



Policy Screening Document Information and Learning Services Policy

Date: *11 May 2020*

LNI Policy Screening Template

Part 1. Policy Scoping

Information about the policy

Name of the policy Information and Learning Services Policy
Is this an existing, revised or a new policy? Revised Policy, Version 3, dated May 2020.
What is it trying to achieve? (intended aims/outcomes) Promote equality of access to and capability in using information. This will compliment and reinforce formal learning.
Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how. Libraries NI will be inclusive in approach to the promotion and delivery of Information and Learning Policy.
Who initiated or wrote the policy? Head of Services with responsibility for Information and Learning
Who owns and who implements the policy? LNI Service Development Manager with responsibility for Information and Learning owns the policy and the policy is implemented by a range of staff.

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__Suppliers, IT companies,

Other policies with a bearing on this policy

- Children's and Young People's Services Policy
- Community Information Policy
- Customer Feedback Policy
- Digital Inclusion Policy
- Engaging with Culture and Creativity Policy
- Heritage Policy
- Partnership Policy
- Policy for the Loan and Use of Heritage and Other Assets
- Reading and Reader Development Policy
- Stock Policy

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	LNI audit of inequalities (2019) Continuous household survey
Political opinion	LNI audit of inequalities (2019) Continuous household survey
Racial group	LNI audit of inequalities (2019) Continuous household survey LNI data
Age	LNI audit of inequalities (2019) Continuous household survey LNI data
Marital status	LNI audit of inequalities (2019) Continuous household survey
Sexual orientation	No data
Men women generally	LNI audit of inequalities (2019) Continuous household survey LNI data
Disability	LNI audit of inequalities (2019) Continuous household survey LNI data
Dependants	No data

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	No evidence of different needs however LNI seeks to promote shared understanding of different backgrounds.
Political opinion	No evidence of different needs however LNI seeks to promote shared understanding of different backgrounds.
Racial group	There is evidence that people from some minority ethnic groups do have different needs having English as a first or main language.
Age	There is evidence that children have different needs and experiences in terms of developing language and learning styles.
Marital status	No evidence of different needs, experiences or priorities
Sexual orientation	No evidence of different needs however LNI seeks to promote shared understanding of different sexual orientations.
Men women generally	No evidence of different needs, experiences or priorities.
Disability	There is evidence that people with disabilities have different needs in terms of accessing services via a range of formats and in terms of the service delivery.
Dependants	No evidence of different experiences or priorities however LNI recognises there may be different needs in accessing the services.

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	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Political opinion	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Racial group	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Age	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Marital status	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Sexual orientation	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Men women generally	Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.	none
Disability	<p>Libraries NI will be inclusive in delivery of services so it will benefit all section 75 categories.</p> <p>Libraries NI will continue to try to provide Information and Learning Services and work in partnership to provide services which meet the needs of people with disabilities.</p>	None
Dependants	Libraries NI will be inclusive in approach so it will benefit all section 75 categories.	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	Yes, an opportunity to promote shared understanding through the provision of services	
Political opinion	Yes, an opportunity to promote shared understanding through the provision of services	
Racial group	Yes, an opportunity to promote shared understanding through the provision of services	
Age	Yes, an opportunity to provide shared understanding through the provision of service	
Marital status		No, there is no evidence of different needs or opportunities.
Sexual orientation	Yes , an opportunity to positive images of sexual orientation as reflected in a range of services	
Men women generally		No, there is no evidence of different needs or opportunities.
Disability	yes – an opportunity to tailor services which are accessible and allow people from the disability community to take part and ensure inclusive programming to facility people with disabilities	
Dependants		No, there is no evidence of different needs or opportunities.

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	Promoting of shared understanding	Minor
Political opinion	Promoting of shared understanding	Minor
Racial group	Promoting of shared understanding	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	Yes by providing an opportunity to learn more about other beliefs	
Political opinion	Yes by providing a opportunity to learn more about other political views	
Racial group	Yes, though providing an opportunity to learn more about racial groups	

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

There is no evidence of impact on people with multiple identities however this policy seeks to be inclusive.

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 section 75 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	
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?

No

If yes, please provide details:

Part 4. Monitoring

The Libraries NI annual audit of inequalities identifies known inequalities in terms of participation. Libraries NI collates data on participation by age and in some cases disabilities which informs this audit. Other information is available through the Continuous Household Survey.

Libraries NI uses stock complaints, requests and customer research to monitor and inform stock purchase.

Part 5. Approval and authorisation

Screened by:	Position/Job Title:	Date:
Margaret Bell	Deputy Head of Service	11 May 2020
Sean Beattie	Service Development Manager	
Approved by:		
Helen Osborn	Director of Library Services	11 May 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.