libraries ni

Equality Screening Template for Collections Development Policy

Date: June 2024

Equality Screening Template

Part 1: Policy Scoping

Information about the policy

Name of the policy: Collections Development Policy
Is this an existing, revised or a new policy? New Policy
What is it trying to achieve? (intended aims/outcomes) The purpose of the Collections Development Policy is to provide a framework for how the resources held by Libraries NI are selected, curated, developed, preserved and managed to meet the needs of communities and individuals in Northern Ireland. The policy applies to all resources including electronic and physical formats.
Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how. Libraries NI will be inclusive in approach to procurement and promotion of stock benefiting all section 75 categories.
Who initiated or wrote the policy? The policy was initiated by Head of Service with responsibility for Collections. The Service Development Manager with responsibility for Collections wrote the policy.
Who owns and who implements the policy? The policy is owned by the Service Development Manager with responsibility for Collections. The policy is implemented by the Service Development Manager with responsibility for collections supported by managers across the service.

Implementation Factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision? If yes, are they:

X	**Financial**
	Legislative
	Other, please specify: _____

Main Stakeholders Affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

X	**Staff**
X	**Service Users**
	Other Public Sector Organisations
	Voluntary/Community/Trade Unions
X	**Other, please specify**: ___ Suppliers, publishers and authors _____

Other policies with a bearing on this policy
- What are they?
- Who owns them?

•   Children and Young People's Services Policy •   Community Information Policy •   Customer Feedback Policy •   Digital Inclusion Policy •   Engaging with Culture and Creativity Policy •   Filming Policy •   Information and Learning Services Policy •   Media Handling Policy •   Partnership Policy •   Procurement Policy •   Room Hire Policy •   Social Media Policy. The policies listed above are owned and implemented by Libraries NI

Available Evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the section 75 categories

Section 75 category	Details of evidence/information
Religious belief	Libraries NI does not gather evidence of religious belief. As the policy applies to and impacts on all section 75 categories in a fair and consistent manner, no qualitative and quantitative evidence has been gathered to inform this policy in relation to religious belief. The 2021 Census for Northern Ireland reported 42.31% Catholic, 36.98% Protestant, 17.39% no religion, 1.72% and 1.60% not stated.
Political opinion	No available evidence of the political opinion of library users/ non-users.
Racial group	Libraries NI provides the option for members joining to indicate, "to which ethnic group they belong?" Groups listed are in line with those used in the Northern Ireland Census. In relation to ethnicity, Libraries NI statistics determine that the percentage of Black and Minority Ethnic (BME) active members in 2022/23 was 3.81% of active members. 61.04% of registered members classed themselves as white and 35.15% did not provide this information.
Age	Public Library Standards 2019/20 shows that approximately 31% of children are active members of the library service. 22% of young people are active library members and approx. 11% of adults are active members. The 2021/22 Continuous Household Survey (CHS) states that adults aged 44 and under were more likely to have used the public library service (19%) than those aged 45 and over (12%). The 2022/23 Libraries NI statistics identifies there are 753,706 registered members, with 271,275 active members (35.99%). The percentage of active library members who are children (0-15) is 40.08%, 45.77 % of the active membership are adults (16 - 59) and 12.41% are Senior Citizen (60 and over). 1.74% of active users are uncategorised by age.
Marital status	Libraries NI does not collect data on the category of marital status.
Sexual orientation	Libraries NI does not collect data on the category of sexual orientation. The 2021 Census for Northern Ireland figures indicate that 2.09% of the population identify as gay, lesbian, bisexual or other sexual orientation. 90.04% identify as straight or heterosexual and 7.87% prefer not to say.
Men women generally	The 2021 Census for Northern Ireland state 50.81% of the population are female and 49.19% of the population are male. Library statistics for 2022/23 show that 53.67% of active members were female and 34.60% of active members were male. There was no data recorded for 11.73% of active borrowers. CHS 21/22 shows that women were more likely to have used the public library service than men (17% and 12% respectively).

Disability	CHS 2021/22 indicates that adults with a disability were less likely to have engaged with culture and the arts compared to those without a disability (54% and 65% respectively).

In 2022/23 there were 5,484 library borrowers registered as disabled. This represents 0.51% of the total number of registered borrowers. Of these registered borrowers 1,395 were active members. |
| **Dependants** | Libraries NI does not collect data for this category.

According to the 2021/22 CHS adults with dependants were more likely to have used the public library service (18%) compared to adults who do not have dependants (13%). |

Needs, Experiences and Priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify for each of the section 75 categories.

Section 75 category	Details of needs/experiences/priorities
Religious belief	No evidence of different needs, however, Libraries NI seeks to promote shared understanding of different backgrounds.
Political opinion	No evidence of different needs, however, Libraries NI seeks to promote shared understanding of different backgrounds.
Racial group	There is anecdotal evidence that people from some minority ethnic backgrounds do have different needs regarding not having English as a first or main language.
Libraries NI provides reading collections in a number of languages other than English.
The use of other available resources in libraries, such as Reachdeck and Say Hi app support individuals and groups within this category.
Age	There is evidence that children have different needs and experiences in terms of developing language and learning styles.
Age appropriate collections are provided through the network of service points within Libraries NI to support these user groups.
Marital status	Libraries NI does not collect data on the category of marital status. There is no evidence of different needs in relation to stock provision.
Sexual orientation	There is no evidence of different needs, however, the Collections Development Policy and stock provision seeks to promote a shared understanding of different sexual orientations through collections.
Men women generally	There is no evidence of different needs or priorities for these groups.
Disability	There is some evidence that people with disabilities have different needs, both in terms of accessing services and of service delivery

