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| **Why do an Equalities Impact Assessment (EqIA)?** 1. Equalities Impact Assessment(EqIA) is part of Oxford City Council’s [**Public Sector Equality Duty (PSED)**](https://www.gov.uk/government/publications/public-sector-equality-duty) **(Equality Act 2010).**

The General PSED enables Oxford City Council to: * 1. **identify and remove discrimination,**
	2. **identify ways to advance equality of opportunity,**
	3. **foster good relations.**
1. 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.
2. An EqIA form is one of many tools that can simplify and structure your equalities assessment.
3. We are passionate about equalities, and we highly recommend that [Corporate Management Team (CMT)](https://www.oxford.gov.uk/info/20050/how_the_council_works/332/staff_and_management_structure) 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.uk2. Sobia Afridi- safridi@oxford.gov.uk Please do refer to our [SharePoint Page](https://oxfordcitycouncil.sharepoint.com/%3Au%3A/r/sites/WellbeingDiversityEngagement/SitePages/Equality-Impact-Assessments-%28EqIA%29.aspx?csf=1&web=1&share=Ec7Q_Wh7ej9HtzxYQ29j_ZIBEQsQX9t4KgEx0USJXUs0vg&e=oydDLH) for support such as FAQs and Examples, etc.  | **A good EqIA has the following attributes:** 1. **Comprehensively considers the** **9 protected characteristics.**

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| 1. **Age**
 | **6. Race & Ethnicity**  |
| 1. **Disability**
 | **7. Religion or Belief**  |
| 1. **Gender Reassignment**
 | **8. Sex** |
| 1. **Marriage & Civil Partnership**
 | **9. Sexual Orientation**  |
| 1. **Pregnancy & Maternity**
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1. It has **considered equality of treatment** towards service users, residents, employees, partners, council suppliers & contractors, and Council Members
2. Sufficiently considered **potential and real impact** of proposal or policy on service users, residents, employees, partners, council suppliers & contractors, and Council Members.
3. **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
4. **Collected, recorded, & reported sufficient information and data** on how your policy or proposal will have an impact.
5. Offers **mitigations or adjustmen**ts if a PSED has been impacted.
6. Provides clear **justifications** for your decisions.
7. It is written in **plain English** with simple short sentence structures.
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| **Section 1: General overview of the activity under consideration** |

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| **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 Redwaypredway@oxford.gov.uk | **6.** | **Contact details, in case there are queries:****Please provide:**-Name -Email address | Paula Redwaypredway@oxford.gov.uk |
| **7.** | **Is this a new or ongoing EqIA?** | New [ ] Extension to existing EqIA [x]  | **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.  | [Appendix 4 - EQIA.pdf (oxford.gov.uk)](https://mycouncil.oxford.gov.uk/documents/s70924/Appendix%204%20-%20EQIA.pdf) |
| **9.** | **Date this EqIA started:** | 16/10/2024 |  |  |  |
| **10.**  | **Will this EqIA be attached to** [Corporate Management Team (CMT)](https://www.oxford.gov.uk/info/20050/how_the_council_works/332/staff_and_management_structure) **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  |

