



INTEGRATED IMPACT ASSESSMENT (IIA) TOOL

Proposal Details

Title of Policy / Proposal / Initiative	
Co-locate library provision with other Council Services wherever possible.	
Service Area	Officer completing IIA
Customer Contact ICT and Digital	Alan Morris
Corporate Lead Officer	Strategic Director
Alan Morris	James Starbuck
Please give a brief description of the purpose of the proposal	
Retain a presence in each of the 4 current towns but co-locate library provision with other Council Services where-ever possible, combined with reviewing every location's opening hours.	
Who will be directly affected by this proposal? HINT	
Library users and staff in those buildings	
Have those who will be affected by the proposal had the opportunity to comment on it?	
No	

Version Control

The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision-making process. It is important to keep a record of this process so that we can demonstrate how we have considered and included sustainable development, Welsh language and equality considerations wherever possible.

Version Number	Author	Decision making stage HINT	Date Considered	Description of any amendments made HINT

1	Alan Morris	Prior to final council decision	29/02/24	

Council Corporate Well-being Objectives

Which of the Council's Corporate Well-being Objectives does this proposal address and how? Click here to read a summary of our [Corporate Strategy 2022-27](#)

Boosting the economy, supporting business, and enabling employment.	Free up town centre space for businesses.
Creating caring and healthy communities	Create joined up services with better collaboration with other services.
Providing the best start in life and enabling learning at all ages	Continued sustainable library provision with reduced costs.
Creating sustainable, greener, and well-connected communities	Better utilising our buildings and focusing resources on sustainable and energy efficient assets.

National Well-being Goal: A Prosperous Wales

An innovative, productive, and low carbon society where everyone has decent work and there is no poverty.

Click [here](#) for information about a prosperous Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

This will deliver sustainable well-managed services and will free up some key town centre buildings which can foster new business and support an entrepreneurial culture and support the creation of new businesses.

Reduced carbon footprint from services.

Some service users will need to walk/travel a little further to visit, although some will also be closer.

Some limited reduction in opening hours.

What evidence do you have to support this view?

Detailed assessments on potential future uses are being investigated but we know that by combining services we can reduce costs, improve the sustainability of services and reduce our overall carbon footprint.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Signage and communications plan will need to be in place to support the change.

Adjusting hours where statistics show low numbers of visitors

National Well-being Goal: A Resilient Wales

A society where biodiversity is maintained and enhanced and where ecosystems are healthy and functioning.

Click [here](#) for information about a resilient Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

There will be opportunities to invest in core buildings and to improve a more limited stock of buildings.

What evidence do you have to support this view?

Combining of services will reduce inefficiencies from heating and powering multiple buildings and improve sustainability.

There will be no impact on green spaces.

Proposed new buildings will have efficiency measures in place, will remain accessible by public transport and have new access to charging points.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Ensure good communication with stakeholders.

National Well-being Goal: A Healthier Wales

A society where people make healthy choices and enjoy good physical and mental health.

Click [here](#) for information about a healthier Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

Relocating libraries with other services such as the wellbeing centre or independent living centre will enhance opportunities to support wider wellbeing goals and for library resources to support Healthier Wales projects.

What evidence do you have to support this view?

Libraries already provide support for many vulnerable users and combining services will create more opportunities to signpost and support a wider range of user issues.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Continued collaboration across services.

National Well-being Goal: A More Equal Wales

A society where everyone has an equal chance whatever their background or circumstances.

This section is longer because you are asked to assess the impact of your proposal on each group that is protected by the **Equality Act 2010**.

Click [here](#) for information about equality in Wales.

Do you think this proposal will have a positive or a negative impact on people because of their age? (Click [here](#) for information)

Children and Young People up to 18	None / Negligible
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People 18-50	None / Negligible
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Older people 50+	None / Negligible
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Describe the positive or negative impacts.

Overall this should improve the collaboration across services and generally offer a better service to users. At one site a reduced floor space may impact on the collection of books but other sites should have additional space. All sites will still offer a good service and will have access to additional space and a modern building design to reduce costs and energy usage.

Limited reduction in hours will impact few users and have limited impact.

What evidence do you have to support this?

