

Name of proposal/policy	Proposed relocation of Daventry Library	Budget number (if applicable)	n/a
Service area responsible	Northamptonshire Libraries and Information Service	Cabinet meeting date	n/a
Name of completing officer	Anne Lovely / Dawn Howsam	Date EqIA created	19.08.18 Updated April 2019
Approved by Director / Assistant Director	Lucy Wightman	Date of approval	19.09.18 Update approved 26/04/19

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'Due regard' to:

- Eliminating discrimination, harassment and victimisation
- Advancing equality of opportunity
- Fostering good relations

We do this by undertaking equality impact assessments (EqIAs) to help us understand the implications of policies and decisions on people with protected characteristics – EqIAs are our way of evidencing this.

All assessments must be published on the NCC equalities web pages. All Cabinet papers where an EqIA is relevant **MUST** include a link to the web page where this assessment will be published. If you require assistance in getting your EqIA published, please contact equalities@northamptonshire.gov.uk

PART 1

Description of current provision/policy and main beneficiaries/stakeholders

Daventry Library is currently located in a former school building in the town centre area of Daventry. The public library area occupies the ground floor. There is a split level, with a door from the public space, leading to stairs down to the staff areas, with a goods lift for heavy items. The back office area is a similar size to the public library space and is largely under utilised.

The public space is divided by corridors making efficient use of space difficult and obstructing staff sight lines, giving rise to high levels of anti-social behaviour. The under fives's area of the library is located in a small separate area with awkward access for buggies etc. and is not ideally positioned for customers who also have older children wishing to access other parts of the library. Public computers are located together in an annexe to the rear of the library space.

The Registration office is located to the rear of the public space, with library staff currently providing reception facilities for Registration customers. There are no public toilet or changing facilities and when required, customers are escorted into the secure staff area to use the staff facilities. There is a limited number of free public car parking spaces at the front of the library.

The building is in a very poor state of repair and the first floor of the building, which was previously occupied by social services, has been empty for some time and windows have been boarded up by Daventry District Council (DDC), which owns the building. The fabric of the building is subject to frequent attacks of vandalism.

Activities provided for young children in the library include: Bounce and Rhyme, Rhymetime, Play and Learn for Under 1s and Play and Learn for Under 5s. Other activities for older groups include: Crafters' Corner, IT Buddying Support and a Stitch and Chatter Club. Specific details on key activities are provided in the following table;

Group	Space	Numbers (average)	Regular Event
Stitch and Chatter	Exhibition Room	18	Weekly
Crafters' Corner	Exhibition Room	15	Yes
Rhymetime	Exhibition Room	30	Weekly
Bounce and Rhyme	Exhibition Room	30	Weekly
Play and Learn for Under 1s	Under 5s Area	6	Weekly

Play and Learn for Under 5s	Under 5s Area	10	Weekly
Family Learning	Exhibition Room and Children's Area	10	No

Most of the above activities currently take place in the Exhibition Room - a large, but unwelcoming space. Artworks are exhibited on the walls from time to time by local groups, but the area is largely empty of decoration and not practical for either families with young children, or other customers.

DDC wishes to develop the site which has led to the necessity to look for alternative premises for the library.

Description of proposal under consideration/development

The proposal by DDC is to relocate the library into the nearby Abbey Centre, at the edge of the town centre, less than half a mile away from the current building. This is a purpose built, modern building of shared space owned by DDC with various community groups renting space, providing potential for partnership working.

The proposed space is all on one level, on the ground floor. There would be a small amount of library back office space and a separate office for Registrations, with a quiet waiting/reading area shared by all customers. A large children's library is planned at one end of the space – with storage cupboards for craft materials and other resources and easy access to the kitchen area for water, refreshments etc, and appropriate safety features. Public computers will be located in a quiet study room which will also be suitable for other library activities. Additional public computers will be available in the general library space.

The floor space is smaller than the current public area of the existing library, but the new layout will be planned by a professional library designer to maximise usage of the space. The proposed layout will provide good sightlines for staff and will enable the creation of different zones to give open and flexible access to all sections of the community. Fully accessible public toilets with changing facilities will be located adjacent to the proposed library space.

Creation of an enclosed outdoor space will provide a safe supervised play area/reading garden, with the possible addition of some outdoor gym equipment.

There is a reception area into the building, run by DDC, who will take ownership of the reception service for Registration Office customers, checking the booking system and directing customers to the waiting area. There are caretakers on site and DDC staff would also be on hand to assist library staff in dealing with any anti-social behaviour, providing a safer environment for library staff and customers.

There is a small car park adjacent to the building which is free of charge and the building can be easily accessed by public transport, in the same way as the current library location.

