

Equality Impact Assessment Form

Name of Strategy/Policy:	Changes to Trade Waste Collections	
Officer Name(s):	Catherine Taylor	
Job Title & Location:	NEAT Officer, Stubblelee Hall, Stubblelee Lane, Bacup OL13 0DE.	
Department/Service Area:	Streetscene & Liveability	
Telephone & E-mail Contact:		
Date Assessment:	Commenced:	Completed:

1. Impact Assessment – Policy and Target Outcomes

- a) Summarise the main aims/objectives of the strategy, policy, procedure or project (refer to “**Notes for Guidance**” for details).

To advise members of the changes which are required to be made the Rossendale BC's trade waste collection service as a result of legislation.

To highlight the impact on the current service these changes will make and the implications to the authority if these changes are not made.

To ask members to consider making changes to the service in terms of charges, frequency of collection and refuse vehicles to accommodate the changes.

- b) Is the policy under review (please tick)

New/proposed Modified/adapted Existing

- c) Who will be the main beneficiaries, targets or users of this strategy, policy, project or procedure?
- Customers/citizens of the district
 - Targeted/specific groups of customers/citizens (indicate below in [d]).
 - Elected Members/Councillors
 - Internal colleagues/customers or other public authorities e.g. government agencies
 - Community Groups/voluntary sector groups or campaign/interest groups
 - Staff/employees (in their contractual position) and/or potential employees/trainees.
 - Any other stakeholder e.g. trade unions, contractors, suppliers, district partners, public agencies (not directly under Council control), intermediaries representing interest groups e.g. tenants, developers, legal agencies or third parties.

Specify in box below:

Businesses and organisations or bodies who are currently in receipt of Rossendale BC's trade waste collection service and those who will or could potentially receive the trade waste collection service.

- d) Please detail below specific equality groups – for example disabled citizens, elderly or infirm/female or non-traditional users who are seen as intended beneficiaries from this policy/strategy/project/procedure (see “**Notes for Guidance**”).

Key equality groups as intended beneficiaries (where appropriate):

The report states that the changes mean the waste from educational establishments, charities, churches, public meeting rooms and residential care homes will be re-classified as domestic waste. This means that Rossendale BC can no longer charge for disposal of waste from these premises but can charge for collection. As a result charges for these groups will be less and this may mean they are able to put the costs saved on waste disposal back into the service they provide, thus benefiting those in receipt of the service the organisation provides, e.g. the elderly, disabled citizens.

The legislation also makes changes with regard to the recycling of waste by businesses and from October 2007 businesses will be obliged to separate their waste. The report identifies that these changes will have to be explained to customers by April 2007. Consideration needs to be given as to how the information will be passed on to trade waste customers having regard to any sight, hearing or reading impairments and language requirements.

e) To assist with the assessment you may need to consider collecting the following information you require, before completing the table in Section 2:

- NATIONAL DATA eg surveys, reports, statistics, etc which point up specific areas/issues.
- LOCAL DATA eg demographics, service mapping studies & relevant research.
- MANAGEMENT INFO eg data collected for operational/financial or other purposes.
- MONITORING DATA eg information already available or collected. For example: disability type, age band, gender, location. (ref existing BVPIs).
- CONSULTATION/CONTACT DATA eg user group feedback, representations, specific consultation events etc.
- CUSTOMER COMPLAINT/FEEDBACK eg results of investigations, inquiries, elected member cases, normal complaints/compliments etc.
- Views of LSP Officers, independent externals, contractors/suppliers, partners and academia (if relevant).
- OTHER eg frontline employee feedback, other research, experiences of other agencies/local authorities, councillors mailbags/surgeries.

f) Is further consultation, data collection or research still required?