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| **Section 2: About the activity, change, or policy that is being assessed.** |
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| **12.**  | **Type of activity being considered:**Check the most appropriate.  | [ ]  Budget | [ ]  Decommissioning | [ ]  Commissioning |  [x]  Change to an existing activity. |
| [ ]  New Activity |  [ ]  Others: leisure centres |
| **13.** | **Which priority area(s)** [**within Oxford City Council’s Corporate strategy (2020-2024)**](https://www.oxford.gov.uk/info/20328/our_strategy_2020-24#section6) **does this activity fulfil?** Please check as needed. | [x]  **Enable an inclusive economy.** | [ ]  Deliver more affordable housing. | [x]  **Support thriving communities.** | [ ]   **Pursue a zero carbon Oxford.** |
| **14**.  | **Which priority area(s) within** [**Oxford City Council’s Equality, Diversity & Inclusion Strategy (2022)**](https://www.oxford.gov.uk/info/20356/equality_diversity_and_inclusion_strategy) **does this activity fulfil?**Please check as needed. | [x]  **Responsive services and customer care.** | [ ]  **Diverse and engaged workforce.** | [ ]  **Leadership & organisational commitment.** | [x]  **Understanding and working with our communities.**  |
| **15.**  | **Outline the aims, objectives, & priorities of the activity being considered.**  | Aims: to focus delivery of the Thriving Communities Strategy using an outcomes approach | Objectives: Enabling wider access to council services, reducing inequalities and increasing health, wellbeing and prosperity in Oxford | Priorities: 1) Improve accessibility of Council Services2) Strengthen partnerships to address health inequalities3) Promote active lifestyles4) Create safe and cohesive communities |
| **16.**  | **Please outline the 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.  | Inequality gaps are likely to widen. There may be more burden on Oxford City Council, the NHS, TVP and other statutory services. The City Council will not be able to fulfil its core corporate priorities.  |
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| **Section 3: Understanding service users, residents, staff and any other impacted parties.**  |
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| **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.  | 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)](https://mycouncil.oxford.gov.uk/documents/s70924/Appendix%204%20-%20EQIA.pdf) |
| **18.**  |  **List information and data used to understand who your residents or staff are and how they will be impacted.** **These could be-** -third-party research, -census data, -legislation, -articles, -reports,-briefs. | Data/information considered includes:* 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
 |
| **19.** | **If you have not done any consultations or collected data & information, are you planning to do so in the future?** **Please list the details –** -when, -with whom, and -how long will you collect the relevant data. | Further engagement will be undertaken at future key events in the city |
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| **Section 4: Impact analysis.** |  |
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| **20.** | **Who does the activity impact?****Check as needed.**The impact may be positive, negative or unknown.  | **Service Users** | Yes [x]  | No [ ]  | Don’t Know [ ]  |
| **Members of staff** | Yes [x]  | No [ ]  | Don’t Know [ ]  |
| **General public** | Yes [x]  | No [ ]  | Don’t Know [ ]  |
| **Partner / Community Organisation** | Yes [x]  | No [ ]  | Don’t Know [ ]  |
|  |  | **City Councillors**  | Yes [x]  | No [ ]  | Don’t Know [ ]  |
|  |  | **Council suppliers and contractors** | Yes [x]  | No [ ]  | Don’t Know [ ]  |

