

APPENDIX C

Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that, as an Authority, we do not discriminate and we are able to promote equality, diversity and human rights.

Please refer to the EHRIA [guidance](#) before completing this form. If you need any further information about undertaking and completing the assessment, contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Development of a Collections Hub. A Collections Hub would enable public access to a range of cultural resources, in particular archival and museum collections, through a single centralised facility which provides secure and environmentally sound storage.
Department and section:	Adults & Communities – Communities and Wellbeing Service
Name of lead officer/ job title and others completing this assessment:	Franne Wills, Head of Service Development Jenny Moran, Senior Archivist Kath Perry, CLS Operations Manager Alison Clague, Senior Curator
Contact telephone numbers:	0116 3050692
Name of officer/s responsible for implementing this policy:	Nigel Thomas, Assistant Director Strategic Services
Date EHRIA assessment started:	15 th February 2018
Date EHRIA assessment completed:	

Section 1: Defining the policy

Section 1: Defining the policy

You should begin this assessment by defining and outlining the scope of the policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's [Equality Strategy](#).

1	<p>What is new or changed in the policy? <i>What has changed and why?</i></p> <p>There are currently three separate services dealing with storage and access to heritage assets. These are:</p> <ul style="list-style-type: none"> • The Record Office for Leicestershire, Leicester and Rutland (ROLLR) which holds the written and digital archival heritage of the counties of Leicestershire and Rutland and the City of Leicester. The current building is located in a converted Edwardian School in Wigston Magna and has become increasingly unfit for purpose. It has no accrual space, public areas are inadequate and difficult to supervise and it does not meet current fire regulations. There is a need to address these issues before current interim arrangements for additional offsite storage end and it becomes impossible to take in more material. <p>Creative Learning Services- see separate EHRIA</p> <p>Museums – see separate EHRIA</p> <p>Summary: It is hoped that bringing together the heritage and cultural resources, currently provided across 6 different venues, will see the creation of modern fit for purpose facility, which meets required standards for good collections care and supports flexible public access, therefore safeguarding these resources for the future and improving public access for current generations, complying with the Equality Act 2010. Co-location presents an opportunity for efficiencies to be made in the way services are delivered, without reducing access to services.</p>
2	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required.</i></p> <p>Communities and Wellbeing Strategy 2016 – 2020, 'Providing Less, Supporting More'</p>
3	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <p>Current users of these services, currently based in separate locations. Potential and future users of the service</p> <p>Local history and heritage groups; independent museums; schools and academies</p>

	Existing partners in the Record Office – Leicester City Council and Rutland County Council			
	The change will mean that some services will be provided from a new location, this will be central and accessible by public transport and have adequate car parking. Some existing users may have to travel further, some users will have less distance to travel.			
4	Will the policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)			
		Yes	No	How?
	Eliminate unlawful discrimination, harassment and victimisation	X		All the current services seek to do this through compliance with current legislation.
	Advance equality of opportunity between different groups	X		The plans, if enacted, will advance equality of opportunity as they will make it easier for different groups to access all heritage services. The services can and will ensure more cohesive service delivery to all groups more easily using the same infrastructure.
	Foster good relations between different groups	X		Bringing together heritage services will make it easier for groups to meet together and to share experiences or discover new interests.

Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

Section 2: Equality and Human Rights Impact Assessment Screening

The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for a policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to Section 3 on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following?	Yes	No*
	a) their current needs and aspirations and what is important to them;		X
	b) any potential impact of this change on them		X

	(positive and negative, intended and unintended); c) potential barriers they may face		
			X
6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?		X
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?	X	
8.	*If you answered 'no' to the questions above, please use the space below to outline either what consultation you are planning to undertake or why you do not consider it to be necessary.		
	Consultation with the partners in the Record Office - Leicester City Council and Rutland County Council is ongoing.		
	Assuming a decision is made to progress with the development of a Collections Hub, consultation with partners, stakeholders, service users, local groups will be undertaken to inform the delivery model for the new facility.		

Section 2

B: Monitoring Impact

9.	Are there systems set up to:	Yes	No
	a) monitor impact (positive and negative, intended and unintended) for different groups;	X	
	b) enable open feedback and suggestions from different communities	X	

Note: If no to Question 9, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.