Yes

No

(If yes then complete Action Plan)

Key Actions (note responsible officer(s)):

2. Impact – Evidence

a) Using the table below please tick whether you have evidence that the policy/strategy has a negative, positive or neutral impact on any of the equality groups listed below

		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
Gender	Women				x
	Men				X
Race (Ethnicity or Nationality)	Asian or Asian British people	If the category of ‘churches’ includes mosques their waste collection service costs will be reduced which means the Mosque and its’ members will benefit from increased financial resources.	The imparting of information relating to the changes could be disadvantageous if it is not available in alternative language formats or picture format. If the information is not properly conveyed so that it is understood by those for whom English is not their first		

		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
			language this could result in non-compliance with the legislation and thus both the authority and the business could be penalised.		
	Black or black British people		As above		
	Chinese or other ethnic people		As above		
	Irish people				
	White people				
	Chinese people				
	Other minority communities not listed above e.g. traveller/European (please state below):		As above in relation to any minority community for whom English is not their first language. If non-compliance results,		

		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
			businesses may be forced to take up a private contract resulting in increased costs.		
Disability	Physical/learning/mental health	Charities who provide a service/raise funds for those with a disability will benefit from lower waste collection charges as a result of the changes and the money saved could be diverted back into the charity.	Provision will also have to be made for ensuring information for businesses can be conveyed to anyone with a hearing/reading or sight impairment to ensure compliance with all customers. If the information is not relayed in an appropriate way and there is non-compliance businesses may find themselves taking up a		

		Positive Impact – it could benefit	Negative Impact – it could disadvantage	Reason	Neutral Impact (Neither)
			private contract and facing increased costs.		
Sexuality	Lesbians, gay men and bisexuals				x
Gender Identity	Transgender people				x
Age	Older people (60+)	See positive impact for those with a disability.			
	Younger people (17-25), and children	See positive impact for those with a disability.			
Belief	Faith groups *	See positive impact for Asian or Asian British people.			
Other Groups (e.g. carers, rural isolation)					x
Equal opportunities and/or improving relations	Note impact on group relations <u>between</u> and any effects on social cohesion.	See positive impact for Asian or Asian British people.			

Notes:

* Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs, Hindus. Consider faith categories individually and collectively when considering positive and negative impacts.

- b) If the table above is not fully completed, what further information does the Assessor need?

- c) Based on a summary of the evidence obtained, are there specific equality groups more affected than others by this policy/project etc area? If so indicate briefly below.

Yes, any of the equality groups for whom English is not their first language and anyone who may have difficulty with an impairment which makes reading information difficult.

3. Impact – Nature/Type

- a) Could you further improve the strategy, project, policy or procedure's positive impact?

YES NO

If "Yes", briefly summarise below how the positive impact could be improved upon.

Key Actions:

- b) If you indicated that there is neutral impact, could this be changed to become positive?

YES NO

If yes, briefly summarise below how this impact could be minimised or removed:

Key Actions:

- c) You need to think about how you can mitigate any adverse or negative impact or use the policy to promote a positive impact. If the proposed policy or project has a:

High Impact – you have identified that the policy or project will have a high, negative impact i.e. that it may be or is unlawfully discriminating against some groups, you will have to take immediate action to mitigate this.

Or:

Lower Impact – if you have identified that the policy would have a negative or adverse impact (that may not be lawful) you will also need to consider what changes you could make to remove this impact.

If you have identified adverse impact you must determine whether you will recommend that the Council should:

- Change the policy, stating what the changes should be
- Revise the policy, stating the revisions
- Consult further if you feel that you do not have enough information

Actions arising from the impact assessment should form part of the Service Planning Process.

Key Actions:

The only amendment which warrants consideration is indicating that as well as ensuring the information is imparted to businesses by April 2007, it will be done in an appropriate manner for the businesses involved to ensure high compliance with the changes and new procedures. How this will be done is something which will require detailed consideration once the changes and recommendations have been considered by members and a policy and procedure is being introduced. Matters that require consideration at that stage are the types of customers currently and likely to be involved with the authority's trade waste collection service and how best to target the information for anyone with language, reading or other difficulties.

