

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)

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.	Re-procurement of 2 x Housing First support services. Each contract supports 20 vulnerable residents	2. The implementation date of the activity under consideration:	01/04/2026
3. Directorate/Department(s):	City and Citizens' Services	4. Service Area(s):	Housing Services
5. Who is (are) the assessment lead(s): Please provide: -Name -Email address	Brendan Lewis blewis2@oxford.gov.uk	6. Contact details, in case there are queries: Please provide: -Name -Email address	Brendan Lewis blewis2@oxford.gov.uk
7. Is this a new or ongoing EqlA?	New	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.	N/A
9. Date this EqlA started:	01/07/2025		
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.	N/A

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 checked="" type="checkbox"/> Commissioning	<input type="checkbox"/> Change to an existing activity	
		<input type="checkbox"/> New activity	<input type="checkbox"/> Others. Please specify:			
<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 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>Aims: Continue to deliver our Housing First support services to the existing residents. Objectives: Work with the support provider(s), staff and current residents to ensure continuity of support and the sustainment of existing tenancies. This in turn should have the impact of reducing repeat rough sleeping in Oxford.</p>				

		<p>Priorities: Ensure that there is a high-fidelity Housing First service in place that is delivered in line with the key priorities in Oxfordshire's Homelessness and Rough Sleeping Strategy and the City Council's</p>
<p>16.</p>	<p>Please outline the consequences of not implementing this activity. For example, -Existing activity does not fulfil Corporate Objectives, -existing activity is discriminatory and not fulfilling Council's PSED, ... to name a few.</p>	<p>This EqIA is primarily being undertaken in relation to the launching of the re-procurement of the Housing First services. Should there be significant changes to the service provision following the re-procurement process a comprehensive EqIA would be carried to assess the full impact of those changes and mitigations.</p> <p>If we are unable to re-procure the Housing First support services we will be left in a position where 40 vulnerable individuals are left without an adequate level of support. This is likely to lead to a number of tenancies failing and many individuals returning to a period of rough sleeping. It is likely to also increase the workload of Tenancy Management Officers and Tenancy Sustainment Officers as the burden will fall on them to support the individuals with tenancies.</p>

Section 3: Understanding service users, residents, staff and any other impacted parties.

<p>17.</p>	<p>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>A consultation exercise was carried out prior to the original procurement process and worked closely with the Lived Experience Advisory Forum (LEAF) and learnt from the experience of the 'Everyone In' programme during the pandemic. On top of this we also use evidence from the following sources:</p> <ul style="list-style-type: none"> -Regular monitoring of all services commissioned by the City Council and those commissioned in partnership through the Oxfordshire Homelessness Alliance takes place. -Monitoring data and information is provided by our Housing First services. These take place quarterly and provides commissioners with a good understanding of how services operate, if they meet the need or if they need to adapt. All services are expected to interview/hold forums with residents and staff to get their feedback on the current service/any improvements that can be made to the service. This is a specific ask of our monitoring report. - Housing First access panel data and the attached waiting list - The service is currently oversubscribed with 12 individuals currently on a waiting list for the service.
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	<p>We have not undertaken any recent consultations as the existing services have been in place for over 3 years now and there is clear evidence for the need of the service (Housing First is currently over-subscribed).</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>The original data used to understand the need for the service was based on data collected via the 'Everyone In' programme during the pandemic. It highlighted the need for a new form of service to support the most vulnerable members of our community to move away from homelessness.</p> <p>Service monitoring information Ending Rough Sleeping Data Framework Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26 Annual rough sleeping numbers for city, including age, gender, Oxford City Council's Housing, Homelessness and Rough Sleeping Strategy 2023-28 and accompanying homelessness review and evidence base Gap needs analysis compiled for various bids for government funding, such as the more recent SHAP bid (2023) to extend the Housing First service.</p> <p>Our evidence base shows that there is great, and in some instances unmet need, for supported accommodation for persons who have high support needs, and those with multiple and complex needs, and therefore there is a need to prioritise the financial resources we have available to fund such accommodation provision.</p> <p>As highlighted above the tailored support available to existing Housing First clients is vital to them being able to sustain their tenancy with Oxford City Council. If we are unable to re-procure this service it is likely to have a significant impact on the wellbeing of the service users, as well as the staff supporting them.</p>
<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 	<p>Monitoring of services and collection of data will continue as is currently undertaken in line with contract monitoring. We will work with services where possible and necessary to enhance and increase service users feedback. Data is collected throughout the year and will continue for the foreseeable future</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 x <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	Members of staff	Yes x <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	General public	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know x <input type="checkbox"/>
	Partner / Community Organisation	Yes x <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know <input type="checkbox"/>
	City Councillors	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Don't Know x <input type="checkbox"/>
	Council suppliers and contractors	Yes x <input 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	Analysis & insight


				Data/information/evidence supporting your assessment	Mitigations
Age			x	<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping.</p> 	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Age will be considered as part of this process but it is not in itself a determining factor, other than the person most over 18.
Disability (Visible and invisible)			x	<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping.</p> <p>A large proportion of single homeless people and those rough sleeping in the</p>	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Disability will be considered as part of this process but it is not in itself a determining factor,


				city have physical health needs and/or a disability.	unless it is clearly obvious that the disability is the main contributing factor to the individual's continued/repeat homelessness.
Gender re-assignment	x			<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping</p> <p>www.oxford.gov.uk</p> 	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Whenever present, gender re-assignment will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic. This service supports people in to self-contained accommodation to is likely to be more

					appropriate than some congregate settings.
Marriage & Civil Partnership			x	<p>Due to the nature of our team and the funding streams we hold, we commission services for single persons and those rough sleeping. As such very few clients that are married or in civil partnerships will access the service in question. This is not to say that couples will not be accepted but individuals will need to be case worked separately to retain high-fidelity.</p> 	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Whenever present, marital status will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support individuals with this protected characteristic.
Race, Ethnicity and/or Citizenship			x	<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping</p>	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Whenever present, race and ethnicity will be

