

Why do an Equalities Impact Assessment (EqIA)?

1. Equalities Impact Assessment (EqIA) is part of Oxford City Council's **Public Sector Equality Duty (PSED) (Equality Act 2010)**.

The General PSED enables Oxford City Council to:

- a. **identify and remove discrimination,**
 - b. **identify ways to advance equality of opportunity,**
 - c. **foster good relations.**
2. An EqIA must be done before making any decision(s) that may have an impact on people and/or services that people use and depend on.
 3. An EqIA form is one of many tools that can simplify and structure your equalities assessment.
 4. We are passionate about equalities, and we highly recommend that **Corporate Management Team (CMT) reports and all projects must attach an EqIA.**

For questions, queries, and a chat about how to do your EqIA, please email your EDI officers:

1. Mili Kalia – milkalia@oxford.gov.uk
2. Sobia Afridi- safridi@oxford.gov.uk

Please do refer to our [SharePoint Page](#) for support such as FAQs and Examples, etc.

A good EqIA has the following attributes:

1. **Comprehensively considers the 9 protected characteristics.**

1. Age	6. Race & Ethnicity
2. Disability	7. Religion or Belief
3. Gender Reassignment	8. Sex
4. Marriage & Civil Partnership	9. Sexual Orientation
5. Pregnancy & Maternity	

2. It has **considered equality of treatment** towards service users, residents, employees, partners, council suppliers & contractors, and Council Members
3. Sufficiently considered **potential and real impact** of proposal or policy on service users, residents, employees, partners, council suppliers & contractors, and Council Members.
4. **Systematically recorded and reported** any potential and real impact of your proposal or policy on service users, residents, employees, partners, council suppliers & contractors, and Council Members
5. **Collected, recorded, & reported sufficient information and data** on how your policy or proposal will have an impact.
6. Offers **mitigations or adjustments** if a PSED has been impacted.
7. Provides clear **justifications** for your decisions.
8. It is written in **plain English** with simple short sentence structures.

Section 1: General overview of the activity under consideration

1.	Name of activity being assessed. For example: -New policy, -Review of existing policy, -Changes in service(s), -New project(s), etc.	Updates regarding byelaws for grouds, public walks and open spaces. Changes suggested are removal of old byelaws relating to: 1. The balnket ban on cycling in parks 2. Tree climbing 3. Playing ball games 4. Wild swimming The updating of the remaining byelaws and introduction of new ones to deal with changing challenges	2.	The implementation date of the activity under consideration: 31/12/24
3.	Directorate/Department(s):	Corporate Property Services.	4.	Service Area(s):
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	Chris Bell.	6.	Contact details, in case there are queries: Please provide: -Name -Email address
7.	Is this a new or ongoing EqIA?	New <input checked="" type="checkbox"/> Extension to existing EqIA <input type="checkbox"/>	8.	If this is an extension of a previous EqIA, please indicate where the previous EqIA is located and share the link to the said EqIA. Please type here.
9.	Date this EqIA started:	14/11/2023		

10. Will this EqIA be attached to Corporate Management Team (CMT) reports/updates, which will be published online?	Yes	11. Give a date (tentative or otherwise) when this assessment will be taken to the CMT.	15/05/24
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Section 2: About the activity, change, or policy that is being assessed.

12. Type of activity being considered: Check the most appropriate.	<input type="checkbox"/> Budget	<input type="checkbox"/> Decommissioning	<input type="checkbox"/> Commissioning	<input checked="" type="checkbox"/> Change to an existing activity.
13. Which priority area(s) within Oxford City Council's Corporate strategy (2020-2024) does this activity fulfil? Please check as needed.	<input type="checkbox"/> Enable an inclusive economy.	<input checked="" type="checkbox"/> Deliver more affordable housing.	<input checked="" type="checkbox"/> Support thriving communities.	<input checked="" type="checkbox"/> Pursue a zero carbon Oxford.
14. Which priority area(s) within Oxford City Council's Equality, Diversity & Inclusion Strategy (2022) does this activity fulfil? Please check as needed.	<input checked="" type="checkbox"/> Responsive services and customer care.	<input type="checkbox"/> Diverse and engaged workforce.	<input type="checkbox"/> Leadership & organisational commitment.	<input checked="" type="checkbox"/> Understanding and working with our communities.
Outline the aims, objectives, &	Aims:	Objectives:	Priorities:	

