

INTEGRATED IMPACT ASSESSMENT COVERING

- **EQUALITIES & SOCIO ECONOMIC DUTIES**
- **HUMAN RIGHTS AND RIGHTS OF THE CHILD**

STAGE 1 - DO I NEED AN INTEGRATED IMPACT ASSESSMENT?

Name of policy or proposal: A5-10 Retire Mobile Library	
Is this a	Mark X below
New activity, programme or policy?	
Change to an existing activity, programme or policy?	X
Budget proposal?	X

Duties: tick the boxes you think apply	No	Maybe	Yes
Equalities: Will your proposal have an impact on groups with protected characteristics? <i>Consider the impact of your proposal on people and how they access your services and information without barriers.</i>			X
Socio-economic <i>Not every person/family has access to regular income or savings. Will your proposal have an adverse impact on them</i>			X
Does your proposal impact on the human rights of people?	X		
Does your proposal impact on the rights of children and young people			X

Reasoning
 Briefly describe your reasoning for the responses given above:

The mobile library service plays a vital role in supporting the elderly, infirm, sheltered housing, care homes, rural schools and rural areas where there is poor access to transport or there are particular difficulties in accessing transport.

Retiral of the mobile library will therefore impact protected characteristic groups such as disabled individuals, carers, the elderly as well as children that attend rural schools. Individuals may not have the available income or means to get transport to a local library if the mobile library service were to be retired.

When 4 Moray Libraries were closed back in 2013/14 as part of the mitigating factors for these closures it was agreed that the mobile library would start including these 4 towns/villages in the 5 week timetable of locations.

If you have answered “maybe” or “yes” to any of the Stage 1 questions above then proceed to complete the Stage 2 Integrated Impact Assessment questions below.

If you have answered “no” to the Stage 1 questions above then provide the details below and submit to [email]

Lead Officer for developing the contract	
Other people involved in the screening (this may be council staff, partners or others i.e. contractor or community)	
Date	

STAGE 2: INTEGRATED IMPACT ASSESSMENT

Brief description of the affected service

1. Describe what the service does:

The Sport and Culture Service has a shared purpose across the 4 teams (Sport & Leisure, Active Schools & Community Sport, Music Instruction & Performance and Libraries, Learning Centre & Heritage) of improving health and wellbeing, tackling inequalities, and helping to ‘close the gap’ in attainment through sport and physical activity, access to cultural activities, including library services and access to music. The Service works with internal and external partners to meet the needs of our Moray residents, deliver the outcomes within our Local Outcome Improvement Plan and our Moray Council Corporate Plan.

The mobile library operates on a five weekly rota basis and serves communities across the Moray area. The purpose of the mobile library service is to loan library books,

support members of the public to connect digitally, support our more vulnerable residents with resolving Council enquiries, provide school visits, provide social connections within rural communities to prevent isolation, provide information and connections on activities, events and opportunities for individuals that may not have the means/connections to do so.

The mobile library visits playgroups, schools, care homes, sheltered housing complexes and rural villages/towns. A number of housebound deliveries are also undertaken throughout each daily route. A number of these locations would be within the most deprived areas of Moray from both a rural deprivation perspective and as per the overall Scottish Index of Multiple Deprivation (SIMD).

The current 5 week rota includes 138 housebound deliveries, 9 sheltered housing/care homes, 20 playgroups/schools and 37 community/village stops.

2. Who are your main stakeholders?

In regards to Libraries, Learning Centres and Heritage our main stakeholders are the Scottish Library & Informational Council (SLIC), National Library of Scotland, NHS Grampian, Scottish Government, Council teams such as Family & Adult Learning and Youth Work, Moray College/UHI, Moray Pathways, Local Businesses, Community Groups, Customers/Users of library facilities and employees.

3. What changes as a result of the proposals? Is the service reduced or removed?

The proposal is to retire the mobile library vehicle – this in the main will mean that the vehicle will no longer be available/operational. The current mobile library vehicle is already at the end of life and would be required to be replaced at some point in 2024/25 regardless of this proposal. The Service were already investigating options in regards to the mobile library service for the future.

If the vehicle is not to be replaced then this will result in a reduced service offering.

