

Appendix 1

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: Future Delivery of Tenant Engagement

Directorate:
Adult Care, Housing and Public Health

Service area:
Housing Services

Lead person:
Wendy G Foster,
Governance and Involvement Manager

Contact:
Wendy-regen.foster@rotherham.gov.uk

Is this a:

☐

Strategy/Policy

☐

Service/Function

☒

Other

If other, please specify:

A proposal to deliver tenant engagement directly by the Council and externally procure the tenant scrutiny function.

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

The Council currently outsources part of its tenant engagement work to an external provider called 'RotherFed' through a contract valued at £185k per year. This contract is due to end in March 2027.

A full options appraisal has been undertaken to review future delivery arrangements. The appraisal has focused on improving the quality of tenant engagement and outcomes for tenants, rather than delivering cost savings.

The outcome of the options appraisal is that from April 2027, tenant engagement is delivered directly by the Council, with the tenant scrutiny function being procured externally to maintain its independence.

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?		✓
Could the proposal affect service users?		✓
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		✓
Have there been or likely to be any public concerns regarding the proposal?		✓
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	✓	
Could the proposal affect the Council's workforce or employment practices?		✓
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?**

Housing Services revised its approach to gathering information about its tenants last autumn when it began gathering more complete information about tenants EDI information and other diverse needs. This information is being used to tailor the services we deliver for tenants.

When considering GDPR guidance, the extent to which we can share information with the external provider is limited and the Council has increasingly reached out to underrepresented groups directly rather than through the contract, for which Housing Services pays £185k per annum.

- **Key findings**

We have been working towards involved tenants representing the borough's wider demographics and understand that this can be more easily achieved directly, rather than through a contractor. Direct delivery would also offer better value for money.

- **Actions**

To recommend to Cabinet that consideration is given to delivering tenant engagement directly and seek to procure tenant scrutiny externally.

Date to scope and plan your Equality Analysis:	27 July 2026
Date to complete your Equality Analysis:	27 August 2026
Lead person for your Equality Analysis (Include name and job title):	Wendy G Foster Governance and Involvement Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Councillor Beresford	Cabinet Member for Housing	24.08.26
Ian Spicer	Executive Director, Adult Care, Housing, and Public Health	28.08.26

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	
Report title and date	Future Delivery of Tenant Engagement 12 October 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	Cabinet Report to be submitted to Governance on Friday 28 August 2026.
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	20 August 2026