

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:

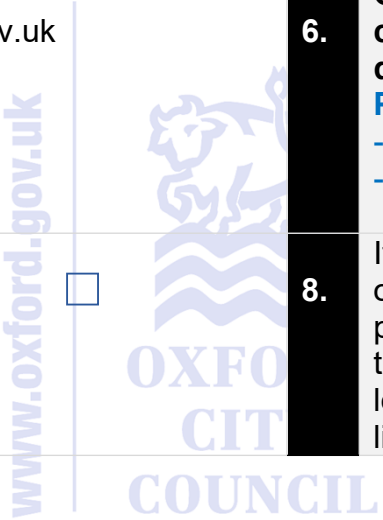
1. **Comprehensively considers the [9 protected characteristics](#).**

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)
	NEW- Sanctuary seeking status leading to intersecting 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.	Housing Service – end of year annual report 2025/26	2.	The implementation date of the activity under consideration:	April 2026 – March 2027
3.	Directorate/Department(s):	Housing	4.	Service Area(s):	Housing
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	James Watkins jwatkins@oxford.gov.uk	6.	Contact details, in case there are queries: Please provide: -Name -Email address	James Watkins jwatkins@oxford.gov.uk
7.	Is this a new or ongoing EqlA?	New <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.	No
9.	Date this EqlA started:	January 2026			
10.	Will this EqlA be attached to Corporate Management Team (CMT) reports/updates, which will be published online?	Yes			
11.	Give a date (tentative or otherwise) when this assessment will be taken to the CMT.	March 2026			

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"/>	<input type="checkbox"/> Decommissioning	<input type="checkbox"/> Commissioning	<input type="checkbox"/>	
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Others. Please specify: Housing Service – end of year annual report 2025/26 ..			
<p>13.</p>	<p>Which priority area(s) <u>within Oxford City Council's Corporate strategy (2024-2028)</u> does this activity fulfil?</p> <p>Please check as needed.</p>	<input checked="" type="checkbox"/> Good, affordable homes	<input type="checkbox"/> Strong, fair economy	<input checked="" type="checkbox"/> Thriving Communities	<input type="checkbox"/> Zero Carbon Oxford	<input type="checkbox"/> Well run council
<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 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>The process and report to note the progress made by Housing Services during 25-26, and note the key challenges going forward to 26-27</p>				

16.

Please outline the consequences of not implementing this activity.

For example,

- Existing activity does not fulfill Corporate Objectives,
- existing activity is discriminatory and not fulfilling Council's PSED, ... to name a few.

In 2018, the then Government published the Social Housing White Paper to ensure residents of social housing are safe, listened to, live in good quality homes and have access to help when things go wrong. Consequently, the Social Housing Regulation Act ("the Act") received Royal Assent in July 2023. The Act forms a new regulatory framework for the social housing sector, aiming to give residents greater powers and improve access to quick and fair solutions to problems. This includes a full equalities and diversity assessment is undertaken to meet the needs of all tenants.

Over the course of its 2025/26 financial year, the housing service has demonstrated a clear commitment to equalities and diversity across its services. Policies have been developed to ensure that all individuals, regardless of background, have fair and equitable access to housing opportunities.

Service user data has been collected and reviewed to monitor representation and identify any potential gaps in service provision. This analysis has highlighted areas of strength, such as the successful accommodation of residents from a range of ethnic, age, and ability groups. However, it has also revealed opportunities for further improvement, particularly in reaching underrepresented communities and ensuring that all communication is accessible for people with disabilities or those for whom English is not a first language.

Feedback from residents has been used to shape service delivery, with regular consultations helping to ensure that diverse voices are heard and acted upon.

In summary, the housing service has laid a solid foundation for advancing equalities and diversity. Continued focus on data monitoring, engagement with service users, and targeted action plans will be essential for ongoing improvement and ensuring the needs of all communities are met in the future.

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>Yes, via Residents' groups</p> <p>The Council recognises its equalities responsibilities as well as the critical need to listen and act on the lived in experiences of our residents.</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>	<ul style="list-style-type: none"> - Legislation - Risk assessment for vulnerable groups - Equalities assessment exercise - Engagement with residents
<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 – -when, -with whom, and</p>	<p>N/A</p>

-how long will you collect the relevant data.

