

Guildford Borough Council

Equalities Impact Assessment

Screening/Scoping Pro Forma

Section	Recycling and Cleansing	Officer responsible for the screening/scoping	Derek Trawber		
Name of Policy to be assessed	Recycling Works	Date of Assessment	21/10/08	Is this a proposed new or existing policy/procedure/practice?	New
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	<p>Currently, all households receive a weekly residual waste collection service (houses use black sacks, flats use wheelie bins). 98% of households are served by the kerbside recycling service. 79% participate in the scheme. 28% of households choose to pay for a separate collection of garden waste.</p> <p>From October 2009, we intend to introduce a new household waste collection service. Residual waste will be collected every two weeks in wheelie bins. Food waste will be collected weekly in caddies. Recyclables will continue to be collected weekly in two boxes (wheelie bins for participating flats).</p> <p>Due to various constraints (storage space, access, distance from collection point) some properties will not have a wheelie bin. They will be provided free of charge with one hundred and four black refuse sacks per annum.</p>				
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	<ul style="list-style-type: none"> • To increase the tonnage of waste recycled and composted. • To reduce the amount of waste going to landfill. • To meet national and local targets. • To provide services more efficiently and effectively. • To improve health and safety. • To ensure equal access to services. 				
3. Who is intended to benefit from this policy and in what way?	<ul style="list-style-type: none"> • All residents (can now recycle food waste, provided with a wheeled bin for residual waste, improved street cleansing). • GBC (improved recycling performance, improved efficiency, positive publicity). • SCC (reduced waste going to landfill, reduced risk of LATS fines). • Staff (safer working practices, more team working, greater job satisfaction). 				

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4. What outcomes are wanted from this policy/procedures/practice?		<ul style="list-style-type: none"> • Improved recycling performance. • Improved customer satisfaction. • High levels of participation. • Reduced accidents. 	
5. What factors/forces could contribute/detract from the outcomes?		<ul style="list-style-type: none"> • Consultation, communication and publicity. • Systems and procedures. • Staff training. 	
6. Who are the main stakeholders in relation to the policy?	All GBC residents, Councillors, managers and staff, Surrey County Council (SCC), other Surrey local authorities.	7. Who implements the policy, and who is responsible for the policy?	<ul style="list-style-type: none"> • Head of Operational Services • Recycling and Cleansing Manager
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?		Yes	Need to consider the effectiveness of communications material for those who do not speak English as their first language. Existing material is available in alternative formats upon request. Consider increasing the amount of non-textual information.
What existing evidence (either presumed or otherwise) do you have for this?		The experience of other Councils.	
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?		No	
What existing evidence (either presumed or otherwise) do you have for this?		The experience of other Councils.	
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?		Yes	Need to ensure equality of access to services. We currently have an assisted collection policy. 564 residents participate in this scheme. Need to ensure everyone is aware of it. Bins and boxes on the pavement before and after collection can cause an obstruction. We appreciate that some disabled customers may produce unavoidable and unrecyclable additional waste. Policies are in place to allow these residents additional capacity to meet their needs. We already provide a separate collection of clinical waste if needed.

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What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils. Experience from providing the service in the past. Feedback from the Access Group (Guildford).	
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	Yes	The elderly may find it difficult to move the wheelie bin and boxes to the kerbside. We currently have an assisted collection policy. Need to ensure residents are aware of it.
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils. Experience of providing the service in the past.	
13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	Yes	Followers of certain religions may have issues around handling food waste. This needs further investigation.
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?	No	However, those who have been in prison for several years may not be used to the changes in the way waste is collected.

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What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?	No	
What existing evidence (either presumed or otherwise) do you have for this?	The experience of other Councils.	
17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?	Yes	If arrangements do not accommodate the needs of the elderly and/or disabled, customer satisfaction will fall and the Council will receive negative publicity. If such residents cannot take advantage of our recycling services, participation rates and the percentage of waste recycled will not be maximised. There will be a similar outcome if certain racial or religious groups do not understand what is required or do not participate.
18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?		Race: No, however due to the low percentage of BME groups in Guildford, communications material will not automatically be available in different formats. Disability: No. Age: No. Religion: Needs further investigation.
Business improvement 19. Is there any concern that there are unmet needs in relation to any of the above groups?	Yes	Further investigation is required on the impact to certain religious groups and the disabled (not only those with mobility problems but also those with poor sight and mental health or learning difficulties). There is also one further area that falls outside the defined groups; students. Additional communication methods may need to be employed to ensure this transient group are fully aware of our policies and practices for their own benefit and that of the local community.

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20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?	Yes	Potentially both age, disability, race and religion.
21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?	No	However, relevant partners / agencies / representative groups will need to be consulted as part of the full EIA.
22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?	No	Hopefully, as this assessment is taking place prior to the service being introduced in October 2009, there will be an opportunity to influence the development of policies and procedures to promote equality.

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23. Should the policy proceed to a full equality impact assessment?	Yes	
24. If No, are there any changes required to the policy to improve it around the equality agenda?	N/A	

Signed
(completing officer):

Date: 21 October 2008

Signed
(Head of Section):

Date:

Countersigned
(Corporate Diversity/Diversity/Policy Team)

Date October 2008