

Impact Assessment

Reduce Library Provision 2024/25, 2025/26



Impact Assessments (IA) are a process of assessing how our proposals and decisions might impact upon different types of people and communities and developing proposals in line with relevant legislation.

This is a legal requirement, and ensures the Council considers key legislation, including Equalities, Welsh language, Future Generations, Socio-economic Duty and Risk when developing proposals.

It will also help the Council make the best possible decisions for the people of Powys.

1. Proposal Information

| | |
|--------------------------------|--|
| Author Name | Catherine Richards, Professional Lead – Arts and Culture |
| Head of Service | Jenny Ashton, Interim Head of Community Services |
| Portfolio Holder | David Selby, Portfolio Holder for Cabinet Member for a More Prosperous Powys |
| Proposal title | Budget Reductions - Library Service 2024/25, 2025/26 |
| Description of proposal | To reduce the Library Service provision by £34,500 in 2024/25 and by £34,500 in 2025/26. The savings can only be achieved if the equivalent amount is realised through grant funding support in year one and further work is undertaken to reduce the library service provision / offer in line with 'Sustainable Powys / Place-based planning' in the future. |

2. Savings and Consultation

Profile of savings delivery

| 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028+ | Total Savings |
|---------|---------|---------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| £56,770 | £34,500 | £34,500 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Further information

It is proposed that £34,500 is removed from the library revenue budget in 2024/25 and £34,500 in 2025/26. The savings can only be achieved if the equivalent amount is found through grant funding support to offset this reduction in year one and further work is undertaken to reduce the library service provision / offer in line with 'Sustainable Powys / Place-based planning' in the future. Any reductions would also impact the authority's ability to achieve the requirements of the Welsh Library Standards.

Consultation requirements

| | |
|--------------------------------|-----|
| Consultation required? | Yes |
| Union consultation date | TBC |
| Staff consultation date | TBC |

Public consultation date

TBC

Consultation plan (or justification where no consultation is required)

Consultation is not required in year one as the proposed savings still enable the Library Service to operate without any impact, providing the equivalent amount can be found through grant funding. Consultation will be required for proposed savings in 2024/25 as it is likely that there will be a reduced number of physical library buildings. Although, alternative service delivery such as 'click & collect' or a smaller community offer could be available in some areas of Powys.

3. Impact on other service areas, geographical areas, and data protection

1a. Impact on other service areas

No perceived impact in 2024/25. In future years, other services that use library buildings in areas of Powys that will not be the 'main hubs' may need to find alternative facilities / venues to hold meetings, activity sessions, 'drop in surgeries', local interest / support groups. The Powys Council 'customer experience' will also need to be considered as many residents and visitors access the library to contact other council services, use publicly available computers and find out about local information.

1b. Impact on geographical locations

The entire county

1c. Data protection impact assessment

Will the proposal involve processing the personal details of individuals?

No

Is Powys County Council the data controller?

No

Further information

Click or tap here to enter text.

4. Impact on well-being goals including Welsh language and equalities

1d. A prosperous Wales

| | |
|-------------------------|---|
| Impact | There should be no direct impact in 2024/25. Depending how people choose to access the library service and for what purpose, there may be some impact from 2025/26 as there could be less opportunities for people to access publicly available computers (and the expertise of library staff) to help develop/educate themselves, therefore impacting on the innovative, productive and low carbon society – unless there are other facilities / resources available locally. This may also impact the ability of the authority to achieve the Welsh Library Standards to an acceptable level. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1e. A resilient Wales

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|-------------------------|--|
| Impact | There should be no direct impact in 2024/25. Depending how people choose to access the library service and for what purpose, there may be some impact from 2025/26 as there could be less opportunities for people to access publicly available computers and the expertise of library staff – people will need to find alternative ways to access services. |
| Impact Rating | Unknown |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1f. A healthier Wales

| | |
|-------------------------|---|
| Impact | A reduction in library provision may impact people's mental health and wellbeing as access to libraries and the services they offer, help to support residents and communities in a range of aspects such as self-help and education, digital access and support and activity groups. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1g. A Wales of cohesive communities

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|-------------------------|---|
| Impact | The proposed reduction in 2025/26 may have an impact on the attractiveness, viability, safe and well-connected communities if appropriate / similar alternative provision in more rural areas is not available. Residents and communities access library buildings for a variety of purposes, not least for social and mental health and wellbeing. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1h. A globally responsible Wales

| | |
|-------------------------|---|
| Impact | The proposal in 2025/26 may impact the ability to improve the economic, social, environmental and cultural well-being of Powys communities if an alternative and suitable provision is not available. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1i. A Wales of vibrant culture and thriving Welsh language

