts wherever possible and this EqIA will be updated as necessary.

From the diversity information held on the HR system we have the following data from April 2018:

	All staff in post (Permanent & Fixed Term, not Casuals)	Permanent staff (who will be affected by Managing Change)
Gender	Female – 76.9% Male – 23.1%	Female – 77.5% Male – 22.5%
Ethnicity	White British – 82.6% BME background – 14.9% No data – 2.5%	White British – 86.2% BME background – 11.5% No data – 2.3%
Age	16-24 – 5.2% 25-64 – 91.3% 65+ - 3.5%	16-24 – 0.7% 25-64 – 94.9% 65+ - 4.3%
Disability	Yes – 7.6% No – 88.2% No data – 4.1%	Yes – 7.3% No – 87.6% No data – 5.1%
Sexual Orientation	LGB – 6.1% Heterosexual – 53.4% No data – 40.5%	LGB – 4.6% Heterosexual – 51.9% No data – 43.5%
Religious Belief	None – 32.5% Christian – 23.3% Other – 2.5% No data – 41.7%	None – 23.8% Christian – 26.9% Other – 2.3% No data – 46.9%

## 2.2 Who is missing? Are there any gaps in the data?

The HR system does not provide information on staff who may be transgender. From our diversity survey in 2012/13 of 194 respondents we know 1% who responded at that time are transgender.

## 2.3 How have we involved, or will we involve, communities and groups that could be affected?

At this time, the extent of any impact as a result of the recommendations in this cabinet paper is unknown. If approved, the work that will follow the recommendations will lead to this EqIA being updated as any impact becomes clearer.

### Step 3: Who might the proposal impact?

3.1 Does the proposal have any potentially adverse impacts on people with protected characteristics?

At this time, the extent of any impact as a result of the recommendations in this cabinet paper is unknown. If approved, the work that will follow the recommendations will lead to this EqIA being updated as any impact becomes clearer.

3.2 Can these impacts be mitigated or justified? If so, how?

Not yet known

3.3 Does the proposal create any benefits for people with protected characteristics?

Not yet known

3.4 Can they be maximised? If so, how?

Not yet known

### Step 4: So what?

4.1 How has the equality impact assessment informed or changed the proposal?

Not at this stage

4.2 What actions have been identified going forward?

None at this stage

4.3 How will the impact of your proposal and actions be measured moving forward?

Not yet known

Service Director Sign-Off:



Date: 06/08/2018

Equalities Officer Sign Off:



Duncan Fleming

Date: 19/7/2018