

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.

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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.	Draft Policies – Decant, Disposal, Electrical Safety, Legionella	2.	The implementation date of the activity under consideration:	December 2025
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 ☐	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?		11.	Give a date (tentative or otherwise) when this assessment will be taken to the CMT.	December 2025

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

12.	Type of activity being considered: Check the most appropriate.	☐	☐ Decommissioning	☐ Commissioning	☐	
		☒	☒ Others. Please specify: Strategic HRA policies			
13.	Which priority area(s) <u>within Oxford City Council's Corporate strategy (2024-2028)</u> does this activity fulfil? Please check as needed.	☒ Good, affordable homes	☐ Strong, fair economy	☐ Thriving Communities	☐ Zero Carbon Oxford	☐ Well run council
14.	Which priority area(s) within <u>Oxford City Council's Equality, Diversity & Inclusion Strategy (2022)</u> does this activity fulfil? Please check as needed.	☐ Responsive services and customer care.	☐ Diverse and engaged workforce.	☐ Leadership & organisational commitment.	☒ Understanding and working with our communities.	
15.	Outline the aims, objectives, & priorities of the activity being considered.	The policies being presented to the Council relate to the maintenance of the housing stock				
16.	Please outline the consequences of not implementing this activity. For example, -Existing activity does not fulfill	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				

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

for the social housing sector, aiming to give residents greater powers and improve access to quick and fair solutions to problems.

The Act aims to ensure Registered Social Landlords (RSLs) are compliant with the consumer standards by giving the Regulator of Social Housing new powers to address RSLs who are not meeting their commitments to residents.

The Social Housing Charter detailed what social housing residents should expect from their landlords, including feeling safe in their homes, knowing how their landlords are performing and having their complaints solved quickly.

The Act sets out to deliver against each of these commitments:

- Residents to be safe in their home.
- Residents to know how their landlord is performing.
- Residents to have their complaints dealt with promptly.
- Residents to be treated with respect.
- Residents to have their voice heard by their landlord.
- Residents to have a good quality home and neighbourhood to live in.

Technical policies are therefore required to adhere to this regulatory regime. They are also key to ensure the effective operation of the Housing Revenue Account (HRA) property service as it ensures that asset management services and the development of the social housing programme are set within a sound operating framework such as meeting key performance criteria, as well as achieving sustainability objectives are met and monitored.

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

17. Have you undertaken any consultations in the form of surveys, interviews, and/or focus groups?	Yes – Residents Policy Review Group
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	Please provide details— -when, -how many, and -the approach taken.	The Council recognises its equalities responsibilities as well as the critical need to listen and act on the lived in experiences of our residents. There has been a series of meetings with the Residents Policy Review Group which has amended and approved the policies.
18.	List information and data used to understand who your residents or staff are and how they will be impacted. These could be- -third-party research, -census data, -legislation, -articles, -reports, -briefs.	- Legislation - Risk assessment for vulnerable groups - Equalities assessment exercise - Engagement with residents
19.	If you have not done any consultations or collected data & information, are you planning to do so in the future? Please list the details – -when, -with whom, and -how long will you collect the relevant data.	N/A



Section 4: Impact analysis.

20.	Who does the activity impact?	Service Users	Yes ☒	No	Don't Know ☐
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369 Check as needed. The impact may be positive, negative or unknown.	Members of staff	Yes ☒	No ☐	Don't Know ☐
	General public	Yes ☒	No ☐	Don't Know ☐
	Partner / Community Organisation	Yes ☐	No ☒	Don't Know ☐
	City Councillors	Yes ☒	No ☐	Don't Know ☐
	Council suppliers and contractors	Yes ☒	No ☐	Don't Know ☐

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		☐	☒	☐		

Disability (Visible and invisible)		☐	☒	☐		
Gender re-assignment		☐	☒	☐		
Marriage & Civil Partnership	☐	☐	☒	☐		
Race, Ethnicity and/or Citizenship		☐	☒	☐		
Pregnancy & Maternity	☐	☐		☐		

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Religion or Belief		☐	X	☐		
Sex			x	☐		
Sexual Orientation	☐	☐	X	☐		

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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.	☐	☐	X	☐		
Other (voluntary consideration) Sanctuary seeking status leading to intersecting inequalities experienced by For example: asylum seeker, refugee, person with insecure immigration status Oxford City Council became a local authority of sanctuary in December 2024, thereby committing to learn from our experiences, embed	☐	☐		☐ www.oxford.gov.uk		

inclusive practices and share efforts to create a culture of welcome and safety for all.						
Other For example: - Unpaid carers - Prison population - Homeless population -Council suppliers & contractors -Cabinet Members	☐	☐		☐		

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

22.	Conclusions.					
☐	Stop and reconsider the activity.	☐	Adjust activity before beginning the activity and continue to monitor.	☒	No major change(s) or adjustments and continue with activity but continue to monitor.	☒ No major change(s) or adjustments and continue with the activity. No need to monitor in the future.

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.	Who or which team or service area will be responsible for monitoring equalities impact? For example- - team, -directorate, -service area, -Equalities Steering Group,etc.	Housing
25.	Who (individual, team, or service area) will be responsible for carrying out the EqlA review?	HRA Team

26.

How often will the equality impact be reviewed for this activity?

For example-
-quarterly,
-yearly, etc.

Yearly

27.

Date when the EqlA will be reviewed again.

January 2027

Section 7: Sign-off

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Name:

Job Title:

Signature:

Name: [Gail Malkin](#)

Job Title: Head of People

Signature:

G Malkin

Name: Full Name

Name:

Job Title:

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

Job Title: Type here

Signature:

Name: Full Name

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.

Job Title: Type here

Signature:

Job Title: Type here

Signature:

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.

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