

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: Swinton Public Space Consultation	
Directorate: R&E	Service area: RiDO
Lead person: Melanie Clark	Contact: Catherine Davis
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function
	<input checked="" type="checkbox"/> Other
If other, please specify: Improvement to public space	

2. Please provide a brief description of what you are screening
Screening the consultation strategy and approach for the Swinton public space consultation.
As this is the start of the consultation period, a full equality's analysis is not needed at this time but will be completed at a later date following the Council's corporate guidance.

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?

An in-depth stakeholder database has been prepared to ensure all consultation and engagement reaches a wide audience. The events and activities will be accessible and open to everyone and will be advertised and promoted via a number of platforms designed to reach a wide audience. This includes emails, website, social media, newspaper adverts, leaflets and posters (distributed and displayed in local businesses and public buildings). Printed copies of the consultation will also be made available at Swinton Library.

Public events will be held in a public space with no access restrictions. Further consultation events or face to face meetings may be required, depending on feedback received and level of interest and access will be taken into account.

To ensure we reach as many stakeholders as possible, an offer will be made for RiDO officers to meet stakeholders in-person if they so require, to discuss the proposals and gather any feedback. This has been undertaken as part of previous consultations with, for example, Rotherham Older People's Forum and Rotherham Sight & Sound, and has resulted in positive outcomes.

• Key findings

To ensure we demonstrate influence of resident voice on the scheme and work with neighbourhoods across to enhance their lived environment.

Promote the consultation widely across the Swinton area and surrounding localities and encourage stakeholders to participate and provide tangible feedback – measured by response rate.

• Actions

The consultation will be undertaken in an open and transparent way, encouraging all to express their views and opinions on the plans.

All feedback on the scheme design will be taken into account to ensure that any negative impacts are mitigated appropriately and will be monitored throughout the project.

Date to scope and plan your Equality Analysis:	See above
Date to complete your Equality Analysis:	21.02.25

Lead person for your Equality Analysis (Include name and job title):	Catherine Davis, Consultation & Engagement Manager
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5. Governance, ownership and approval

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

Name	Job title	Date
Melanie Clark	Interim Project Manager	10.03.25
Lorna Vertigan	Head of Regeneration	10.03.25

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	12.03.25
Report title and date	Swinton Public Spaces Consultation – 19.03.25
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Swinton Public Spaces Consultation – 19.03.25
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	10.03.2025