

Draft Initial Equality Analysis

Directorate	Service	Person responsible for the analysis :	Date analysis completed:
Communities	Economy and Culture, Libraries and Heritage	Mark McCree, Collections Access Manager	22/2/12
Title of the policy* being considered <u>* policy is defined as policy, functions(including service delivery) and decisions</u>	Collections Access Policy		
The status of the policy	New / DRAFT		
1.) What are the aims, objectives and purpose of the policy?	<p>The over-arching aim of this policy is to set out a framework for the development and management of collections owned by Lincolnshire County Council Libraries and Heritage, and the access to those collections.</p> <p>This policy aims to enable staff to develop and manage museum, library, archive and local studies collections, and access to them, in a holistic, ambitious and professional way; in line with the County Council's vision and purpose.</p> <p>The policy also aims to ensure that access to collections is inclusive and customer-centred.</p>		
2.) Does the policy support other objectives of the Council?	<ul style="list-style-type: none"> • LCC Core Vision and Purpose • Delivery of Libraries and Heritage Service Plan 		

Draft Initial Equality Analysis

<p>3.) Who is intended to benefit from the policy, and in what way?</p>	<ul style="list-style-type: none"> • Public - clearer vision for collections access; greater access to collections per se, increase effectiveness (in terms of use of resources), more accountability. • Staff – framework will support and underpin day to day working; sets out vision and purpose for collections access work. • Elected Members – policy sets out a strong framework for Libraries and Heritage collections access and a robust approach that aligns to Council priorities and purpose. • Profession – The Museums, Libraries and Archives professional bodies all have a strong code of standards and ethics that underpin practice; the fact that LCC has strong policy coverage is beneficial in this respect and will be important in helping LCC forge partnerships and pursue funding. 		
<p>4.) What outcomes* are anticipated from the policy being in place? * outcomes are the changes that the policy is trying to bring about; why we are doing it</p>	<p>The policy establishes core purpose and principles, which it seeks to deliver (see sections 5 and 6); the core outcomes being:</p> <p>Providing Access – this policy governs access to collections for all customers, in Lincolnshire and beyond.</p> <p>Protecting Assets – this policy establishes the framework for the care and preservation of LCC Libraries and Heritage collections for current and future generations.</p> <p>Fulfilling legal responsibility – the county is legally and professionally responsible for the protection and preservation of collections and provision of access to them; this policy is central to this practice.</p> <p>Effective Use of Resources – this policy sets out how collections will be managed and developed in the most efficient and effective way.</p>		
<p>5.) Who are the main</p>	<p>Community</p>	<p>Staff</p>	<p>Partners</p>

Draft Initial Equality Analysis

stakeholders of this policy?	- The general public: in Lincolnshire and also across the region, nation and world	- Libraries and Heritage Collections Access team, Managers, frontline staff	- Friends of Lincoln Museums and Gallery - Elected Members - Professional bodies, including: Arts Council England/East Midlands, Chartered Institute of Library and Information Professional (CILIP), Museums Association, and The National Archives
6a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to age?	No		
6b. What evidence (actual data or assumptions) do you have to support this?	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>		

Draft Initial Equality Analysis

6c. What can we do to mitigate the concerns?	N/A	
7a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to disability?	No	
7b. What evidence (actual data or assumptions) do you have to support this?	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
7c. What can we do to mitigate the concerns?	N/A	
8a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to gender reassignment* *(trans, transgender, transsexual)	No	

Draft Initial Equality Analysis

<p>8b. What evidence (actual data or assumptions) do you have to support this?</p>	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
<p>8c. What can we do to mitigate the concerns?</p>	<p>N/A</p>	
<p>9a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to pregnancy and maternity?</p>	<p>No</p>	

Draft Initial Equality Analysis

<p>9b. What evidence (actual data or assumptions) do you have to support this?</p>	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
<p>9c. What can we do to mitigate the concerns?</p>	<p>N/A</p>	
<p>10a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to race?</p>	<p>No</p>	

Draft Initial Equality Analysis

<p>10b. What evidence (actual data or assumptions) do you have to support this?</p>	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
<p>10 c. What can we do to mitigate the concerns?</p>	<p>N/A</p>	
<p>11a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to sex? (being a man or woman)</p>	<p>No</p>	

Draft Initial Equality Analysis

<p>11b. What evidence (actual data or assumptions) do you have to support this?</p>	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
<p>11c. What can we do to mitigate the concerns?</p>	<p>N/A</p>	
<p>12 a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to sexual orientation?</p>	<p>No</p>	

Draft Initial Equality Analysis

12b What evidence (actual data or assumptions) do you have to support this?	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
12c What can we do to mitigate the concerns?	<p>N/A</p>	
13a. Are there any concerns that the policy <u>could</u> have a negative impact with regard to religion/belief?	<p>No</p>	

Draft Initial Equality Analysis

<p>13b. What evidence (actual data or assumptions) do you have to support this?</p>	<p>The Collections Access policy establishes a framework for working; and, in terms of delivery and monitoring, this will be undertaken through a series of sub-policies, strategies and procedures. These underpinning strands cover direct action-planning and impact analysis, including specific and separate equality impact assessments. For example, the Acquisition and Disposal Policy (2010) has an EIA; and as further policies and strategies are developed these will have equality analysis/assessments carried out on them.</p> <p>The Collections Access policy establishes a strong foundation for equality across all protected characteristics with regard to collections access, development and management. Equality and diversity are central to the policy's <i>Purpose</i> and <i>Principles</i> (sections 5 and 6 respectively). Specific importance is given to the Equality Act (2010) and to ensuring that equality of impact is central to the under-pinning policies, strategies, actions and priorities.</p> <p>In terms of the appropriate sections within the policy, these are: 2.7, 2.8, 5.1, 6.12, 6.17 and 6.18.</p>	
<p>13c. What can we do to mitigate the concerns?</p>	<p>N/A</p>	
<p>14a. Could the negative impact you have identified in questions 6-11 lead to the potential for <i>adverse</i> impact if the policy is implemented?</p>	<p>No</p>	
<p>14 b. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</p>	<p>N/A</p>	

Draft Initial Equality Analysis

14c.Can the impact be mitigated by existing means?	N/A		
14d If yes, what actions will you undertake to mitigate these impacts and revise the policy?			
15.) As a result of your analysis, and any actions undertaken, should the policy proceed to a full impact analysis?	No	If yes, the date of completion for the full analysis(this should allow time for any consultation planned to include specific equality groups and address the concerns which have been raised)	
<i>Has this analysis been undertaken by a minimum of two staff?</i>	YES	<i>Has this analysis been scrutinised by your Directorate Steering Group?</i>	<i>Insert response when complete</i>

Draft Initial Equality Analysis

<i>If the policy is new, or requires a decision by Councillors to revise, has this Equality Analysis been included with the report?</i>		YES	
<i>Have any actions identified in this analysis been included in the relevant workplan for monitoring?</i>		YES	
<i>Completed by:</i>	<i>Mark McCree, Collections Access Manager</i> <i>Wendy Hutchinson, Collections Access and Inclusion Manager</i>	<i>Signed off by:</i>	<i>Jonathan Platt Head of Libraries and Heritage</i>