

PART A - 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 (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

1. Title	
Title: Equalities Annual Report	
Directorate: ACX	Service area: PPI
Lead person: Steve Eling	Contact: 254419
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function
	<input checked="" type="checkbox"/> Other
If other, please specify Update report	

2. Please provide a brief description of what you are screening
The purpose of the Equalities Annual Report 2023/2024 is to highlight the progress made over the past year towards the priorities set out in the Council’s Equality, Diversity and Inclusion Strategy and action plan. It also sets out next steps including actions for the coming year and the journey to “excellent” under the Equality Framework for Local Government. The report covers key achievements and case studies from across the Council. Publishing an annual equalities report is part of the Council’s Public Sector Equality Duty.

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, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	x	
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	x	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>	x	
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>	x	

If you have answered no to all the questions above, please explain the reason

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 before decisions are made.

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 using the prompts for guidance and complete an Equality Analysis (Part B).

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

The report is focussed on equality and diversity and the progress made to deliver the EDI Strategy priorities. The entire report includes a consideration of equality and diversity, and the way that the Council is meeting the needs of protected characteristic groups.

Publishing the report is also part of the Council's Public Sector Equality Duty.

- **Key findings**

The 'Rotherham context' section of the annual report outlines relevant equalities data in Rotherham. This is fully up to date with information from the Census 2021. The four themed sections and the case studies also include detail of how the Council has worked towards the equalities agenda in 2023/2024.

- **Actions**

Whilst this is not a decision report, there are number of proposed next steps, some of which will be subject to Cabinet decisions. The action plan section also captures action in the Year Ahead Delivery Plan that will deliver positive equalities outcomes that has been agreed by Cabinet.

As appropriate, for these decisions and next steps, full equality analyses are completed to ensure that the impact on all protected characteristic groups has been considered in detail.

Owing to separate screenings and detailed EAs being undertaken for specific reports and decisions, a full EA and Form B are not required for this report.

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
Jo Brown	Assistant Chief Executive	19 th June 2024
Fiona Boden	Head of Policy, Performance and Intelligence	19 th June 2024
Steve Eling	Policy and Equalities Manager	19 th June 2024

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	19 th June 2024
Report title and date	Equalities Annual Report – 8 th July 2024
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet – 29 th July 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	19 th June 2024