

Equality Screening Template for Room Hire Policy



Date: 16 Sept 2022

Connect with us
www.librariesni.org.uk

Equality Screening Template

Part 1: Policy Scoping

Information about the policy

| |
|---|
| Name of the policy: Room Hire Policy |
| Is this an existing, revised or a new policy? Revised Policy |
| What is it trying to achieve? (intended aims/outcomes) The policy aims to define the conditions that need to be met to facilitate the use and/or hire of library premises. |
| Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how. Libraries NI has: <ul style="list-style-type: none">• more than 40 libraries with dedicated meetings rooms• IT suites in libraries and• library spaces that can be used flexibly. Libraries are accessible and inclusive environments however in recognition of the sensitivities regarding religion and politics in the Northern Ireland context, meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted, for example if the primary purpose of the meeting or event could be perceived as political or religious. |
| Who initiated or wrote the policy? The Director of Library Services initiated the policy. |
| Who owns and who implements the policy? The Area Managers own the policy and the District Managers are the policy contacts. The Service Development Manager with responsibility for Library Network is the policy sponsor. |

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 |
| | |
| x | Legislative |
| | |
| | Other, please specify: _____ |

Main Stakeholders Affected

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

| | |
|---|---|
| | Staff |
| | |
| x | Service Users |
| | |
| x | Other Public Sector Organisations |
| | |
| x | Voluntary/Community/Trade Unions |
| | |
| x | Other, please specify: Partner organisations |

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*
- *Data Protection Policy and Legislation*
- *Digital Inclusion Policy*
- *Engaging with Culture and Creativity Policy*
- *Filming Policy*
- *Health and Safety Policy*
- *Heritage Policy*
- *Information and Learning Services Policy*
- *Libraries NI Byelaws*
- *Managing Unacceptable Behaviour Policy*
- *Reading and Reader Development Policy*
- *Safeguarding Policy*
- *Social Media Policy*

The above policies 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 | <p>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. CHS statistics from 2021 report that population statistics were 35% Catholic, 47% were Protestant, 18% were other and 1% unwilling to answer.</p> <p>The report cautions reaching any conclusions based on the 20/21 data and comparison with previous years as findings may not be directly comparable with previous years. In 19/20 the figures were 42% Catholic, 44% Protestant, 13% other or no, 1% unwilling to answer.</p> |
| Political opinion | <p>There is no available evidence of the political opinion of library users/non-users.</p> |
| Racial group | <p>Libraries NI provides the option for members on joining to indicate, "to which ethnic group do they belong?" Groups listed are in line with those used in the Northern Ireland Census. In relation to ethnicity, these show that the percentage of Black and Minority Ethnic (BME) active members in 2017/18 was higher than in the 2011 Census (3.93% BME active members compared to 1.79% in Census). White members (96.07%) was less than the Census percentage (98.21%)</p> |
| Age | <p>Public Library Standards 2019/20 shows that approx 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.</p> <p>The 2020/21 CHS shows those aged 45 and over (25%) were less likely to have used the public library service than those aged less than 45 (33%).</p> <p>Another statistic from this document shows in 2020/21, over a quarter (28%) of adults had used the public library service at least once within the last 12 months.</p> <p>The LMS for year 2019/20 shows the percentage of active library members is 35.3% children (0-15) and 50.8 % adults (16 and over). Data was not available for 12.8% of library members.</p> |

| | |
|----------------------------|--|
| Marital status | <p>Libraries NI does not collect data for this category.</p> <p>CHS for 2018/19 shows 58% of the population are married / cohabiting, 11% are separated / divorced, 20% are single and 10% are widowed.</p> |
| Sexual orientation | <p>Libraries NI does not collect data for this category</p> |
| Men women generally | <p>Library statistics for 2019/20 show that 51.6% of active members were female, and 34.5% of active members were male. There was no data recorded for 13.9% of active borrowers.</p> <p>CHS 20/21 shows women were more likely to have used the public library service than men (33% and 22% respectively).</p> |
| Disability | <p>The Continuous Household Survey (2018/19) indicates recent use by people with disabilities (22%) and without disabilities (26%).</p> <p>In 2019/20 there were 5122 borrowers registered as disabled, 0.55% of the total number of registered borrowers. Of these registered borrowers 1,919 were active members</p> |
| Dependants | <p>Libraries NI does not collect data for this category</p> <p>According to the 2020/21 CHS adults with dependants (33%) were more likely to have used the public library service compared to those who do not (23%).</p> |

