

## Initial Equality Screening Assessment

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity.
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

<b>Directorate: Regeneration and Environment</b>	<b>Service area: Heritage Services</b>
<b>Lead person: Jessica Tarver</b>	<b>Contact number: 01709 336624</b>

### 1. Title: Disposal of flood damaged objects from the Museum Collection

Is this a:

**Strategy / Policy**

**Service / Function**

**Other**

**If other, please specify:**

A one off approval to dispose of museum collection damaged in the 2007 flood

### 2. Please provide a brief description of what you are screening

In 2007 Heritage Services main Museum store was badly flooded. At the time over 45,000 objects were affected. Following a report to Cabinet on 2<sup>nd</sup> July 2007, approval was given for the Heritage Services Manager to carry out any necessary disposals. As a result the majority of the objects were either restored and retained in the collection or disposed of. However, due to the extent of the damage, not all objects were reviewed at the time. Therefore, in 2018 the Care of Collections Project was created to resolve the final outstanding issues.

All remaining flood damaged objects have now been reviewed and this report is seeking approval from the Assistant Director for the Care of Collections Project

Manager to carry out disposal of the museum objects damaged beyond conservation.

### 3. Relevance to equality and diversity

Questions	Yes	No
Does the activity have implications regarding the accessibility of services to the whole community?		X
Is there an impact for an individual or group with protected characteristics? (Discrimination, harassment or victimisation of individuals with protected characteristics)		X
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect the Council's workforce or employment practices?		X

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equalities and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

<ul style="list-style-type: none"> <li>• <b>Key findings</b>  <b>(think about</b> any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Actions</b>  <b>(think about</b> how you will promote positive impact and remove/reduce negative impact)</li> </ul>	
Date to scope and plan your Equality Analysis:	
Date to complete your Equality Analysis:	
Lead person for your Equality Analysis (Include name and job title):	

<b>5. Governance, ownership and approval</b> Please state here who has approved the actions and outcomes of the screening:		
<b>Name</b>	<b>Job title</b>	<b>Date</b>
Polly Hamilton	Assistant Director	20.06.2019

<b>6. Publishing</b> This screening document will act as evidence that due regard to equality and diversity has been given. If an Equality Analysis is not required the screening document will need to be published. If this screening relates to a <b>Key Delegated Decision, Executive Board, full Council</b> or a <b>Significant Operational Decision</b> a copy should be emailed to Corporate Governance <b>(to include contact)</b> and will be published along with the relevant report. A copy of <b>all</b> screenings should also be sent to <a href="mailto:Zaidah.ahmed@rotherham.gov.uk">Zaidah.ahmed@rotherham.gov.uk</a> For record keeping purposes it will be kept on file (but not published).	
<b>Date screening completed</b>	20.06.2019
<b>If relates to a Key Decision - date sent to Cabinet</b>	
<b>Date screening sent to Equalities Officer Zaidah.ahmed@rotherham.gov.uk</b>	