

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: Corporate Financial Inclusion Plan 2026-28	
Directorate: Adult Care, Housing and Public Health	Service area: Housing Income and Support Services
Lead person: Jackie Cobb	Contact: 07751 596281
Is this a:	
☒ Strategy / Policy	☐ Service / Function ☐ Other
If other, please specify	

2. Please provide a brief description of what you are screening
Rotherham's current Financial Inclusion Plan expires in 2025 and the refreshed plan is being formulated currently and will cover 2026-28. This plan will set out the priorities and delivery strategies of the Financial Inclusion team (and its key stakeholders) to ensure that our tenants and residents receive the support they need to become financially empowered and economically secure during these times of financial crisis.

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 Corporate Financial Inclusion Plan 2026-28 looks to actively remove and reduce any barriers to accessing services.

It has a particular focus on engaging with hard-to-reach members of the community.

We are actively seeking to engage with residents of all ages, faiths, and backgrounds.

Using the information available we will target the communities least likely to be accessing our services at the current time.

We have completed trend analysis using current tenant data which has highlighted our target groups/ areas etc.

We have consulted with tenants, residents, and professionals through attendance at the Humanitarian and Communities Group, Residents Forum and meetings with partners and RMBC colleagues to obtain their thoughts, suggestions, and feedback on our proposals.

- Key findings**

Completing the equalities review has highlighted the need to capture special category data at key points in the customer journey (within the Financial Inclusion team) to ensure that customers with protected characteristics are accessing our services.

- Actions**

Check special category data in our Income Pre-tenancy, Tenancy Support and Projects and Interventions teams clients to quantify and validate engagement with residents that have protected characteristics and to ensure that details already obtained by other housing departments are up to date.

Date to scope and plan your Equality Analysis:	8/10/2025
Date to complete your Equality Analysis:	8/10/2025
Lead person for your Equality Analysis (Include name and job title):	Jackie Cobb Financial Inclusion Manager

5. Governance, ownership and approval

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

Name	Job title	Date
John Holman	Interim Assistant Director of Housing	16 th October 2025

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	7 th October 2025
Report title and date	Corporate Financial Inclusion Plan 2026-28 17 th November 2025
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 Meeting 17 th November 2025
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	7 th October 2025