

## 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	<b>NEW- Socio-economic inequalities (voluntary adoption)</b>
	<b>NEW- Sanctuary seeking status leading to intersecting inequalities (voluntary adoption)</b>

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.	Disposals Policy	2.	The implementation date of the activity under consideration:	March 2026
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 <a href="mailto:jwatkins@oxford.gov.uk">jwatkins@oxford.gov.uk</a>	6.	Contact details, in case there are queries: Please provide: -Name -Email address	James Watkins <a href="mailto:jwatkins@oxford.gov.uk">jwatkins@oxford.gov.uk</a>
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:	November 2025			
10.	Will this EqlA be attached to <a href="#">Corporate Management Team (CMT)</a> reports/updates, which will be published online?	Yes	11.	Give a date (tentative or otherwise) when this assessment will be taken to the CMT.	April 2026

**Section 2: About the activity, change, or policy that is being assessed.**

<p><b>12.</b></p>	<p><b>Type of activity being considered:</b></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. Policy			
<p><b>13.</b></p>	<p><b>Which priority area(s) <u>within Oxford City Council's Corporate strategy (2024-2028)</u> does this activity fulfil?</b></p> <p>Please check as needed.</p>	<input checked="" type="checkbox"/> Good, affordable homes	<input type="checkbox"/> Strong, fair economy	<input type="checkbox"/> Thriving Communities	<input type="checkbox"/> Zero Carbon Oxford	<input type="checkbox"/> <input checked="" type="checkbox"/> Well run council
<p><b>14.</b></p>	<p><b>Which priority area(s) within <u>Oxford City Council's Equality, Diversity &amp; Inclusion Strategy (2022)</u> does this activity fulfil?</b></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><b>15.</b></p>	<p><b>Outline the aims, objectives, &amp; priorities of the activity being considered.</b></p>	<p>The policy outlines the approach of Oxford City Council to the appraisal and potential disposal of Housing Revenue Account (HRA) assets that are no longer meeting the service or business need and where the capital receipt generated could be better utilised elsewhere to support the objectives of the HRA Business Plan.</p>				

Such a policy ensures that HRA property and asset decisions are transparent. The policy sets out the criteria to decide how assets will be appraised when potentially disposing of HRA assets.

This policy is designed to ensure any disposals fit within defined criteria which goes beyond financial management to also ensure social and environmental objectives are considered before a disposal is considered. A series of detailed questions must be considered, as stated in section 6 of this policy, before a disposal is agreed to.

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.

The Council has an obligation under the Local Government Act 1972 (as amended) to obtain best consideration when disposing of land and property. .

Under Section 32 of the Housing Act 1985 the Council may dispose of land held for housing purposes but requires the consent (general or specific) of the Secretary of State to do so. No consent is required under Section 32 for the letting of assets on a secure or introductory tenancy. The Secretary of State has issued a series of general consents for these purposes (the General Housing Consents 2013)

The Council's broad criteria for the disposal of properties include:

- Underutilisation: The land or property/asset is underutilised and does not meet current or projected housing needs, is a long-term void property or is land or a property/asset otherwise considered surplus to the requirements of the HRA
- Financial Burden: The land or property/asset poses a significant financial burden to the HRA due to high maintenance costs or other liabilities
- Energy Inefficiency: The asset is energy inefficient and the cost of improving the energy efficiency to our target standards would be disproportionate. The business case for energy efficiency within the housing stock requires the Council to source a range of funding streams, including from central Government. It is only after this process has been

	<p>exhausted would an appraisal process consider the energy inefficiency of a property further to a potential disposal decision being made.</p> <ul style="list-style-type: none"> <li>• Not Aligned with Strategic Objectives/ housing need in the city: The asset no longer aligns with the Council's strategic objectives (as set out in the HRA 40-Year Business Plan and Asset Management Strategy) or is not meeting a critical housing need as outlined in broader strategy,</li> <li>• Redevelopment Opportunities: The asset offers redevelopment opportunities that will be of greater benefit to the community/ better meet housing need than its current use</li> </ul> <p>Each potential disposal should be assessed on an individual basis on the broad criteria as stipulated in this policy. The need to invest in any council owned property to ensure that it continues to meet the desired standard for letting purposes should be carefully considered against the potential future rental stream for the property and the social and environmental needs of neighbourhoods.</p>
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**Section 3: Understanding service users, residents, staff and any other impacted parties.**

