

You will need to produce an Equality Impact Assessment (EqIA) if:

- You are developing a new policy, strategy, or service
- You are making changes that will affect front-line services
- You are reducing budgets, which may affect front-line services
- You are changing the way services are funded and this may impact the quality of the service and who can access it
- You are making a decision that could have a different impact on different groups of people
- You are making staff redundant or changing their roles

Guidance notes on how to complete an EqIA and sign off process are available on the Hub under Equality and Diversity. You must read the [guidance notes](#) and ensure you have followed all stages of the EqIA approval process (outlined in appendix 1). Section 2 of the template requires you to undertake an assessment of the impact of your proposals on groups with protected characteristics. Equalities and borough profile data, as well as other sources of statistical information can be found on the Harrow hub, within the section entitled: [Equality Impact Assessment](#) - sources of statistical information.

Equality Impact Assessment (EqIA)

Type of Decision:	<input checked="" type="radio"/> Cabinet <input type="radio"/> Portfolio holder <input type="radio"/> Other (state)	
Title of Proposal	New Town Centre Library	Date EqIA created 10/09/18
Name and job title of completing/lead Officer	Tim Bryan – Service Manager, Libraries, Sport and Leisure	
Directorate/ Service responsible	Community/Environment and Culture	
Organisational approval		
EqIA approved by Directorate Equality Task Group (DETG) Chair	Name Dave Corby	Signature <input checked="" type="checkbox"/> Tick this box to indicate that you have approved this EqIA Date of approval 21/09/2018

1. Summary of proposal, impact on groups with protected characteristics and mitigating actions

(to be completed **after** you have completed sections 2 - 5)

a) What is your proposal?

To relocate Gayton Library to a new Town Centre Library at 51 College Road in Harrow Town Centre. The shell and core of the library has been provided by the developer, Barratt, as part of the CIL agreement, and the Council is responsible for the fit out of the library. The new library will be a purpose built library in a very central location in Harrow Town Centre and is due to open to the public by January 2020, with the lease on the current Gayton Library ending on the 31st March 2020. The new library will include enhanced DDA toilets, level access, accomadation room between in aisles, disabled parking spaces plus large print and spoken word stock

b) Summarise the impact of your proposal on groups with protected characteristics

There is no evidence that any of the protected characteristics will be particular impacted by the proposals.

c) Summarise any potential negative impact(s) identified and mitigating actions

No potential negative impacts identified.

2. Assessing impact																																
You are required to undertake a detailed analysis of the impact of your proposals on groups with protected characteristics. You should refer to borough profile data , equalities data , service user information, consultation responses and any other relevant data/evidence to help you assess and explain what impact (if any) your proposal(s) will have on each group. Where there are gaps in data, you should state this in the boxes below and what action (if any), you will take to address this in the future.		What does the evidence tell you about the impact your proposal may have on groups with protected characteristics? Click the relevant box to indicate whether your proposal will have a positive impact, negative (minor, major), or no impact																														
Protected characteristic	For each protected characteristic, explain in detail what the evidence is suggesting and the impact of your proposal (if any). Click the appropriate box on the right to indicate the outcome of your analysis.	Positive impact	Negative impact		No impact																											
			Minor	Major																												
Age	<p>The resident population of Harrow according to the 2011 Census was 239,100. Census data by age for the whole borough was as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Age Group</th> <th>Total</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>0-4 year olds</td> <td>15,916</td> <td>4%</td> </tr> <tr> <td>5-17 year olds</td> <td>38,746</td> <td>16%</td> </tr> <tr> <td>18-24 year olds</td> <td>21,435</td> <td>9%</td> </tr> <tr> <td>25-49 year olds</td> <td>72,703</td> <td>30%</td> </tr> <tr> <td>50-59 year olds</td> <td>44,579</td> <td>19%</td> </tr> <tr> <td>60-74 year olds</td> <td>29,430</td> <td>12%</td> </tr> <tr> <td>75-89 year olds</td> <td>14,641</td> <td>6%</td> </tr> <tr> <td>90 years old</td> <td>1,606</td> <td>1%</td> </tr> </tbody> </table>	Age Group	Total	Percentage	0-4 year olds	15,916	4%	5-17 year olds	38,746	16%	18-24 year olds	21,435	9%	25-49 year olds	72,703	30%	50-59 year olds	44,579	19%	60-74 year olds	29,430	12%	75-89 year olds	14,641	6%	90 years old	1,606	1%	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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A customer survey of library users under 20 years of age was undertaken in 2015. There were 501 responses. The order of age ranges (highest first) of those who responded was as follows: 5-9 years old, 10-14 years old, 0-4 years old, 15-19 years old.