Using Welsh

| | |
|-------------------------|--|
| Impact | The proposal for 205/26 may impact on society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation unless a suitable alternative provision can be implemented. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Neutral |

Promoting Welsh

| | |
|-------------------------|--|
| Impact | The proposal for 205/26 may impact on society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation unless a suitable alternative provision can be implemented. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

Sports, Art & Recreation

| | |
|----------------------|--|
| Impact | The proposal for 205/26 may impact on society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation unless a suitable alternative provision can be implemented. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |

| | |
|-------------------------|---------|
| Mitigated Rating | Unknown |
|-------------------------|---------|

1j. A more equal Wales

Age

| | |
|-------------------------|---|
| Impact | A wide and varied range of residents, visitors and communities utilise the library provision for a number of different reasons i.e. activity and support groups, digital awareness and access and education and research purposes. The older generation are regular users of the library for social and support purposes. An impact to all ages would be experienced unless suitable, alternative resources and provision could be secured. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

Disability

| | |
|-------------------------|---|
| Impact | A wide and varied range of residents, visitors and communities utilise the library provision for a number of different reasons i.e. activity and support groups, digital awareness and access and education and research purposes. People with a variety of disabilities are regular users of the library for social and support purposes. An impact to disabled customers would be experienced unless suitable, alternative resources and provision could be secured |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

Gender Reassignment

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|----------------------|---------|
| Impact | None |
| Impact Rating | Neutral |

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|-------------------------|----------------------------------|
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Marriage or Civil Partnership

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|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Race

| | |
|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Religion or belief

| | |
|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Sex

| | |
|----------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |

| | |
|-------------------------|---------|
| Mitigated Rating | Neutral |
|-------------------------|---------|

Sexual Orientation

| | |
|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Pregnancy and Maternity

| | |
|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

Socio-economic Duty

| | |
|-------------------------|--|
| Impact | A reduction in library provision may have an impact to those residents who do not have their own digital devices and need assistance to access council and other services and are not confident to communicate digitally – unless a suitable, alternative provision can be identified. |
| Impact Rating | Poor |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

1k. Evidence

Adult library user survey data
 Results of public and staff consultation
 List of services provided by branch libraries
 Library management system membership and usage data “Connected and ambitions libraries”
 Welsh Public Library Standards framework
 Analysis of library membership postcodes

5. Impact on key guiding principles & workforce

1l. Sustainable development principles

Long-term

| | |
|-------------------------|--|
| Impact | The significant financial challenge is acknowledged and the need to reduce or change how the Council delivers services in the future is understood. The budget reduction in 2024/25 can be managed if sufficient grant funding is available. From 2025/26 alternative ways of working / provision will need to be implemented in conjunction with Powys’ ‘place-based planning’ to achieve further reductions. |
| Impact Rating | Unknown |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Unknown |

Collaboration

| | |
|-------------------------|--|
| Impact | It will be necessary to work with interested stakeholders, community groups, willing volunteers, businesses and partners to identify alternative, suitable, local provision. |
| Impact Rating | Unknown |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible. |
| Mitigated Rating | Neutral |

Involvement (including Communication & Engagement)

| | |
|-------------------------|---|
| Impact | There may be an impact if the importance of involving people with an interest in achieving this well-being goal and ensuring that those people reflect the diversity of the area which the Council serves is not undertaken appropriately. It will be essential to engage and communicate with residents, communities, and other interested stakeholders. |
| Impact Rating | Neutral |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible |
| Mitigated Rating | Unknown |

Prevention

| | |
|-------------------------|--|
| Impact | If appropriate engagement and communication is undertaken with residents, stakeholders and other interested parties with regards to the proposed reductions and actions to implement mitigation, this will reduce the impact of the proposals. |
| Impact Rating | Neutral |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible |
| Mitigated Rating | Unknown |

Integration

| | |
|-------------------------|---|
| Impact | The library service will work in conjunction with Powys' place-based planning objectives to reduce the impact on residents, communities and other stakeholders. |
| Impact Rating | Neutral |
| Mitigation | Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible |
| Mitigated Rating | Unknown |

1m. Impact on the workforce

| | |
|-------------------------|---|
| Impact | A reduction of library provision in 2025/26 could see a reduction in the numbers of staff (loss of jobs) who work in the service. Where possible, staff will be redeployed. Risk of loss of knowledge and experience and ability to fulfil Powys' 'customer experience' objectives. |
| Impact Rating | Poor |
| Mitigation | Potential redeployment of staff. |
| Mitigated Rating | Unknown |

