

Quarterly Report on the Screening of Policies in Accordance with Section 75 of the Northern Ireland Act 1998

Apr - Jun 2025

Policy	New / Revised Policy	Policy Aim	Brief Description	Screening Outcome
Anti-Fraud Policy	Revised	Seeks to ensure that Libraries NI has a zero tolerance towards fraud and loss.	Details responsibilities regarding the prevention of fraud and loss within Libraries NI. It applies to staff, members of the public, Board Members and contractors.	Screened out for EQIA without mitigation
Hybrid Working Policy	Revised	To provide information and hybrid working arrangements, which, allows approved employees to split their time between attending the workplace and in an agreed remote working location(s).	The policy aims to ensure the fair and equal treatment of those employees, the establishment of hybrid working procedures and that there is a clear understanding between managers and staff over when and where the employee will work and be contactable.	Screened out for EQIA without mitigation
Menopause Policy	New	To support a culture to encourage employees to talk openly without embarrassment with their manager, recognising that while every woman does not experience the same symptoms some may require additional consideration, support or adjustments.	The provision of a Workplace Menopause Policy will provide employees with information about the Menopause and facilitate an understanding how it can affect everyone irrelevant of gender.	Screened out for EQIA without mitigation

Policy	New / Revised Policy	Policy Aim	Brief Description	Screening Outcome
Partnership Policy	Revised	The policy aims to ensure that partnership work is carried out in a way that maximises the benefits for library users and services	The policy sets out Libraries NI's approach to partnership working by listing the types of partnerships it will seek to develop and by establishing principles for the operation of partnerships.	Screened out for Equality Impact Assessment.
Procurement Policy	Revised	To ensure that all procurements of goods, services and construction works in Libraries NI are carried out so as to achieve value for money. To ensure that all procurements of goods, services and construction works in Libraries NI are carried out so as to achieve value for money, having due regard to legal obligations, best practice in procurement guidance, and regulations or directives established by the sponsor Department or other Executive Department.	Sets out at a very high level how procurement activity will be conducted, how value for money is defined, and how it will be delivered.	Screened out for EQIA without mitigation
Smoke Free Workplace	Revised	The policy aims to ensure that Libraries NI meets the requirements of the Smoking (NI) Order 2006 and subsequent amendments.	The policy establishes a clear policy on a smoke free environment in premises, public places, and certain vehicles. It provides guidance for managers and a commitment to provide support to staff who wish to stop smoking.	Screened out for EQIA without mitigation

Policy	New / Revised Policy	Policy Aim	Brief Description	Screening Outcome
Social Media Policy	Revised	To ensure a consistent approach to the use of Social Media to promote library services and resources.	Sets parameters, establishes guidelines for the use of corporate social media sites and provides good practice guidance for staff's personal use of social media.	Screened out for EQIA without mitigation

The screening documentation can be viewed in the **Equality** section of our website: [Quarterly Screening Outcome Report Apr-Jun 2025](#)

The policies can be viewed in the **Policies and Procedures** section of our website: [Policies and Procedures](#)

If you require further information please contact:

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