

# BUDGET CUT ASSESSMENT FORM

W4

<b>Budget Cut Assessment Form</b>	Ref No W4	Responsible AD	Responsible Finance Manager	Responsible HR Manager	Responsible Lawyer	Responsible EIA Officer
<b>LIBRARY – LOCAL STUDIES</b>						
<b>Description of Proposal:</b>						
<p>Since Darlington Library was established in 1885, local history material has been collected. The Centre for Local Studies aims to collect, preserve and make its local and family history stock available for reference use to customers in person, over the telephone and by email. The collection is fully catalogued with parts of the catalogue being available online, as well as some parts of the photographic and art collection. The Centre for Local Studies aims to collect non-archival material for the benefit of present and future generations regardless of date or format. The collection centres specifically on the Borough of Darlington but also includes general items on County Durham and the north east. The collection contains a wide range of material including photographs, maps, newspapers, sales catalogues, posters and ephemera, as well as books and some material on microfilm. The service is used by individual groups, schools, businesses, researchers, care homes, as well as other Council departments. Displays on local themes are shown each month in the library and at times in other Council buildings. The Centre for Local Studies is a unique record of the life and history of Darlington, it celebrates the heritage of the town and Borough, engages users and instils in people a sense of place and community.</p> <p>The Centre for Local Studies complements the archive service offered by the Durham Record Office, collecting historic material for the Borough of Darlington.</p>						
<b>Proposal</b>						
The Centre for Local Studies, currently part of the library at Crown Street, would be closed.						
<b>Impact</b>						
The closure would impact on both the residents of Darlington and other individuals with an interest in the heritage and history of Darlington as they would not be able to access any of the material as the service would no longer be provided. Alternative options for the storage and access to the materials would need to be investigated, potentially including within the Durham Record Office however this would no doubt have a cost associated with it.						
Human Resources Impacts		Asset Management Impacts	Decommissioning Costs		Cost Shunting	
No. of posts to be deleted	2	Detail any released buildings/building space Identify disposal or requisition issues	In addition to HR and Asset costs identify any others e.g. early contract termination costs		Is there any known or potential to increase costs elsewhere within Council budgets	
No. of potential redundancies	2	None	None		There may well be significant costs if material within the Centre for Local Studies is taken to Durham Record Office is appropriate.	
Estimated Redundancy costs	£47,687					

	Financial Summary				
	2016/17	2017/18	2018/19	2019/20	2020/21
Estimated reduction to budget	0	58,000	59,000	60,000	60,000
Redundancy Costs	0	48,000	0	0	0
Asset Implication					
Decommissioning Costs					
Known Cost Shunting					
Overheads	0	0	0	0	0
NET Budget Reduction	0	10,000	59,000	60,000	60,000

**IMPORTANT:**  
**NOTE THIS BUDGET CUT IS SUBJECT TO AMENDMENT SHOULD**  
**“INVESTING IN DARLINGTON’S FUTURE” PROPOSALS ARE AGREED**  
**FOLLOWING CONSULTATION SEE PARAGAPH 52 OF THE MAIN**  
**REPORT**

## Equality Impacts

Overview is EIA needed?			Protected Characteristics								
Put 'x' in relevant box if the proposal:		'x'	Comments, including any charge across the options. Include the number of people affected, where known	<ul style="list-style-type: none"> <li>Put 'x' in the box in the Impact column if there are positive (P) or negative (N) equality impacts. Leave box blank if there are no potential equality impacts</li> <li>Put L, M, H or ? in relevant column using following descriptions:  L = sustainable adjustment in daily routine  M = significant reorganisation or change  H = life changing or limiting impact on quality of life  ? = not known at this stage.</li> </ul>			Explain decision, level of impact and any change across the options	Yes	Brief Details		
Affects	Service users	x	Users of the service would be significantly affected as the Local Studies service would not be provided.		Impact	Level					
	Employees		There would be an impact on two employees.		P	N	L/M/H/?		Have Cumulative Impacts been identified?		
	The wider community		There would be significant impact on the wider community as the service would not be available.	Age		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.	Have unlawful impacts been identified?		
	Significantly affects how services are delivered?		There would be a significant impact on the service as it would not be delivered at all.	Race		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.	Are there opportunities to advance equality?		
	Have a significant effect on partner organisations?		There would be impact on partner organisations who use the Local Studies service.	Sex		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.	Are there opportunities to foster good relations?		
	Affect services known to be important to particular protected groups?		Withdrawal of the service would not particularly impact on protected groups any differently to the wider population.	Gender Reassignment		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.	Have any other options been explored and discounted?	x	At this moment in time, further options have not been explored, however there may be an opportunity of transferring the material to the Durham Records Office. This would no doubt be of significant cost.
	Affect different protected groups in different ways?			Disability		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.			
	Relate to service areas with known inequalities			Religion or Belief		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.			
				Sexual Orientation		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.			
				Pregnancy or Maternity		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.			
				Marriage/Civil Partnership		x		Closing the Local Studies service would impact on each of the protected characteristics however impact would be similar to the broader community.			

MTFP – 2016/17 – Equality Screenings. This screening tool is to gather information on potential equality impacts to inform decision making. It is not an equality impact assessment. EIA will be done at a later stage where appropriate. All proposals must have an equality screen document. Decision makers must have equality screening information before any decision is taken. DBC is at risk of legal challenge if decision makers do not have this information.