

Initial Equality Screening Assessment (Part A)

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.

Directorate: Finance and Customer Services	Service area: Finance
Lead person: Rob Mahon	Contact number: 01709 254518

1. Title:

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

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

Discretionary Scheme Criteria

The scheme is available to businesses who have remained open but are suffering from a loss of trade and have been unable to access any of the existing business grant schemes. Successful applicants must meet the core criteria and fall into one of the targeted areas below. Grant payments will be up to £1,000. The judgement against this criteria will be down to officer discretion.

Core criteria:

- Businesses must be able to demonstrate financial hardship.
- Has to be micro/small businesses (employees less than 49).
- Able to evidence significant fixed business costs.

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- State aid rules apply.
- Businesses that are able to access existing government business support schemes are excluded.

Targeted areas:

- Only local, regional or independent businesses that are not forced to close during the lockdown will be considered;
- Mobile businesses with significant fixed business costs (personal costs are excluded – for example a car would not be included unless it is substantially for business use – insurance documents to evidence)
- Businesses run from home with significant fixed costs that are of a business nature – i.e. a separate building, solely for business use.
- This fund can be used to support the self-employed and freelancers who may fall outside the eligibility of existing national and local schemes.

In exceptional circumstances but solely at the discretion of the Council, an application may also be considered from a business not fully meeting the criteria set out above.

Discretionary Scheme Exclusions

- Businesses able to access existing government business grant schemes or government's self-employment support scheme.

Businesses in manufacturing, construction & office based are excluded;

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		x
Could the proposal affect service users?		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		x

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Have there been or likely to be any public concerns regarding the 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 equality 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?**

n/a

- **Key findings**

n/a

- **Actions**

n/a

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Date to scope and plan your Equality Analysis:	n/a
Date to complete your Equality Analysis:	n/a
Lead person for your Equality Analysis (Include name and job title):	n/a

5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	30 November 2020

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	30 November 2020
If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for	

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publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	