

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: Corporate Safeguarding Protocol	
Date of Equality Analysis (EA): 10 th October 2025	
Directorate: Assistant Chief Executive's	Service area: Human Resources
Lead Manager: Amy Leech	Contact: Amy.leech@rotherham.gov.uk
Is this a: ☒ Strategy / Policy ☐ Service / Function ☐ Other	
If other, please specify	

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)
Lynsey Linton	RMBC	AD HR (Policy Owner)
Joanne Rooke	RMBC	HR Business Partner
Amy Leech	RMBC	Head of HR Policy and Operations

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.)

The Corporate Safeguarding Protocol was approved by Cabinet on 21 November 2022.

The report specifies that the Council has a duty to make appropriate arrangements to safeguard and promote the welfare of children, young people and adults. The Council believes that every child, young person and adult, regardless of their background, age, culture, sexual orientation, gender identity or religious belief should be able to line and participate in safe society without any fear, violence, abuse, bullying, discrimination or exploration.

The Protocol acts as a framework to ensure that safeguarding is embedded across all services and that senior leaders, employees, managers, contractors, elected members and volunteers understand the different forms that abuse can take. This includes awareness of their roles and responsibilities for safeguarding and ensures that support is in place to develop and maintain this understanding in the evolution of safeguarding responsibilities, legislative alignment, and operational improvements.

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

The protocol covers all vulnerable children and adults across RMBC and therefore we do not hold equality information.

Are there any gaps in the information that you are aware of?

No gaps identified.

What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?

Monitoring of the protocol will be via the management information and Safeguarding Audits within CYPS and Adults.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	N/A
Engagement undertaken with staff (date and group(s) consulted and key findings)	The protocol was added as an agenda item at the regular Safeguarding Champions Meeting. This was agreed as a positive move to ensure Safeguarding to all individuals especially those identified as vulnerable or with Protected Characteristics.

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)

The protocol was designed to positively impact all communities and groups that have an involvement or interaction with Rotherham Council. Paying particular mind to Protected Characteristics.

Does your Policy/Service present any problems or barriers to communities or Groups?

None identified.

Does the Service/Policy provide any positive impact/s including improvements or remove barriers?

The Protocol is aligned with the changes to legislation and was approved by Cabinet in 2022. It was designed to positively impact the lives of communities and groups to ensure a safer environment free of unlawful discrimination, victimisation and harassment.

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)

By employee's working with the protocol at the heart of what they do it should give confidence to the communities that all members are being treated equally and equitably.

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: Corporate Safeguarding Protocol
Directorate and service area: Assistant Chief Executive's
Lead Manager: Lynsey Linton – AD HR
Summary of findings:
The only revisions relate to legislative change to ensure that it continues to provide a positive impact on those with protected characteristics.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Review of the Protocol in 3 years unless subject to earlier changes in legislation.	All	11/28

***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.

Appendix 3

Name	Job title	Date
Lynsey Linton	AD HR	10/10/25
Other routes ongoing.		

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	10/10/25
Report title and date	Corporate Safeguarding Protocol
Date report sent for publication	In accordance with November Cabinet Timescales
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	10/10/25