The Collections Development Policy ensures collections are available in different formats. |
| **Dependants** | There is no evidence of any different needs, experiences or priorities for this category. |

Part 2. Screening Questions

1	What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories?	

Section 75 category	Details of policy impact	Level of impact? Minor/major/ none
Religious belief	Libraries NI will be inclusive in approach to the selection, procurement and development of collections. Material that is defined by UK legislation as obscene or blasphemous or which incites religious or political hatred will not be stocked.	None
Political opinion	Libraries NI will be inclusive in approach to the selection, procurement and development of collections. Material that is defined by UK legislation as obscene or blasphemous or which incites religious or political hatred will not be stocked.	None
Racial group	Libraries NI is inclusive in approach to the selection, procurement and development of collections. Libraries NI will continue to provide collections to support those for whom English is not their first language.	Minor
Age	Libraries NI will be inclusive in approach to promoting and nurturing a love of reading beneficial to all Section 75 categories. Libraries NI will continue to provide and develop age appropriate collections across Libraries NI and will be inclusive in approach to the procurement and promotion of stock beneficial to all section 75 categories. Libraries NI will continue to provide collections to support different stages of language development and learning styles.	None
Marital status	Libraries NI does not collect data on the category of marital status. There is no evidence of different needs in relation to stock provision.	None
Sexual orientation	Libraries NI does not collect data on the category of sexual orientation. The Collections Development Policy will be inclusive in approach to the selection, procurement, development and preservation of collections to benefit all section 75 categories. Libraries NI will not apply any censorship when selecting stock and may purchase any publication which has not incurred penalties under UK law	None
Men women generally	Libraries NI will be inclusive in procurement and promotion of stock so it will benefit all section 75 categories	None
Disability	Libraries NI will be inclusive in selection, procurement, development and preservation of collections in various formats to benefit all section 75 categories	Minor
Dependants	Libraries NI will be inclusive in selection, procurement, development and preservation of collections so it will benefit all section 75 categories. There is no evidence of different needs in relation to stock provision.	None

2 Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?		
Section 75 category	If yes, provide details	If no, provide reasons
Religious belief	Yes, an opportunity to promote positive images of people with different religious beliefs as reflected in a range of collections	
Political opinion	Yes, an opportunity to promote positive images of people with different political beliefs as reflected in a range of collections	
Racial group	Yes, an opportunity to promote positive images of people from different racial backgrounds as reflected in a range of collections. Libraries NI provides access to collections in other languages	
Age	Yes, an opportunity to provide and promote collections for people of all ages	
Marital status		There is no evidence of different needs or opportunities for marital status
Sexual orientation	Yes, an opportunity to promote collections of people with different sexual orientation in a positive manner	
Men women generally		There is no evidence of different needs or opportunities for men and women generally
Disability	Yes, an opportunity to promote positive images of people with different disabilities reflected in a range of collections and to ensure equality of access to information	
Dependants		There is no evidence of different needs or opportunities

3	To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? Minor/major/none	
Section 75 category	**Details of policy impact**	**Level of impact Minor/major/none**
Religious belief	Promotion of shared understanding through the development, provision and management of collections	Minor
Political opinion	Promotion of shared understanding through the development, provision and management of collections	Minor
Racial group	Promotion of shared understanding through the development, provision and management of collections	Minor

4	Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?	
Section 75 category	**If yes, provide details**	**If no, provide reasons**
Religious belief	Yes, through the selection, development, preservation, management and promotion of collections	
Political opinion	Yes, through the selection, development, preservation, management and promotion of collections	
Racial group	Yes, through the selection, development, preservation, management and promotion of collections	

Additional Considerations

Multiple identity

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant section 75 categories concerned

> There is no evidence of impact on people with multiple identities however, the Collections Development Policy is to provide collections which meet the needs of communities and individuals within Northern Ireland. The Collections Development Policy applies to all resources including electronic and physical formats.

Part 3. Screening Decision

If the decision is not to conduct an equality impact assessment, please provide details of the reason.

> There is no evidence of adverse impact on any of the section 75 categories.

If the decision is not to conduct an equality impact assessment consider if the policy should be mitigated or an alternative policy be introduced.

> No mitigation or alternative policy required.

If the decision is to subject the policy to an equality impact assessment, please provide details of the reason

> N/A

Mitigation

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

> N/A

Timetabling and Prioritising

If the policy has be '**screened in'** for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority criterion	Rating (1 - 3)
Effect on equality of opportunity and good relations	
Social need	
Effect on people's daily lives	
Relevance to a public authority's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist in timetabling. Details of the Equality Impact Assessment Timetable should be included in the quarterly Screening Report.

Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details:

N/A

Part 4. Monitoring

[Specify details of how the policy will be monitored for effectiveness/impact. See the Commission's Monitoring Guidance For Use By Public Authorities (July, 2007)].

Part 5. Approval and Authorisation

Screened by:	Position/Job Title:	Date:
Ciara Gault *Ciara Gault* Brid Steele *Brid Steele*	Service Development Managers	9 January 2024
Approved by:		
Adrienne Adair	Director of Library Services	18 June 2024

Note: A copy of the Screening template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the website as soon as possible following completion and made available on request.