

Equalities Comprehensive Impact Assessment v3 - Head of service review

Reference: ECIA594680936

Submitted: 12 March 2024 18:28 PM

Executive summary

Title of policy / decision: Extension of Community Outreach and Literacy Team

Policy / decision type: Cabinet Member Action (CMA)

Overview of policy / decision: This decision seeks to request funding to extend the Libraries' Community Outreach and Literacy team until March 2025

What outcome(s) are you hoping to achieve?: Extending the contracts of the team members will enable the service to review the services delivered by the team and consider how to embed them in the BAU staffing budget.

Executive Director responsible for policy / decision: Mark Ash (Climate, Environment and Customer Services)

Cabinet Member responsible for policy / decision: Cllr Mark Durham (The Arts, Heritage and Culture)

Is this a new policy / decision or a change to an existing one?: New policy / decision

How will the impact of the policy / decision be monitored and evaluated?: The team outcomes and measures of success, customer reach and activities will be monitored and the impact recorded.

Will this policy / decision impact on:

Service users: Yes

Employees: Yes

Wider community or groups of people: Yes

If the policy decision impacts on employees, provide details here and include potential impacts on identified groups later in the form: This decision will have an impact on the team whose contracts are due to expire in June this year. Extending their contracts will give them better job security for longer. Four out of the seven post holders will have continuous local government service of two years if they remain in post for the duration of the contracts, so, they may be eligible for redundancy.

What strategic priorities will this policy / decision support?: High Quality Environment, Health, Independence and Wellbeing for All Ages, A good place for Children and Families to Grow

Which strategic priorities does this support? - Environment: Levelling up the environment

Which strategic priorities does this support? - Health: Healthy lifestyles, Levelling up health

Which strategic priorities does this support? - Families: Education outcomes, Levelling up outcomes for families

What geographical areas of Essex will the policy / decision affect?: All Essex

Digital accessibility

Is the new or revised policy linked to a digital service (website, system or application)?: No

Equalities - Groups with protected characteristics

Age

Nature of impact: None

Disability - learning disability

Nature of impact: None

Disability - mental health issues

Nature of impact: None

Disability - physical impairment

Nature of impact: None

Disability - sensory impairment

Nature of impact: None

Sex

Nature of impact: None

Gender reassignment

Nature of impact: None

Marriage / civil partnership

Nature of impact: None

Pregnancy / maternity

Nature of impact: None

Race

Nature of impact: None

Religion / belief

Nature of impact: None

Sexual orientation

Nature of impact: None

Rationale for assessment, including data used to assess the impact: The Community Outreach and Literacy

team engages with different communities across Essex and has produced positive outcomes, and no negative impacts on Groups with protected characteristics .

What actions have already been taken to mitigate any negative impacts?:

Levelling up - Priority areas & cohorts

Children and adults with SEND, learning disabilities or mental health conditions (taking an all-age approach)

Nature of impact: Positive

Extent of impact: Low

Children on Free School Meals

Nature of impact: Positive

Extent of impact: Low

Working families

Nature of impact: Positive

Extent of impact: Low

Young adults (16-25 who have not been in education, training or employment for around 6-12 months)

Nature of impact: Positive

Extent of impact: Low

Residents of Harlow

Nature of impact: Positive

Extent of impact: Low

Residents of Jaywick and Clacton

Nature of impact: Positive

Extent of impact: Low

Residents of Harwich

Nature of impact: Positive

Extent of impact: Low

Residents of Basildon (Town) housing estates

Nature of impact: Positive

Extent of impact: Low

Residents of Canvey Island

Nature of impact: Positive

Extent of impact: Low

Residents of Colchester (Town) - Housing Estates

Nature of impact: Positive

Extent of impact: Low

Residents of Rural North of the Braintree District

Nature of impact: Positive

Extent of impact: Low

Rationale for assessment, including data used to assess the impact: The Community Outreach and Literacy team work with different communities across Essex providing free access to Literacy and the Library Service, including services for children and adults with additional needs; dual language texts, support with reading and numbers, etc. The work of the team will be monitored in terms of footfall, new library membership and items issued. Targeted visits to areas of low engagement with the service and specifically to levelling up areas will be part of the team plan and visits will be evaluated.

What actions have already been taken to mitigate any negative impacts?: The team work with other ECC partners and services to ensure they are reaching targeted levelling Up audiences eg Public Health, Education settings, Year of Numbers, Essex Outdoors, etc

How could you strengthen any positive impact(s)?: We will engage with other partners and external organisations who are also addressing levelling up work taking place in their areas to ensure we are engaging with the right audiences

Equalities - Inclusion health groups and other priority groups

Refugees / asylum seekers

Nature of impact: Positive

Extent of impact: Low

Homeless / rough sleepers

Nature of impact: None

People who experience drug and alcohol dependence

Nature of impact: None

Offenders / ex-offenders

Nature of impact: Positive

Extent of impact: Low

Victims of modern slavery

Nature of impact: None

Carers

Nature of impact: Positive

Extent of impact: Low

Looked after children / care leavers

Nature of impact: Positive

Extent of impact: Low

The armed forces community (serving personnel and their families, veterans, reservists and cadets)

Nature of impact: None

People who are unemployed / economically inactive

Nature of impact: Positive

Extent of impact: High

People on low income

Nature of impact: Positive

Extent of impact: High

Sex workers

Nature of impact: None

Ethnic minorities

Nature of impact: Positive

Extent of impact: Low

Gypsy, Roma, and Traveller communities

Nature of impact: Positive

Extent of impact: Low

People with multiple complex needs or multi-morbidities

Nature of impact: None

Rationale for assessment, including data used to assess the impact: The Community Outreach and Literacy team work with different communities across Essex providing free access to Literacy and the Library Service. The work of the team will be monitored in terms of footfall, new library membership and items issued. Targeted visits to areas of low engagement with the service and specifically to levelling up areas will be part of the team plan and visits will be evaluated.

