## **Equalities Impact Assessment Record**

Date of EIA 23<sup>rd</sup> March 2006

Directorate Education, Children's Services and Libraries

Function or policy to be	Peader Development Strategy
Function or policy to be screened / assessed	Reader Development Strategy
Is it a policy or function	× Policy/Procedure Function
Is it a new or existing policy or function?	☐ New × Existing
Who is responsible for the policy or function?	The person / section / team responsible for this policy / function is: Ruth Burgess, Head of Libraries and Information
Who implements the policy or function?	The policy or function is delivered by (tick all that apply):  × Council staff  x Library Volunteers
Aim / objective / purpose of the policy or function	The aim / objective / purpose of the policy / function is to:  To encourage readers to expand their choices and attract readers to new reading experiences beyond their favourite authors or genres.
Summary of information / evidence used in this assessment (Include any consultation undertaken)	The following information / evidence was used in this assessment:
	Examples of differing provision in neighbouring Local Authorities, advice from regional agencies working on behalf of central government.
	Library staff and reading groups have been consulted as well.
Who is the function, policy or procedure designed to target? Or Who are intended to be the main beneficiaries of the function or policy?	The policy / function is designed specifically to benefit the following people:  All library users. It is particularly aimed at those seeking more imaginative sources of reading.
Which of the following equalities groups might be impacted by the policy or function?	× Race × Disability × Gender × Age ×Religion or Belief × Sexual Orientation
Which groups might be affected adversely?	<pre> xRace xDisability x Gender x Age xReligion or Belief xSexual Orientation</pre>
How is this policy or function communicated to target beneficiaries?	The policy / function is generally communicated to target beneficiaries using the following channels:
	Library staff are informed of the contents of the policy through training and induction.  The policy itself is available on the web and a paper copy is kept in service files.
On what grounds can adverse or differential impact be justified?	Adverse or differential impact can be justified for the following reasons:
	If a particular group has specific needs in terms of accessing reading materials e.g. large print, audio books
What consultation will be necessary to support or confirm your conclusions?	None necessary for the purposes of this particular EIA. The consultations, however, as outlined in section 3 are ongoing.
What changes are proposed to the policy or function to reduce or remove adverse or differential impact?	The objectives of the policy / function can still be met if the following actions are taken to remove or reduce the adverse or differential impact:
	The policy should include a strategy of provision for all community groups as well as newly arrived families form abroad -in particular strategies to increase readership of pupils who are in the early stages of learning English. This will include changes in methodology, staff training needs and performance indicators such as monitoring of readership by ethnicity.
	Training needs should include an understanding of challenges in joining libraries and accessing relevant information
	Information packs in different languages and provision of dual language books, literature from other cultures, story tapes and dictionaries.
	The policy needs to include the monitoring of readership – e.g. ethnicity, age, gender, disability, such as visual impairment.

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What monitoring arrangements have been put in place?	To monitor the effect of the recommended changes, the following factors or aspects of delivery will be monitored over time:  Research and outreach are now part of the library service staff structure. Ongoing consultation with groups will take place as a result of this and will be conducted by staff working in the communities they serve. Responses will form part of a review of the strategy as will the actions in the regional reader development strategy which is currently undergoing consultation with local library services. This will incorporate training, awareness, use of ICT and appropriate data reflecting potential client groups.
When will this EIA be reviewed?	This EIA will be revisited and reviewed on: March 2008
Which strategies or plans does this function or service support?	The following strategies and plans are dependent on this policy or function: Children's and Young People's Plan
What are the main policies or procedures that underpin this function or policy?	This policy / procedure is dependent on the following policies / procedures / strategies / plans: Libraries Service Plan
Date when the actions in this EIA must be referenced back to policy, plans, strategies, policies or procedures to which it is connected	Date: Dec 2006 Responsibility: Head of Libraries and Information Check date: Oct 2006 Responsibility: Libraries Stock Services Manager
Date to be submitted to Web Team for publication on EIA pages	31 <sup>st</sup> March, 2006