

**To:** Council  
**Date:** 14 July 2025  
**Report of:** Gail Malkin, Head of People  
**Title of Report:** Positive Action Policy

Summary and recommendations	
<b>Decision being taken:</b>	To agree to the proposed Positive Action Policy
<b>Key decision:</b>	No
<b>Cabinet Member:</b>	Councillor Nigel Chapman, Cabinet Member for Focused Services and Council Companies
<b>Corporate Priority:</b>	Well Run Council
<b>Policy Framework:</b>	Recruitment Policy

<b>Recommendation(s):</b> That Council resolves to:
1. <b>Approve</b> the Positive Action Policy for publication and use.

Information Exempt From Publication	
	N/A

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	Positive Action Policy	No
Appendix 2	Equalities Impact Assessment	No

## Introduction and background

1. Oxford City Council is committed to promoting equality, diversity and inclusion within our community and workforce. This Positive Action Policy outlines our commitment to taking proactive steps to address underrepresentation and ensure diversity in employment opportunities. We take positive action to create a fairer work environment

where everyone has the chance to succeed. We adopt these approaches to create a more diverse workforce that reflects the community we serve.

2. Our annual workforce equalities report has identified underrepresentation of minority ethnic groups across most service areas and underrepresentation of minority ethnic groups, women and employees with a disability at senior levels. This policy will help us to improve the diversity of the organisation at all levels and is part of the current diversity and inclusion action plan.

### **What does this Policy Cover?**

3. This policy allows the Council to take proportionate measures to tackle underrepresentation in our workforce of groups who share a 'protected characteristic' (for example, race, sex, or minority ethnic group).

### **Why do we need this Policy?**

4. **Promoting Equality:** It helps to address and reduce inequalities in the workplace by providing support to underrepresented or disadvantaged groups. This can include training, mentoring, or other initiatives designed to level the playing field.

5. **Enhancing Diversity:** By encouraging a more diverse workforce, positive action can bring a variety of perspectives and ideas, which can lead to more innovative solutions and better decision-making.

6. **Improving Organisational Culture:** It fosters an inclusive environment where all employees feel valued and supported, which can improve morale, job satisfaction, and retention rates.

7. **Addressing Disadvantages:** Positive action can help to rectify disadvantages faced by certain groups, ensuring that everyone has an equal opportunity to succeed.

### **8. Alternative Options Considered**

No alternative options were considered.

### **Consultation and communication**

9. We have consulted with the Trade Unions, our Corporate Leadership Team and our internal Staff Networks.

- We will publish the policy on the Staff Intranet and via Published News. We will roll this out via the Hiring Managers' Network and also in any upcoming relevant Leadership Conversations.
- We will monitor the impact of this policy by reviewing our workforce profile data and gaining feedback from managers within the first 6 months.

### **Financial implications**

10. There are no financial implications.

### **Legal issues**

11. The Equality Act 2010, section 149 introduced the Public Sector Equality Duty. It requires that in everything the Council does, must have due regard to: the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Act; the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

### **Level of risk**

12. N/A

### **Equalities impact**

13. Please see Annex 2: Equalities Impact Assessment.

### **Carbon and Environmental Considerations**

14. N/A

### **Conclusion**

15. For the Council to improve the diversity of the workforce and support its objective to improve inclusion, it is proposed that positive action becomes formalised as policy.

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**Background Papers: N/A**

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