What actions have already been taken to mitigate any negative impacts?: No negative impacts have been identified

How could you strengthen any positive impact(s)?:

Equalities - Geographical Groups

People living in areas of high deprivation

Nature of impact: Positive

Extent of impact: Low

People living in rural or isolated areas

Nature of impact: Positive

Extent of impact: Low

People living in coastal areas

Nature of impact: Positive

Extent of impact: Low

People living in urban areas

Nature of impact: Positive

Extent of impact: Low

Rationale for assessment, including data used to assess the impact: The Community Outreach and Literacy team work with different communities and partners across Essex providing free access to Literacy and the Library Service, including services for children and adults with additional needs; dual language texts, support with reading and numbers, etc. The work of the team will be monitored in terms of footfall, new library membership and items issued. Targeted visits to areas of low engagement with the service and specifically to levelling up areas will be part of the team plan and visits will be evaluated.

What actions have already been taken to mitigate any negative impacts?: No negative impacts have been identified

How could you strengthen any positive impact(s)?:

Families

Family formation (e.g. to become or live as a couple, the ability to live with or apart from children)

Nature of impact: Too early for impact to be known

Families going through key transitions e.g. becoming parents, getting married, fostering or adopting, bereavement, redundancy, new caring responsibilities, onset of a long-term health condition

Nature of impact: Too early for impact to be known

Family members' ability to play a full role in family life, including with respect to parenting and other caring responsibilities

Nature of impact: Too early for impact to be known

Families before, during and after couple separation

Nature of impact: Too early for impact to be known

Families most at risk of deterioration of relationship quality and breakdown

Nature of impact: Too early for impact to be known

Rationale for assessment, including data used to assess the impact: The Community Outreach and Literacy team will continue to engage with different communities and targeted audiences across Essex providing free access to Literacy and the Library Service, providing information and resources including services for children and adults with additional needs; dual language texts, support with reading and numbers, etc, access to books, stories, activities, etc The work of the team will be monitored in terms of footfall, new library membership and items issued. Targeted visits to families, carers and children living in areas of low engagement with the service and specifically to levelling up areas will be part of the team plan and visits and feedback will be evaluated.

Crime & Disorder

Crime and disorder

Nature of impact: Too early for impact to be known

The misuse of drugs, alcohol and other substances

Nature of impact: Too early for impact to be known

Re-offending

Nature of impact: Too early for impact to be known

Serious violence

Nature of impact: Too early for impact to be known

Rationale for assessment, including data used to assess the impact:

The Community Outreach and Literacy team work with different communities and partners across Essex providing free access to Literacy and the Library Service, including services for children and adults with additional needs; dual language texts, support with reading and numbers, etc. The team will continue to work with partners such as the prison service and the police on projects like Essex Unlocked which supports ex-offenders by providing information about the library service and access to services. The work of the team will be monitored in terms of footfall, new library membership and items issued. Targeted work will be part of the team plan and will be evaluated.

(If negative impact assessed) What actions will be undertaken to mitigate negative impacts, including timescales:

What actions have already been taken to mitigate any negative impacts?:

How could you strengthen any positive impact(s)?:

Climate

Does your decision / policy involve development or re-development of buildings or infrastructure?: No

Does your decision / policy take place in, or make use of, existing buildings or infrastructure?: No

Does your decision / policy involve elements connected to transport, travel or vehicles? This includes travel needs / requirements of both service users and staff (including staff you're planning to recruit): Yes

Where are staff or service users coming from and how are they travelling?: Staff will car share or travel on

the library vehicle to the venue

If car travel is unavoidable, are you specifying electric cars and vehicles?: Yes

Are you undertaking a procurement exercise?: No

Does your decision / policy involve the purchase of goods or materials?: No

Will any waste be generated by this decision? This includes waste from construction, waste generated by service users / staff, and waste generated by replacing existing products / materials with new: No

Nature of impact

Built Environment / Energy: None

Sustainable Transport / Travel: None

Waste: None

Rationale for assessment, including data used to assess the impact: Renewing these roles and services does not have an impact on the areas listed above

What actions have already been taken to mitigate any negative impacts?:

Action plan to address and monitor adverse impacts

Does your ECIA indicate that the policy or decision would have a medium or high adverse impact on one or more of the groups / areas identified?: No

Details of person completing the form

I confirm that this has been completed based on the best information available and in following ECC guidance: I confirm that this has been completed based on the best information available and in following ECC guidance

Date ECIA completed: 12/03/2024

Name of person completing the ECIA: Carolyn Peters

Email address of person completing the ECIA: carolyn.peters@essex.gov.uk

Your function: Climate, Environment and Customer Services

Your service area: Libraries

Your team: Service Development Team

Are you submitting this ECIA on behalf of another function, service area or team?: No

Email address of Head of Service: juliet.pirez@essex.gov.uk