

Appendix 4.

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: How did we do? Adult Social Care Local Account 2025-2026	
Date of Equality Analysis (EA): 09/06/2026	
Directorate: Adult Care Adult Care, Housing & Public Health	Service area: Adult Care and Integration
Lead Manager: Kirsty Louise Littlewood Service Director Adult Care and Integration	Contact: kirsty-louise.littlewood@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. 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)
Holly Smith	Rotherham Council	Change Lead
Dania Pritchard	Rotherham Council	ASC Assurance Lead
Kirsty Louise Littlewood	Rotherham Council	Service Director Adult Care and Integration

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)

The Local Account is a public facing report that provides an overview of Adult Social Care activity, performance, outcomes, and priorities for improvement. It is intended for all Rotherham residents, with particular relevance to:

- People with care and support needs
- Carers
- Families
- Partner organisations

During 2025-26:

- 5,985 people received support
- 3,895 people had an open service at year end
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The profile of people accessing Adult Social Care in Rotherham reflects a predominantly older population, with 68% aged 65 and over and 32% aged 18 to 64. The gender profile shows that 57% of people receiving support are female and 43% are male. There is an identified inequality in access for people from ethnic minority backgrounds, who make up 5% of service users compared to 9% of the local population, indicating under-representation.

People are supported across a range of needs, with significant numbers requiring support for physical disabilities, learning disabilities, and mental health needs. These needs highlight the importance of ensuring services and information are accessible and inclusive.

In addition, there are over 26,000 unpaid carers in Rotherham, many of whom experience poorer physical and mental health outcomes due to their caring responsibilities.

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

- Core data from Liquid Logic Adult System (LAS)
- Demographic breakdowns (age, sex, ethnicity)
- Service usage and outcomes data

- Safeguarding data and outcomes
- Carers Strategy engagement
- Complaints and compliments

This provides a strong evidence base for identifying inequalities and understanding different groups experiences.

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

Limited data on:

- Self-funders
- People not known to services
- Under-reporting in some protected characteristics (e.g. sexual orientation, religion)
- Limited insight into digital exclusion levels

This reinforces the need for the Local Account to be widely accessible and inclusive.

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

Numbers of 'hits' online documents have had will be monitored so that we can assess whether the documents are being used and are accessible, as is intended. This will done on a quarterly basis to inform how we publish the Local Account in future.

Engagement undertaken with customers. (date and group(s) consulted and key findings)

Not applicable

Engagement undertaken with staff (date and group(s)consulted and key findings)

Not applicable

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?

The Adult Social Care Local Account is a public-facing document designed to ensure transparency, accessibility, and inclusion for all residents. Its development has taken into account the needs of people with different protected characteristics, as outlined below:

Age The Local Account reflects a predominantly older cohort of people accessing services, with a significant proportion aged 65 and over. It has been designed to be accessible to older people through the use of plain English, clear structure, and availability in alternative formats. It also includes content relevant to working-age adults, supporting a broad age range of users.

Disability Given that many people accessing Adult Social Care have physical disabilities, learning disabilities, sensory impairments, or mental health needs, the Local Account has been developed with accessibility in mind. This includes compatibility with assistive technologies, the provision of an Easy Read version, and clear, simple language to support understanding and remove barriers.

Sex The Local Account reflects the gender profile of people accessing services and presents information in a way that is inclusive and relevant to all genders. There is no evidence that the content or format disproportionately disadvantages any group based on sex.

Gender Reassignment While specific data relating to gender reassignment is limited, the Local Account promotes inclusive language and reflects the Council's commitment to equality and non-discrimination. Information is presented in a way that is respectful and accessible to all individuals regardless of gender identity.

Race / Ethnicity The Local Account explicitly recognises inequalities in access and representation, including the under-representation of people from ethnic minority communities. It supports improved awareness of services and commits to making information accessible, including the provision of alternative language formats where required, helping to reduce barriers for those whose first language is not English.

Religion or Belief The Local Account is designed to be inclusive and respectful of all religions and beliefs. It avoids the use of culturally exclusive language or imagery and ensures that information is accessible to people from diverse backgrounds.

Sexual Orientation The document promotes an inclusive approach to communication, ensuring that information is relevant and accessible to people of all sexual orientations. There is no evidence that the Local Account creates barriers or differential impacts in this area.

Civil Partnership and Marriage The Local Account is inclusive of individuals regardless of marital or civil partnership status. Information about services and support is presented in a way that recognises the role of families, partners, and support networks.

Pregnancy and Maternity The Local Account remains inclusive in its language and messaging, ensuring that individuals who may be pregnant or have caring responsibilities are not excluded from accessing information.

Overall, the Local Account supports equity by improving access to information, raising awareness of services, and identifying inequalities across different groups. Its inclusive design and content help to ensure that people from all backgrounds are able to understand, engage with, and benefit from the information provided.

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

- Digital exclusion for some groups
- Potential accessibility barriers for:

- People with learning disabilities - Sensory impairments - Non-English speakers • Inequality in service access (e.g. ethnicity gap)
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? The Local Account: - Improves transparency and accountability - Increases awareness of services and support - Highlights inequalities and priority areas - Supports engagement with seldom heard groups - Strengthens co-production and resident voice - Promotes carer recognition and support
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 Local Account is expected to have a positive impact, by: - Demonstrating openness about performance and challenges - Highlighting improvement priorities - Building trust with residents and communities - Showing commitment to inclusion and fairness There is no evidence that the report disproportionately benefits one group at the expense of another.

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: How did we do? Adult Social Care Local Account 2025-2026
Directorate and service area: Adult Care, Housing & Public Health, Adult Care and Integration
Lead Manager: Holly Smith, Change Lead
Summary of findings:
The Equality Analysis confirms that the Local Account has a meaningful and positive impact on equality and diversity, particularly in relation to: - Accessibility of information - Representation of different groups - Transparency and accountability - Identification of inequalities (e.g. ethnicity, carers) Potential barriers have been identified and mitigating actions have been built into the design and distribution of the report.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Maintain Easy Read and accessible formats	D, A	Ongoing

Provide alternative languages on request	RE	Ongoing
Ensure availability of paper copies borough-wide (eg libraries etc.)	A,D,O	Ongoing
Use Local Account insights to inform equality objectives and service improvement	All	Ongoing

***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
Kirsty Louise Littlewood	Service Director Adult Care and Integration	Approved – 20/07/2026
Cllr Baker-Rogers	Cabinet Member for Adult Social Care & Health	Approved - 07/07/2026
Ian Spicer	Executive Director, Adult Care, Housing & Public Health	Approved – 06/07/2026

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	09/06/2026
Report title and date	Adult Social Care Local Account – How did we do? Local Account 2025-2026
Date report sent for publication	TBC – Cabinet September 2026
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	09/06/2026