

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: Selective Licensing – Options for future designations	
Directorate: Regeneration and Environment	Service area: Regulation and Enforcement
Lead person: Chris Stone	Contact:
Is this a: ☐ Strategy / Policy ☒ Service / Function ☐ Other If other, please specify	

2. Please provide a brief description of what you are screening
To designate parts of Eastwood / Town Centre, Clifton, Boston Castle, East Dene, Masbrough, Kimberworth, Maltby, Dinnington, Thurgroft and Parkgate, as Selective Licensing areas in order to improve the management of privately rented properties and the conditions within the boundaries of the proposed designations.

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?**

Looked at demographic breakdowns of area to determine the makeup of the areas in question. We have considered the likely effects on key stakeholders when considering the introduction of the selective licensing to these areas

- **Key findings**

The impact of a selective licensing designation will impact directly or indirectly on all residents and business operators within the declared areas. The most effected will be private landlords and tenants. We plan to carry out a broader equality analysis to ensure we have not missed any important impacts

- **Actions**

[Complete Part B Equality analysis](#)

Date to scope and plan your Equality Analysis:	June 2025.
Date to complete your Equality Analysis:	1 July 2025
Lead person for your Equality Analysis (Include name and job title):	Chris Stone Community Protection manager.

5. Governance, ownership and approval

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

Name	Job title	Date
C Stone	Community Protection manager.	02/07/25
L Coates	Service manager	
E Ellis	HoS	

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	3 July 2025
Report title and date	13 October 2025 Selective Licensing – Options for future designations
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	13 October Cabinet Selective Licensing – Options for future designations
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	16 th July 2025

Appendix 12

PART B – Equality Analysis Form

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.

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics 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. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
Equality Analysis title: Selective Licensing Policy	
Date of Equality Analysis (EA): 1/7/25	
Directorate: Regeneration and Environment	Service area: Regulation and Enforcement
Lead Manager: Chris Stone	Contact number: 823179
Is this a: ☐ Strategy / Policy ☒ Service / Function ☐ Other	
If other, please specify	

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2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Chris Stone	RMBC	PS Lead CPU
Emma Ellis	RMBC	HoS
Lewis Coates	RMBC	Service Manager

3. What is already known? - see page 10 of Equality Screening and Analysis Guidance
Aim/Scope (who the Policy/Service affects and intended outcomes if known)

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

Proposal effects of Eastwood / Town Centre, Clifton, Boston Castle, Masbrough, Kimberworth, Maltby, Dinnington, Thurgroft and Parkgate, if Selective Licensing is designated

The stakeholders who may be affected should the Council approve this paper's recommendations are,

Local residents

Home owners

Tenants public and private

Landlords, landlord's associations,

Managing agents

Any members of the community who live or operate businesses or provide services within the proposed designation.

SY Mayoral Combined Authority

SY Police

Departments within RMBC

Ward members

The proposed outcome of selective licensing differs in each of the 6 proposed areas. The Neighbourhood Development and Improvement Plans (Area Plans) 2026-31 at appendix 4, provide a detailed account of the objectives and activity which will be delivered. In summary however, the scheme intends to improve the proactive management and standards in privately let properties to the benefit of private tenants. This in-turn will create wider area improvements to the benefit of residents in all tenures in the area.

What equality information is available? (Include any engagement undertaken)

Efforts were made to identify local stakeholders in each area using existing council sources, this included any identified groups with protected characteristics. Appendix 2 lists the range of stakeholders invited to contribute to the consultation and methods of contact. Each stakeholder group will contain individuals with protected characteristics as well as those groups who specifically representing those with protected characteristics.

All responses have been summarised and reproduced in full within the report. The online consultation document included an equalities segment.

Of the 1335 responses received 693 online responses contained an equalities segment to which the council received 134 responses. The table reflects the design of the council's standard equality questionnaire.

This represents 10% of all responses which included equalities information.

The responses indicate that those with protected characteristics have been able to be involved in the consultation. Which provides confidence that the consultation was accessible and promoted to the wider demographic of the area, including those with protected characteristics. Their comments are included within the body of the report along with all responses.

