

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: Rotherham Local Plan: Timetable, Governance Arrangements and Delegated Authority	
Date of Equality Analysis (EA): 28 August 2026	
Directorate: Regeneration and Environment	Service area: Planning Policy
Lead Manager: Emma Ottewell Head of Planning and Building Control	Contact number: 01709 254752
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)
Emma Ottewell	RMBC	Head of Planning and Building Control
Winsze Lam	RMBC	Assistant Planning Policy Manager
Helen Sleight	RMBC	Assistant Planning Policy Manager

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.)

This report seeks approval to commence preparation of a new Rotherham Local Plan, approve the Local Plan Timetable, establish a Local Plan Steering Group and approve delegated authority arrangements required under the Town and Country Planning (Local Planning) (England) Regulations 2026. The proposal affects all residents, businesses, community organisations and stakeholders across the borough, as the Local Plan will ultimately shape future development, housing, employment, infrastructure and environmental policies.

The intended outcome is to ensure the Council complies with statutory plan-making requirements and maintains an up-to-date development plan.

Call for Sites engagement undertaken in June 2026 via Citizenspace and future statutory consultation stages will be subject to a Community and Engagement Strategy for:

- Scoping Consultation.
- Plan Content and Evidence Consultation.
- Proposed Local Plan Consultation.

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

- 2021 Census data for Rotherham showing an ageing population profile, varying levels of disability and long-term health conditions, and diverse ethnic and faith communities across the borough.
- Indices of Multiple Deprivation and socio-economic data identifying significant areas of deprivation and health inequality within the borough.
- Housing needs evidence demonstrating requirements for affordable housing, specialist accommodation for older people, accessible and adaptable homes, and provision for different household types.
- Existing Local Plan evidence relating to transport accessibility, access to services, employment opportunities, environmental quality and health outcomes.
- Previous Local Plan consultation responses and Call for Sites submissions received during June and July 2026.

National planning policy and guidance which requires local planning authorities to consider the needs of different groups within the community when preparing development plans.	
Are there any gaps in the information that you are aware of? At this commencement stage, detailed equality impacts of future planning policies cannot yet be fully assessed as policy content has not been prepared. Further equality evidence and consultation responses will be gathered throughout plan preparation. Whilst baseline equality information is available, more detailed evidence regarding the potential impacts of emerging policy options on protected groups will be developed as the Local Plan progresses. Further engagement and consultation responses will help identify specific barriers, needs and opportunities for different communities. All further information gained throughout the consultation process will be included in future equality documentation when updates on the Local Plan are reported to Cabinet.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? Equality impacts will be monitored throughout preparation of the Local Plan through: - Monitoring participation rates and consultation responses from a broad range of communities and protected groups where information is available. - Reviewing consultation feedback to identify any barriers to participation or unintended adverse impacts. - Assessing equality implications as evidence studies and policy options are developed. - Reporting findings through the Local Plan Steering Group and Council governance arrangements. - Updating Equality Analysis documentation at key milestones, including consultation stages and before formal decision points. - Monitoring whether consultation methods remain accessible and inclusive and making adjustments where necessary.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	A borough-wide Call for Sites exercise was undertaken between June and July 2026 as part of the evidence gathering stage for the new Local Plan. It is also proposed to extend this process until the end of 2026. The exercise was promoted through the Council's website, social media channels and communications with stakeholders including landowners, developers, statutory consultees and interested members of the public. The exercise sought information on land that may be available for future development and helped establish an initial understanding of development opportunities across the borough. The responses received will inform future evidence gathering and assessment work but did not involve decisions on site allocation or planning policy. Further public consultation will be undertaken during the preparation of the Local Plan, including:

	• Scoping Consultation. • Plan Content and Evidence Consultation. • Proposed Local Plan Consultation. These stages will provide opportunities for residents, businesses, community organisations and groups representing people with protected characteristics to influence the content of the Local Plan.
Engagement undertaken with staff (date and group(s) consulted and key findings)	Discussions have taken place during July and August 2026 with Planning Policy officers, Legal Services, Governance, Equalities colleagues and senior officers regarding: • The statutory requirements introduced through the Town and Country Planning (Local Planning) (England) Regulations 2026. • Appropriate governance and decision-making arrangements. • Timetable requirements for preparation of a new Local Plan. • Approaches to consultation and engagement. • Ensuring equality considerations are embedded throughout plan preparation. These discussions have informed the governance structure, delegated authority arrangements and proposed engagement approach set out in the report.

