



## Form to be used for the Full Equalities Impact Assessment

<b>Service Area:</b> Community Services	<b>Section:</b> Cross-service	<b>Date of Initial assessment:</b> 29.10.2020	<b>Key Person responsible for assessment:</b> [REDACTED]	<b>Date assessment commenced:</b> 14.9.2020
<b>Name of Policy/Strategy to be assessed:</b>		Equality, Diversity and Inclusion Strategy		
<b>1. In what area are there concerns that the policy could have a differential impact</b>	<i>Race</i> ✓	<i>Disability</i> ✓	<i>Age</i> ✓	
	<i>Gender reassignment</i> ✓	<i>Religion or Belief</i> ✓	<i>Sexual Orientation</i> ✓	
	<i>Sex</i> ✓	<i>Pregnancy and Maternity</i> ✓	<i>Marriage &amp; Civil Partnership</i>	
<b>Other strategic/ equalities considerations</b>	<i>Oxford City Council Strategy</i> ✓ <i>Thriving Communities Strategy</i> ✓ <i>Anti-Racism Charter</i> ✓ <i>People Strategy</i> ✓	<i>Housing, Homelessness and Rough Sleeping Strategy</i> ✓ <i>Grant Review</i> ✓ <i>Service Integration Plan</i> ✓ <i>Zero Carbon Oxford</i> ✓	<i>Economic Strategy</i> ✓ <i>City Centre Strategy</i> ✓ <i>Asset Management Strategy</i> ✓ <i>Museum of Oxford Transformation</i> ✓ <i>ICT Strategy</i> ✓	
<b>2. Background:</b>  Give the background information to the review and the perceived problems with the review which are the reason for the Impact Assessment.	The purpose of the Equality, Diversity and Inclusion Strategy is to ensure that equality, diversity, inclusion is being developed and monitored as a cross-cutting theme that runs through all key Council policies and service strategies to help reduce inequalities in Oxford. Intrinsicly, the strategy is an ongoing Equalities Impact Assessment (EIA) of some of the major current strands of work that underpin the delivery of Oxford City Council's Strategic Plan 2020-24. For each key strand of work mentioned in the other strategic considerations box above, additional consultations/EIAs have been undertaken as part of the development of that work. As they have already been considered by Cabinet or are still in process, the full information relating to those assessments will not be reproduced in this one. However, adopting the Equality, Diversity and Inclusion Strategy will create a framework that will enable better signposting and connectivity and the mechanism to share cross-Council learning by bringing the different key strands of the Council's work together from an equalities perspective.			

### 3. Methodology and Sources of Data:

The methods used to collect data and what sources of data

This Equalities Impact Assessment has been undertaken in several stages – firstly as initial focus groups, to help inform the development of key areas of work; secondly, as a linked consultation process which embedded equalities within the 2021 council grant review; thirdly as a series of learning sessions which focussed on different aspects of the issues raised in the focus groups and consultations, and finally via meetings of the Equalities Steering Group which has overseen the drafting of the Equality, Diversity and Inclusion Strategy and Impact Assessment.

The initial scoping of the impact assessment was done via the following online focus groups, which were attended by a cross-section of members, officers, equalities ambassadors and community leaders with relevant protected characteristics and lived experience:

- Black, Asian and Minority Ethnic and Race Advisory Group – 14<sup>th</sup> September 2020
- Black, Asian and Minority Ethnic Women and Talent Development – 15<sup>th</sup> September 2020
- Black, Asian and Minority Ethnicity and Faith – 16<sup>th</sup> September 2020
- Age, Mental Health and Shielding – 18<sup>th</sup> September 2020
- LGBTQIA+ – 25<sup>th</sup> September 2020
- Gender and Talent Development – 29<sup>th</sup> September 2020
- Young People and Mental Health – 1<sup>st</sup> October 2020
- Disability, Race and Inclusive Governance – 2<sup>nd</sup> October 2020
- Refugee, Asylum seekers – 6<sup>th</sup> October 2020
- Migrant Communities – 8<sup>th</sup> October 2020
- Disability, Access and Talent Development – 9<sup>th</sup> October 2020

Where relevant (e.g. to include those unable to make it or others identified at the focus groups), follow up sessions were held to ensure the sessions were inclusive of diverse opinions, voices and perspectives.

A wide range of additional available information was also taken into consideration when drafting the Equality, Diversity and Inclusion Strategy, including:

- Oxford's demographic statistics, including relating to protected characteristics
- Oxford City Council staff demographic statistics relating to protected characteristics (where available)
- Information coming into the Business Intelligence Unit, the Customer Services team and Asana system, including referrals and case studies for support throughout the pandemic as well as information from the Office for National Statistics, Public Health England, Joint Strategic Needs Assessment, Institute of Fiscal Studies etc.

