



## **Policy Screening for Loan and Use of Heritage and Other Assets**

**Date:** October 2020

# LNI Policy Screening Template

## Part 1. Policy Scoping

Information about the policy

<b>Name of the policy</b>  Policy for Loan and Use of Heritage and Other Assets
<b>Is this an existing, revised or a new policy?</b>  Revised Policy
<b>What is it trying to achieve? (intended aims/outcomes)</b>  The aims of the policy are to view positive requests for the loan of cultural heritage assets in line with Libraries NI objectives
<b>Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how.</b>  The aim is to increase access to culture, heritage, information, learning or reading and increase participation.  It could potentially positively impact on some categories of users.
<b>Who initiated or wrote the policy?</b>  The Director of Library Services
<b>Who owns and who implements the policy?</b>  The Service Development Manager with responsibility for Cultural Heritage is the policy owner

## Implementation Factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

If yes, are they

- ☒ **financial**
- ☒ **legislative**
- ☒ **other, please specify\_**

## Main stakeholders affected

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

- ☒ **staff**
- ☒ **service users**
- ☒ **other public sector organisations**
- ☒ **Voluntary/community/trade unions**
- ☒ **Other, please specify\_** Commercial organisations

## Other policies with a bearing on this policy

- **What are they?**
- **Who owns them?**

The following policies which have a bearing, are listed with owners:

- Heritage Policy, *the Service Development Manager with responsibility for Cultural Heritage*
- Engaging with Culture and Creativity Policy, *the Service Development Manager with responsibility for Good Relations, Equality and Anti-Poverty*
- Partnership Policy, *the Director of Library Services*

## 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

<b>Section 75 category</b>	<b>Details of evidence/information</b>
<b>Religious belief</b>	Continuous Household Survey (2018/19)
<b>Political opinion</b>	No data collected for this group
<b>Racial group</b>	Current LMS data (limited)
<b>Age</b>	Continuous Household Survey (2018/19) current LMS data
<b>Marital status</b>	Continuous Household Survey (2018/19)
<b>Sexual orientation</b>	No data is collected for this group
<b>Men women generally</b>	Continuous Household Survey (2018/19) current LMS data
<b>Disability</b>	Continuous Household Survey (2018/19) limited LMS data
<b>Dependants</b>	Continuous Household Survey (2018/19)

## 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.

<b>Section 75 category</b>	<b>Details of needs/experiences/priorities</b>
<b>Religious belief</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI Heritage and other assets
<b>Political opinion</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI Heritage and other assets
<b>Racial group</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI Heritage and other assets
<b>Age</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI Heritage and other assets
<b>Marital status</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI heritage and other assets
<b>Sexual orientation</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI heritage and other assets
<b>Men women generally</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI heritage and other assets
<b>Disability</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI Heritage and other assets
<b>Dependants</b>	No data to suggest there are different needs, experiences or priorities in relation to the loan and use of Libraries NI heritage and other assets

## Part 2. Screening questions

<b>1 What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories?</b>		
<b>Section 75 category</b>	<b>Details of policy impact</b>	<b>Level of impact? Minor/major/none</b>
<b>Religious belief</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Political opinion</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Racial group</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Age</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	Minor
<b>Marital status</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Sexual orientation</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Men women generally</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Disability</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None
<b>Dependants</b>	As the service aims to increase access to heritage and other assets, it could potentially positively impact on some categories of users	None

<b>2 Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?</b>		
<b>Section 75 category</b>	<b>If yes, provide details</b>	<b>If no, provide reasons</b>
<b>Religious belief</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Political opinion</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Racial group</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Age</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Marital status</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Sexual orientation</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Men women generally</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Disability</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	
<b>Dependants</b>	Libraries NI seeks to provide inclusive spaces and opportunities to learn about other Section 75 categories	

<b>3 To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group?</b> <b>Minor/major/none</b>		
<b>Section 75 category</b>	<b>Details of policy impact</b>	<b>Level of impact Minor/major/none</b>
<b>Religious belief</b>	No direct impact from this service	None
<b>Political opinion</b>	No direct impact from this service	None
<b>Racial group</b>	No direct impact from this service	None

<b>4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</b>		
<b>Section 75 category</b>	<b>If yes, provide details</b>	<b>If no, provide reasons</b>
<b>Religious belief</b>	No direct impact from this service	
<b>Political opinion</b>	No direct impact from this service	
<b>Racial group</b>	No direct impact from this service	



## 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

No available data to suggest there would be an impact from this service.

### Part 3. Screening decision

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

No available data to suggest there would be an impact from this service.

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

There is no evidence of adverse impact on any of the s75 categories.

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

No requirement

### 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	N/A
Social need	N/A
Effect on people's daily lives	N/A
Relevance to a public authority's functions	N/A

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?

N/A

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)].*

Libraries NI collates data on participation by age and in some cases disability which informs provision. Other information is available through the Continuous Household Survey. This data would identify potential areas of inequality which may lead to prioritisation in terms of service delivery.

## Part 5. Approval and authorisation

Screened by:	Position/Job Title:	Date:
Bernie McCann	Area Manager	14 October 2020
Maura Craig	Area Manager	14 October 2020
Approved by:		
 Helen Osborn	Director of Library Services	4 November 2020

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.