Building plans, visitor numbers

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

There are limited negative impacts. Where space is a premium utilising wider building space in innovative ways to maximise collection space will be considered. The better shaped rooms will allow higher shelving and whilst designs have not been finalised, we hope to mitigate issues in the design phase. Any reduction in hours will be selected carefully to limit impact.

Do you think this proposal will have a positive or a negative impact on people because of their disability? (Click [here](#) for information)

Hearing Impairment	None / Negligible
Physical Impairment	None / Negligible
Visual Impairment	None / Negligible
Learning Disability	None / Negligible
Long Standing Illness	None / Negligible
Mental Health	None / Negligible
Other	None / Negligible

Describe the positive or negative impacts.

The redesigned spaces should have little impact although in Lampeter users may have to use a lift to access services on the first floor.

What evidence do you have to support this?

Initial designs

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Building designs are taking into account all users needs.

Do you think this proposal will have a positive or a negative impact on people who are transgender? (Click [here](#) for information)

Trans Women	None / Negligible
Trans Men	None / Negligible
Non-binary people	None / Negligible

Describe the positive or negative impacts

No impact expected

What evidence do you have to support this?

We see no evidence of effect to this group

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Click [here](#) for information)

Bisexual	None / Negligible
Gay Men	None / Negligible
Gay Women/Lesbian	None / Negligible
Heterosexual/Straight	None / Negligible

Describe the positive or negative impacts

We see no evidence of effect to this group

What evidence do you have to support this?

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people who are married or in a civil partnership? (Click [here](#) for information)

People who are married

None / Negligible

People in a civil partnership

None / Negligible

Describe the positive or negative impacts

We see no evidence of effect to this group

What evidence do you have to support this?

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people who are pregnant or on maternity leave? (Click [here](#) for information)

Pregnancy

None / Negligible

Maternity

None / Negligible

Describe the positive or negative impacts

We see little or no evidence of effect to this group

What evidence do you have to support this?

What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?

Do you think this proposal will have a positive or a negative impact on people because of their ethnic origin? (Click [here](#) for information)

Asian / Asian British	None / Negligible
Black / African / Caribbean / Black British	None / Negligible
Mixed / Multiple Ethnic Groups	None / Negligible
White	None / Negligible
Other Ethnic Groups	None / Negligible

Describe the positive or negative impacts

We see no evidence of effect to this group

What evidence do you have to support this?

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs, or non-beliefs? (Click [here](#) for information)

Buddhist	None / Negligible
Christian	None / Negligible
Hindu	None / Negligible
Humanist	None / Negligible

Jewish	None / Negligible
Muslim	None / Negligible
Sikh	None / Negligible
Non-belief	None / Negligible
Other	None / Negligible
Describe the positive or negative impacts	
We see no evidence of effect to this group	
What evidence do you have to support this?	
What action(s) can you to take to mitigate any negative impacts?	
Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?	

Do you think this proposal will have a positive or a negative impact on men or women? (Click here for information)	
Men	None / Negligible
Women	None / Negligible
Describe the positive or negative impacts	
We see no evidence of effect to this group	
What evidence do you have to support this?	
What action(s) can you to take to mitigate any negative impacts?	
Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between men and women?	

Do you think this proposal will have a positive or a negative impact on people from the Armed Forces Community? (Click here for information)	
Members of the Armed Forces	None / Negligible
Veterans	None / Negligible
Spouses	None / Negligible
Children	None / Negligible
Describe the positive or negative impacts	
We see no evidence of effect to this group	
What evidence do you have to support this?	
What action(s) can you to take to mitigate any negative impacts?	

Socio-economic Duty

Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, making it more difficult to access basic goods and services.

Family background or where a person is born still affects their life. For example, a child from a wealthy family often does better at school than a child from a poor family, even if the poorer child is more naturally academic. This is sometimes called socio-economic inequality.

Do you think this proposal will have a positive or a negative impact on people experiencing socio-economic disadvantage?	None / Negligible
Describe the positive or negative impacts	
We see no evidence of effect to this group	
What evidence do you have to support this?	

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

National Well-being Goal: A Wales of Cohesive Communities

A society with attractive, viable, safe, and well-connected communities.

Click [here](#) for information about cohesive communities.

Does the proposal contribute to this goal? Describe the positive or negative impacts. [HINT](#)

By hosting multiple services from the same location we would hope to improve collaboration, improve signposting between services and encourage more users to access services.

