

Appendix 3.

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: How did we do? Adult Social Care Local Account 2025-26

Directorate: Adult Care, Housing & Public Health

Service area: Adult Care and Integration

Lead person:
Holly Smith, Change Lead
Service Improvement & Governance

Contact:
Holly.smith@rotherham.gov.uk

Is this a:

☐

Strategy / Policy

☐

Service / Function

☒

Other

If other, please specify:

An annual report that summarises the work of Adult Social Care in Rotherham.

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

The Local Account is a statutory annual report that communicates how Adult Social Care has performed over the last 12 months, the outcomes achieved for residents, and the priorities for the year ahead.

It is a public facing document intended for a wide audience including people with care and support needs, carers, families, staff, partners and the wider community. As such, the content, format and accessibility of the Local Account have a direct

influence on how effectively different groups can understand, engage with, and benefit from information about Adult Social Care services and support.

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

Although the Local Account does not introduce or change services directly, it communicates how services are delivered, accessed and experienced. The way information is presented can significantly impact different groups, particularly people with disabilities, older people, people with low literacy, carers, and people whose first language is not English.

Data within the Local Account also highlights inequalities which reinforces its relevance to equality and diversity.

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?**

Equality and diversity have been considered throughout the development of the Local Account, with a focus on ensuring it is accessible, inclusive and meaningful for a diverse audience.

The report has been designed to reflect the needs of people who may experience barriers to accessing information, including those with learning disabilities, sensory impairments, limited digital access, or lower levels of literacy.

- **Key findings**

We have identified the following key equality considerations:

- People accessing Adult Social Care are predominantly older adults (68% aged 65+), meaning accessibility for age-related needs is critical.
- There is under-representation of people from Black and Minority Ethnic backgrounds (5% of service users compared to 9% of the local population), indicating potential inequalities in access or engagement.
- A significant proportion of people are supported for physical disability, learning disability and mental health needs, requiring accessible formats and clear communication.
- Carers represent a large group (over 26,000 locally), many of whom experience health inequalities and require tailored information and support.
- Digital exclusion remains a risk for some groups, particularly older people and those on low incomes.

These factors demonstrate that how the Local Account is designed and shared can either reduce or reinforce inequalities.

- **Actions**

To address the identified equality considerations, we have:

- Produced the Local Account using plain English, clear structure and accessible formatting to support understanding across a wide audience.
- Developed an Easy Read version to support people with learning disabilities and others who benefit from simplified information.
- Ensured the report is available in both digital and physical formats.
- Designed content and visuals to be engaging and inclusive, avoiding overly technical or corporate language.
- Committed to providing the document in alternative languages and formats on request to support inclusion of non-English speakers.

- Used insight from the Local Account to highlight inequalities (e.g. ethnicity, carers' access), supporting future service improvement and targeted engagement.

These actions support equitable access to information and align with the Council's duty to advance equality of opportunity.

Date to scope and plan your Equality Analysis:	01/06/2026
Date to complete your Equality Analysis:	09/06/2026
Lead person for your Equality Analysis (Include name and job title):	Holly Smith Change Lead

5. Governance, ownership and approval

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

Name	Job title	Date
Cllr Baker-Rogers	Cabinet Member for Adult Social Care & Health	13/07/2026
Ian Spicer	Executive Director of Adults, Housing & Public Health	06/07/2026
Kirsty-Louise Littlewood	Service Director Adult Care and Integration	20/07/2026

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	09/06/2026
Report title and date	How did we do? Adult Social Care Local Account 2025-26
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 September 2026
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	09/06/2026