

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.	No Access 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 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:	November 2025			
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.	April 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 - Policy			
<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 type="checkbox"/> Thriving Communities	<input type="checkbox"/> Zero Carbon Oxford	<input checked="" 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 checked="" 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 policy ensures that Council residential properties are well maintained and meet the Government's Decent Homes Standard as a minimum by working with tenants to prevent the refusal / no access of programmed improvement works, planned maintenance, certain repairs and surveys required, such as stock condition surveys.</p> <p>To ensure the Council deliver works that will contribute to the Council's 2040 Zero Carbon Target.</p>				

	<p>To enable the annual capital works programme and other related workstreams to be delivered as planned.</p> <p>To ensure compliance with legal, Health and Safety regulations and compliance with tenancy agreements. In addition, this policy ensures that the early intervention of safeguarding concerns can be identified.</p> <p>To provide a set of guidelines, including a range of options to act as a framework for officers to support tenants to enable works to be completed.</p> <p>To ensure a robust escalation process is in place to provide the tenant with the opportunity to give access at a mutually convenient time whilst advising that it may lead to forced entry where no access is provided.</p> <p>To outline what can and cannot be refused, identify valid and acceptable reasons for refusal and provide a set of actions to be followed by officers to enable successful injunction process where there is a refusal of essential work.</p>
<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.</p>	<p>The policy needs to comply with statutory safety regulations—specifically the Gas Safety (Installation and Use) Regulations 1998, Electrical Safety Regulations 2018, and the Regulatory Reform (Fire Safety) Order 2005. These laws, along with the Landlord and Tenant Act 1985, mandate that landlords perform regular safety checks and repairs, making tenant cooperation necessary.</p> <p>The need for the policy includes the following reasons:</p> <ul style="list-style-type: none"> • Statutory Compliance: Landlords must conduct mandatory gas safety checks, electrical inspections, asbestos surveys, and fire safety checks. Failure to do so due to no access poses a direct regulatory and safety risk to tenants and residents. • Awaab's Law & Duty of Care: Under new safety laws, including Awaab's Law, landlords are under higher pressure to remediate hazards like damp and mould promptly, requiring legal access. • Tenancy Agreement Terms: Most agreements explicitly state that tenants must allow reasonable access for repairs and safety inspections.

- Injunctions: If a tenant continuously denies access for mandatory works, housing associations may legally pursue an injunction through the courts to force entry.

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 – 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>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>N/A</p>

Please list the details –
 -when,
 -with whom, and
 -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)?

189						<p>Gender and sexual orientation.</p> <p>We recognise the importance of ensuring all our residents have equal access to our services which are relevant, responsive and sensitive to the needs of our existing and future residents.</p> <p>We will treat all our residents fairly whilst valuing diversity with the aim to meet the needs and choice of people from all backgrounds.</p>
Disability (Visible and invisible)	x	<input type="checkbox"/>		<input type="checkbox"/>	As above	As above
Gender re-assignment		<input type="checkbox"/>	x	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>		

www.oxford.gov.uk




Marriage & Civil Partnership						
Race, Ethnicity and/or Citizenship		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>	www.oxford.gov.uk  OXFORD CITY COUNCIL	
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>		

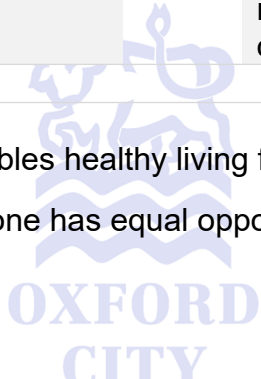
Sex			x	<input type="checkbox"/>		
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>		
Socio-economic inequalities such as: - income and factors that impact income. -access to jobs This was voluntarily adopted by Oxford City Council on the 13th of March 2024.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

www.oxford.gov.uk



<p>leading to intersecting inequalities experienced by</p> <p>For example:</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>					<p>www.oxford.gov.uk</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"/>		

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

22.	Conclusions.			
	<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 service delivery to be delivered by the implementation of this policy <input checked="" type="checkbox"/>
23.	Please explain how you have reached your conclusions above.	<p>Benefits of Implementation: Enables healthy living for all tenants</p> <p>Promotes Equity: Ensures everyone has equal opportunities.</p> <p>Enhances Diversity:</p> <p>Improves Representation:</p>		
				

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>	Landlord Services		
25.	<p>Who (individual, team, or service area) will be responsible for carrying out the EqIA review?</p>	Landlord Services		
26.	<p>How often will the equality impact be reviewed for this activity?</p> <p>For example- -quarterly, -yearly, etc.</p>	Yearly	27.	<p>Date when the EqIA will be reviewed again.</p> <p>April 2027</p>

Section 7: Sign-off

Suggested list of people to include are:

E

- 1) Project lead/manager.
- 2) Head of...

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:

195

Name:

Job Title: Head of People

Signature:
G Malkin

Name: Full Name

Job Title: Type here

Signature:



www.oxford.gov.uk

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

You have now reached the end of the assessment.

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

196

www.oxford.gov.uk