A customer survey of library users aged 20 year and over was undertaken in 2016. There were 234 responses. The order of age ranges (highest first) of those who responded as follows: 25-50 years old, 50-65 years old, Over 65 years old, 19-24 years old

The age breakdown of active users from the Library Management System in 2016 was as follows:

AGE	Total 2016
0-4	3874
5-11	8656
12-17	4241
Total	16771
18-35	8589
36-59	9523
Total	18112
60+	5908
No DoB	85
Total	40876

The largest age group was those aged 36-59 followed by those aged 5-11.

	<p>The current age breakdown of Gayton library staff (37 staff) as at Feb 2018 is as follows:</p> <p>18-24 = 2, 25-34 = 10 , 35-44 = 4, 45-54 = 8, 55-64 = 10, 65-74 = 3</p> <p>The largest age groups are those aged 25-34 and 55-64.</p> <p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on all ages as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>				
<p>Disability</p>	<p>There are approximately 15,000 people aged 16 to 64 with moderate or serious physical disability living in Harrow and this number is predicted to increase to 16,000 by 2020. These trends are similar to those predicted for London with the largest proportion increases being in the 55 to 64 age group (Harrow Joint Strategic Needs Assessment 2015-20). The total population aged 18-64 in Harrow predicted to have a learning disability in 2017 is 3,466 (Information taken from: www.pansi.org.uk).</p> <p>The estimated prevalence of special educational needs in Harrow has remained consistent over time (2.6%) and is lower than the London (2.7%) and England average (2.8%). The number per 1,000 of children with moderate learning disabilities in Harrow is lower than the London average but higher for children with severe learning disabilities.</p> <p>Approximately 180 children are reported to be deaf in Harrow and known to services. The number of blind children and young people between 0 and 17 known to Harrow council (i.e. registered) is 20 and the number who are partially sighted is 30 (figures correct as of 2013/14).</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<p>The 2011 census showed there were 24,620 carers in Harrow, an increase of over 4,000 (almost 20%) from ten years earlier. The reasons for providing care vary and can include more than one reason. In the Harrow Carers' Survey, the 3 out of 5 carers were caring for someone with a physical disability. 45% of Harrow carers were caring for an older person which is significantly higher than the national average. Around 1 in 5 were caring for someone with a mental health problems and a similar proportion for someone with a learning disability. It is difficult to estimate the number of young carers although the 2011 Census shows 2,272 self-declared young carers aged 0 – 24 years old in Harrow. The vast majority of these are hidden, i.e. not known to social care or receiving any support (Harrow Joint Strategic Needs Assessment 2015-20).</p> <p>In the adult customer satisfaction survey undertaken in 2016, the breakdown by disability was as follows:</p> <p>Disability affecting mobility – 3.85%</p> <p>Disability affecting vision – 2.14%</p> <p>Disability affecting hearing – 1.71%</p> <p>Mental health disability – 1.71%</p> <p>Learning disability – 0.85%</p> <p>Other disability – 0.85%</p> <p>The breakdown from the Library Management System of active users (those who have used their library card in the last 12 months – report generated in August 2014) was as follows: Mobility disability = 2%, Hearing disability = 1%, Dexterity Disability = 0.10%, Eyesight Disability = 1%, Learning Disability = 1%, Other Disability = 4%.</p> <p>Out of the 37 staff at Gayton Library as at February 2018, one member of staff was known to have a disability.</p>				
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	<p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people with a disability as the new library will be a purpose built new library in a very central location in the Town Centre.</p> <p>The new library will be able to include additional facilities for customers to meet customer needs including enhanced DDA 'changing places' toilets, level access, accomadation room between in aisles, disabled parking spaces plus large print and spoken word stock</p> <p>, including a proposed 'changing places' public toilet.</p>				
<p>Gender reassignment</p>	<p>The only data Harrow currently has on Gender Reassignment is via the Analysis of demand from housing applicants (via Locata): 1 (0.02%) housing applicant has indicated that they are transgender. (Data as at April 2014).</p> <p>Whilst there is limited data available regarding the number of people in Harrow who are gender reassigned, there is no evidence that the proposals to increase charges at the Great Barn, which have been benchmarked against neighbouring facilities to ensure that the proposed charges are competitive with these venues, will have a particular impact on those who are gender reassigned as the charges will be consistent for all hirers of the venue.</p> <p>In the adult library customer satisfaction survey undertaken in 2016, 98% said that they had the same gender identity as that assigned at birth, and 2% said that they did not.</p> <p>In March 2018 one member of staff out of the total staffing across all the libraries indicated that their gender identity was different from the gender assigned at birth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>				
<p>Marriage and Civil Partnership</p>	<p>Census data: Harrow has a very high percentage of married couples, with 53.7% of residents aged 16 and older declaring they were in a marriage in 2011. This is above the national level of 46.6%. There was a 27% increase in the number of married people living in Harrow between 2001 and 2011 (Office for National Statistics, 2001 and 2011). Between their inception and January 2012, 107 civil partnership ceremonies took place in Harrow.</p> <p>The breakdown by marriage/civil partnership of respondents (1,176 responses in total) to the Library Service consultation carried out November 2014 to January 2015 were as follows:</p> <p>58.08% were married/widowed</p> <p>25.68% were not married/widowed</p> <p>16.24% did not respond to this question.</p> <p>Out of the 37 staff at Gayton Library as at February 2018, 13 were single, 4 married, and 2 divorced. The breakdown for the rest of the staff is not known.</p> <p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>Pregnancy and Maternity</p>	<p>Census data: There has been a 32% (+3,900) increase in 0-4 year olds since 2001. There are pockets of high concentration in central and south-west Harrow.</p> <p>The breakdown by pregnancy/maternity leave of respondents (1,176 responses in total) to the Library Service consultation carried out in November 2014 to January 2015 were as follows:</p> <p>5.61% had been pregnant and/or on maternity leave during the past 2 years.</p> <p>65.05% had not been pregnant and/or on maternity leave during the past 2 years.</p> <p>29.34% did not respond to this question.</p> <p>As at March 2018, 2 members of staff out of all the staff across all the libraries indicated that they had been pregnant and/or on maternity leave during the past 2 years.</p> <p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**Race/
Ethnicity**