15.	priorities of the activity being considered.	1: Update the Council byelaws for its parks and open spaces	Revoke old inappropriate byelaws conflicting with healthy place shaping, and create a simplified set of byelaws focused on public safety and protecting habitats and parks infrastructure	<ol style="list-style-type: none"> 1. Public safety 2. Protection of parks infrastructure 3. Protection of wildlife habitats and wider environment 4. Promotion of Healthy Place Shaping and healthy lifestyle
16.	Please outline the consequences of not implementing this activity. For example, -Existing activity does not fulfill Corporate Objectives, -existing activity is discriminatory and not fulfilling Council's PSED, ... to name a few.	<ul style="list-style-type: none"> • There would be no clear, central point of reference for the public regarding what they can and can't do in the Council's green spaces • Retaining old byelaws prohibiting tree climbing, ball games and wild swimming conflicts with the Council's priority around healthy place shaping and promotion of healthier lifestyles • A lack of a set of modern byelaws would greatly reduce the powers available to officers to tackle antisocial behaviour which can impact on the safety of the public and protection of habitats • If the list of sites currently covered by the old byelaws is not updated, there is likely to be legal challenges regarding plans for change of land use set out in the 2040 Local Plan to meet the city's housing need 		

Section 3: Understanding service users, residents, staff and any other impacted parties.

17.	Have you undertaken any consultations in the form of surveys, interviews, and/or focus groups? Please provide details— -when, -how many, and -the approach taken.	The consultation consisted of a widely publicised, open-to-all, online questionnaire (which ran from the 12 February to 8 April), combined with a proactive approach to a wide range of stakeholders for the Council's green spaces. The total number of responses to the online survey was 523. Other comments and suggestions were provided separately from the online survey via email/letter. In addition to recording the quantifiable number of votes in support or opposition to the overall proposal and individual byelaws, all of the comments submitted on the online survey, and those provided separately, were reviewed to identify general feedback themes, concerns and suggestions. A full report has been prepared on the consultation which also contains a set of recommendations and an updated regulatory assessment based on the
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<p>18. List information and data used to understand who your residents or staff are and how they will be impacted.</p> <p>These could be- -third-party research, -census data, -legislation, -articles, -reports, -briefs.</p>	<p>feedback.</p> <p>An extensive range of stakeholder groups for the Council’s green spaces were approached and encouraged to take part in the survey. This included specific groups, such as cyclists and disabled people, in accordance with government guidance.</p>
<p>19. If you have not done any consultations or collected data & information, are you planning to do so in the future?</p> <p>Please list the details – -when, -with whom, and -how long will you collect the relevant data.</p>	<p>N/A (see above)</p>

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Section 4: Impact analysis.

<p>20. Who does the activity impact?</p> <p>Check as needed.</p> <p>The impact may be positive, negative</p>	<p>Service Users</p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>	<p>Don't Know <input type="checkbox"/></p>
	<p>Members of staff</p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>	<p>Don't Know <input type="checkbox"/></p>
	<p>General public</p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>	<p>Don't Know <input type="checkbox"/></p>

or unknown.	Partner / Community Organisation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	City Councillors	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	Council suppliers and contractors	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Don't Know <input type="checkbox"/>

21. Does the activity impact positively or negatively on any protected characteristics as stated within Equality (Act 2010)?
 Check as needed and provide evidence-driven conclusions.