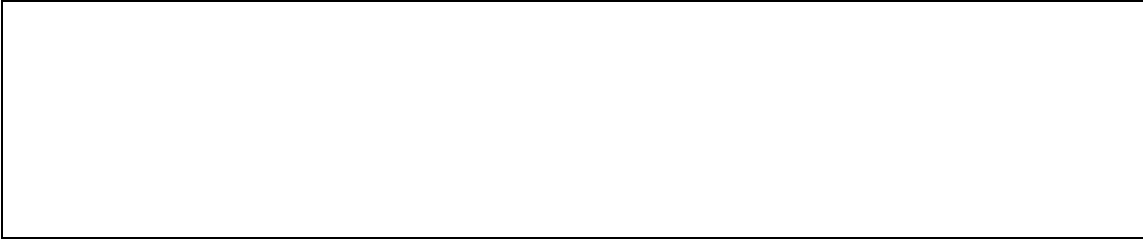
4. Impact Assessment - Summary

a) Key Findings

Please list the major outcomes/results/findings of this assessment in relation to equality which require action by the Council:

Key Findings:

Investigation into how the information regarding the changes to trade waste collection should be conveyed to businesses, once the changes and recommendations have been determined and approved by members.



b) "Public Duty" Issues

Refer to "**Notes for Guidance**". Given the three strands of legal duty, please identify which particular issues are essential for the Council to address:

Race – Eliminate Discrimination as set out above.
Disability – Promote equality of opportunity between disabled people and other people as set out above
- To take steps to meet disabled people's needs

5. Impact Assessment – Further Action

a) As a result of collecting evidence (including consultation) have any changes been made, or are planned, to this policy, strategy, procedure or project?

Yes

No

(If yes then complete Action Plan)

Key Actions (note responsible officer(s) or political body as required):

n/a

b) Has a monitoring/evaluation/review process been set up to check the successful implementation of the policy/strategy including improved outcomes?

Yes

No

If yes, briefly summarise below:

n/a

c) Please briefly describe how the above monitoring/evaluation will ensure the policy/strategy will be reviewed/monitored for impact (indicate timescale):

n/a

Please complete the Action Plan overleaf

d) If no further action is to be taken as a result of this assessment:

1. Are you convinced that no discriminatory action is evident in the implementation of this policy, procedure, etc?

Yes No

2. Have you weighed up and considered any negative impact and the options to change, alter or adapt?

Yes No

3. Do you intend/recommend a further review? If yes, indicate timescale.

Yes No

Timescale:...Once the Report has been implemented a review will need to be done of the policy/procedure which implements the changes.

IMPACT ASSESSMENT ACTION PLAN

Please list below any recommendations for action that you plan to take as a result of this impact assessment (refer to Sections 3 & 4).

Issue	Action required	Lead officer	Timescale	Resource implications	Comments

Equality Impact Assessment

Checklist & Signature Sheet

Name of Strategy/Policy:	
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Please check the following steps have been completed before signing below:

- Sections 1 to 4 completed
- Action Plan completed
- Notified all relevant Officers/Service Areas/Partners

Signed:C. A Taylor.....

Job Title:...NEAT Officer..... Department: ...SS & L.....

Date commenced Assessment:...9.2.07..... Date completed: ...12.2.07.....

Date received in HR:.....

Received in HR by:.....

Please sign the EQIA as indicated above, retain a copy and send a copy of the full EQIA, including the Action Plan, to:

Liz Murphy
Head of Human Resources
Kingfisher Business Centre, Futures Park
Bacup
OL13 OBB
lizmurphy@rossendalebc.gov.uk

MANAGEMENT ACTION REQUIRED (to be completed by the Head of HR)

- Referred back to Assessor for amendment(date)
- Refer to Committee (specify committee & date)
- Considered by Corporate Equalities Implementation Group..... (date)
- Published/made publicly available on (date)

Signed:..... (Head of HR) Date:.....

Date of Review:.....