What evidence do you have to support this view?

For example, wellbeing users could have tailored access to library resources to support their wellbeing needs.

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Continued collaboration between services to create a joined up approach.

National Well-being Goal: A Wales of Vibrant Culture and Thriving Welsh Language

A society that that promotes and protects culture, heritage, and the Welsh language and which encourages people to take part in the arts, sports, and recreation.

Click [here](#) for information about culture and the Welsh language

Does the proposal contribute to this goal? Describe the positive or negative impacts.

There should be no impact or change to this goal

What evidence do you have to support this view?	
No change planned	
What action(s) can you take to mitigate any negative impacts or better contribute to the goal?	
N/A all services will continue to offer bilingual support and positive support of the Welsh language	
With reference to the following, do you think this proposal will have a positive or negative effect on the Welsh language?	
Click here for information	
Opportunities for people to use the Welsh language	None / Negligible
Treating the Welsh language, no less favourably than the English language	None / Negligible
What evidence do you have to support this view?	
all services will continue to offer bilingual support and positive support of the Welsh language	
What action(s) can you take to increase the positive impact or mitigate any negative impact on the Welsh language?	
We will take the opportunity to refocus support as services migrate.	

National Well-being Goal: A Globally Responsible Wales

A society that considers how our actions might impact on other countries and people around the world.

Click [here](#) for information about global responsibility.

Does the proposal contribute to this goal? Describe the positive or negative impacts. HINT
The relocation to shared buildings will reduce the carbon footprint and fully utilise the most sustainable of our buildings
What evidence do you have to support this view?

Energy usage stats

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Take the opportunity to reassess any equipment or migration of services to ensure energy efficiency.

Strengthening the Proposal

If you have identified any negative impacts in the above sections, please provide details of any practical changes and actions that could help remove or reduce the negative impacts.

What will you do?	When?	Who is responsible?	Progress
Ensure good quality comms plan	April	CLO Customer Contact	Started
Ensure review of all equipment and services to be sustainable and low energy	June	CLO Customer Contact	Started
If no action is to be taken to remove or mitigate negative impacts, please justify why. (If you have identified any unlawful discrimination then the proposal must be changed or revised.)			
How will you monitor the impact and effectiveness of the proposal?			

Sustainable Development Principle: 5 Ways of Working

Describe below how you have implemented the five ways of working in accordance with the sustainable development principle of the Well-being of Future Generations (Wales) Act 2015



<p>Long term Balancing short-term needs with long-term need and planning for the future.</p> <p><u>HINT</u></p>	<p>Looked at the long-term sustainability of our buildings to ensure full use and reduced environmental impact.</p>
<p>Collaboration Working together with other partners to deliver.</p> <p><u>HINT</u></p>	<p>Working with other services to deliver services in a shared space.</p>
<p>Involvement Involving those with an interest and seeking their views.</p> <p><u>HINT</u></p>	<p>A public consultation will take place.</p>
<p>Prevention Putting resources into preventing problems occurring or getting worse.</p> <p><u>HINT</u></p>	<p>Through considering the sustainability of services we will reduce the long term carbon footprint and free up buildings for redevelopment and reuse</p>
<p>Integration Considering the impact of your proposal on the four pillars of well-being (social, economic, cultural and environment) the objectives of other public bodies and across service areas in the Council.</p> <p><u>HINT</u></p>	<p>We will be looking to collaborate on service delivery and seek benefits from shared service location. For example, providing books supporting Wellbeing activities.</p>

Risk

Summarise the risk associated with the proposal.

	1	2	3	4	5
Impact Criteria	Very Low	Low	Medium	High	Very High
Likelihood Criteria	Unlikely to occur	Lower than average chance of occurring	Even chance of occurring	Higher than average chance of occurring	Expected to occur
Risk Description	Impact	Probability	Score (Impact x Likelihood)		
Reduced user attendance	Unlikely	Low	2		
Reduced collection space	Low	Low	4		

Sign Off

Position	Name	Signature	Date
Corporate Manager	Joy Lake		19/02/2024
Corporate Lead Officer			19/02/2024
Corporate Director			20/02/2024
Portfolio Holder			22/02/2024