

Equality Screening Template for Commemorative Plaques on Libraries



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Equality Screening Template

Part 1: Policy Scoping

Information about the policy

Name of the policy:

Commemorative Plaques on Libraries: Principles

Is this an existing, revised or a new policy?

New guidance

What is it trying to achieve? (intended aims/outcomes)

A plaque must contribute to Libraries NI mission to connect people with information, ideas and experiences to foster lifelong learning, inspire curiosity, and provide enjoyment and strengthen communities.

A plaque must not undermine, or be perceived to undermine, libraries as inclusive, shared, accessible and trusted spaces. This would include any text, image or emblem that could be construed as controversial, taking into account the different perceptions and interpretations that may exist

A proposal to position a commemorative plaque on a library should evidence a clear connection with the person or event and the library or community in question.

A plaque must be historically factual

The principles set out the considerations to be given when a request to place a plaque on a library building is received.

Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how.

The principles treat all persons making a request to position a plaque on a library building equally

Who initiated or wrote the policy?

The policy was initiated by the Director of Library Services and was drafted by the Deputy Head of Service with the responsibility for Heritage

Who owns and who implements the policy?

The principles are owned by the Deputy Head of Service with responsibility for Heritage.

It is anticipated that decisions will be made by the Senior Management Team, after recommendations are received from the appropriate senior manager.

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
X	Legislative – impact of any building regulations, listed building status
	Other, please specify: <u>Good Relations,</u>

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: <u> Tourists </u>

Other policies with a bearing on this policy

- What are they?
- Who owns them?

Customer Feedback
Social Media

The policies listed above are owned and operated 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	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis)
Political opinion	Not available
Racial group	Limited information on racial group available from Library Management System
Age	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis) LMS – use of library
Marital status	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis)
Sexual orientation	Information is not available
Men women generally	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis)
Disability	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis) LMS – limited information is available Continuous Household Survey (2018/19) indicates recent use of libraries by people with disabilities (22%) and without disabilities (26%). 0.53% of library users are registered as disabled (5,089), of these 919 are active members. Mobility is the form of disability most often cited by library members.
Dependants	CHS - Use of public libraries in the last 12 months, satisfaction with public library service provision (and other various library-related questions asked on a rotational basis)

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	The principles document applies fairly and consistently to all request regardless of religious belief. Libraries NI is mindful of ensuring that buildings maintain a neutral position and remain a community space welcoming to all.
Political opinion	The principles document applies fairly and consistently to all request regardless of political opinion. Libraries NI is mindful of ensuring that buildings maintain a neutral position and remain a community space welcoming to all.
Racial group	The principles document applies fairly and consistently to all request regardless of racial grouping. Libraries NI is mindful of ensuring that buildings maintain a neutral position and remain a community space welcoming to all.
Age	N/A
Marital status	N/A
Sexual orientation	N/A
Men women generally	N/A
Disability	Libraries NI will give due consideration to the positioning of commemorative plaques on library buildings to ensure disabled visitors have equal access where possible.
Dependants	N/A

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	The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all.	Minor
Political opinion	The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all.	Minor
Racial group	The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all. Consideration will be given to those whose first language is no English.	Minor
Age		None
Marital status		None
Sexual orientation		None
Men women generally		None
Disability	The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all. Libraries NI is mindful of possible additional needs of visitors to view commemorative plaques, and consideration will be given to the positioning of plaques when requests are received.	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	The principles are mindful of the need to give consideration to people with different religious beliefs while maintaining a neutral environment for all	
Political opinion	The principles are mindful of the need to give consideration to people with different political opinions while maintaining a neutral environment for all	
Racial group	By addressing the translation of the principles as necessary	
Age		The principles does not impact the opportunity for equality in this category
Marital status		The principles does not impact the opportunity for equality in this category
Sexual orientation		The principles does not impact the opportunity for equality in this category
Men women generally		The principles does not impact the opportunity for equality in this category
Disability	By the use of different formats when communicating the principles, in order to allow a full understanding by the user	
Dependants		The principles does not impact the opportunity for equality in 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	<p>The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all. Consideration will be given on an individual basis to all applications of the principles, taking cognisance of the local communities.</p> <p>The decision to position a commemorative plaque on a library should evidence a clear connection with the person or event and the library or community in question.</p> <p>In drafting these principles, cognisance was taken of best practice in other organisations, including the Community Relations Council</p>	Minor
Political opinion	<p>The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all. Consideration will be given on an individual basis to all applications of the principles, taking cognisance of the local communities.</p> <p>The decision to position a commemorative plaque on a library should evidence a clear connection with the person or event and the library or community in question.</p> <p>In drafting these principles, cognisance was taken of best practice in other organisations, including the Community Relations Council</p>	Minor
Racial group	<p>The principles are mindful of the possible impact of not maintaining a neutral position and not being a community space welcoming to all. Consideration will be given on an individual basis to all applications of the principles, taking cognisance of the local communities.</p> <p>The decision to position a commemorative plaque on a library should evidence a clear connection with the person or event and the library or community in question.</p> <p>In drafting these principles, cognisance was taken of best practice in other organisations, including the Community Relations Council.</p>	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	<p>The scope of the principles does offer opportunities to better promote good relations by better informing visitors of significance events and people in local communities.</p> <p>The principles are mindful when applications are made of the need to not undermine libraries as inclusive, shared, accessible and trusted spaces.</p>	
Political opinion	<p>The scope of the principles does offer opportunities to better promote good relations by better informing visitors of significance events and people in local communities.</p> <p>The principles are mindful when applications are made of the need to not undermine libraries as inclusive, shared, accessible and trusted spaces.</p>	
Racial group	<p>The scope of the principles does offer opportunities to better promote good relations by better informing visitors of significance events and people in local communities.</p> <p>The principles are mindful when applications are made of the need to not undermine libraries as inclusive, shared, accessible and trusted spaces.</p>	

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

Visitors and users of libraries may have multiple identities, they may have learning difficulties, they may be from a different ethnic background, they may have hidden or obvious disabilities. These were considered when the principles were developed.

In drafting these principles, cognisance was taken of best practice in other organisations, including the Community Relations Council.

Part 3. Screening Decision

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

In devising the principles, there was recognition of the different needs of different groups and the principles ensure that every effort will be made to mitigate any potential impacts. The principles were created to support decision making which will be informed by best practice.

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

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

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:




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)].

The principles will be reviewed by recording customer feedback on the subject of plaques, and being mindful of local issues arising from the implementation of the principles.

Part 5. Approval and Authorisation

Screened by:	Position/Job Title:	Date:
 Ciara Gault	SDM	1/7/2021
 Michael Lynn	SDM	1/7/2021
Approved by:		
Trisha Ward 	Director	9 July 2021

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.