

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

Jan - Mar 2024

Policy	New / Revised Policy	Policy Aim	Brief Description	Screening Outcome
Applications Security Policy	Revised	The policy aims to ensure that a minimum-security standard applicable for the IT applications used in Libraries NI is achieved.	The policy categorises the types of IT applications used by Libraries NI and describes measures required to set the minimum-security standard for each category.	Screened out for Equality Impact Assessment without mitigation
Information Technology Security Policy	Revised	To enable Libraries NI to use and share its information with confidence and to reduce the potential harm and risk of an information security incident. through having suitable safeguards against threats whether internal or external, deliberate or accidental, to ensure the confidentiality integrity and availability of Libraries NI information systems.	Details the measures to be taken to ensure business continuity of Libraries NI and to minimise the risk of damage by preventing security incidents and reducing their impacts.	Screened out for EQIA without mitigation
Internet Security Policy	Revised	The policy aims to ensure that a minimum-security standard applicable to the interconnection of Libraries NI IT to the Internet is achieved.	The policy sets out the framework of measures required to establish the minimum-security standard for the interconnection of Libraries NI to the Internet.	Screened out for Equality Impact Assessment without mitigation

Policy	New / Revised Policy	Policy Aim	Brief Description	Screening Outcome
Library Computers Condition of Use Policy	Revised	To ensure that Public Access Terminals in public libraries are used appropriately and within the law.	The policy provides guidance for staff and customers, both adults and children, on the conditions of use for Public Access Terminals and WIFI in Libraries NI libraries.	Screened out without mitigation. No EQIA necessary.
Microsoft Windows Client Security Policy	Revised	To ensure that the minimum-security standard applicable to Microsoft Windows based PCs, supplied by Libraries NI and operating within Library sites across Northern Ireland.	The statements and recommendations laid down in this standard are similarly applied to both the corporate and public devices, for which on-going responsibility lies with Libraries NI.	Screened out for Equality Impact Assessment without mitigation
Network Security Policy	Revised	To establish the minimum security standard applicable to components that form the Wide Area and Local Area Networks within the Libraries NI IT environment.	Details the measures to be undertaken to establish minimum security standards.	Screened out for EQIA without mitigation
Server Security Policy	Revised	To establish the minimum security standards applicable to all servers within the Libraries NI IT environment.	Details the measures to be undertaken to establish minimum security standards.	Screened out for EQIA without mitigation
Vehicle Management Policy	Existing	To ensure compliance with the duty of care implicit in the Health and Safety at Work (NI) Order 1978 and to assist staff in meeting the requirements of the Goods Vehicle (Licensing	Establishes the framework whereby the operation of Libraries NI vehicles is undertaken in a safe and legal manner.	Screened out for EQIA without mitigation

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		of Operators) Act (NI) 2010; Vehicle (Drivers' Hours of Duty) Regulations (NI) 1991; Road Traffic (NI) Order 1981; The Highway Code; Motor Vehicles (Driving Licenses) Regulations (NI) 1996.		
Policy on the use of Privately Owned Vehicles for Business Purposes Policy	Existing	To provide the management framework whereby the operation of privately owned vehicles by Libraries NI employees is, as far as is reasonably practicable, undertaken in a safe and legal manner while reducing environmental impacts and costs	Ensures compliance with the duty of care implicit in the Health and Safety at Work (Northern Ireland) Order 1978 and assist staff in meeting the requirements of the Road Traffic (Northern Ireland) Order 1981, The Highway Code, The Motor Vehicles (Driving Licenses) Regulations (Northern Ireland) 1996	Screened out for EQIA without mitigation
Staff Acceptable Use Policy	Revised	To ensure that the use of information assets and systems held by Libraries NI meets required standards.	Details how Libraries NI will manage and monitor the use of its information assets and systems and the standards it requires from its users.	Screened out for EQIA without mitigation
Assets Management Policy	Revised	To set out Libraries NI's approach to the management and development of our physical assets and provide the framework within which we can develop specific asset management strategies and plans. To form the basis for a continual improvement process in terms of Libraries NI	To maintain a network of physical assets to support provision of and access to services including permanent library locations (land/property), regional administrative centres, mobile libraries, home-call services, other fleet vehicles. So that we can maximise the potential of these assets we have adopted and	Screened out for EQIA without mitigation

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		property, facilities, and vehicle fleet.	embed a best practice approach to asset management within the organisation	

The screening documentation can be viewed in the **Equality** section of our website: [Quarterly Screening Outcome Report Jan-Mar 2024](#)

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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