Appendix 3:
Initial Equality Screening Assessment PART A

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: Service Level Agreements (2027-2030) for Advice Services and Voluntary and Community Sector Infrastructure	
Directorate: Policy, Strategy and Engagement	**Service area: Policy, Performance and Intelligence**
Lead person: Waheed Akhtar	**Contact: waheed.akhtar@rotherham.gov.uk**
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Cabinet report makes recommendations for the three-year Voluntary and Community Sector (VCS) Infrastructure Service Level Agreement (SLA) and Advice Services SLA, for the period 1 April 2027 to 31 March 2030, including the results of the co-design processes undertaken in July and August 2026.

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.**

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?**

Infrastructure services are at the core of support for the diversity of the VCS. This, along with the equalities data from current advice service provision, will be the starting point for the Equality Analysis. Equalities planning and Equality Analysis have already been an integral component of the co-design of services in accordance with the Rotherham Compact, which in turn has specific commitments around equalities.

- **Key findings**

Advice services are response driven, meeting demand for support, often by the most vulnerable people in society. Much of the advice demand, especially around benefits, debt and immigration are accessed by people with protected characteristics. Planning of the service has full regard to the needs of protected groups.

VCS Infrastructure Services are one of the key drivers for equalities in the VCS and communities, championing the provisions of the Rotherham Compact. Specifically, the Rotherham Compact states:

An important way in which the VCS can promote equality effectively is by working with public sector organisations on equality issues. VCS organisations undertake to:

- *Take practical action in partnership with the public sector to eliminate discrimination, advance equality of opportunity and build community links.*
- *Show committed leadership (especially at senior levels) to promote equality and, where necessary, put strategies in place to achieve it.*

Many of VAR's members, particularly small groups, are delivering excellent support to people with protected characteristics. There are also some larger charities working on equalities, but more is needed. There is an intersectional aspect to the work of many VCS groups as they are working with people with several protected characteristics. For example, a group may be working with BAME disabled women, or perhaps with older men from different faiths on issues of isolation/loneliness.

- **Actions**

There will be further consideration of equality outcomes following Cabinet approval in November, when the detailed delivery plan and the Equalities Analysis Form B will be finalised as part of the Service Level Agreement in January 2027.

Date to scope and plan your Equality Analysis:	December 2026
Date to complete your Equality Analysis:	January 2027
Lead person for your Equality Analysis (Include name and job title):	Waheed Akhtar, Communities Manager

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Jane Maxwell	Director of Policy, Strategy and Engagement	22/10/26

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	08/10/2026
Report title and date	Service Level Agreements (2027-2030) for Advice Services and Voluntary and Community Sector Infrastructure
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 for 16 November 2026 Cabinet Meeting
Date screening sent to Policy, Performance and Intelligence equality@rotherham.gov.uk	09/10/2026