

# Equality Impact Assessment Form

## Part 1: Screening

Name of Strategy/Policy/Project/Function:  
Completing Officer's Name:  
Completing Officer's Telephone Number:  
Date Completed:

|                                      |
|--------------------------------------|
| Waste Collection Services (Kerbside) |
| Frank Etheridge                      |
| 01737 276219 (x6219)                 |
| 26 <sup>th</sup> September 2011      |

### Section One: Identify Your Aims and Objectives

*The purpose of an Equality Impact Assessment is to improve the work of the Council by making sure that we promote equality and do not discriminate. This method is used to ensure that individuals and teams consider the likely impact of their work on residents and take action to improve strategies, procedures, projects and functions where necessary.*

#### What is the main purpose of this strategy?

To ensure that kerbside waste collection services are delivered to our residents and customers in such a way that we promote equality and prevent discrimination.

#### List the main activities & objectives or main policy areas of this strategy

Kerbside collection of recycling and refuse from households (Statutory Duty).  
Trade Waste Service (Paying Commercial Customers).  
Green Waste Collections (Prepaid service to residents).  
Bulky (Prepaid service to residents) & Clinical Waste Collections.

#### Who are the main beneficiaries of this strategy?

Residents of the Borough and trade waste customers.

#### In what way are the main beneficiaries affected by this strategy?

Weekly collection of kerbside waste and recycling.

### Section Two: Consider Data and Research

*Exploring available data and conducting research will help to give an indication as to what impact the strategy will have on equality and diversity.*

*Where data is limited or unavailable, managers should identify this as a limitation and identify ways to overcome this. This may include contacting specialist or other external organisations, or by conducting further research of existing regional and national data.*

## What data is available to help direct the EIA?

Extensive public consultation.  
MORI Polls.  
Demographic information from community liaison teams.  
Councillor's Surgeries  
WRAP, LARAC, CIWM, Tidy Britain Group, RWM, LetsRecycle.com, FTA, VOSA, Vehicle Manufacturers (Dennis, NTM, BMC, Mercedes, Garwood, Faun, Norba Geesink, Terberg, Zoller).

## Are there any gaps in data that may require further research or consultation?

None identified

## Section Three: Assess The Impact on Equality Target Groups

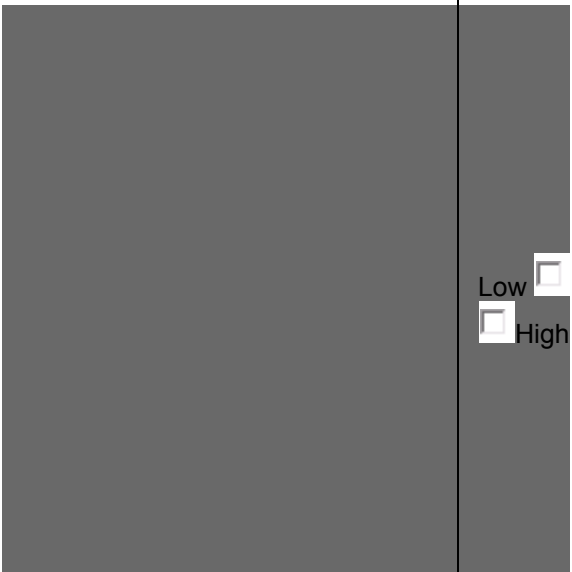
*Assess where you think the strategy could have a negative impact on any of the equality target groups i.e. where it could disadvantage them. Also consider where the strategy could have a positive impact or could contribute to promoting equality, equal opportunities or improving relations with equality target groups.*

*Consider the following:*

- *Publicity, including design, distribution and accessible communications issues*
- *Physical access*
- *Location, geography*
- *Poverty, deprivation and social exclusion issues*
- *Employment*
- *Safety*
- *Direct discrimination: does the strategy intentionally exclude a particular equality group? If so, is this exclusion justified? Are the strategy and its outcomes likely to be equally accessed by all (are there barriers that might inhibit access to the service for some people)?*

*Lack of data may make completing this section difficult, but is not be a reason to halt the process. Please continue to complete this form.*

Completing the table below will predict the likely impact on the target groups. You are not required to complete each box, only those that are relevant. Relevant boxes are those where there is a disproportionate or greater impact either way.