The ability to plan the new library space from scratch will enable us to work with the library designers to accommodate all of the library service needs and provide options for future partnership working—for example, the creation of a small computer suite may enable closer joint working with Adult Learning in Daventry to provide a Learning Centre. It would also enable us to create spaces that work for all age groups and demographics – with bespoke facilities for the under 5s, greater consideration around accessibility and the creation of a dementia friendly environment.

The new fit-out will provide fixtures and fittings which are fit for purpose, attractive and largely moveable, enabling the creation of a flexible library space with a bright, cohesive and welcoming look.

Data used in this Equality Impact Assessment (general population data where appropriate but each EqIA should contain information on people who use the service under consideration – if this is not applicable to your proposal then you probably do not need to do an EqIA)

Data Source (include link where published)	Please summarise what the data tells us – for example “X number of people use this service, X are male, Y are female etc.”		
<p>1) Demographic data collected by the library service from library membership records. The membership data is based on the records of members registered with the library and captures cards which were used in 2017/18. A membership card is only required for a few library services, for e.g. borrowing something, checking account details, or renewing and requesting items. Many other library services do not require membership and facilitate anonymous use as a community hub, for e.g. visiting the library as a safe place, using the public computers or free Wi-Fi, attending planned activities, etc. There are no administration systems in place able to capture this use on an individual basis, although numbers of visits, attendances and use of some services are available.</p> <p>For Daventry the above data is based on 4,258 membership records of which 2,705 are from adults aged 18 and over.</p>	Protected characteristics		
	Daventry Library		
	Gender	Female	All Mship: 54.4% Adult Only Mship: 56.6% APLUS: 65%
		Male	All Mship: 45%
		Unknown	All Mship: 0.6%
	Gender Reassignment		No data collected
	Age	Children 0-10	29.0%
		Young adults 11-17	8.0%
		Adults 18+	64.0%
		(of which aged 60+ for Mship and 65 and over for Adult Only Mship and APLUS)	All Mship: 26% Adult Only Mship: 41% APLUS: 38%
Disability	Disabled	All Mship: 6.7%	

2) In 2016, 361 adults in Daventry Library took part in a week long visitor survey (the Adult Public library User Survey, or APLUS), where paper questionnaires are offered to all adult library visitors during the survey period.

		Adult Only Mship: 7.6%
		APLUS: 25.2%
	Not disabled/blank/ prefer not to state	All Mship: 93.3%
		Adult Only Mship: 92.4%
		APLUS: 74.8%
Race & Ethnicity	Asian or Asian British	All Mship: 1.7%
		Adult Only Mship: 1.6%
		APLUS: 1.1%
	Black or Black British	All Mship: 0.5%
		Adult Only Mship: 0.5%
		APLUS: 1.1%
	Mixed	All Mship: 1.4%
		Adult Only Mship: 0.6%
		APLUS: 1.1%
	White	All Mship: 70.1%
		Adult Only Mship: 67%
		APLUS: 86.4%
	Blank/ prefer not to say/ other	All Mship: 26.3%
		Adult Only Mship: 30.3%
		APLUS: 10.5%
Sexual Orientation: From 2016 APLUS only	Heterosexual/ Straight	86.50%
	Gay / Lesbian / Bisexual / Other	0.00%

		No response	13.50%
	Religion Or Belief	Blank/ Prefer not to state/ no religion	All Mship: 74.2% Adult Only Mship: 75.7% APLUS: 44.9%
		Christian	All Mship: 24% Adult Only Mship: 22.7% APLUS: 49.9%
		Other religion	All Mship: 1.8% Adult Only Mship: 1.6% APLUS: 5.3%
	Pregnancy And Maternity		No data collected

Tick the relevant box for each line by using a capital 'P' to make a <input type="checkbox"/>	Based on the above information, what impact will this proposal have on the following groups?			
	Positive	Negative	Neutral	Unsure
Sex			✓	
Gender Reassignment			✓	
Age	✓			
Disability	✓		✓	
Race & Ethnicity				
Sexual Orientation			✓	
Religion or Belief (or No Belief)			✓	
Pregnancy & Maternity	✓			
Human Rights (Please see articles in toolkit)			✓	
Other Groups (rural isolation, socio-economic exclusion etc.)	✓			

Initial impact	
Explain your findings above	Actions identified to mitigate, advance equality or fill gaps in information
<p>Better accessibility of the proposed space will have a positive impact on both the young and older users. The public library area will be in one open space so will be more easily accessed for those with pushchairs or wheelchairs. The children's area in the proposed location will be located in one space which will make access easier for those with children of different ages.</p> <p>There are also fully accessible public toilet and changing facilities in the proposed location which will have a positive impact on the elderly and users who are pregnant and users with young children.</p> <p>The proposed space offers more opportunities for activities to tackle social isolation and for learning opportunities such as Adult Learning sessions. The colocation in the building with other voluntary sector services eg DACT – the local volunteer transport service – will also have a positive impact on these groups.</p> <p>For all other groups of users, the proposed relocation will have a neutral impact.</p>	<p>The next step will be to get feedback from library users on the proposed relocation, to find out what is important to users and any potential barriers that need to be considered.</p>

