

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.	Charges within Oxford City Council Car Parks existing and future sites.	2.	The implementation date of the activity under consideration:	01/02/2024
3.	Directorate/Department(s):	Corporate Assets	4.	Service Area(s):	Car Parks
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	Gary Preston gary.preston@odsgroup.co.uk Emma Gubbins egubbins@oxford.gov.uk	6.	Contact details, in case there are queries: Please provide: -Name -Email address	Gary Preston gary.preston@odsgroup.co.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.	Please type here.
9.	Date this EqlA started:	24/01/2024			
10.	Will this EqlA be attached to Corporate Management Team (CMT) reports/updates, which will be published online?	No			
11.	Give a date (tentative or otherwise) when this assessment will be taken to the CMT.				21/02/2024

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 checked="" 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. Please		
<p>13.</p>	<p>Which priority area(s) <u>within Oxford City Council's Corporate strategy (2020-2024)</u> 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 type="checkbox"/> Support thriving communities.	<input checked="" type="checkbox"/> Pursue a zero carbon Oxford.
<p>14.</p>	<p>Which priority area(s) within <u>Oxford City Council's Equality, Diversity & Inclusion Strategy (2022)</u> does this activity fulfil?</p> <p>Please check as needed.</p>	<input type="checkbox"/> Responsive services and customer care.	<input type="checkbox"/> Diverse and engaged workforce.	<input checked="" type="checkbox"/> Leadership & organisational commitment.	<input 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: Review charges within Oxford City Council Car Parks - existing and future sites.</p>		<p>Objectives: Incentivise the displacement of vehicles to the perimeter of Oxford City to more appropriate locations such as park and rides. Remove free car parking element within Parks to ensure</p>	<p>Priorities: Review of charges within existing car parks. Introduction of parking charges in future sites.</p>

		car parks are being utilised for facilities.	
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>Existing activity does not fulfil corporate objectives e.g. Oxford Transport Strategy (OTS) within the Local Plan 2036 "Over recent years, while Oxford's population has grown (13% increase between 2001 and 2011), traffic flows on key roads across the city have not increased. This has been achieved through a combination of measures including the use of city centre access restrictions, more restrictive car parking policy, expansion of controlled parking zones and bus and cycle improvements. The overarching aim of the OTS is to increase overall transport capacity but with no further growth in traffic".</p> <p>Current issues of free car parks being utilised by commuters and residents using car parks as additional parking spaces for their household prevails.</p> <p>Doesn't meet Council's core policy of tackling climate change (Pursue a zero Carbon Oxford) and contribute to a reduction in carbon emissions within the city.</p> <p>Doesn't build up on existing success of "46,000 people commute into Oxford for work. About a quarter travels into the city by foot, bicycle or public transport. Those commuting within the city are even more likely to use these modes of transport with two thirds doing so." (enable an inclusive economy)</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 	<p>Parking charges within existing car parks are reviewed annually and are subject to scrutiny through the Council's budget setting process. Charges are scrutinised by full council and as part of their statutory requirement, the Council ask residents for feedback on fees and charges.</p> <p>When proposing the introduction of charges in a new car park, parking charges are set within the Council's Traffic Regulation Orders. The order is advertised for 21 days within the car park inviting comments from respondents.</p>	
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	<p>-the approach taken.</p> <p>All members of the public can provide feedback on the proposals, indicating whether they support, partially support or object to them. This includes feedback if a respondent feels there is an equalities issue that has not been identified or considered. The Council is mandated to consider such objections.</p> <p>The consultation is publicised via local press, social media and the Council website where people can view the information and feedback comments via the Car Parks Service email address.</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-</p> <ul style="list-style-type: none"> -third-party research, -census data, -legislation, -articles, -reports, -briefs. 	<p>2021 Oxford City Council Census Data Oxfordshire County Council Feedback from Traffic Order Notice BBC News</p> <div style="display: flex; align-items: center; justify-content: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold; margin-right: 20px;">www.oxford.gov.uk</div>  </div>
<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 –</p> <ul style="list-style-type: none"> -when, -with whom, and -how long will you collect the relevant data. 	<p>See section 17</p> <div style="display: flex; align-items: center; justify-content: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold; margin-right: 20px;">www.oxford.gov.uk</div>  </div>

Section 4: Impact analysis.