|   |                             | Positi<br>ve<br>Impac<br>t          | Neutral  | Negati<br>ve<br>Impact   | Reason  |
|---|-----------------------------|-------------------------------------|--|--|---|
| <b>Age</b>  | Older people                | <input checked="" type="checkbox"/> | <input type="checkbox"/>   | Low <input type="checkbox"/><br>High <input type="checkbox"/>            | Assisted collection service   |
|   | Younger people & children   | <input type="checkbox"/>            | <input checked="" type="checkbox"/>  | Low <input checked="" type="checkbox"/><br>High <input type="checkbox"/> | May have difficulty understanding literature. Unable to access/comprehend web based info. |
| <b>Disability</b><br><i>Long-term health impairment includes mental health problems, asthma, heart conditions, chronic fatigue etc.</i> | Physical                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>   | Low <input type="checkbox"/><br>High <input type="checkbox"/>            | Assisted collection service   |
|   | Sensory                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>   | Low <input type="checkbox"/><br>High <input type="checkbox"/>            | Assisted collection service   |
|   | Learning                    | <input type="checkbox"/>            | <input type="checkbox"/>   | Low <input checked="" type="checkbox"/><br>High <input type="checkbox"/> | May have difficulty understanding literature. Unable to access/comprehend web based info. |
|   | Long-term Health Impairment | <input checked="" type="checkbox"/> |  | Low <input type="checkbox"/><br>High <input type="checkbox"/>            | Assisted collection service   |
| <b>Gender</b>   | Women                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/>  | Low <input type="checkbox"/>   |   |

|   |  |                          |                                     |  |   |
|---|--|--------------------------|-------------------------------------|--|---|
|   |  | <input type="checkbox"/> |                                     | <input type="checkbox"/> High  |   |
|   | Men  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
| <b>Gender reassignment</b>  | Trans-men and -women                             | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
| <b>Marriage and civil partnership</b>   | People who are married or in a civil partnership | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
| <b>Pregnancy and maternity</b>  | Mothers or women who are pregnant                | <input type="checkbox"/> | <input type="checkbox"/>            | Low <input checked="" type="checkbox"/><br><input type="checkbox"/> High | Impaired ability to lift or pull waste containers   |
| <b>Race</b><br><i>These categories are those used in the 2001 census</i>                | Asian  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
|   | Black  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
|   | Mixed race                                       | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
|   | White  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
|   | Chinese  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
|   | Other racial or ethnic groups (specify)          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |
| <b>Religion or belief</b><br><i>Consider faith groups individually and collectively</i> | Faith groups                                     | <input type="checkbox"/> | <input type="checkbox"/>            | Low <input checked="" type="checkbox"/><br><input type="checkbox"/> High | Sensitivity around days of religious observance. Friday (Muslim), Saturday (Jewish) Sunday (Christian) collections to be avoided at/near places of worship. |
| <b>Sexual orientation</b>   | Heterosexuals, lesbians, gay men and bisexuals   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Low <input type="checkbox"/><br><input type="checkbox"/> High            |   |

**If you have indicated that there is a potential negative impact on any target group, are these Intentional and/or of a High Impact?**

- |                     |  |                              |  |
|---------------------|--|------------------------------|--|
| <b>Intended?</b>    | i.e. can be justified in terms of legislation<br>e.g. concessionary fares older people | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| <b>High Impact?</b> | i.e. it is or may be discriminatory against<br>one or more groups                      | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

*Is the negative impact **NOT INTENDED** and/or of **HIGH IMPACT**?*

- *If **YES**, a full assessment is required. Please complete the **Equality Impact Assessment Form Part 2: Full Assessment**.*
- *If **NO**, complete the rest of this form. Do not ignore low impacts- these could help you to develop services in the future.*

## **Section Four: Improvement Planning**

*It is important to consider any influence that the strategy is having, or could potentially have, on the individual strands of equality. The strategy should be examined for its effectiveness in:*

- *Promoting equality*
- *Eliminating discrimination*
- *Achieving equality*

*Could negative impacts be removed or minimised? Could positive impacts be improved and if so, how?*

*Analysis must be undertaken with the strategic objectives of the Council in mind and the questions should reflect legal requirements, the emerging Local Development Framework and population needs.*

Use the table below to record how you could minimise or remove any low negative impact or improve the positive impact of the strategy.

| Issue                      | Action   |
|----------------------------|--|
| Assisted Collections       | Bespoke service to collect waste from premises where physical ability of customer may be impaired.                               |
| Clinical Waste Collections | Discreet service for low risk clinical waste customers (incontinence, dialysis, needles). Provided by external contractor (PHS). |
| Special Collections        | Paid service to remove items of bulk waste for those unable to access Civic Recycling Centre's (Earlswood and Epsom dump/tip).   |

If there is no evidence that the strategy promotes equality, equal opportunities or improved relations, could it be adapted so that it does? If so, how?

None identified. Equality of service to all.

### Section Five: Monitoring and Reviewing

What data do you have that monitors the impact of the strategy on protected groups?

Public consultation. Customer Help Line & Help Shops.

How is this data used?

If there is no data, explain how you intend to continue monitoring the impact of this strategy:

Use of CAPS Uniform to register complaints and service failures.  
 Regular monitoring of information received.  
 Direct response to customers, including home visits, to resolve service failures.  
 Close monitoring and supervision of crews.  
 'Binwatch' scheme to prevent repeat missed collections.

Please send a copy of the completed form to the Equalities Steering Group, via Esther Lear, at [esther.lear@reigate-banstead.gov.uk](mailto:esther.lear@reigate-banstead.gov.uk)