




Ongoing from April 2024

Before completing this EIA please ensure you have read the EIA guidance notes – available from your Equality Officer or www.somerset.gov.uk/impactassessment

Organisation prepared for (mark as appropriate)	 Somerset Council	 NHS Somerset	 NHS Somerset NHS Foundation Trust
Version	1.0	Date Completed	9th August 2023 Draft 11th December 2023 Review 3rd January 2024 Review 15th February 2024 Review
Description of what is being impact assessed			
<p>Opportunity to rationalise the Somerset Council property estate in the West Somerset area. This EIA specifically focusses on the potential to move the library, registration and children’s centre services in to West Somerset House and declare the Library and Children’s Centre as a surplus assets for disposal. Also included is Beckett House which is currently used as an enterprise centre run by the Economic Development Team. This building is tenanted and does not have any SC staff operating from the building.</p>			
Evidence			
<p>What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the Office of National Statistics, Somerset Intelligence Partnership, Somerset’s Joint Strategic Needs Analysis (JSNA), Staff and/ or area profiles, should be detailed here³</p>			
<p>SAP data shows the following information for staff operating out of impacted buildings in West Somerset (this has not been split by building due to low numbers of staff in some locations that may make it possible to identify individuals);</p>			

63 members of staff have West Somerset House, Williton Library or Williton children's centre listed as their contractual place of work
 79% are female and 21% are male
 37% are aged 55+
 No disabilities identified, 39 answered 'prefer not to say'

Library membership data at Williton Library shows a total of 1,215 customers registered. 5 people are registered as 'Access Adult' which is a concessionary category that gives concessions such as free reservations on large print. The category was originally created to support visually impaired customers. 287 customers (24%) are under the age of eighteen. 118 members are online only customers who have access to electronic resources but not physical items. There are also 26 users registered as home library service customers and this category is additionally used where it is not appropriate for customers to be issued with fines (for example a customer with dementia). The data does not give specific details but provides an indication of the numbers of customer who may have protected characteristic

Who have you consulted with to assess possible impact on protected groups and what have they told you? If you have not consulted other people, please explain why?

Service Managers, line managers, local Town, Parish and Somerset Council ward Members.

Analysis of impact on protected groups

The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<ul style="list-style-type: none"> Some sensory loss & musculoskeletal conditions are linked to age & these conditions can mean that reasonable adjustments are needed. If required, these will be provided at project implementation stage. 	□	⊗	□

Disability	<ul style="list-style-type: none"> • Employees or customers with neurodivergence are likely to find moving to a new building or increased people within a building challenging and may suffer increased anxiety as a result of the change. • Employees with specific requirements/adjustments in place will encounter a negative impact if equipment is not moved at the same time as the staff moves take place . Staff with reasonable adjustments often require different adjustments when their environment is changed. New DSE assessments and a review of reasonable adjustments will be required once moves have taken place. • Customers who have historically viewed the library as a quiet space may find a busier/noisier environment more challenging. • Staff or customers using wheelchairs or mobility aids will be impacted if the design of the space does not allow adequate space to move around the building • Visually impaired customers may encounter difficulties accessing large text section if this is moved to an unfamiliar area or above ground floor 	☒	☐	☐
Gender reassignment	<ul style="list-style-type: none"> • Protected characteristics of gender reassignment have been considered and no negative impacts have been identified 	☐	☒	☐
Marriage and civil partnership	<ul style="list-style-type: none"> • Protected characteristics of marriage and civil partnership have been considered and no negative impacts have been identified 	☐	☒	☐
Pregnancy and maternity	<ul style="list-style-type: none"> • Employees with specific requirements/adjustments in place will encounter a negative impact if equipment is not moved at the same time as the staff moves take place. New DSE assessments will be required. 	☐	☒	☐