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 report itself relates to governance, decision-making and procedural arrangements required to commence preparation of a new Local Plan. The proposals do not directly change planning policy or development outcomes.

However, the Local Plan that will emerge from this process will influence matters that are particularly important for people with protected characteristics, including:

- Suitable and accessible housing for older people and disabled residents.
- Access to employment opportunities.
- Access to healthcare, education and community facilities.
- Public transport connectivity and active travel opportunities.
- Design of safe and inclusive places.
- Access to green infrastructure and environmental improvements.

The governance arrangements, timetable and consultation processes proposed by this report create opportunities for all communities to participate in plan preparation and ensure equality considerations can be incorporated as policy options are developed and assessed.

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

No significant barriers have been identified from the governance, timetable and delegation arrangements proposed in this report.

Potential barriers may arise during future consultation activities if engagement methods are not accessible to all groups. These risks will be addressed through the Local Plan Community Engagement Strategy and ongoing equality assessment.

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

Yes. Although the report itself establishes governance arrangements rather than planning policies, it enables preparation of a Local Plan that can positively influence equality outcomes across the borough.

Potential positive impacts include:

- Supporting delivery of housing that meets a wider range of needs, including affordable, accessible and adaptable homes.
- Providing opportunities to improve access to employment, education, health services and community facilities.
- Supporting investment in transport infrastructure and sustainable travel options that improve accessibility.
- Promoting inclusive design principles which help create safer and more accessible places.
- Ensuring all communities have opportunities to influence future planning policies through consultation and engagement.
- Supporting compliance with the Public Sector Equality Duty throughout preparation of the Local Plan.

The proposed Community Engagement Strategy will help reduce barriers to participation by promoting accessible and inclusive consultation methods.

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)

A positive effect is anticipated.

The Local Plan process provides structured opportunities for residents, businesses, community groups and stakeholders to engage in discussions about the future development of the borough. Transparent consultation and engagement activities can help build understanding of different needs and priorities across communities.

Opportunities will be provided through formal consultation stages, online engagement and targeted stakeholder engagement activities. Feedback received through these processes will help inform policy development and ensure a broad range of views are considered during plan preparation.

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: Rotherham Local Plan: Timetable, Governance Arrangements and Delegated Authority
Directorate and service area: Regeneration and Environment, Planning Policy
Lead Manager: Emma Ottewell
Summary of findings:
The report relates primarily to governance, procedural and administrative arrangements necessary to commence preparation of a new Local Plan. No direct adverse equality impacts have been identified.
The future Local Plan itself may have significant impacts on people with protected characteristics through decisions relating to housing, employment, transport, infrastructure and services. Consequently, equality considerations will continue to be embedded throughout plan preparation and consultation.
Appropriate monitoring and engagement arrangements will ensure that groups with protected characteristics are able to participate meaningfully in the process and that equality impacts are assessed as policy options emerge.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Prepare accessible Community Engagement Strategy for Local Plan consultations	All	01/27
Undertake equality review at each statutory consultation stage	All	Ongoing

Monitor consultation responses and participation by protected groups where possible	All	Throughout plan preparation
Update Equality Analysis as policy options emerge and before major decision stages	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
Emma Ottewell	Head of Planning and Building Control	28 August 2026
Simon Moss	Service Director of Planning, Regeneration and Transport	08/09/2026

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	28 August 2026
Report title and date	Rotherham Local Plan: Timetable, Governance Arrangements and Delegated Authority Cabinet, 12 October 2026
Date report sent for publication	07 September 2026
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	28 August 2026