Protected Characteristic	Positive	Negative	Neutral	Don't know	Data/information supporting your assessment	Analysis, insight & mitigations
Age	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No data is available. The public consultation will add value to this	<p>1. Lifting the blanket ban of cycling in parks:</p> <p>Positive - promotion and facilitation of active travel opportunities for children going to and from school in safe spaces away from roads. There would also be increased opportunities for young children to learn to ride in safe spaces away from roads</p> <p>Negative - People with age related mobility impairment might feel hindered and uncomfortable when there is unconsidered bicycle traffic.</p> <p>Mitigation: There is concern about cyclist will use these open spaces and pathways (although it should be noted that this not currently being policed as there is no resource to do this). However, another byelaw is</p>

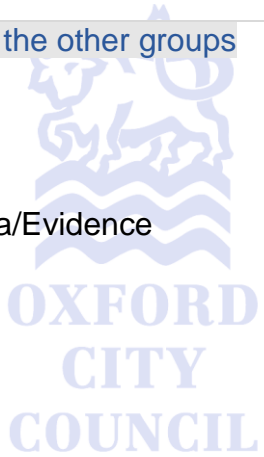
						<p>retained which would still allow for prosecution of any persistent offenders who cycle recklessly in a park or other green space: No person shall cycle on any footway or carriageway in such a manner as to cause danger or give reasonable grounds for annoyance to other persons using the footway or carriageway.</p> <p>2. Revoking the old byelaws on tree climbing and ball games: Positive - mostly for younger age groups with increased opportunities for active play and exploration.</p>
<p>Disability (Visible and invisible) 277</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>No data</p> 	<p>1. Cycling in parks- Positive - The spaces will become more open for individuals who use mobility aids. Entrances designed to deter cyclists also prohibit access people using mobility scooters or wheelchairs (see image below - this lady gave permission for this photo to be used to demonstrate the challenges she currently faces when trying to access some green spaces).</p>  <p>Negative-People with age related mobility impairment might feel hindered and uncomfortable when there is unconsidered bicycle traffic.</p>

						<p>Updated byelaw to better regulate mooring and care of the riverine environment</p> <p>Positive - This is byelaw should help prevent obstructions of the towpath caused by storage of items by boaters and fly-tipping. These can be particularly harmful for people with age related mobility issues or some forms of disabilities such as eyesight.</p>
Gender re-assignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group?</p> <p>How will you mitigate the disproportionate impact (positive or negative)?</p>
Marriage & Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group?</p> <p>How will you mitigate the disproportionate impact (positive or negative)?</p>
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Race, Ethnicity and/or Citizenship	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group?</p> <p>How will you mitigate the disproportionate impact (positive or negative)?</p>
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/EvidenceWe have never enforced this so there should be no change.	<p>1. Cycling in parks-</p> <p>Positive- more spaces will become open for families with children and expecting parents who bicycle for recreation or for transport, thus furthering our corporate objective around healthy-place shaping. Pregnant mothers and their toddlers can access these spaces.</p> <p>Negative-Pregnant mothers and mothers with pawns might feel hindered and uncomfortable when there is</p>

						<p>unconsidered bicycle traffic.</p> <p>Mitigation: Retention of a byelaw which would still allow for prosecution of any persistent offenders who cycle recklessly in a park or other green space: No person shall cycle on any footway or carriageway in such a manner as to cause danger or give reasonable grounds for annoyance to other persons using the footway or carriageway.</p> <p>2. Tree Climbing- Impact is envisaged to be neutral for this activity.</p> <p>3. Plaing ball games- Impact is envisaged to be neutral for this activity.</p>
Religion or Belief 79	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group? How will you mitigate the disproportionate impact (positive or negative)?</p>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group? How will you mitigate the disproportionate impact (positive or negative)?</p>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group? How will you mitigate the disproportionate impact (positive or negative)?</p>
Other (voluntary consideration)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group? How will you mitigate the disproportionate impact</p>