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 | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as religious.</p> |
| Political opinion | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as political.</p> |
| Racial group | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>The use of other resources such as Reachdeck, Say Hi app etc will support this policy to groups included in this category</p> |
| Age | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>There is no evidence of any different needs, experiences or priorities for this category</p> |
| Marital status | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>There is no evidence of any different needs, experiences or priorities for this category</p> |
| Sexual orientation | <p>The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities</p> <p>There is no evidence of any different needs, experiences or priorities for this category</p> |

| | |
|----------------------------|---|
| Men women generally | The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities There is no evidence of any different needs, experiences or priorities for this category |
| Disability | The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities Some information may be required in alternative formats |
| Dependants | The policy applies fairly and consistently to all members of staff and persons using Libraries NI services and facilities 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 | In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as religious. | Minor |
| Political opinion | In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as political. | Minor |
| Racial group | The policy improves access to library services, programmes and opportunities to participate in community activity and social interaction promoting awareness of cultural diversity. | Minor |
| Age | | None |
| Marital status | | None |
| Sexual orientation | | None |
| Men women generally | | None |
| Disability | The policy improves access to library services, programmes and opportunities to participate in community activity and social interaction. | Minor |
| Dependants | | 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 | | In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as religious. |
| Political opinion | | In relation to this particular policy meetings and events which might compromise the perception of libraries as open and welcoming spaces for all will not be permitted e.g. if the primary purpose of the meeting or event could be perceived as political. |
| Racial group | The policy improves access to library services, programmes and opportunities to participate in community activity and social interaction promoting awareness of cultural diversity. | |
| Age | | The policy does not impact on the equality of opportunity for this category |
| Marital status | | The policy does not impact on the equality of opportunity for this category |
| Sexual orientation | | The policy does not impact on the equality of opportunity for this category |
| Men women generally | | The policy does not impact on the equality of opportunity for this category |
| Disability | | The policy does not impact on the equality of opportunity for this category |
| Dependants | | The policy does not impact on the equality of opportunity for this category |

| 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 | N/A | None |
| Political opinion | N/A | None |
| Racial group | N/A | None |

| 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 | Libraries are neutral venues which may be used by communities as shared space to raise awareness and promote understanding of cultural differences | |
| Political opinion | Libraries are neutral venues which may be used by communities as shared space to raise awareness and promote understanding of cultural differences | |
| Racial group | Libraries are neutral venues which may be used by communities as shared space to raise awareness and promote understanding of cultural differences | |

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

This policy may impact on people with multiple identities for example older people with disabilities. However there is no evidence of significant impact

Part 3. Screening Decision

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

The policy does not have an adverse impact on any of the Section 75 categories. It has a positive impact on all users and those wishing to avail of public libraries.

The policy has been screened out with no requirement to conduct an Equality Impact Assessment as measures to mitigate potential adverse impacts and better promote equality of opportunity and/or good relations have been taken into account.

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 been '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.



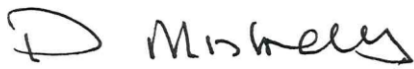
Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details:

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: |
|---|---------------------------|--------------|
| Kim Aiken  | SDM | 4/7/2022 |
| Michael Lynn  | SDM | 4/7/2022 |
| Approved by: | | |
| D Miskelly  | Director Business Support | 16 Sept 2022 |

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.