Selective Licensing Consultation - Equalities and Monitoring Data**1. Do you want to provide additional information about yourself?**

Response	Count	Percentage
No	559	81%
Yes	134	19%
Total	693	100%

2. Do you want to provide your date of birth? If yes:

Age Group	Count	Percentage
Under 25	0	0%
25 to 34	8	13%
35 to 44	14	23%
45 to 54	12	20%
55 to 64	17	28%
65 to 74	8	13%
75 to 84	1	2%
85 and over	0	0%
Other	1	2%
Total	61	100%

Note: Other date provided was a 2025 date.

3. Are you a carer?

Carer Status	Count	Percentage
Yes	21	16%

No	105	78%
Prefer not to say	8	6%
Total	134	100%

4. Do you have a disability or a condition which has lasted or expected to last for at least 12 months?

Response	Count	Percentage
Yes	34	25%
No	92	69%
Prefer not to say	8	6%
Total	134	100%

5. If: Yes - What are your disability conditions?

Disability/Condition	Count	Percentage
Developmental disorder	1	2%
Illness or condition that is not mentioned here	4	8%
Deafness or partial loss of hearing	7	14%
Mental health condition	10	20%
Physical disability	12	24%
Long-term illness or health condition	16	32%
Total	50	100%

Note: Count is higher than number of respondents that said 'Yes' as multiple answers could be selected.

6. How would you describe your ethnic background?

Ethnicity	Count	Percentage
Other ethnic group	2	1.5%
Asian or Asian British - Indian	3	2.2%
Asian or Asian British - Pakistani	3	2.2%
Black or Black British - African	3	2.2%
Dual Heritage - Any other background	3	2.2%
White - Western European	4	3.0%
Prefer not to say	7	5.2%
White - British	109	81.3%
Total	134	100.0%

7. Do you identify as transgender?

Response	Count	Percentage
Yes	5	4%
No	125	93%
Prefer not to say	4	3%
Total	134	100%

8. Which of the following describes how you think of your gender?

Response	Count	Percentage
Male	58	43.3%
Female	67	50.0%
Prefer not to say	6	4.5%
Other	3	2.2%
Total	134	100%

9. What is your current marital status?

Response	Total	Percentage
Civil partnership	3	2.2%
Prefer not to say	6	4.5%
Widowed	9	6.7%
Divorced/separated	15	11.2%
Living with partner	19	14.2%
Single	19	14.2%
Married	63	47.0%
Total	134	100.0%

10. Are you pregnant?

Response	Count	Percentage
Yes	1	1%
No	125	93%
Prefer not to say	8	6%
Total	134	100%

11. Have you had a baby in the last 12 months?

Response	Count	Percentage
No	117	87.3%
Yes	7	5.2%
Prefer not to say	10	7.5%
Total	134	100.0%

12. What is your refugee or asylum seeker status?

Response	Count	Percentage
Neither	124	92.5%
Refugee	1	0.75%
Prefer not to say	9	6.75%
Total	134	100%

13. What is your religion?

Response	Count	Percentage
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Prefer not to say	8	5.97%
No religion	61	45.52%
Christian (all denominations)	56	41.79%
Muslim	3	2.24%
Jewish	1	0.75%
Other religion or belief	5	3.73%
Total	134	100%

14. Which of the following describes your sexual orientation?

Response	Count	Percentage
Bisexual	9	6.7%
Gay/lesbian	4	3.0%
Heterosexual/straight	108	80.6%
Other	2	1.5%
Prefer not to say	11	8.2%
Total	134	100.0%

Are there any gaps in the information that you are aware of?
None that we are aware of.

What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?
A stakeholder steering group is recommended for the duration of the policy to allow all the identified stakeholders to stay informed and involved. Any adverse impact on protected groups should be identified via this group.

Engagement undertaken with customers. (date and group(s) consulted and key findings) the design and	The design and reach of the constitution on Selective Licensing is detailed in Appendix 2. All residents, businesses, neighbourhood groups, local charities, faith groups, landlord groups, tenants, owner occupiers and visitors, which the council were aware of, were directly contacted. This included over 30,000 direct mail leaflets to all known addresses in the areas, supplemented by a range of other contact methods. The consultation was undertaken in two phases. 06/01/25 – 19/03/25 and 30/06/25 – 20/07/25 There were 7 widely publicised, face to face consultation events located in each of the proposed areas. These were well attended with over 100 visitors to the Town Centre and Masbrough events. The Key findings from the consultation were that of those who responded, the majority did not support the proposed scheme. There was no indication that any specific group with protected characteristics had a specific objection related to their characteristics. The
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	objections came from Landlords who do not wish to pay a licence fee, owner occupier who fear a reduction in house prices and private tenants who are concerned about possible rent increases.
Engagement undertaken with staff (date and group(s) consulted and key findings)	Mutli-departmental and Partners held at Rockingham Training centre. Monthly TASKing meeting (multiagency) Design of the Area Plan – revised from feedback to ensure a wide range of action are included to supplement the enforcement core of the project Discussion around engagement with difficult to reach groups concluded that Ward member and 3rd sector play a key role during the project to ensure all protected groups have a voice. The Area Plans were reformatted and renamed to emphasise the development aspirations for each area. Responses around the areas Strengths were also a focus on which to build additional work to compliment the core activity.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