The decision taken could be to retire the mobile library vehicle and not replace this service offering with any alternate model.

If an alternate service model was agreed – this would look to include a housebound delivery service that would be facilitated by volunteers and outreach visits/activity in the towns/villages where utilisation of the mobile library service is well received. This would require access into for example care homes, village halls, pubs, community assets to provide a service rather than being based within a vehicle.

This integrated impact assessment may also be further impacted by budget template A5-13 libraries rural closures, if some rural library closures were to also occur then increased

outreach activity may be required to offset these closures as a greater population impact on reduced library provision.

4. How will this affect your customers?

The mobile library service currently undertakes approx. 200 stops across Moray over the 5 week timetable, for some individuals it is the only in person social connection they may have during the week. The mobile service has in excess of 800 active borrowers and experienced approx. 6,500 of a footfall in 2022/23 with nearly 20,000 issues of books/materials.

The intention would be to reduce the impact on customers with the retirement of the mobile vehicle by putting alternative opportunities into these communities which would enable them to continue accessing a library service. This could be through housebound delivery, outreach activity or utilising the M-connect bus service (or similar service) to take users to their nearest library facility. We are also exploring funding opportunities in regards to digital lending devices that could be used to support our customers with digital connectivity in outlying areas.

5. Impact on staff providing the service

We currently have 1FTE member of staff that delivers the mobile library service as well as a relief member of staff. The function of the mobile library service also relies on library support staff based at Elgin Library.

The impact of this proposal may result in redeployment/redundancy/reduction of hours for those staff that specifically deliver the mobile library service. If an alternative delivery model is required then this will mean that the role requirements of existing staff may need to be reviewed and reevaluated/graded.

6. Please indicate if these apply to any of the protected characteristics

Protected groups	Potential impacts and considerations
Race	
Disability	Mobile library currently makes 138 house calls over the 5 week timetable, a number of these individuals will be housebound due to a disability. An alternative housebound delivery service facilitated by volunteers will be required to be explored.
Carers (for elderly, disabled or minors)	If disabled or elderly users can no longer access the mobile library then they will be reliant on carers taking them to a library for their library/digital needs etc – for those carers that do not have access to

	transport this may be an additional barrier as well as the additional inconvenience.
Sex	
Pregnancy and maternity (including breastfeeding)	
Sexual orientation	
Age (include children, young people, midlife and older people)	The mobile library visits 20 playgroups and schools providing access to books for young children to read outwith the education setting, these educational settings would no longer receive this opportunity in the future. A large percentage of users of the mobile library is older people – due to the fact they live in care homes/residential villages or simply are not fit to travel to their nearest library. If they have no means of accessing the mobile library service then this may impact their independence, digital connectivity and their social connections.
Religion, and or belief	
Gender reassignment	
Inequalities arising from socio-economic differences	19 of the 200 stops are situated in Scottish Index of Multiple Deprivation decile areas between 1-4.

Human rights

List of convention rights	Describe, where applicable, if and how specific rights are engaged
Article 5: Right to liberty and security	
Article 6: Right to a fair trial	
Article 8: Right to respect for private and family life, correspondence and the home	
<i>Article 10: Freedom of expression</i>	
<i>Article 11: Freedom of assembly and association</i>	
<i>Article 12: Right to marry</i>	
<i>Article 14: Prohibition of discrimination (in relation to the convention rights)</i>	
<i>Article 1 of Protocol 1: Protection of property</i>	
<i>Article 2 of Protocol 1: Right to education</i>	
<i>Article 3 of Protocol 1: Right to free elections by secret ballot</i>	

Children's Rights and Wellbeing

Relevant articles – UNCRC	
Article 2 – Non discrimination	
Article 12 – Respect of the views of the child	
Article 3.1 – Best interest of the child	
Article 6.2 – Right to survival and development	
Article 31 – Right to leisure, play and culture	20 playgroups/schools currently access the mobile library to access loan of books for curricular and extra curricular purposes therefore those pupils that currently access the mobile library will be restricted in the opportunities they currently receive in regards to leisure, play and culture.