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 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 type="checkbox"/>	No <input checked="" 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)?				
Protected	Positive	Negative			

Characteristic			N e u t r a l	D o n' k n o w	Data/information/evidence supporting your assessment	Analysis & insight Mitigations
Age		<input type="checkbox"/>	x	<input type="checkbox"/>		
Disability 50 (Visible and invisible)		<input type="checkbox"/>	x	<input type="checkbox"/>		
Gender re-assignment		<input type="checkbox"/>	x	<input type="checkbox"/>		
Marriage & Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>		
		<input type="checkbox"/>	x	<input type="checkbox"/>		

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Race, Ethnicity and/or Citizenship						
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>		
Sex			x	<input type="checkbox"/>		

51

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Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	
Socio-economic inequalities such as: - income and factors that impact income. -access to jobs This was voluntarily adopted by Oxford City Council on the 13th of March 2024.	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	
Other (voluntary consideration) Sanctuary seeking status leading to intersecting inequalities experienced by For example:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	

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<p>asylum seeker, refugee, person with insecure immigration status</p> <p><u>Oxford City Council became a local authority of sanctuary in December 2024, thereby committing to learn from our experiences, embed inclusive practices and share efforts to create a culture of welcome and safety for all.</u></p>					
<p>Other</p> <p>For example:</p> <ul style="list-style-type: none"> ⊖ Unpaid carers ⊖ Prison population - Homeless population - Council suppliers & contractors - Cabinet Members 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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

22.	<input type="checkbox"/>	<p>Conclusions.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td data-bbox="367 1318 539 1465" style="width: 25%;"> Stop and reconsider the activity. </td> <td data-bbox="539 1318 819 1465" style="width: 25%; text-align: center;"> <input type="checkbox"/> </td> <td data-bbox="819 1318 1328 1465" style="width: 25%; background-color: #f5f5f5;"> Adjust activity before beginning the activity and continue to monitor. </td> <td data-bbox="1328 1318 1552 1465" style="width: 25%; background-color: #f5f5f5;"> <input checked="" type="checkbox"/> No major change(s) or </td> <td data-bbox="1552 1318 1774 1465" style="width: 25%; text-align: center;"> <input checked="" type="checkbox"/> No major change(s) </td> </tr> </table>	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	<input checked="" type="checkbox"/> No major change(s)
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	<input checked="" type="checkbox"/> No major change(s)			

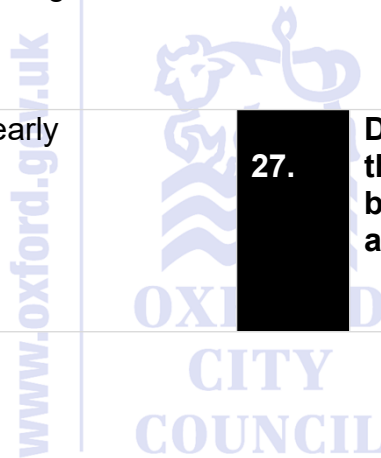
					adjustments and continue with activity but continue to monitor.	or adjustments and continue with the activity. No need to monitor in the future.
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23.	Please explain how you have reached your conclusions above.	Benefits of Implementation: Promotes Equity: Ensures everyone has equal opportunities. Enhances Diversity: Improves Representation:
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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.	<p>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>		Housing			
25.	<p>Who (individual, team, or service area) will be responsible for carrying out the EqIA review?</p>		Landlord Servies including Tenancy management, asset management			
26.	<p>How often will the equality impact be reviewed for this activity?</p> <p>For example- -quarterly, -yearly, etc.</p>	Yearly	<table border="1"> <tr> <td data-bbox="875 691 1155 914">27.</td> <td data-bbox="1155 691 1496 914"> <p>Date when the EqIA will be reviewed again.</p> </td> <td data-bbox="1496 691 1758 914">January 2027</td> </tr> </table>	27.	<p>Date when the EqIA will be reviewed again.</p>	January 2027
27.	<p>Date when the EqIA will be reviewed again.</p>	January 2027				



Section 7: Sign-off

Name:

Name:

Name: Full Name

Job Title:

Job Title:

Job Title: Type here

Suggested list of people to include are:

- 1) Project lead/manager.
- 2) Head of service area or team.
- 3) Person who completed the EqIA

Signature:

Name: James Watkins

Job Title: Policy Officer

Signature:



Name: Full Name

Job Title: Type here

Signature:

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Signature:

Name: Full Name

Job Title: Type here

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Name: Full Name

Job Title: Type here

Signature:

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56

You have now reached the end of the assessment.

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