

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.

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	NEW- Socio-economic inequalities (voluntary adoption)

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.	Leisure Annual Service Plan 2025-26	2.	The implementation date of the activity under consideration:	April 2025 to March 2026
3.	Directorate/Department(s):	Communities and Citizens Services	4.	Service Area(s):	Active Communities
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	Hagan Lewisman hlewisman@oxford.gov.uk	6.	Contact details, in case there are queries: Please provide: -Name -Email address	James Baughan jbaughan@oxford.gov.uk
7.	Is this a new or ongoing EqlA?	New <input checked="" type="checkbox"/> Extension to existing EqlA <input 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.	N/A
9.	Date this EqlA started:	21/02/2025			
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.	April 2024 as part of the Cabinet report process

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 type="checkbox"/> Change to an existing activity.	
		<input checked="" type="checkbox"/> New Activity	<input type="checkbox"/> Others. Please specify:			
13.	Which priority area(s) <u>within Oxford City Council's Corporate strategy (2024-2028)</u> does this activity fulfil? Please check as needed.	<input type="checkbox"/> Good, affordable homes	<input checked="" type="checkbox"/> Strong, fair economy	<input checked="" type="checkbox"/> Thriving Communities	<input checked="" type="checkbox"/> Zero Carbon Oxford	<input checked="" type="checkbox"/> Well run council
14.	Which priority area(s) within <u>Oxford City Council's Equality, Diversity & Inclusion Strategy (2022)</u> does this activity fulfil? Please check as needed.	<input 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.	
15.	Outline the aims, objectives, & priorities of the activity being considered.	<p>Aims: improve the leisure offer and address health inequalities, getting more people active, more often</p> <p>Objectives: various including increasing the number of children leaving primary school able to swim a length; linking with the Thriving Communities Strategy outcomes and creating more inclusive/accessible facilities</p> <p>Priorities: delivering the best and most inclusive leisure offer for our citizens</p>				

16.	<p>Please outline the consequences of not implementing this activity.</p> <p>For example,</p> <ul style="list-style-type: none"> -Existing activity does not fulfill Corporate Objectives, -existing activity is discriminatory and not fulfilling Council's PSED, ... to name a few. 	<p>Participation levels will fall; inactivity may increase; health inequalities may worsen. The City Council will not be able to fulfil its key corporate priorities.</p>

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

17.	<p>Have you undertaken any consultations in the form of surveys, interviews, and/or focus groups?</p> <p>Please provide details—</p> <ul style="list-style-type: none"> -when, -how many, and -the approach taken. 	<p>Dialogue with Leisure Partnership Board in the lead up to the change in operator. Meet the manager sessions.</p>
18.	<p>List information and data used to understand who your residents or staff are and how they will be impacted.</p> <p>These could be—</p> <ul style="list-style-type: none"> -third-party research, 	<p>Data used will include:</p> <ul style="list-style-type: none"> • Census • Oxfordshire Joint Strategic Needs Assessment (JSNA) • District Councils' Network Fit for the Future report • Community health profiles • Usage data from leisure facilities

	-census data, -legislation, -articles, -reports, -briefs.	<ul style="list-style-type: none"> • Index of Multiple Deprivation (IMD) • Schools Sports Pupil Premium • Department for Work and Pensions
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.	N/A

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. The impact may be positive, negative or unknown.	Members of staff	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
		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"/>
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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.

Good Practice is to keep it simple and list your, evidence, insights, and mitigations.


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	<u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces. <u>Mitigations and considerations:</u> Some age groups will benefit from a considered approach to using simple standardised relatable language and signage.
Disability (Visible and invisible)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15% living with disabilities Source: Census 2021	<u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.

						<p><u>Mitigations and considerations:</u> Individuals with visual impairment and who are neurodiverse will benefit from a considered approach to using simple standardised relatable language in literature, signage, and other forms of communication.</p>
<p>Gender re-assignment</p> <p>47</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Insufficient data</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using gender inclusive language that is standardised in literature, signage, and other forms of communication.</p>
<p>Marriage & Civil Partnership</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>28% married or in civil partnership.</p> <p>Source: Census 2021</p>	<p><u>Impact(s) identified:</u> People (new and ongoing users of the leisure centres) who identify with this protected characteristic will not be disproportionately impacted negatively or positively.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and</p>

						other forms of communication.	
48	Race, Ethnicity and/or Citizenship	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>54% White British 17% White-non-British 15% Asian 6% Mixed 5% Black 4% Other ethnic group</p> <p>NB: figures total 101% due to rounding</p> <p>Source: Census 2021</p> 	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication. These actions include not using the BAME acronym in literature. Using more diverse and relatable images and colours in spaces and communications.</p>
	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><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</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>Source: Census 2021</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people from all faiths/beliefs and none.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</p>
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>49.1% male 50.9% female</p> <p>Source: Census 2021</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</p>
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>80% straight/heterosexual 7% not straight/heterosexual</p> <p>NB: figures do not add up to</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programs will aim</p>

					<p>100% because they do not include those who did not reply to this question in the census</p> <p>Source: Census 2021</p>	<p>to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</p>
<p>Socio-economic inequalities such as:</p> <ul style="list-style-type: none"> - income and factors that impact income. -access to jobs <p>This was voluntarily adopted by Oxford City Council on the 13th of March 2024.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>10 of Oxford's 83 neighbourhood areas are among the 20% most deprived areas in England. These areas, which are in the Leys, Rose Hill, Littlemore, Barton and other areas of the city, experience multiple levels of deprivation – low skills, low incomes and relatively high levels of crime.</p> <p>Source: Index of Multiple Deprivation (2019)</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group, especially with the strong concessionary scheme in place ('Bonus'); some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</p>
<p>Other (voluntary consideration)</p> <p>For example:</p> <p>Migrant, refugee, or asylum seekers.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>35% of Oxford's population was born outside the UK</p> <p>Source: Census 2021</p>	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from</p>

						a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.
<p>Other For example: - Unpaid carers - Prison population - Homeless population -Council suppliers & contractors -Cabinet Members</p> <p>51</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Oxford's high cost of living and other factors result in homelessness.</p> <p>Source: Census 2021</p> <p>www.oxford.gov.uk</p> 	<p><u>Impact(s) identified:</u> An improved, more accessible, and inclusive leisure offer will be attractive to people in this group; some targeted programmes will aim to welcome those who are not using these spaces.</p> <p><u>Mitigations and considerations:</u> Individuals in this group will benefit from a considered approach to using inclusive language which is standardised in literature, signage, and other forms of communication.</p>

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.	<p>The new leisure operator will continue to transform the City's leisure offer and create better, more welcoming facilities that attract people from all backgrounds. As programmes are developed and changed, and as the staffing establishment expands, it is recommended to review this EqlA as required, to ensure people are not negatively impacted.</p>
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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.

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.	James Baughan		
	James Baughan		
	Yearly	27. Date when the EqlA will be reviewed again.	January 2026
25. Who (individual, team, or service area) will be responsible for carrying out the EqlA review? 26. How often will the equality impact be reviewed for this activity? For example- -quarterly, -yearly, etc.			

Section 7: Sign-off

Name: Hagan Lewisman

Job Title: Active Communities Manager

Name: Full Name

Job Title: Type here

Name: Full Name

Job Title: Type here

Suggested list of people to include are:

1) Project lead/manager.

2) Head of service area or team.

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

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Name: Full Name

Job Title: Type here

Signature:

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You have now reached the end of the assessment.

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