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

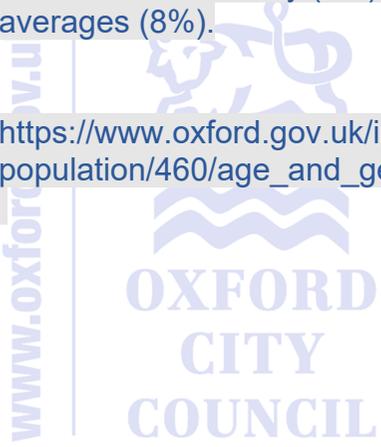
26

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/evidence supporting your assessment	Analysis & insight Mitigations
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At the 2021 Census it was estimated that 30% of Oxford's population was aged 18-29 years (compared to 16% for Oxfordshire and 14% for	Only car users will pay parking charges. Since 2020 there has been growing concerns across the UK that the removal of car parking

627				<p>England and Wales), and the city has the second youngest median age – 31 years – of any place in England and Wales.</p> <p>Adults of working age (16-64 years) make up for 73% of the total Oxford population according to the Census 2021. This is higher than county (64%) and national (60%) averages.</p> <p>Those aged 65+ years make up 12% of the population in the city. This is lower than county (18%) and national averages (18%).</p> <p>The number of people aged over 75 years has increased slightly in the last 10 years (+595) – making up 5% of the population of the city. This is lower than the county (9%) and the national averages (8%).</p> <p>https://www.oxford.gov.uk/info/20131/population/460/age_and_gender_statistics</p> 	<p>payment machines and the reliance on parking apps on smartphones would alienate over 65s,</p> <p>https://www.bbc.co.uk/news/uk-england-65765554</p> <p>Parking payment machines are available at existing sites and will be available in future sites. The machines will be cashless e.g. take card machines only.</p>
<p>Disability (Visible and invisible)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The new data found that the number of people impacted by disability in Oxford has increased slightly over the last decade – from 18,851 in 2011 to 23,491 in 2021.</p> <p>In 2021, 4.9% of Oxford residents had “day-to-day activities limited a lot” by disability (7,912 people) and 9.6% had “day-to-day activities limited a little” (15,579). This compares to 5.4% (8,139) and 7.1% (10,712), respectively, in 2011.</p>	<p>Free parking for disabled will be permitted in any bay</p>

628				<p>When standardised for age, the data shows that Oxford has more residents limited by disability “a little” or “a lot” (16.4%) than Oxfordshire as a whole (14.8%), but less than the average for England (17.7%).</p> <p>The new data also showed that 71.0% of Oxford households include no disabled people (39,213 households), 23.1% included one disabled person (12,746) and 5.9% included two or more disabled people (3,281).</p> <p>Blue badge holders do not need to pay for parking as long as they display a valid blue badge.</p> 	
Gender re-assignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>only car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling. Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p> <p>In 2023 a walking map https://www.oxpa.org.uk/map/ for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.</p> <p>"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant</p>	No Impact on this group

629				<p>parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/controlled-parking-zones#paragraph-7024) .</p> <p>Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to three children (under 16) can also travel using either of the Park + Bus ticket options.</p>	
Marriage & Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Only car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling. Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p>	<p>No impact on this group.</p>

In 2023 a walking map <https://www.oxpa.org.uk/map/> for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets.

In terms of public transport the Oxford Bus Company City 46 bus stops outside Florence Park and the ST2 Connector and 6 City stops outside one of many Port Meadow access gates.

"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (<https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/controlled-parking-zones#paragraph-7024>) .

Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to three children (under 16) can also travel using either of the Park + Bus ticket options.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">631</p> <p>Race, Ethnicity and/or Citizenship</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Only car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling.</p> <p>Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p> <p>In 2023 a walking map https://www.oxpa.org.uk/map/ for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.</p> <p>"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/controlled-parking-zones#paragraph-7024) .</p> <p>Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the</p>	<p>No impact on this group.</p>

				<p>machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to three children (under 16) can also travel using either of the Park + Bus ticket options.</p>	
<p>Pregnancy & Maternity 632</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><input type="checkbox"/> nly car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling. Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p> <p>In 2023 a walking map https://www.oxpa.org.uk/map/ for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.</p> <p>"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (https://www.oxfordshire.gov.uk/residents/roads-and-</p>	<p>.No impact on this group</p>

633

transport/parking/parking-permits/controlled-parking-zones#paragraph-7024) .

Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to three children (under 16) can also travel using either of the Park + Bus ticket options.



Religion or Belief

Only car users will pay parking charges.

There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling.
Cyclox website
<https://www.cyclox.org/index.php/2023/05/28/oxford->

No impact on this group

[online-cycle-map/](#) highlights cycling routes around Oxford

In 2023 a walking map <https://www.oxpa.org.uk/map/> for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.

"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (<https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/controlled-parking-zones#paragraph-7024>) .

