

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 accompany 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.	Thriving Communities Strategy update report to Cabinet 16 October 2024	2.	The implementation date of the activity under consideration:	1 April 2023 onwards
3.	Directorate/Department(s):	Communities and People	4.	Service Area(s):	Community Services
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	Paula Redway predway@oxford.gov.uk	6.	Contact details, in case there are queries: Please provide: -Name -Email address	Paula Redway predway@oxford.gov.uk
7.	Is this a new or ongoing EqlA?	New <input type="checkbox"/> Extension to existing EqlA <input checked="" type="checkbox"/>	8.	If this is an extension of a previous EqlA, please indicate where the previous EqlA is located and share the link to the said EqlA.	Appendix 4 - EQIA.pdf (oxford.gov.uk)
9.	Date this EqlA started:	16/10/2024			
10.	Will this EqlA be attached to Corporate Management Team (CMT) reports/updates, which will be published online?	This will be an appendix of the Cabinet report on the subject.	11.	Give a date (tentative or otherwise) when this assessment will be taken to the CMT.	September 2024 part of the Cabinet report process

Section 2: About the activity, change, or policy that is being assessed.

<p>12.</p>	<p>Type of activity being considered:</p> <p>Check the most appropriate.</p>	<input type="checkbox"/> Budget	<input type="checkbox"/> Decommissioning	<input type="checkbox"/> Commissioning	<input checked="" type="checkbox"/> Change to an existing activity.
		<input type="checkbox"/> New Activity	<input type="checkbox"/> Others: leisure centres		
<p>13.</p>	<p>Which priority area(s) within Oxford City Council's Corporate strategy (2020-2024) does this activity fulfil?</p> <p>Please check as needed.</p>	<input checked="" type="checkbox"/> Enable an inclusive economy.	<input type="checkbox"/> Deliver more affordable housing.	<input checked="" type="checkbox"/> Support thriving communities.	<input type="checkbox"/> Pursue a zero carbon Oxford.
<p>14.</p>	<p>Which priority area(s) within Oxford City Council's Equality, Diversity & Inclusion Strategy (2022) does this activity fulfil?</p> <p>Please check as needed.</p>	<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.
<p>15.</p>	<p>Outline the aims, objectives, & priorities of the activity being considered.</p>	<p>Aims: to focus delivery of the Thriving Communities Strategy using an outcomes approach</p>		<p>Objectives: Enabling wider access to council services, reducing inequalities and increasing health, wellbeing and prosperity in Oxford</p>	<p>Priorities: 1) Improve accessibility of Council Services 2) Strengthen partnerships to address health inequalities 3) Promote active lifestyles 4) Create safe and cohesive communities</p>
<p>Please outline the</p>		<p>Inequality gaps are likely to widen. There may be more burden on Oxford City Council, the NHS,</p>			

<p>16. consequences of not implementing this activity. For example, -Existing activity does not fulfil Corporate Objectives, -existing activity is discriminatory and not fulfilling Council's PSED, ... to name a few.</p>	<p>TVP and other statutory services. The City Council will not be able to fulfil its core corporate priorities.</p>
---	---

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


<p>17. Have you undertaken any consultations in the form of surveys, interviews, and/or focus groups?</p> <p>Please provide details— -when, -how many, and -the approach taken.</p>	<p>Round table conversations have been held with key partners, Oxford anti-racism charter signatories and Oxford Community Impact Fund Big Ideas network grantees. Also see the previous consultation as listed in the Equalities Impact Assessment at Appendix 4 - EQIA.pdf (oxford.gov.uk)</p>
<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>Data/information considered includes:</p> <ul style="list-style-type: none"> • Oxfordshire Joint Strategic Needs Assessment (JSNA) • Census • Index of Multiple Deprivation (IMD) • Usage data • Community health profiles • District Councils' Network Fit for the Future report • Department for Work and Pensions and Department for Culture Media and Sport reports • Feedback and engagement at key events in the city including Windrush, Oxford Pride and the Leys Festival
<p>19. If you have not done any consultations or collected data & information, are you</p>	<p>Further engagement will be undertaken at future key events in the city</p>


planning to do so in the future? Please list the details – -when, -with whom, and -how long will you collect the relevant data.	
---	--



Section 4: Impact analysis.