Section 2

C: Potential Impact

10.	Use the table below to specify if any individuals or community groups who identify with any of the ' protected characteristics ' may potentially be affected by the policy and describe any positive and negative impacts, including any barriers.		
		Yes	No
	Age	X	
			Comments
			Current users and volunteers of ROLLR services are mainly older people and they may find it more difficult to travel to a new location. However, current non-

			users of this service who are elderly may find the new location easier to get to.
Disability	X		Some current users and volunteers of ROLLR have a disability of some kind. The most common were: hearing and visual impairments, mobility issues and learning difficulties. Although some current users with a disability may find travel to a new location difficult, current non-users of this service may find the new location easier to get to. The new premises will have disabled access to modern standards and facilities to enable everyone to use the service. Bringing heritage services together may also assist with providing bespoke sessions for disabled people (such as events for people using British Sign Language).
Gender Reassignment		X	There is no data on users affected by gender reassignment and no foreseeable impact upon them.
Marriage and Civil Partnership		X	There is no data on users affected by marriage and civil partnership and no foreseeable impact upon them.
Pregnancy and Maternity		X	There is no data on users affected by pregnancy and maternity and no foreseeable impact upon them. Improved facilities will be available to accommodate expectant, new and breastfeeding parents.
Race		X	Whilst data exists on the ethnicity of service users there is no foreseeable impact upon this characteristic.
Religion or Belief		X	Little data exists on the religion or belief of users of the service but there is no foreseeable impact upon this characteristic.
Sex		X	Whilst data exists on the ethnicity of service users there is no foreseeable impact upon this characteristic.
Sexual Orientation		X	There is no data on the sexual orientation of users but no foreseeable impact upon them.
Other groups e.g. rural isolation,			Depending upon the location of the Hub, there could be an

	deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	X		impact on some other groups. This could be positive or negative: some people who use the service now could find it more difficult to do so, where others who currently do not could find it easier. The Hub will be in a central location and accessible via public transport.
	Community Cohesion	X		As above, the location of the Hub could have an impact upon community cohesion. However, bringing heritage services together is likely to have a positive impact upon community cohesion as it will make it easier for communities to use the service.
11.	<p>Are the human rights of individuals potentially affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)</p> <p>Explain why you consider that any particular article in the Human Rights Act may apply to the policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB: include positive and negative impacts as well as barriers in benefiting from the above proposal]</p>			
		Yes	No	Comments
Part 1: The Convention- Rights and Freedoms				
	Article 2: Right to life		X	No impact upon Article 2
	Article 3: Right not to be tortured or treated in an inhuman or degrading way		X	No impact upon Article 3
	Article 4: Right not to be subjected to slavery/ forced labour		X	No impact upon Article 4
	Article 5: Right to liberty and security		X	No impact upon Article 5
	Article 6: Right to a fair trial	X		Article 6 could be engaged as ROLLR holds public records and other information relating to the administration of justice (including the investigation of historic abuse cases, the provision of court records and employment histories). It is expected the impact of the Collections Hub will be neutral or positive as the service will continue to be provided but from another

				and better equipped location.	
	Article 7: No punishment without law		X	No impact upon Article 7	
	Article 8: Right to respect for private and family life	X		Article 8 could be engaged as ROLLR holds public records and other information relating to individuals including personal and special category data. Article 8 caselaw indicates that understanding childhood and early development is integral to private and family life. It is expected the impact of the Collections Hub will be neutral or positive as the service will continue to be provided but from another and better equipped location.	
	Article 9: Right to freedom of thought, conscience and religion		X	No impact upon Article 9.	
	Article 10: Right to freedom of expression	X		Article 10 could be engaged through the heritage collections and the impact is expected to be positive in that with representative collections and services brought together, freedom of expression should be easier for individuals and communities.	
	Article 11: Right to freedom of assembly and association		X	No impact upon Article 11.	
	Article 12: Right to marry		X	No impact upon Article 12.	
	Article 14: Right not to be discriminated against		X	No impact upon Article 14.	
Part 2: The First Protocol					
	Article 1: Protection of property/ peaceful enjoyment		x	No impact upon Article 1 (1 st protocol).	
	Article 2: Right to education		X	No impact upon Article 2 (1 st protocol).	
	Article 3: Right to free elections		x	No impact upon Article 3 (1 st protocol).	
Section 2					
D: Decision					
13.	Is there evidence or any other reason to suggest that:		Yes	No	Unknown
	a) the policy could have a different affect or adverse impact on any section of the community;				X

	b) any section of the community may face barriers in benefiting from the proposal			X
13.	Based on the answers to the questions above, what is the likely impact of the policy			
	No Impact <input type="checkbox"/>	Positive Impact <input type="checkbox"/>	Neutral Impact <input checked="" type="checkbox"/>	Negative Impact or Impact Unknown <input type="checkbox"/>
Note: If the decision is 'Negative Impact' or 'Impact Not Known', an EHRIA Report is required.				
14.	Is an EHRIA report required? We will continue to review the EHIRA in light of future Cabinet decision on the Collection Hub to assess whether a full report is required.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	