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">635</p> <p>Sex</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>only car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling.</p> <p>Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p> <p>In 2023 a walking map https://www.oxpa.org.uk/map/ for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.</p> <p>"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/controlled-parking-zones#paragraph-7024) .</p> <p>Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to</p>	<p>No impact on this group</p>

				<p>three children (under 16) can also travel using either of the Park + Bus ticket options.</p>	
<p>636 Sexual Orientation</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>only car users will pay parking charges.</p> <p>There is a choice of other alternative transport methods are promoted e.g. public transport, walking and cycling. Cyclox website https://www.cyclox.org/index.php/2023/05/28/oxford-online-cycle-map/ highlights cycling routes around Oxford</p> <p>In 2023 a walking map https://www.oxpa.org.uk/map/ for Oxford was created. The map highlights walking routes around Oxford and facilities such as benches and toilets. e.</p> <p>"Residents, their visitors, and local businesses can park in designated bays when displaying a relevant parking permit for that zone. Some spaces are also available for short-term parkers, and Blue Badge holders can park without restriction." (https://www.oxfordshire.gov.uk/residents/roads-and-</p>	<p>No impact on this group</p>

637

transport/parking/parking-permits/controlled-parking-zones#paragraph-7024) .

Finally the City Council operates 3 Park and Rides around the city - Redbridge, Peartree & Seacourt. There are 2 other Parks and Ride sites Thornhill and Water Eaton operated by the County Council. At all sites a park and bus ticket is offered. You can pay for parking and a day return bus ticket using the machines onsite. For car parking and one traveller £4.00. For car parking and two adults £5.00. Up to three children (under 16) can also travel using either of the Park + Bus ticket options.



Other (voluntary consideration)

For example:

Migrant, refugee, or asylum seekers

Tariff applied to all with access to facilities maintained for this group

No impact on this group

<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"/>	<p>Tariff applied to all with access to facilities maintained for this group</p>	<p>No impact on this group</p>
<p>Other</p> <p>For example:</p> <p>-Unpaid carers</p> <p>-Prison population</p> <p>- Homeless population</p> <p>-Council suppliers & contractors</p> <p>-Cabinet Members</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>N/A</p> <p>www.oxford.gov.uk</p> 	<p></p>

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

<p>22.</p>	<p>Conclusions. Check as needed.</p>
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<input type="checkbox"/>	Stop and reconsider the activity.	<input checked="" type="checkbox"/>	Adjust activity before beginning the activity and continue to monitor.	<input 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.

The information set out above provides evidence of alternative methods of transport around Oxford City. Where the use of a car and therefore parking is required free parking within the vicinity of the sites has been provided. Also the sites will still offer free parking for disable users.

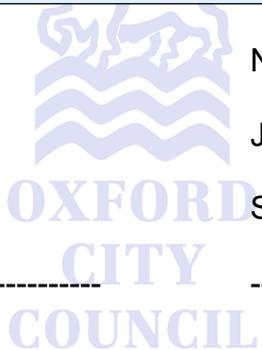
Oxford City Council operates 9 car parks within Parks as pay and display:

- Alexandra Courts car park
- Court Place Farm car park
- Cowley Marsh Park car park
- Cuttleslowe and Sunnymead Park car park (A40)
- Cuttleslowe and Sunnymead Park car park (Harbord Road)
- Godstow Road car park (Port Meadow North)
- Hinksey Park car park
- Oatlands Road Recreation Ground car park
- Walton Well Road car park (Port Meadow South)

The implementation of the parking charges at the suggested car parks are an addition to the existing operation.

<p>26. How often will the equality impact be reviewed for this activity? For example- -quarterly, -yearly, etc.</p>	<p>When Parking Charges Are Introduced At New Sites.</p>	<p>27. Date when the EqIA will be reviewed again.</p>	<p>05/12/2024</p>
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Section 7: Sign-off

<p>641</p> <p>Name: Full Name</p> <p>Job Title: Type here</p> <p>Signature:</p> <p>-----</p>	<p>Name: Full Name</p> <p>Job Title: Type here</p> <p>Signature:</p> <p>-----</p>	 <p>Name: Full Name</p> <p>Job Title: Type here</p> <p>Signature:</p> <p>-----</p>	<p>Suggested list of people to include are:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 1. Other project leads 2. Other service area and/or team lead/managers.
<p>Name: Full Name</p> <p>Job Title: Type here</p>	<p>Name: Full Name</p> <p>Job Title: Type here</p>	<p>Name: Full Name</p> <p>Job Title: Type here</p>	

Signature:

Signature:

Signature:

You have now reached the end of the assessment.

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

642

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