

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.	Allocation of funding in 2026-27 from General Fund budgeted reserves to investments totalling £410,000 in support of the delivery of additional community improvement, democratic transparency and youth employment	2.	The implementation date of the activity under consideration:	2026-27 for all investment projects except free swimming lessons to be run until the end of 2027-28.
3.	Directorate/Department(s):	Corporate Services	4.	Service Area(s):	Financial Services
5.	Who is (are) the assessment lead(s): Please provide: -Name -Email address	Alistair Rush, Group Finance Director Clare Paterson, Strategic Finance Manager	6.	Contact details, in case there are queries: Please provide: -Name -Email address	Alistair Rush, Group Finance Director Clare Paterson, Strategic Finance Manager
7.	Is this a new or ongoing EqlA?	New EqlA	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:	July 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.	August 2026

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: Budget funding allocation for investments in services to communities.			
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 funding allocation is to support a number of investments for the improvement of community infrastructure and information, democratic transparency and youth employment				

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.	By not making funding available for these one-off investments, the investment projects would not be able to proceed and therefore benefits arising to residents and visitors to Oxford city from the investment projects would not be realised.
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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? Please provide details— -when, -how many, and -the approach taken.	No, this activity is concerned with the allocation of budget funding. If and when projects proceed there will be an EqIA undertaken for each one.
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.	Information from Member briefings, media/news reports, stock condition survey, community requests/feedback has been used to determine, quantify and prioritise the investments identified for the additional budget funding allocation requested.

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.	No, this activity is concerned with the allocation of budget funding. If and when projects proceed there will be an EqIA undertaken for each one.
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Section 4: Impact analysis.

20.	Who does the activity impact?	Service Users	Yes x ☒	No ☐	Don't Know ☐
	Check as needed. The impact may be positive, negative or unknown.	Members of staff	Yes x ☐	No ☐	Don't Know ☐
		General public	Yes x ☐	No ☐	Don't Know ☐
		Partner / Community Organisation	Yes x ☐	No ☐	Don't Know ☐
		City Councillors	Yes x ☐	No ☐	Don't Know ☐
		Council suppliers and contractors	Yes x ☐	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	x	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments The investments in free swimming lessons and youth employment specifically are expected to have a positive impact on young people	
Disability (Visible and invisible)	x	☐	☐	☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	

Gender re-assignment	x	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	
Marriage & Civil Partnership	x ☐	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	
Race, Ethnicity and/or Citizenship	x	☐	☐	☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	
Pregnancy & Maternity	x ☐	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	

Religion or Belief	☒	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	
Sex	☒			☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	
Sexual Orientation	☒	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	

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.	☒	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments The apprentice roles would be recruited to in an equalities compliant manner and would offer some access to jobs	
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	☒	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments	

to learn from our experiences, embed 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 25	☒	☐		☐	The nature of the recommended investments is such that the benefits would be available to all residents and visitors to the city in relation to the community investments The community investments may offer benefit to council suppliers and contractors in the delivery of those investments.	

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

22.	Conclusions. With the activity being funding allocation from General Fund budgeted reserves, specifically £115,000 from the Community Services Carry Forward Reserve and £295,000 from the Risk Reserve, a positive equality impact is assessed based on the nature of those investments for community
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	improvement, democratic transparency and youth employment. The Community Services Reserve is earmarked for contributions to community projects and the Risk Reserve to fund future risks and mitigations. Future consequences of using the reserve funds are that they can only be used once and are no longer available for alternative investments that may arise.					
	For each investment a separate EqIA would be produced.					
☐	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: The investment opportunities represent tangible benefits at a relatively low level of investment and include those which were prioritised at the formation of the new council administration following the 2026 local elections, and other important initiatives subsequently identified by the administration. Promotes Equity: The benefits would be available to all residents and visitors to Oxford city in relation to the community investments 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.	N/A			
25.	Who (individual, team, or service area) will be responsible for carrying out the EqlA review?	N/A			
26.	How often will the equality impact be reviewed for this activity? For example- -quarterly, -yearly, etc.	<table> <tr> <td data-bbox="642 962 1052 1220"></td><td data-bbox="1052 962 1480 1220">27.</td><td data-bbox="1480 962 1845 1220"> Date when the EqlA will be reviewed again. N/A </td></tr> </table>		27.	Date when the EqlA will be reviewed again. N/A
	27.	Date when the EqlA will be reviewed again. N/A			

Section 7: Sign-off

Name: **Clare Paterson**

Job Title: **Strategic Finance Manager**

Signature:

Clare Paterson

Name: Alistair Rush

Job Title: Group Finance Director

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:

Name: Full Name

Job Title: Type here

Signature:

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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You have now reached the end of the assessment.

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