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						<p>considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic.</p>
<p>Pregnancy & Maternity</p>			<p>x</p>	<p>www.oxford.gov.uk</p>	<p>It is extremely unlikely that someone with this protected characteristic would be supported by the Housing First service. However, this is not to say that individuals will not be accepted and supported should this characteristic be present.</p> 	<p>Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Whenever present, pregnancy will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic. It is likely that support from statutory housing services will be</p>

					required as part of the solution.
Religion or Belief			x	<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping.</p> <p>www.oxford.gov.uk</p> 	<p>Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Whenever present, religion and belief will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic.</p>
Sex	x			<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and</p>	<p>Any person who is in need of Housing First in the city, can be assessed and considered for relevant</p>

				www.oxford.gov.uk	<p>services for single homeless persons and those who are experiencing rough sleeping.</p> <p>The gender breakdown for those seen rough sleeping in the city has consistently seen just over 80% men over the last 7 years. However in Housing First we have seen the proportion of women benefitting from the service at around 45%.</p> 	<p>provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Sex will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic. This service supports people in to self-contained accommodation to is likely to be more appropriate than some congregate settings for vulnerable individuals.</p>
Sexual Orientation	x			www.oxford.gov.uk	<p>Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping.</p>	<p>Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it. Where known, sexual orientation will be</p>

						considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic. This service supports people in to self-contained accommodation to is likely to be more appropriate than some congregate settings for vulnerable individuals.
<p>Socio-economic inequalities such as:</p> <ul style="list-style-type: none"> - income and factors that impact income. -access to jobs <p>This was voluntarily adopted by Oxford City Council on the 13th of March 2024.</p>			x	www.oxford.gov.uk	N/A	N/A
<p>Other (voluntary consideration)</p> <p>Council of Sanctuary</p>			x		Homelessness review and Housing Homelessness and Rough Sleeping Strategy evidence base, as well as HCLIC data and locally held data in relation	Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set

<p>For example:</p> <p>Migrant, refugee, or asylum seekers.</p>				<p>to rough sleeping and services for single homeless persons and those who are experiencing rough sleeping.</p>	<p>of criteria to ensure that this scarce resource is provided to those that most need it. Migration status will be considered as part of this process, but it is not in itself a determining factor, unless it can be clearly evidenced that this is the only provision that can truly support someone with this protected characteristic</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 	<p>x</p>			<p>This services is only available to individuals that have experienced multiple period of homelessness and rough sleeping.</p>	<p>Any person who is in need of Housing First in the city, can be assessed and considered for relevant provision. We have developed a robust set of criteria to ensure that this scarce resource is provided to those that most need it, with an emphasis on individuals with multiple needs that have experienced homelessness for many years</p>

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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"/>	No major change(s) or adjustments and continue with activity but continue to monitor.	<input type="checkbox"/>
23.	<p>Please explain how you have reached your conclusions above.</p>		<p>A range of people can become homeless, and people will have a range of characteristics, some will be protected. The provision of supported accommodation in the city and who can access the various kinds of supported accommodation we as a city council commission, depends on the support needs a person has and what kind of accommodation they need to live in. A person will work with support workers to ensure that they are assessed for and can access the appropriate accommodation. Where a person has particular support needs, support agencies will work together, both statutory and non-statutory to ensure that the person can access the appropriate support should they wish to do so.</p> <p>As discussed above, this service is already in existence and is aimed at some of the most vulnerable members of our community. As such this EqlA is primarily being undertaken in relation to the launching of the re-procurement of the Housing First services. Should there be significant changes to the service provision following the re-</p>				

procurement process a comprehensive EqIA would be carried to assess the full impact of those changes and mitigations.

If we are unable to re-procure the Housing First support services we will be left in a position where 40 vulnerable individuals are left without an adequate level of support. This is likely to lead to a number of tenancies failing and many individuals returning to a period of rough sleeping. It is likely to also increase the workload of Tenancy Management Officers and Tenancy Sustainment Officers as the burden will fall on them to support the individuals with tenancies.

Section 6: Monitoring and review plan.

The responsibility for maintaining a monitoring arrangement of the EqIA action plan lies with the service/team completing the EqIA.
These arrangements must be built into the performance management framework such as KPIs or Risk Registers.

24. Who or which team or service area will be responsible for monitoring equalities impact?

For example-

- team,
- directorate,
- service area,
- Equalities Steering Group,etc.

Rough Sleeping and Single Homelessness Team

25. Who (individual, team, or service area) will be

Rough Sleeping and Single Homelessness Manager and Senior Rough Sleeping Officers

26.	responsible for carrying out the EqIA review?	27.	Date when the EqIA will be reviewed again.	01/09/2026
	How often will the equality impact be reviewed for this activity? For example- -quarterly, -yearly, etc.		Yearly	

Section 7: Sign-off

Name: Ossi Mosley

Job Title: Rough Sleeping and Single Homelessness Manager

Signature:
Ossi Mosley

Name: Brendan Lewis

Job Title: Senior Rough Sleeping Officer

Signature:

Name: Nerys Parry

Job Title: Director of Housing

Signature:

- Suggested list of people to include are:**
- 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:
 1. Other project

You have now reached the end of the assessment.

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

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