



## **Policy Screening Template for Partnership Policy**

**Date:** *11 March 2019*

# LNI Policy Screening Template

## Part 1. Policy Scoping

Information about the policy

<b>Name of the policy</b>  Partnership Policy
<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 purpose of the policy is to ensure that partnership work is carried out in a way that maximises the benefits for library users and services.
<b>Are there any Section 75 categories which might be expected to benefit from the intended policy?</b> <b>If so, explain how.</b>  As the policy aims to increase participation and enable existing services to be extended and new services developed, it could potentially positively impact on some categories.
<b>Who initiated or wrote the policy?</b>  The Director of Library Services.
<b>Who owns and who implements the policy?</b>  The Director of Library Services owns the policy. It is implemented by managers throughout the organisation, including the Assistant Directors, Service Development Managers and Area Managers.

## 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	<b>financial</b>
X	<b>Legislative</b>
	<b>other, please specify</b> _____

## Main stakeholders affected

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

x	<b>staff</b>
x	<b>service users</b>
x	<b>other public sector organisations</b>
x	<b>Voluntary/community/trade unions</b>
	<b>Other, please specify</b> _____

## 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:

- Children and Young People's Services Policy, *the Service Development Manager with responsibility for Children's and Young People's Services*
- Data Protection Policy, *Head of ICU / ICT*
- Digital Inclusion Policy, *the Service Development Manager with responsibility for Digital Inclusion*
- Engaging with Culture and Creativity Policy, *the Service Development Manager with responsibility for Good Relations, Equality and Anti-Poverty*
- Heritage Policy, *the Service Development Manager with responsibility for Cultural Heritage*

- Information and Learning Services Policy, *the Service Development Manager with responsibility for Digital Inclusion*
- Promoting Positive Health and Wellbeing Policy, *the Service Development Manager with responsibility for Health Services*
- Reading and Reader Development Policy, *Stock Manager*
- Room Hire Policy, *Service Development Managers*
- Safeguarding Policy, *Director of Library Services*
- Volunteer Policy, *the appropriate Assistant Director*

## 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 (2016/17) Partnership audit (2016) identifies no current partnerships
<b>Political opinion</b>	Partnership audit (2016) identifies no current partnerships
<b>Racial group</b>	Current LMS data (limited) Partnership audit (2016) identifies current partnerships
<b>Age</b>	Continuous Household Survey (2016/17) current LMS data Partnership audit (2016) identifies current partnerships
<b>Marital status</b>	Continuous Household Survey (2016/17) Partnership audit (2016) identifies no current partnerships
<b>Sexual orientation</b>	No data is collected for this group Partnership audit (2016) identifies current partnerships Anecdotal evidence of working with groups
<b>Men women generally</b>	Continuous Household Survey (2016/17)2017/18) current LMS data Partnership audit (2016) identifies current partnerships
<b>Disability</b>	Continuous Household Survey (2016/17) limited LMS data Partnership audit (2016) identifies current partnerships
<b>Dependants</b>	Continuous Household Survey (2016/17)Partnership audit (2016) identifies no current partnerships Anecdotal evidence of working with groups

## 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 partnerships.
<b>Political opinion</b>	No data to suggest there are different needs, experiences or priorities in relation to partnerships.
<b>Racial group</b>	There may be different language requirements of partnership organisations from different ethnic minority groups.
<b>Age</b>	There are some safeguarding issues in relation to children (e.g. in relation to consultation and partnerships directly with some groups). However there are a number of forums for engaging and partnering with children's groups.
<b>Marital status</b>	No data to suggest there are different needs, experiences or priorities in relation to partnerships.
<b>Sexual orientation</b>	No data to suggest there are different needs, experiences or priorities in relation to partnerships.
<b>Men women generally</b>	No data to suggest there are different needs, experiences or priorities in relation to partnerships.
<b>Disability</b>	While there are different communication needs and different access requirements in relation to some disabilities, there is no data to suggest there are experiences or priorities in relation to partnerships. There are also potential safeguarding issues in relation to some people.
<b>Dependants</b>	No data to suggest there are different needs, experiences or priorities in relation to partnerships.

## 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>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services. However the need to demonstrate the importance of a neutral environment may influence partnerships.	Minor
<b>Political opinion</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services. However the need to demonstrate the importance of a neutral environment may influence partnerships.	Minor
<b>Racial group</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Age</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Marital status</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Sexual orientation</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Men women generally</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Disability</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor
<b>Dependants</b>	Partnerships will allow Libraries NI to be more inclusive and to engage directly with service users through relevant partners, to maximise the benefits of the services.	Minor

<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>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Political opinion</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Racial group</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Age</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Marital status</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Sexual orientation</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Men women generally</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Disability</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	
<b>Dependants</b>	While Libraries NI will need to be selective in the development of partnerships, this policy does provide an opportunity to promote equality of opportunity for all groups.	

<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? 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 policy however services developed as a result of partnerships may have an impact	None
<b>Political opinion</b>	No direct impact from this policy however services developed as a result of partnerships may have an impact	None
<b>Racial group</b>	No direct impact from this policy however services developed as a result of partnerships may have an impact	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 opportunities from this policy however services developed as a result of partnerships may provide opportunities	
<b>Political opinion</b>	No direct opportunities from this policy however services developed as a result of partnerships may provide opportunities	
<b>Racial group</b>	No direct opportunities from this policy however services developed as a result of partnerships may provide opportunities	



## 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 policy.

### 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 s75 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 requirement

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	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 this audit. 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 partnership.

## Part 5. Approval and authorisation

Screened by:	Position/Job Title:	Date:
Trisha Ward Margaret S. Bell	Assistant Director Service Development Manager	11 March 2019
Approved by:		
Helen Osborn	Director of Library Services	25 March 2019

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.