	<ul style="list-style-type: none"> <li>• Internal individual consultations with over 50 diverse staff members across the Council which were held in order to embed equalities within the grant review</li> <li>• Outreach to over 50 third sector organisations, including equalities-focused organisations, Oxford City Council grantees and unsuccessful grant applicants as part of embedding equalities within the grant review</li> <li>• Ten group discussions attended by people with lived experience of different protected characteristics, homelessness and intersectionality, as well as ten open group sessions as part of embedding equalities within the grant review</li> <li>• Public consultation via OCC public consultation portal as part of the grant review with 35 responses</li> </ul> <p>Weekly learning sessions were held to focus on particular aspects of equalities including: Anti-racism; Dyslexia and Neuro-diverse learning; Food Poverty; The Toll of the Pandemic on Children and Young People; Health Impact Assessments; Life Chances; Local Insights and Intelligence; Owned by Oxford – Mapping Community Wealth; Census 2021; a wide range of case studies</p> <p>Learning sessions are attended by locality hub staff and officers from a range of service areas, partners such as social landlords, community groups - alongside speakers. The invite list includes over 120 people who self-select the sessions they attend according to their expertise, area of interest and CPD.</p> <p>The Equalities Steering group has overseen the drafting of the Equality, Diversity and Inclusion Strategy and Impact Assessment.</p>
<p><b>4. Consultation</b></p> <p>This section should outline all the consultation that has taken place on the EIA. It should include the following.</p> <ul style="list-style-type: none"> <li>• Why you carried out the consultation.</li> <li>• Details about how you went about it.</li> <li>• A summary of the replies you received from people you consulted.</li> </ul>	<p>The focus groups and consultations were carried out to inform the development of the Equality, Diversity and Inclusion Strategy, but consultees also inputted into the consultation plan itself. As a result, more consultations were held than were initially planned as consultees made suggestions for additional people and organisations to be consulted.</p> <p>Details of how each element of the consultation was delivered are as follows:</p> <ul style="list-style-type: none"> <li>• <b>Focus Groups</b> The focus groups detailed above were led by senior officers with relevant characteristics and lived experience of the equality discussion topic. In addition, the focus groups were attended by an appropriate cross-section of members, officers, equalities ambassadors and community leaders.</li> </ul>

- An assessment of your proposed policy (or policy options) in the light of the responses you received.
- A statement of what you plan to do next

- **Analysis of data**

Undertaken as a desktop exercise linking in with Sally Hicks, Data Analyst and Mark Chandler, Performance and Resources Manager, to access information held by/accessible to OCC (e.g. referrals to Customer and Community Services) as well as publicly available census demographic information, Office for National Statistics data, data from Local Insight and referral case studies etc.

**Here is the summary table of the key equalities related points raised during consultation responses/inputs and the mitigating actions which have been embedded in the strategy as a result:**

Equalities Impact	Strategic Plan – Mitigating Actions
<p>People with protected characteristics have been disproportionately affected by the <b>pandemic</b></p>	<p><b>Thriving Communities Strategy/Economic Strategy</b></p> <ul style="list-style-type: none"> <li>• Deliver services, grants, community and leisure facilities, parks and cultural events that help reduce inequality, increase cohesion and improve health and wellbeing across Oxford's communities</li> <li>• Foster an inclusive economy, in which wealth is distributed across our communities and where all residents can share the benefits of growth</li> <li>• Ensure that staff employed directly or on behalf of the city council are paid at least the Oxford Living Wage, and encourage our suppliers to do the same</li> <li>• Continue work under our strategic plan to offer development opportunities for disadvantaged children and young people, through the Council's Youth Ambition programme and our apprenticeship policy.</li> <li>• Continue to fund youth and holiday activities to provide non-formal education</li> </ul>

		<ul style="list-style-type: none"> <li>• Work with partners to increase digital connectivity and skills in the city</li> </ul>
	<p>Reported <b>hate crime</b> incidents are rising in Oxford – people are being attacked for their race, religion, sexual orientation, disability and gender. There is a <b>lack of safe spaces</b> for communities to meet in the city and there used to be more e.g. the LGBTQIA+ community centre at the Northgate Hall which closed about 15 years ago</p>	<p><b>Thriving Communities Strategy/Grant Review/Asset Management Strategy</b></p> <ul style="list-style-type: none"> <li>• Work with TVP and other partners to understand and address the root causes</li> <li>• Work with partners to identify available venues which could become shared safe spaces</li> <li>• Support communities to access funding to create safe meeting spaces</li> <li>• Create and promote inclusive events to enable communities to get to know each other</li> </ul>
	<p>People with protected characteristics can find it <b>difficult to understand about and access Council services</b> – including disabled people and migrant communities who don't have English as a first language</p>	<p><b>Thriving Communities Strategy/Economic Strategy</b></p> <ul style="list-style-type: none"> <li>• Deliver the Service Integration Plan and move to working in a locality based model</li> <li>• Improve service design: build in strong equality, diversity and inclusion processes at an early stage of policy and service design so that we meet the needs of all residents</li> <li>• Commission and provide grant funding to help raise awareness of access issues and support communities to access buildings and services including using translation tools where needed</li> <li>• Review how we communicate and engage with communities, looking at how this may need to adapt for different localities, diversities, interests and needs. This will include the need to report back to</li> </ul>