Do you need to undertake further work (e.g. consultation, further equality analysis) based on the impact and actions identified above? If yes, set this out below and then carry out the work and complete Part 2
<p>A public engagement exercise will be undertaken to seek the views of both users and non users of library services in Daventry. Feedback from this exercise will be used to shape the future library provision in Daventry.</p>

PART 2 – if required

Consultation, follow up data and information gathered from actions identified above	
	What does this information tell us?
<p>Feedback from the public engagement exercise</p>	<p>A total of 152 questionnaire responses were received generating 241 comments from the different groups of respondents. Nearly all of the</p>

responses were from individuals (as opposed to being on behalf of organisations), mostly being residents of Daventry and customers of either Daventry Library or the wider Northamptonshire Library and Information Service. In addition to the questionnaire feedback a total of approximately 220 people attended the nine engagement events, and one written submission was made.

Below is a summary of the feedback that is relevant to this EqIA. Full analysis of the public engagement exercise can be found on our [website](#).

Respondents were asked to consider The Abbey Centre and to rank a list of priorities into order of importance for the new venue using a scale of 1 – 5, with 5 being the most important and 1 the least important. A comprehensive range of books was ranked by respondents as the most important priority with an average ranking of 4.66 out of 5. This was followed by easy access and parking with a ranking of 4.04. This was then followed by free Wi-Fi and public computers (3.9); then regular events for under 5s (3.35); with a safe outdoor space being regarded as the lowest priority with an average ranking of 2.58 out of 5.

Another area of importance mentioned was the need for a new venue to be accessible for people with a disability as well as those using public transport. Requests for a toilet were also made, preferably an accessible changing places toilet as it was regarded that this facility is lacking within Daventry. Requests for an interactive crafting area for children was also made plus events for older children as well as the young.

When respondents were asked to consider what barriers would prevent them from accessing the services provided by the library should it move to The Abbey Centre, and how these barriers could be overcome, three main themes emerged. These were:

1. the physical location of The Abbey Centre
2. the reduction in space
3. issues regarding parking near The Abbey Centre

Those respondents that commented about the physical location of The Abbey Centre mostly said it was difficult to walk to as it is too far from the town centre and that it was a long downhill walk. Others commented on the general reduction in space or the need for a secure space for children. Some respondents said if there was insufficient space for activities or groups this would result in a reduced use of the library services and a subsequent reduction in social interaction. Other comments made included the need for the venue to be accessible for pushchairs, wheelchairs and other mobility devices.

Respondents were asked to consider the local Registration Service which is currently situated within the library as it is NCC's intention to keep the Registration Service within the library when it is relocated to its new venue. Respondents were asked if they had any specific views on this. A small number of respondents made suggestions about the Registration Service space allocation within the library and said that it should remain within a private location that is easily accessible and can accommodate wheelchairs.

Finally respondents were invited to give any other comments that they would like to make about the proposed relocation of Daventry Library, including suggestions for an alternative venue suggestions which they think NCC should consider and why. Some respondents also made suggestions as to what they would like for a new site:

- Support for the inclusion of toilets
- Baby changing facilities suitable for male and female parents and care givers to use
- Support for the inclusion a safe outside area
- Important to make libraries a safe space for people to attend alone – especially in light of anti-social behaviour
- A comfortable indoor area to sit and chat quietly after children's groups
- Accessible children's area, with a space which is at least as big as the current one
- Activities for the young

- A children's library
- Storage of pushchairs

A few comments were received again about parking with repeated concerns over the lack of easy parking near The Abbey Centre, with one respondent suggesting an increase in the number of disabled and family parking spaces in nearby car park if these are the people who are likely to use the library service the most.

Approximately 90 people attended the public drop-in event and an additional 134 people attended the other eight feedback events. The events were delivered to enable attendees to discuss the engagement on an face-to-face basis with officers of the library service and members of the DDC project team were also present at the drop-in events to field questions about their proposed North Street development. This arrangement allowed attendees to ask questions and provide their feedback.

Children's Centre Service Events Feedback

A total of 27 participants attended four sessions. These were sessions were facilitated focus group discussions, with feedback recorded by the facilitator. The Children's Centre Service attendees said they liked the current location as it is central and close to the town centre; usually has easy parking; the dedicated children's facilities available within the library; and that it provides a welcoming environment.