Census data (2011) shows the ethnic breakdown for Harrow to be as follows:

Ethnic Group	Total	Percentage
White British	73,826	31%
White Other	27,165	11%
Mixed	9,499	4%
Asian or Asian British	101,808	43%
Black or Black British	19,708	8%
Arab and Other Group	7,050	3%

In the adult customer satisfaction survey undertaken in 2016 the breakdown by main race group out of the 234 who responded was as follows:

Ethnic breakdown	Total
White/White British English	86
Asian/Asian British Indian	68
Other	22
Asian/Asian British Other	12
White/White British Other	8
Asian/Asian British Chinese	7
White/White British Scottish	5

The breakdown by main ethnic group of all library staff as March 2018 was as follows: 22 staff - White or White British - English; 12 staff - Asian/Asian British – Indian; 7 staff – Any Other Background; 3 staff – Black or Black British - Caribbean; 3 staff - Black/Black British – African; 3 staff - Asian or Asian British – Chinese; 3 staff Asian or Asian British - Afghan

The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will be able to include additional facilities for customers to meet customer needs.



Religion or belief

Harrow is Britain's most religiously diverse community and enjoys the Country's highest density of Gujarati Hindus and Sri Lankan Tamils, alongside significant Muslim, Jewish and Christian communities. The Greater London Authority (GLA) Diversity Indices rank Harrow seventh highest nationally for ethnic diversity and second for religious diversity.