1n. Impact on payroll

| | |
|-------------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |
| Mitigated Rating | Neutral |

1o. Welsh language impact on Staff

| | |
|-------------------------|--|
| Impact | The proposed reductions in 2024/25 may have an impact on Welsh speaking staff and customers. |
| Impact Rating | Unknown |
| Mitigation | Potential redeployment opportunities. |
| Mitigated Rating | Unknown |

1p. Impact on apprenticeships

| | |
|----------------------|----------------------------------|
| Impact | None |
| Impact Rating | Neutral |
| Mitigation | Click or tap here to enter text. |

Mitigated Rating Neutral

1q. Evidence

Adult library user survey data
Results of public and staff consultation
List of services provided by branch libraries
Library management system membership and usage data “Connected and ambitions libraries”
Welsh Public Library Standards framework
Analysis of library membership postcodes
Trent staff data (Corporate Insight Centre)
Welsh Public Library Standards return

6. Likelihood and risks

Risk 1

Possible action by Welsh Government in line with Welsh Public Library Standards

| | | | | | |
|-------------------------|---|---------------------|---|--------------------|---|
| Likelihood score | 2 | Impact score | 2 | Risk rating | 4 |
|-------------------------|---|---------------------|---|--------------------|---|

Mitigation

Grant income to offset budget reductions

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|----------------------------------|---|------------------------------|---|-----------------------------|---|
| Residual likelihood score | 1 | Residual impact score | 1 | Residual risk rating | 1 |
|----------------------------------|---|------------------------------|---|-----------------------------|---|

Risk 2

Reduced provision could result in less participation / contact with residents, community groups and other stakeholders.

| | | | | | |
|-------------------------|---|---------------------|---|--------------------|---|
| Likelihood score | 2 | Impact score | 2 | Risk rating | 4 |
|-------------------------|---|---------------------|---|--------------------|---|

Mitigation

Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible

| | | | | | |
|----------------------------------|---|------------------------------|---|-----------------------------|---|
| Residual likelihood score | 2 | Residual impact score | 2 | Residual risk rating | 4 |
|----------------------------------|---|------------------------------|---|-----------------------------|---|

Risk 3

Residents, communities and other interested stakeholders are not able to access services in the same way or provision is not available locally or in a way that they are able to access.

| | | | | | |
|-------------------------|---|---------------------|---|--------------------|---|
| Likelihood score | 3 | Impact score | 3 | Risk rating | 9 |
|-------------------------|---|---------------------|---|--------------------|---|

Mitigation

Explore options for locally available provision. Work with communities and interested stakeholders, willing volunteers and implement alternative methods of delivery where possible

| | | | | | |
|----------------------------------|---|------------------------------|---|-----------------------------|---|
| Residual likelihood score | 2 | Residual impact score | 2 | Residual risk rating | 4 |
|----------------------------------|---|------------------------------|---|-----------------------------|---|

Risk 4

Click or tap here to enter text.

| | | | | | |
|-------------------------|-----------------|---------------------|-----------------|--------------------|-----------------|
| Likelihood score | Choose an item. | Impact score | Choose an item. | Risk rating | Choose an item. |
|-------------------------|-----------------|---------------------|-----------------|--------------------|-----------------|

Mitigation

Click or tap here to enter text.

| | | | | | |
|----------------------------------|-----------------|------------------------------|-----------------|-----------------------------|-----------------|
| Residual likelihood score | Choose an item. | Residual impact score | Choose an item. | Residual risk rating | Choose an item. |
|----------------------------------|-----------------|------------------------------|-----------------|-----------------------------|-----------------|

Risk 5

Click or tap here to enter text.

Likelihood score

Choose an item.

Impact score

Choose an item.

Risk rating

Choose an item.

Mitigation

Click or tap here to enter text.

Residual likelihood score

Choose an item.

Residual impact score

Choose an item.

Residual risk rating

Choose an item.

7. Overall summary and judgement

Outline assessment

To reduce the Library provision by £34,500 in 2024/25 and by £34,500 in 2025/26. The savings can only be achieved if the equivalent amount is realised through grant funding support in year one and further work is undertaken to reduce the library service provision / offer in line with 'Sustainable Powys / Place-based planning' in the future.

Cabinet reference

Click or tap here to enter text.

8. Additional evidence

Click or tap here to enter text.

9. Monitoring arrangements

Decision will be monitored and due attention paid to comments from Welsh Government following future Public Library Standards returns

Review date

31/12/2024