		<p>communities on outcomes as well as listening to needs, vulnerabilities and aspirations.</p> <ul style="list-style-type: none"> <li>• Redevelop OCC website and promote its access tools more widely</li> <li>• Work with stakeholders and partners to support access to core service provision for migrant communities. This includes promoting and enhancing our online welcome pack for migrant communities and international students.</li> <li>• Work with, support and enable local voluntary and community groups to take a greater role in improving the city and the lives of residents</li> <li>• Ensure our staff are skilled and confident in delivering services our residents want</li> <li>• Work with our subsidiaries ODS and OCHL to ensure the essential services they provide for us prioritise a focus on equality, diversity and inclusion</li> </ul>
	<p><b>Institutional racism and sexism</b> makes it harder for People of Colour and Women to <b>get a job and be promoted</b></p>	<p><b>Anti-Racism Charter/People Strategy/Economic Strategy/Thriving Communities Strategy</b></p> <ul style="list-style-type: none"> <li>• Continue our commitment to the Oxford Anti-Racism Charter by encouraging communities, businesses and organisations to take ownership of their own contributions to anti-racism in the city.</li> <li>• Continue to work with partners to challenge discrimination, tackle racism and hate</li> </ul>

		<p>language, including addressing the root causes</p> <ul style="list-style-type: none"><li>• Implement the Oxford City Council Workforce Equalities Action Plan to boost employee diversity through recruitment and apprenticeships and expand the management opportunities for Black, Asian and Minority Ethnic staff and women so our workforce as a whole better reflects Oxford's diverse population</li><li>• Improve our data collection to help us understand barriers and opportunities to recruiting, retaining and developing talented people from diverse backgrounds.</li><li>• Continue to include the ethnicity and disability pay gap in our annual reporting and implement actions to close these gaps</li><li>• Empower employees to create staff networks that represent the interest and experiences of those with protected characteristics.</li><li>• Promote flexible working arrangements</li><li>• Provide apprenticeships, coaching and mentoring and secondment opportunities</li><li>• Staff training and development around equalities issues including un/conscious bias and challenging different forms of discrimination</li><li>• Implement a new inclusive Economic Strategy to increase the opportunities for disadvantaged groups to have a fair share in the city's economy</li></ul>
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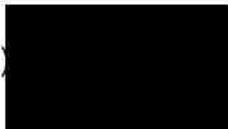
		<ul style="list-style-type: none"> <li>• Use our influence to ensure Oxford's diversity is celebrated and communities are more cohesive</li> </ul>
	<p>Some groups are unaware there is <b>grant funding</b> available – application and monitoring processes have been a barrier to access to grant funding for some groups, including those for whom English isn't their first language</p>	<p><b>Grant Review</b></p> <ul style="list-style-type: none"> <li>• Promote funding calls more widely targeting underrepresented groups</li> <li>• Run regular funding surgeries – moving around the locality areas – to help promote and support</li> <li>• Actively promote the grants programme and its benefits at diverse events in the city e.g. Cowley Road Carnival, Pride etc.</li> <li>• Identify community based equalities champions to help promote</li> <li>• Streamline paperwork for application and monitoring</li> <li>• Use plain English and avoid jargon</li> <li>• Allow applications and monitoring information to be made in different ways including different languages and different formats e.g. video submissions</li> <li>• Develop online grant application and management system with support prompts</li> <li>• Provide more coaching and support for CVS including equalities led groups to build capacity/skills via funding surgeries and learning sessions</li> </ul>
	<p>While there is a lot of diversity in the city, people live and work in <b>siloed communities</b> which are not mixing – the <b>town and gown</b> divide still exists and if you scratch beneath the surface there are tensions between different groups</p>	<p><b>Thriving Communities Strategy</b></p> <ul style="list-style-type: none"> <li>• Deliver services, grants, community and leisure facilities, parks and cultural events that help reduce inequality and increase intercultural understanding and cohesion across Oxford's communities</li> </ul>

