

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: Adult Social Care Financial Charging Policy	
Directorate: ACH&PH	Service area: Adult Care
Lead person: Gioia Morrison	Contact: gioia.morrison@rotherham.gov.uk
Is this a:	
<input checked="" type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify	

2. Please provide a brief description of what you are screening
<p>The report is requesting permission to rewrite the financial charging policy and then going out to consultation before it is implemented. Three changes are being introduced to the non-residential element of the policy after an initial review.</p> <ol style="list-style-type: none"> 1. Abolition of the maximum charge 2. The introduction of a fee for organising care for self-funders 3. Using all legally allowed income in calculations of client contributions
<p>A consultation will be produced and carried out to consult on these changes. Consultation is to be carried out with stakeholders through an online questionnaire</p>

and face-to-face sessions over a 12-week period. This consultation will be planned for summer commencement 2025, with letters being issued prior, to advise service users of their opportunity to feed back. The outcome of the consultation exercise will inform the future joint residential and non-residential charging policy for adult social care subject to further cabinet approval by the end of 2025.

There will be plans to engage with stakeholders with protected characteristics, however this has not been confirmed in detail but will be discussed in the Part B Full Equality Screening that will be done after the consultation.

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? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		x
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>		x
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>	x	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		x
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		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**.

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?**

This proposed policy will specifically affect people with protected characteristics, including age and disability The Equality and Assessment will be undertaken at the same time and will include consultations with elderly and disabled people, carers and their families. Given the nature of the policy, the consultation will consult with residents with protected characteristics, however the details of this are yet to be confirmed but will be reflected within the full equality screening produced alongside the consultation.

- **Key findings**

The consultation will look at the impact of the proposed changes and how they will impact on different groups, including those with protected characteristics, carers and those not yet receiving services. Equalities data will be collected as part of this work. Face to face meetings and on-line questionnaires will be used to engage more people.

The outcomes of the consultation will inform the final policy.

- **Actions**

The results of the consultation carried out will be used to inform the new policy.

A full Equality Analysis will be undertaken informed by the results and outcomes of the consultation.

The full equality analysis will then be presented when the final strategy is brought to cabinet

Date to scope and plan your Equality Analysis:

June 2025

Date to complete your Equality Analysis:	September 2025
Lead person for your Equality Analysis (Include name and job title):	Gioia Morrison Head of Finance

5. Governance, ownership and approval

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

Name	Job title	Date
Ian Spicer	Strategic Director	2/4/2025

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	2/4/2025
Report title and date	Financial Charging Policy, 12 May 2025
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	3/4/2025
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	28.03.25