In the adult customer satisfaction survey undertaken in 2016 the breakdown by main religious groups out of the 234 who responded was as follows:

Ethnic breakdown	Total
Atheist/Agnostic	18
Christianity (All denominations)	95
Hinduism	21
Islam	21
Other	12
Judaism	3
Zoroastrian	3
Jainism	5
Sikh	7
Buddhism	5

In March 2018 the breakdown of all library staff by main religious group was as follows: Christianity = 31 staff, Hinduism = 14 staff, Islam = 3 staff, No religion/Atheist = 10 staff

The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new



	<p>library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>				
<p>Gender</p>	<p>Census data: In 2011, 49.4% of Harrow residents were male and 50.6% are female. This is very similar to the national profile, but the number of males in Harrow has slightly increased since 2001 (Office for National Statistics, 2001 and 2011).</p> <p>The breakdown by sex of respondents (1,176 responses in total) to the Library Service consultation carried out November 2014 to January 2015 were as follows:</p> <p>Male – 31.46%</p> <p>Female – 54.68%</p> <p>In the adult survey undertaken in 2016 43% of respondents were male, and 57% female.</p> <p>Out of the 37 staff at Gayton Library as at February 2018, 13 were male and 24 female.</p> <p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Sexual Orientation</p>	<p>Although sexual orientation is a protected characteristic under equalities legislation, there is no robust data on the numbers of lesbians, gay men and bisexuals in the population as no national census has ever asked people to</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<p>define their sexuality. The Government estimates that 5-7% of the population are lesbians, gay men or bisexual. Stonewall, a UK charity supporting LGB rights, agrees with this estimate.</p> <p>There is debate about whether same sex partnerships registrations can be used as a proxy measure for sexual orientation, as not all LGBT people will be in a relationship let alone have a civil partnership.. Between December 2005, when the Civil Partnership Act came into force, and the end of 2013, there have been 71 civil partnerships in Harrow. On 29 March 2014, same sex couples have been allowed to marry. There is no data yet on how many marriages have taken place locally or how many of these are conversions from civil partnerships.</p> <p>In the Adult Customer Survey undertaken in 2016, 77.35% of those who responded were heterosexual, 5.13% were bisexual, and 0.43% were gay/lesbian</p> <p>In March 2018 out of all library staff, 46 staff indicated that they were heterosexual, 2 bisexual, and 1 gay man.</p> <p>The proposed relocation of Gayton Library to the new Town Centre Library will have a positive impact on people from this protected characteristic as the new library will be a purpose built new library in a very central location in the Town Centre. The new library will able to include additional facilities for customers to meet customer needs.</p>				
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2.1 Cumulative impact – considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on groups with protected characteristics?

Yes No

If you clicked the Yes box, which groups with protected characteristics could be affected and what is the potential impact? Include details in the space below

2.2 Any other impact - considering what else is happening nationally/locally (national/local/regional policies, socio-economic factors etc), could your proposals have an impact on individuals/service users, or other groups?

Yes No

If you clicked the Yes box, Include details in the space below

3. Actions to mitigate/remove negative impact

Only complete this section if your assessment (in section 2) suggests that your proposals may have a negative impact on groups with protected characteristics. If you have not identified any negative impacts, please complete sections 4 and 5.

In the table below, please state what these potential negative impact (s) are, mitigating actions and steps taken to ensure that these measures will address and remove any negative impacts identified and by when. Please also state how you will monitor the impact of your proposal once implemented.

State what the negative impact(s) are for each group, identified in section 2. In addition, you should also consider and state potential risks associated with your proposal.	Measures to mitigate negative impact (provide details, including details of and additional consultation undertaken/to be carried out in the future). If you are unable to identify measures to mitigate impact, please state so and provide a brief explanation.	What action (s) will you take to assess whether these measures have addressed and removed any negative impacts identified in your analysis? Please provide details. If you have previously stated that you are unable to identify measures to mitigate impact please state below.	Deadline date	Lead Officer

4. Public Sector Equality Duty

How does your proposal meet the Public Sector Equality Duty (PSED) to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
2. Advance equality of opportunity between people from different groups
3. Foster good relations between people from different groups

Include details in the space below

The library service will continue to provide services from the new Town Centre Library for, and which are accessible by, the whole community including all the protected characteristics listed above.

5. Outcome of the Equality Impact Assessment (EqIA) click the box that applies

Outcome 1

No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality of opportunity are being addressed

Outcome 2

Adjustments to remove/mitigate negative impacts identified by the assessment, or to better advance equality, as stated in section 3&4

Outcome 3

This EqIA has identified discrimination and/ or missed opportunities to advance equality and/or foster good relations. However, it is still reasonable to continue with the activity. Outline the reasons for this and the information used to reach this decision in the space below.

Include details here