20.	Who does the activity impact?	Service Users	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	Check as needed.	Members of staff	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	The impact may be positive, negative or unknown.	General public	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
		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 checked="" type="checkbox"/>	No <input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25k under 15s (16% of population) 19k over 65s (18% of population) Source: Census 2021 	<p><u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people of different ages who are most in need including those living in unsafe environments</p> <p><u>Mitigations and considerations:</u> Targeted communication, partnership working and signposting to a wider range of support including through social prescription</p>
99 Disability (Visible and invisible)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15% living with disabilities Source: Census 2021	<p><u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people living with a range of physical and mental health disabilities who are most in need including those living in unsafe environments</p> <p><u>Mitigations and considerations:</u> Targeted communication, partnership working with disability groups and signposting to a wider range of support including through social prescription</p>
Gender re-assignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insufficient data	<p><u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be</p>

						available to assist people most in need including those living in unsafe environments <u>Mitigations and considerations:</u> Targeted communication, partnership working with LGBTQIA+ groups and signposting to a wider range of support
67	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28% married or in civil partnership. Source: Census 2021 	<u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people who are most in need including those who may be living in unsafe environments <u>Mitigations and considerations:</u> Targeted communication, partnership working with support groups and signposting to a wider range of services
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	54% White British 17% White-non-British 15% Asian 6% Mixed 5% Black 4% Other ethnic group NB: figures total 101% due to rounding Source: Census 2021	<u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people who are most in need including those living in unsafe environments. It will also help to create safer and more cohesive communities. <u>Mitigations and considerations:</u> Targeted communication using inclusive language in a range of accessible formats, partnership working with diverse community and cultural groups and signposting to a wider range of support

						These actions include not using the BAME acronym in literature. Using more diverse and relatable images and colours in spaces and communications. Being transparent about how we are providing access to residents with different citizenship status especially with regards to migrants, refugees, asylum seekers and other temporary migrants.	
88	Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>1,374 live births in Oxford in 2021</p> <p>Source: Oxfordshire JSNA 2023</p>  	<p>Impact(s) identified: More focussed delivery of the Thriving Communities Strategy will enable services to be easier to access more locally</p> <p>Mitigations and considerations: Targeted communication and partnership working with the health care system will increase wellbeing and provide a wider range of support for those most in need</p>
	Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>39% no religion 38% Christian 9% Muslim 2% Hindu 1% Buddhist 1% Jewish 0.5% Sikh 1% other</p> <p>NB: figures do not add up to 100% because they do not include those who did not reply to the religion question in the census</p>	<p>Impact(s) identified: More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people who are most in need and help to create safer and more cohesive communities for people of all faiths and none including those living in unsafe environments</p> <p>Mitigations and considerations: Targeted communication using inclusive language in a range of accessible formats, partnership working with diverse community and cultural groups and</p>

					Source: Census 2021	signposting to a wider range of support.
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	49.1% male 50.9% female Source: Census 2021	<u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people most in need including those living in unsafe environments <u>Mitigations and considerations:</u> Targeted communication, partnership working including with LGBTQIA+ groups and signposting to a wider range of support
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	80% straight/heterosexual 7% not straight/heterosexual NB: figures do not add up to 100% because they do not include those who did not reply to this question in the census Source: Census 2021	<u>Impact(s) identified:</u> More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people most in need including those living in unsafe environments <u>Mitigations and considerations:</u> Targeted communication, partnership working with LGBTQIA+ groups and signposting to a wider range of support
Other (voluntary consideration) Socio-economic status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15% working age benefit claimants Source: Department for Work and Pensions, Feb 2023	<u>Impact(s) identified:</u> People on low incomes and/or experiencing homelessness will continue to have access to low cost and free options, with concessionary offers that will ensure continued access.


Mitigations and considerations: With the increased cost of living crisis, individuals will benefit from an inclusive and considered approach.

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

22.	Conclusions. Check as needed.							
	<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.
23.	Please explain how you have reached your conclusions above.		More focussed delivery of the Thriving Communities Strategy will enable support to be available to assist people most in need including those living in unsafe environments					

Section 6: Monitoring and review plan.

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

<p>24. 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>Community Services</p> 		
<p>25. Who (individual, team, or service area) will be responsible for carrying out the EqlA review?</p>	<p>Paula Redway</p>		
<p>26. How often will the equality impact be reviewed for this activity?</p> <p>For example- -quarterly, -yearly, etc.</p>	<p>Yearly</p>	<p>27. Date when the EqlA will be reviewed again.</p>	<p>Autumn 2025</p>

Section 7: Sign-off

Name: Peter Matthew

Job Title: Executive Director for Communities and People

Signature:

Name: Helen Bishop

Job Title: Head of Business Improvement

Signature:

Name: Paula Redway

Job Title: Culture and Community Development Manager

Signature:

Name: Hagan Lewisman

Job Title: Active Communities Manager

Signature:

72

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

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.

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