<p><b>17. Have you undertaken any consultations in the form of surveys, interviews, and/or focus groups?</b></p> <p><b>Please provide details—</b>          -when,          -how many, and          -the approach taken.</p>	<p>Yes – Residents Involvement Programme</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><b>18. List information and data used to understand who your</b></p>	<p>- Legislation</p>


<p><b>residents or staff are and how they will be impacted.</b></p> <p><b>These could be-</b>          -third-party research,          -census data,          -legislation,          -articles,          -reports,          -briefs.</p>	<ul style="list-style-type: none"> <li>- Risk assessment for vulnerable groups</li> <li>- Equalities assessment exercise</li> <li>- Engagement with residents</li> </ul>
<p><b>19. If you have not done any consultations or collected data &amp; information, are you planning to do so in the future?</b></p> <p><b>Please list the details –</b>          -when,          -with whom, and          -how long will you collect the relevant data.</p>	<p>N/A</p>

**Section 4: Impact analysis.**

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

	<b>Partner / Community Organisation</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Don't Know <input type="checkbox"/>
	<b>City Councillors</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	<b>Council suppliers and contractors</b>	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 Characteristic	Positive	Negative	Neutral	Don't know	Data/information/evidence supporting your assessment	Analysis & insight Mitigations
Age		<input type="checkbox"/>	x	<input type="checkbox"/>		
Disability (Visible and invisible)		<input type="checkbox"/>	x	<input type="checkbox"/>		

<b>Gender re-assignment</b>		<input type="checkbox"/>	x	<input type="checkbox"/>		
<b>Marriage &amp; Civil Partnership</b>	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>		
<b>Race, Ethnicity and/or Citizenship</b>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<b>Pregnancy &amp; Maternity</b>	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>		

<b>Religion or Belief</b>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>		
<b>Sex</b>			x	<input type="checkbox"/>		
<b>Sexual Orientation</b>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>		
<b>Socio-economic inequalities such as:</b>  - income and factors that impact income. -access to jobs  This was voluntarily adopted by <a href="#">Oxford City Council on the 13<sup>th</sup> of March 2024.</a>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>		

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<p><b>Other (voluntary consideration)</b></p> <p><b>Sanctuary seeking status leading to intersecting inequalities experienced by</b></p> <p><b>For example:</b></p> <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>	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">www.oxford.gov.uk</p> 	
<p><b>Other</b></p> <p><b>For example:</b></p> <ul style="list-style-type: none"> <li>- Unpaid carers</li> <li>- Prison population</li> <li>- Homeless population</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<div style="background-color: #cccccc; width: 40px; height: 15px;"></div>	

-Council suppliers & contractors  
-Cabinet Members

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

22.	<b>Conclusions.</b>						
	<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"/>	Enhanced income base leading to improved service delivery	<input checked="" type="checkbox"/>
23.	Please explain how you have reached your conclusions above.		<b>Benefits of Implementation:</b> Enables healthy living for all tenants <b>Promotes Equity:</b> Ensures everyone has equal opportunities. <b>Enhances Diversity:</b> <b>Improves Representation:</b>				

## 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.

<p><b>24.</b></p>	<p><b>Who or which team or service area will be responsible for monitoring equalities impact?</b></p> <p><b>For example-</b>          - team,          -directorate,          -service area,          -Equalities Steering Group, etc.</p>	<p>HRA Assets Team</p>		
<p><b>25.</b></p>	<p><b>Who (individual, team, or service area) will be responsible for carrying out the EqIA review?</b></p>	<p>HRA Assets Team</p>		
<p><b>26.</b></p>	<p><b>How often will the equality impact be reviewed for this activity?</b></p> <p><b>For example-</b>          -quarterly,          -yearly, etc.</p>	<p>Yearly</p>	<p><b>27.</b></p> <p><b>Date when the EqIA will be reviewed again.</b></p>	<p>April 2027</p>

## Section 7: Sign-off

Name: James Watkins

Job Title: Housing Projects and Policies Manager

Signature:



Name: Bill Graves

Job Title: Landlord Services Lead

Signature:



Name: Full Name

Job Title: Type here

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 EqlA.
- 4) EDI Lead.
- 5) EDI Specialist.
- 6) For joint projects, please consider the following:
  1. Other project leads
  2. Other service area and/or team lead/managers.

**This is not an exhaustive list.**

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Job Title:

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.**

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