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| **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** | [x]  | [ ]  | [ ]  | [ ]  | 25k under 15s (16% of population)19k over 65s (18% of population)Source: Census 2021 | **Impact(s) identified:** 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**Mitigations and considerations:** Targeted communication, partnership working and signposting to a wider range of support including through social prescription |
| **Disability****(Visible and invisible)** | [x]  | [ ]  | [ ]  | [ ]  | 15% living with disabilitiesSource: Census 2021 | **Impact(s) identified:** 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**Mitigations and considerations:** Targeted communication, partnership working with disability groups and signposting to a wider range of support including through social prescription |
| **Gender****re-assignment** | [x]  | [ ]  | [ ]  | [ ]  | Insufficient data | **Impact(s) identified:** 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**Mitigations and considerations:** Targeted communication, partnership working with LGBTQIA+ groups and signposting to a wider range of support  |
| **Marriage & Civil Partnership** | [x]  | [ ]  | [ ]  | [ ]  | 28% married or in civil partnership.Source: Census 2021 | **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 including those who may be living in unsafe environments**Mitigations and considerations:** Targeted communication, partnership working with support groups and signposting to a wider range of services  |
| **Race, Ethnicity and/or Citizenship** | [x]  | [ ]  | [ ]  | [ ]  | 54% White British17% White-non-British15% Asian6% Mixed5% Black4% Other ethnic groupNB: figures total 101% due to roundingSource: Census 2021 | **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 including those living in unsafe environments. It will also help to create safer and more cohesive communities.**Mitigations and considerations:** 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.  |
| **Pregnancy & Maternity** | [x]  | [ ]  | [ ]  | [ ]  | 1,374 live births in Oxford in 2021Source: Oxfordshire JSNA 2023 | **Impact(s) identified:** More focussed delivery of the Thriving Communities Strategy will enable services to be easier to access more locally**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 |
| **Religion or Belief** | [x]  | [ ]  | [ ]  | [ ]  | 39% no religion38% Christian9% Muslim2% Hindu1% Buddhist1% Jewish0.5% Sikh1% otherNB: figures do not add up to 100% because they do not include those who did not reply to the religion question in the censusSource: Census 2021 | **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**Mitigations and considerations:** 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.  |
| **Sex** | [x]  | [ ]  | [ ]  | [ ]  | 49.1% male50.9% femaleSource: Census 2021 | **Impact(s) identified:** 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**Mitigations and considerations:** Targeted communication, partnership working including with LGBTQIA+ groups and signposting to a wider range of support  |
| **Sexual Orientation** | [x]  | [ ]  | [ ]  | [ ]  | 80% straight/heterosexual7% not straight/heterosexualNB: figures do not add up to 100% because they do not include those who did not reply to this question in the censusSource: Census 2021 | **Impact(s) identified:** 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**Mitigations and considerations:** Targeted communication, partnership working with LGBTQIA+ groups and signposting to a wider range of support  |
| **Other** **(voluntary consideration)**Socio-economic status | [x]  | [ ]  | [ ]  | [ ]  | 15% working age benefit claimantsSource: Department for Work and Pensions, Feb 2023 | **Impact(s) identified:** 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. |
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|  | **Section 5: Conclusion(s) of your Full Impact Assessment**  |
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| **22.**  |  | **Conclusions.** Check as needed. |
| [ ]  | Stop and reconsider the activity. | **[ ]**  |  | Adjust activity before beginning the activity and continue to monitor. | **[x]**  | No major change(s) or adjustments and continue with activity but continue to monitor. | **[ ]**  | 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.** |  | 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 |
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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.**  | **Who or which team or service area will be responsible for monitoring equalities impact**?**For example-** - team, -directorate, -service area, -Equalities Steering Group,etc. |  | Community Services |
| **25.**   | **Who (individual, team, or service area) will be responsible for carrying out the EqIA review?** |  | Paula Redway |
| **26.**  | **How often will the equality impact be reviewed for this activity?****For example-**-quarterly, -yearly, etc. |  | Yearly | **27.** | **Date when the EqIA will be reviewed again.** | Autumn 2025 |
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|  | **Section 7: Sign-off**  |
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| --- | --- | --- |
| Name: Peter MatthewJob Title: Executive Director for Communities and People  | Name: Helen BishopJob Title: Head of Business Improvement | Name: Paula RedwayJob Title: Culture and Community DevelopmentManager |
| Signature:------------------------------------------ | Signature:----------------------------------------- | Signature:---------------------------------- |

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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:
7. Other project leads
8. Other service area and/or team lead/managers.

**This is not an exhaustive list.**

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| --- | --- | --- |
| Name: Hagan LewismanJob Title: Active Communities Manager  | Name: Full Name Job Title: Type here | Name: Full Name Job Title: Type here |
| Signature:------------------------------------------ | Signature:---------------------------------------- | Signature:---------------------------------- |
| Name: Full Name Job Title: Type here | Name: Full Name Job Title: Type here | Name: Full Name Job Title: Type here |
| Signature:------------------------------------------ | Signature:----------------------------------------- | Signature:---------------------------------- |

**You have now reached the end of the assessment.**

**Please appended this to any reports and project files for reference.**