		<ul style="list-style-type: none"> <li>• Promote partnership working: use our relationships to work together and connect different communities, so that we can jointly address issues and celebrate strengths</li> <li>• Help to build community capacity to lead and participate in projects that benefit or affect their communities</li> </ul>
	<p><b>Housing is unaffordable</b> for most people in the city</p>	<p><b>Housing, Homelessness and Rough Sleeping Strategy</b></p> <ul style="list-style-type: none"> <li>• Deliver more, affordable housing, to address Oxford's housing crisis where existing homes are unaffordable for many and demand for good quality homes outstrips what is available</li> <li>• Ensure our Housing, Homelessness and Rough Sleeping Strategy continues to meet community needs for housing for specific groups, including disability needs, family housing needs and those at risk of homelessness.</li> </ul>
	<p>Some communities are disproportionately affected by <b>air pollution</b> in the environment</p>	<p><b>Zero Carbon Oxford</b></p> <ul style="list-style-type: none"> <li>• Pursue a zero carbon Oxford, acting on the clear message from Oxford's Citizens' Assembly on Climate Change to continue to take a lead in reducing emissions and increasing biodiversity</li> </ul>
<p>The next step is for the Strategy to be considered by the Corporate Management Team.</p>		

<p><b>5. Assessment of Impact:</b> Provide details of the assessment of the policy on the six primary equality strands. There may have been other groups or individuals that you considered. Please also consider whether the policy, strategy or spending decisions could have an impact on safeguarding and / or the welfare of children and vulnerable adults</p>	<table border="1" data-bbox="595 217 2018 533"> <tr> <td><b>Race</b> Positive impact</td> <td><b>Disability</b> Positive impact</td> <td><b>Age</b> Positive impact</td> </tr> <tr> <td><b>Gender reassignment</b> Positive impact</td> <td><b>Religion or Belief</b> Positive impact</td> <td><b>Sexual Orientation</b> Positive impact</td> </tr> <tr> <td><b>Sex</b> Positive impact</td> <td><b>Pregnancy and Maternity</b> Positive impact</td> <td><b>Marriage &amp; Civil Partnership</b> Neutral</td> </tr> </table> <p>The actions and mitigations detailed above have been designed to have a positive aspect for those most in need including those with protected characteristics and people with a range of intersectional identities who have been significantly impacted by the pandemic.</p>	<b>Race</b> Positive impact	<b>Disability</b> Positive impact	<b>Age</b> Positive impact	<b>Gender reassignment</b> Positive impact	<b>Religion or Belief</b> Positive impact	<b>Sexual Orientation</b> Positive impact	<b>Sex</b> Positive impact	<b>Pregnancy and Maternity</b> Positive impact	<b>Marriage &amp; Civil Partnership</b> Neutral
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<p><b>6. Consideration of Measures:</b> This section should explain in detail all the consideration of alternative approaches/ mitigation of adverse impact of the policy</p>	<p>Delivering the Equality, Diversity and Inclusion Strategy will intrinsically mitigate the equalities issues raised through focus groups and consultation. Work is underway to review our approach to Equality Impact Assessments, ensuring that new policies and services involve and consider the impact on protected groups at the earliest pre-draft stages. Moreover, the Equality, Diversity and Inclusion Strategy recommends a continuous approach to equalities, including a governance framework for regularly monitoring and assessing the impact of strategy delivery from an equalities perspective.</p>									
<p><b>6a. Monitoring Arrangements:</b> Outline systems which will be put in place to monitor for adverse impact in the future and this should include all relevant timetables. In addition it could include a summary and assessment of your monitoring, making clear</p>	<p>The City Council has an equalities steering group chaired by the Executive Director for Communities and People. This is an advisory group with insight into lived experience and council service delivery that will inform our policy-making and service delivery and help strengthen our own approach to equalities within the workplace.</p> <p>To strengthen oversight, accountability, and challenge at the senior level, the Equalities Steering group will present quarterly to the Corporate Management Team (CMT) of service directors and the Leaders Group of Cabinet Members</p>									

whether you found any evidence of discrimination.					
<b>7. Date reported and signed off by Corporate Management Team:</b>	January 2022				
<b>8. Conclusions:</b>  What are your conclusions drawn from the results in terms of the policy impact	The conclusion is to adopt and deliver the strategy in order to help to close inequality gaps across the city and mitigate the impact of Covid on Oxford's diverse communities.				
<b>9. Are there implications for the Service Plans?</b>	YES – the actions embedded in service plans	<b>10. Date the Service Plans will be updated</b>	Ongoing		
<b>13. Date reported to Scrutiny and Executive Board:</b>	Feb 2022	<b>14. Date reported to CMT:</b>	January 2022	<b>12. The date the report on EqIA will be published</b>	March 2022

Signed (completing officer)



Signed (Lead Officer)



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