The attendees disliked the lack of toilet and baby changing facilities; the lack of space for pushchairs/buggies; they felt the building was outdated and in need of some repair; that the space allocation for the children's area is too small; no access to refreshments; and they they felt the outside area was unsafe.

Priorities for a new location were more activities for over 5's; larger childrens space; toilets; and being able to have somewhere to sit and socialise with other mums after scheduled activities had finished.

The biggest perceived barrier about the proposed move to The Abbey Centre was the limited easy access to parking near to the new venue.

Public and Stakeholder Drop-In Events, Crafters Group and Stitch & Chat Group meeting feedback

It is estimated that approximately 90 people attended the Public Drop-In event; a total of 21 stakeholders attended the Stakeholder Drop-In event; and 15 & 18 people attended the impromptu Crafters Group and Stitch & Chat Group engagement sessions respectively. Attendees were invited to complete a short feedback form on the proposals. Only 16 participants provided feedback forms at these events, these were mostly from existing users of the library and interested members of the public.

Some that commented on what they dislike about the library mentioned the lack of toilet and that the children's area is out of sight.

Priorities put forward for a new location included toilets and activities that would encourage greater use including interactive activities for teenagers.

The majority of attendees said they did not foresee any barriers should the library move to The Abbey Centre. Those that did mentioned the location being on a hill and poor parking.

Wider Public Event Feedback

A total of 53 individuals engaged with the staff at the feedback stand installed within the foyer of Daventry Waitrose. Individuals were invited to give their feedback via a simplified feedback form. A total of 29 individuals said they currently use or have used the existing library in North Street, whilst 24 individuals said that either do not use or have never used the existing library.

Comments received regarding the proposed relocation of Daventry Library to The Abbey Centre included support for providing opportunities for social interaction for older people in Daventry.

<p>Latest library design</p>	<p>The relocated library will provide full and easy access for people with disabilities throughout and accessible toilets and baby change will be provided.</p> <p>As a result of feedback the design has been amended prior to the move to include additional comfortable seating areas, both for those with reduced mobility and in the children’s area for customers with young children.</p> <p>In addition, dementia-friendly principles have been incorporated into the design, including bold colours, clear signage, a neutral carpet and a clean clutter free environment which creates a dementia friendly area. We have also held staff training sessions.</p>
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Tick the relevant box for each line by using a capital ‘P’ to make a <input type="checkbox"/>	Based on the above information, what impact will this proposal have on the following groups?			
	Positive	Negative	Neutral	Unsure
Sex			✓	
Gender Reassignment			✓	
Age	✓			
Disability	✓			
Race & Ethnicity			✓	
Sexual Orientation			✓	
Religion or Belief (or No Belief)			✓	
Pregnancy & Maternity	✓			
Human Rights (Please see articles in toolkit)			✓	
Other Groups (rural isolation, socio-economic exclusion etc.)	✓			

Final impact analysis (taking the findings from Part 2 into account) – including review date if required
<p>We have noted and considered the concerns raised during the engagement exercise about the location of the Abbey building and parking in the immediate vicinity.</p>

The Abbey building is surrounded on two sides by the St John's Square car park, and there is disabled parking immediately outside the front door of the building. Parking in the St John's Square car park is limited to 3 hours, which should ensure a turn-over of spaces such that library users can be accommodated. Car displaying a disabled badge are exempt from the time limit. This is the same parking regime as applies in the Primrose Hill car park which is adjacent to the current library location.

The Abbey building is approx. 250m from the front door of the existing library. It is about 75m from the existing front door to the High Street, and about 85m from the Abbey building front door to High Street.

The Abbey building is already home to Daventry & District Citizen's Advice Bureau and Time2Talk, an advice service for young people and other services used by members of the public and Daventry Leisure Centre is the next building. There is a row of shops about sixty metres from the front door.

There is therefore no real issue of remoteness from the town centre. Abbey Street is on a slope, but is not so steep that that this would cause difficulties in access. As such, we do not believe that there will be any negative impact with regard to the location or car parking.

The library will be more visible in the new location and likely to attract more casual passers-by than at the current location. The front door is visible off Abbey Street, one of the main thoroughfares in the town centre and there will be prominent signage on the side and front of the building. Conversely, the existing building is quite discrete in its location.

The relocated library facility is a new fit-out that will provide an attractive modern environment with flexible space and one which is pleasant for customers to use and for staff to work in. The children's area of the library will be secure and will provide space for young families to enjoy events, both inside and outside and also for linger time for socialising after organised events. As mentioned, it incorporates dementia-friendly design principles.

There will be full and easy access for people with disabilities throughout and accessible toilets and baby change will be provided. As such, we believe that there will be a positive impact from the move for older people, children and young people, people with disabilities and other mobility issues, pregnant women and those with young babies, and people who are socially isolated, because of the co-location with other similar organisations and opportunities for adult learning.