

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: Community Liaison Function & Capital Investment Programme in Selective Licensing Areas	
Directorate: Regeneration & Environment	Service area: Regulation and Enforcement
Lead person: Emma Ellis, Head of Service – Community Safety & Regulatory Services	Contact: emma.ellis@rotherham.gov.uk
Is this a: <input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other ✓ Strategy / Policy ✓ Service / Function Other: Operational delivery framework for Selective Licensing support functions and capital programme If other, please specify	

2. Please provide a brief description of what you are screening

Additional Band G officer posts to increase capacity for enforcement, engagement, early intervention and regulatory work; including Community Liaison to support tenants, landlords and residents across six Selective Licensing areas.

A £500,000 capital investment programme over five years to deliver environmental, community safety and neighbourhood improvements aligned to local priorities.

These measures aim to improve housing conditions, reduce antisocial behaviour, support vulnerable tenants, strengthen local engagement structures, and enable fair and transparent allocation of capital funds.

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?	x	
Could the proposal affect service users?	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	x	
Have there been or likely to be any public concerns regarding the proposal?	x	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	x	
Could the proposal affect the Council's workforce or employment practices?		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 proposals affect residents, tenants, landlords and communities within six Selective Licensing areas, many of which experience high deprivation, poor housing conditions, higher proportions of ethnic minority households, and vulnerable individuals including:

- Low-income families
 - Private renters experiencing housing insecurity
 - People with disabilities or long-term conditions
 - Migrant households and those for whom English is not a first language
 - Victims of ASB, harassment, or exploitation
 - Single parents, young tenants, and older residents
- Analysis of IMD data identifies that some areas fall within the top 10 most deprived nationwide, indicating greater exposure to poor housing and environmental conditions.
 - Consultation undertaken during the Selective Licensing process highlighted barriers faced by tenants, migrant households and vulnerable individuals, including lack of support, fear of reporting issues, language barriers, and limited knowledge of rights.
 - The Community Liaison Function is designed specifically to ensure equitable access, visible contact points, and targeted support for groups who are less likely to engage with council services.
 - Capital investment will be prioritised based on evidence of need, ensuring that areas with higher concentrations of disadvantaged groups receive fair and proportionate improvements.
 - Governance arrangements include community representation to avoid dominant groups controlling outcomes.

Key findings

- The proposals positively impact groups with protected characteristics by improving safety, housing, accessibility and engagement pathways.
- Risks relate mainly to:
 - Uneven participation in stakeholder panels
 - Language and communication barriers
 - Risk of dominant individuals influencing priorities
- Mitigation is built into the roles of liaison officers, terms of reference for panels, and officer-led facilitation.
- Additional staffing increases capacity for early intervention, case support, and preventing homelessness, supporting vulnerable groups.

<ul style="list-style-type: none"> • Actions <p>Ensure stakeholder groups are diverse, accessible and representative, Provide translation, interpretation and accessible materials, Monitor engagement volumes across protected groups, Use data to prioritise capital spend fairly and transparently Train new officers on equality, cultural competence and vulnerable person safeguarding,</p>	
Date to scope and plan your Equality Analysis:	2/4/2026
Date to complete your Equality Analysis:	2/4/2026
Lead person for your Equality Analysis (Include name and job title):	Emma Ellis, Head of Service – Community Safety & Regulatory Services

5. Governance, ownership and approval

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

Name	Job title	Date
Sam Barstow	Service Director, Community Safety & Street Scene	08/04/26

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	April 2026
Report title and date	Community Liaison Function & Capital Investment Programme in Selective Licensing Areas – Cabinet, 13 May 2026
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	2/4/2026