

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: Plan for Neighbourhoods Consultation	
Directorate: R&E	Service area: RiDO
Lead person: Megan Hinchliff	Contact: Catherine Davis
Is this a:	
<input checked="" type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify:	

2. Please provide a brief description of what you are screening
Plan for Neighbourhoods is a UK government initiative that aims to empower local communities by providing them with long-term funding and tools to improve their areas and take control of their futures the consultation gives residents an opportunity to help shape the changes to their area(s).
This screening assesses the consultation strategy and approach for the Plan for Neighbourhoods consultation.

As this is the beginning of the consultation period, a full equalities analysis is not required at this stage but will be conducted later in accordance with 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?**

The main overarching objective of the Plan for Neighbourhoods is to undertake meaningful consultation with stakeholders and the local community within the identified boundary area.

The aim is to empower local residents by partnering with Voluntary Action Rotherham (VAR), the lead body for supporting, developing and promoting the voluntary and community sector in the borough. VAR will facilitate consultation with a diverse range of voices and perspectives that can play a practical role in helping to shape the strategic objectives of the Plan for Neighbourhoods and deliver change. This will be achieved by:

- Using local knowledge (including RMBC Neighbourhoods Teams) to identify where engagement has been weak and underrepresented groups including those whose socioeconomic circumstances language or culture mean that they may not usually feel listened to, for example, those experiencing homelessness, no access to the internet, who do not speak English or the elderly
- Exploring and utilising alternative ways of consultation, particularly where members of the community may struggle to access 'usual' methods of engagement

An in-depth stakeholder database will be 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 local libraries and community buildings. Public events will be held in spaces with no access restrictions.

- **Key findings**

By working with Neighbourhood Teams and Voluntary Action Rotherham, we are ensuring that residents' voices are meaningfully reflected in the development of the scheme.

We will promote the consultation widely across the defined boundary area and neighbouring communities, encouraging active participation and the submission of constructive feedback from all stakeholders, with a strong emphasis on equality, diversity, and inclusion.

We will provide clear and timely feedback to the community on how their input has influenced decision-making. This will demonstrate that their contributions are valued and help to sustain engagement beyond the consultation period, fostering, trust, long-term relationships and future collaboration.

- **Actions**

We will undertake the following actions to ensure the consultation is carried out in a way which promotes diversity:

- The consultation will be undertaken in an open and transparent way, encouraging all to express their views and opinions honestly and openly
- Enough time will be provided to encourage meaningful conversations and engagement
- Ensure accessibility for all (language, mobility, digital access)
- Translators to be appointed where needed
- Methods of consultation will be tailored to suit different groups, for example, young people, elderly and minority communities
- Information to be shared in clear, jargon free language

Date to scope and plan your Equality Analysis:	See above
Date to complete your Equality Analysis:	27.05.25
Lead person for your Equality Analysis (Include name and job title):	Catherine Davis, Consultation & Engagement Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Megan Hinchliff	Regeneration Programme & Strategy Manager	30.05.25

Ciara Jenkinson	Regeneration Strategy Manager	30.05.25
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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	30.05.25
Report title and date	n/a
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	n/a
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	30.05.2025