7. Evidence. What information have you used to make your assessment?

Performance data	Data usage of the mobile library service Locations of the mobile library service in regards to distance to the nearest library facility
Internal consultation	Staff consultation
Consultation with affected groups	To follow
Local statistics	
National statistics	From a desktop exercise (not validated) 22 Local Authorities in Scotland seem to still provide a Mobile Library Service. In addition, 27 Local Authorities deliver a home delivery service, this is via either the mobile library service or a separate delivery function. Provide up-to-date data from SLIC on their Power BI platform – to follow
Other	

8. Evidence gaps

Do you need additional information in order to complete the information in the previous questions?
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Further investigation required in regards to users of the mobile library service – we do not record ‘protected characteristic groups’ as not a requirement so we are unable to accurately quantify the level of protected characteristic groups that access the mobile library service

9. Mitigating action

Can the impact of the proposed policy/activity be mitigated? Please explain

M-Connect Bus and similar services such as Dial A Bus could provide transportation to residents to access library facilities in Moray where required.

Housebound delivery service could be set up that is facilitated by volunteers thus continuing to support housebound individuals that are unable to travel to a library facility.

Outreach activity/work could be established where library staff go out to care homes, primary schools and community facilities (such as village hall) to provide a level of library service provision/support in identified communities of need.

Potential to also consider utilising the Mobile Information Bus through the Health Improvement team for outreach work/events as this is an accessible partner vehicle.

10. Justification

If nothing can be done to reduce the negative impact(s) but the proposed policy/activity must go ahead, what justification is there to continue with the change?

The current mobile library vehicle is at the end of its life in 2024, therefore we need to consider options for moving forward regardless of the budget saving requirements. As a Service we need to consider whether a mobile library vehicle is still an essential requirement to deliver our service or are there any alternative options that better meet the needs of our Moray communities. With removal of the vehicle we do plan to mitigate this action by providing alternative measures of library service to those that previously received support from the mobile service. As a Service the Mobile Library provision has not been reviewed for a number of years and as a consequence no consistent methodology has been applied. The management team are aware of potential improved efficiencies that could be made to this service to better reflect service needs and focus on supporting the most vulnerable in our Local Authority.

The mobile library does cover a significant area of Moray across the 5 week rota system, however we are also aware that a number of locations that the mobile library service visits are actually in towns that actually do have a library facility – such as Forres, Tomintoul, Elgin, Aberlour, Dufftown, Buckie, Keith, Cullen, Fochabers and Burghead. Therefore moving forward we need to focus our outreach resources and offering in towns/villages that are not within close proximity of a library facility. 71 of the current

mobile library stops are within a 2mile radius of a local library facility and 140 of them are within a 5mile radius – this further highlights that a review of the mobile library service deliver is required regardless of budget savings.

By introducing alternative measures to deliver this part of the service then this proposal is most certainly proportionate in its widest sense.

STAGE 1

SECTION 3 CONCLUDING THE IIA

Concluding the IIA

1. No potential negative impacts on any of the protected groups were found.	
2. Some potential negative impacts have been identified. The impacts relate to:	X
Reducing discrimination, harassment, victimisation or other conduct prohibited under the Equality Act 2010	X
Promoting equality of opportunity	X
Fostering good relations	X
3. The proposals interfere with human rights and/or the rights of the child	X
4. Negative impacts can be mitigated the proposals as outlined in question 8	
5. The negative impacts cannot be fully mitigated but are justified as outlined in question 9.	X
6. Further consultation with affected groups is needed.	X
7. It is advised not to go ahead with the proposals.	

Decision

Set out the rationale for deciding whether or not to proceed with the proposed actions:

Date of Decision:

Sign off and authorisation:

Service	Sport & Culture Service
Department	Education Resources & Communities
Policy/activity subject to IIA	A5-10 Retire Mobile Library
We have completed the integrated impact assessment for this policy/activity.	Name: Kim Slater Position: Sport & Culture Service Manager Date: 26 th September 2023
Authorisation by head of service	Name: Andy Hall Position: Acting Head of Education Resources & Communities Date: 26 th September 2023
Permission to publish on website -	
Please return this form to the Equal Opportunities Officer, Chief Executive's Office.	