	<ul style="list-style-type: none"> Pregnant women or those with prams/pushchairs may be impacted if the design of the space does not allow adequate room to move around the building. 			
Race and ethnicity	<ul style="list-style-type: none"> Protected characteristics of race and ethnicity have been considered and no negative impacts have been identified 	☐	☒	☐
Religion or belief	<ul style="list-style-type: none"> Protected characteristics of religion or belief have been considered and no negative impacts have been identified 	☐	☒	☐
Sex	<ul style="list-style-type: none"> Protected characteristics of sex have been considered and no negative impacts have been identified 	☐	☒	☐
Sexual orientation	<ul style="list-style-type: none"> Protected characteristics of sexual orientation have been considered and no negative impacts have been identified 	☐	☒	☐
Armed Forces (including serving personnel, families and veterans)	<ul style="list-style-type: none"> The armed forces protected group has been considered and no negative impacts have been identified 	☐	☒	☐
Other, e.g. carers, low income,	<ul style="list-style-type: none"> No negative impacts have been identified arising from these proposals <p>Customer access to services will be maintained in the Williton area which supports local provision in a rural area. It will ensure customers can still access services local to home.</p>	☐	☒	☐

rurality/isolation, etc.				
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Negative outcomes action plan
 Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
The project will deliver co-located customer service provision (library, children’s centre, customer access point) on the ground floor at West Somerset House. Whilst it is understood that employees or customers with neurodivergence are likely to find moving to a new building challenging, the move would allow customers to access all council services from one site rather than potentially needing to visit 3 at present. Toilets (including accessible) are located on the ground floor where there is level access through double automatic doors.	Ongoing from April 2024	Carrie Russell, Property Project Officer	Via project team meetings	
For staff or customers accessing first or second floors, there are two lifts in the building, tag evac chairs on all stairwells and toilets on the first floor including a further accessible toilet all of which will be retained.	Ongoing from April 2024	Carrie Russell, Property Project Officer	Via project team meetings	
Car park with disabled parking bays outside the front door of WSH and in slightly closer proximity that the library and children’s centre buildings	Ongoing from April 2024	Carrie Russell, Property Project Officer	Via project team meetings	

<p>Access to public health nursing team will be provided in the old Council Chamber area which is separate to the rest of the building. The chamber will be reconfigured to provide the necessary confidential space required for family case meetings, breast feeding clinics, baby weigh ins etc. The service has been able to stipulate specific requirements as part of the reconfiguration which should provide more fit for purpose, modern space. Baby change facilities will provided in ground floor toilets.</p>	<p>Ongoing from April 2024</p>	<p>Carrie Russell, Property Project Officer</p>	<p>Via project team meetings</p>	
<p>Where a member of staff has DSE requirements that require specific equipment/desk set up, this will be enabled at point of move by FM/IT teams. Revised DSE assessments will be encouraged for staff who have moved to new locations.</p>	<p>Ongoing from April 2024</p>	<p>Sara Kelly, Programme Manager, Property Rationalisation Team</p>	<p>Floor walkers during moves</p>	
<p>A range of seating with and without arms provided throughout the library so that pregnant or breast-feeding mothers have a good choice over the type of chair or area where they would like to nurse</p>	<p>Ongoing from April 2024</p>	<p>Vicky Harvey, Project Officer - Libraries Improve Prog</p>	<p>Via project team meetings</p>	
<p>The internal library layout will be designed to ensure there will be ample space between units and items of furniture to allow for the manoeuvrability of wheelchairs, mobility aids, prams and buggies.</p>	<p>Ongoing from April 2024</p>	<p>Vicky Harvey, Project Officer - Libraries Improve Prog</p>	<p>Via project team meetings</p>	

Offer a range of different types of seating with and without arms. Avoid chairs that are too low in the adult library and offer a range of high and low seating in the children’s library to suit children and adults alike.	Ongoing from April 2024	Vicky Harvey, Project Officer - Libraries Improve Prog	Ongoing monitoring and review by staff teams to ensure seats are in the right place	
Any changes to flooring materials will be selected to ensure they do not present a hazard or challenge for disabled staff or customers.	Ongoing from April 2024	Vicky Harvey, Project Officer - Libraries Improve Prog	Ongoing monitoring	

If negative impacts remain, please provide an explanation below.

Completed by:	Sara Kelly
Date	9 th August 2023, 11 th December 2023, 3 rd January 2024, 15 th February
Signed off by:	Ollie Woodhams
Date	
Equality Lead sign off name:	Michelle Anderson
Equality Lead sign off date:	
To be reviewed by: (officer name)	Sara Kelly
Review date:	1 July 2024