<p>For example:</p> <p>Migrant, refugee, or asylum seekers</p>						(positive or negative)?
<p>Other (voluntary consideration)</p> <p>For example:</p> <p>Socio-economic status (income, wealth, etc.)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Data/Evidence	<p>What is the data telling us about the impact on this group?</p> <p>How will you mitigate the disproportionate impact (positive or negative)?</p>
<p>Other</p> <p>For example:</p> <ul style="list-style-type: none"> - Unpaid carers - Prison population - Homeless population - Council suppliers & contractors - Cabinet Members 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>List the other groups</p> <p>Data/Evidence</p>	<p>What is the data telling us about the impact on this group?</p> <p>How will you mitigate the disproportionate impact (positive or negative)?</p>

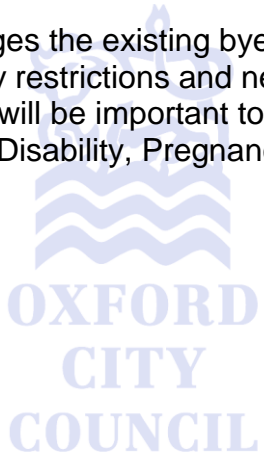
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Section 5: Conclusion(s) of your Full Impact Assessment

22.	Conclusions. Check as needed.
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	<input type="checkbox"/>	Stop and reconsider the activity.	<input type="checkbox"/>	Adjust activity before beginning the activity and continue to monitor.	<input checked="" type="checkbox"/>	No major change(s) or adjustments and continue with activity but continue to monitor.	<input type="checkbox"/>	No major change(s) or adjustments and continue with the activity. No need to monitor in the future.
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23.	Please explain how you have reached your conclusions above.	<p>1. The Council has consulted with those potentially affected by the proposed byelaws, including proactive approaches to an extensive range of stakeholders to seek their involvement and feedback. In addition to providing clear support for the proposed byelaws (with amendments), a significant majority of respondents did not feel they would be unduly impacted by the adoption of the proposed byelaws.</p> <p>2. The over impact of the changes the existing byelaws are positive, particularly for children and young people who currently face unnecessary restrictions and negative and conflicting messages around developing healthier lifestyles. However, it will be important to continue to monitor public feedback on the following protected characteristics: Age, Disability, Pregnancy and Maternity, particularly in relation to potential impacts of cycling in parks.</p> <div style="text-align: center; margin-top: 20px;">  <p>www.oxford.gov.uk</p> </div>
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Section 6: Monitoring and review plan.

The responsibility for maintaining a monitoring arrangement of the EqIA action plan lies with the service/team completing the EqIA. These arrangements must be built into the performance management framework such as KPIs or Risk Registers.

24.	<p>Who or which team or service area will be responsible for monitoring equalities impact?</p> <p>For example- - team, -directorate, -service area, -Equalities Steering Group, etc.</p>	<p>Green and Blue Spaces Team Corporate Property Services</p>		
25.	<p>Who (individual, team, or service area) will be responsible for carrying out the EqIA review?</p>	Chris Bell		
26.	<p>How often will the equality impact be reviewed for this activity?</p> <p>For example- -quarterly, -yearly, etc.</p>	Annually		27.

Section 7: Sign-off

Name: Chris Bell

Job Title: Green and Blue Spaces
Development Manager



Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Mili Kalia

Job Title: EDI Lead, Community
Services

Signature:
Mili Kalia

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

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Job Title: Type here

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Suggested list of people to include are:

- 1) Project lead/manager.
- 2) Head of service area or team.
- 3) Person who completed the EqIA.
- 4) EDI Lead.
- 5) EDI Specialist.
- 6) For joint projects, please consider the following:
 1. Other project leads
 2. Other service area and/or team lead/managers.

This is not an exhaustive list.

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**You have now reached the end of the assessment.
Please append this to any reports and project files for referenc**

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