Selective Licensing schemes are established in legislation and guidance identify the review periods and engagement required throughout the scheme. Selective Licensing can be shown to have a positive effect on standards in private rented properties and protects the health and wellbeing of those living in those homes (appendix 1a).

The direct benefits are focussed on all private tenants, which will include tenants with protected characteristics.

Selective Licensing is particularly supportive of vulnerable groups and all groups with protective characteristics, as the proactive nature of the project ensures all tenants are directly approached by officers without the need for a referral or a complaint. This is particularly helpful to those who find it hard to approach authorities due to communications issues, mobility problems or fear of authority or reprisals.

Advice and assistance are delivered to the home. The scheme assists residents to understand their rights and supports them to assert those rights, especially around housing issues, but signposts to other services for wider support.

The locality work with schools, faith groups, community groups help ensure all sectors of the community have awareness of the selective licensing scheme in their area. We have shown in previous schemes, that focussed, proactive work, builds confidence in areas, delivers improved housing standards, reduces anti-social behaviour and delivers improvements in the wider locality. This enhanced confidence and safety is of particular benefit to vulnerable tenants, who may not otherwise approach services or complain to landlords. Selective licensing links in with policies around homelessness, focussing on overcrowding, identifying properties which can be brought back into residential use and by making the private sector safer and more accessible. Though the proposed areas have, in some cases, issues with increased migration, the focus will not be on this aspect. However, the overall work delivered will support all residents.
Does your Policy/Service present any problems or barriers to communities or Groups? None we have currently identified.
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? The Proactive nature of Selective Licensing, not relying on individuals to complain, will positively impact vulnerable individuals by removing any difficulties or anxieties in contacting relevant services. It will reduce barriers to safe, quality housing for all residents in the Selective Licensing areas and improve safety and the sense of security in the Selective Licensing areas, due to a reduction in anti-social behaviour.
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) The policy is likely to have a positive impact on community relations as the council works to raise awareness and improve communication and engagement with stakeholder via the steering group. One aspect of the Neighbourhood Development and Improvement Plans promotes 'Strength Based' community engagement and development. The better landlords in the areas will see a more level housing market as non-compliant landlords improve or leave the market.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

5. Summary of findings and Equality Analysis Action Plan

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the

impact of the policy/service/change on communities or groups according to their protected characteristic - See page 11 of the Equality Screening and Analysis guidance

Title of analysis: Selective Licensing Policy
Directorate and service area: Regeneration and Environment
Lead Manager: Chris Stone
Summary of findings:
The Selective Licensing scheme has been designed after a wide-reaching public consultation to establish public feeling and consider a wide range of perspectives to ensure effective design of this scheme. This information has been utilised to help develop and design the implementation of the Selective Licensing areas, taking into account public responses and comments.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Develop materials to raise awareness of the policy for all groups	All	08/25
If Cabinet accept the recommendations a Stakeholder Steering group will be established in the first year of the 5-year project	All	Before 1/1/27
Each area scheme will be actively monitored and managed to deliver the programme of work in the Neighbourhood Development and Improvement Plans (Area Plans) 2026-31 at Appendix 4. Monthly / quarterly and annual (mandatory) reviews are built into the project plan. Where issues are identified which may impact on any protected characteristics during the 5 year delivery period of the project they will be addresses via the project plan by adjustments to service delivery or enhanced actions to ensure all residents receive appropriate access and outputs from the project.	All	Monthly / quarterly and annual

***A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM=**

Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups

6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Emma Ellis	Head Of Service Community Safety and Regulatory Services	4/9/2025

7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis 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 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 Equality Analysis completed	3/9/25
Report title and date	Selective Licensing Policy
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	16/7/25