

## **Colchester Borough Council**

### **Equality Impact Assessment Form - An Analysis of the Effects on Equality**

#### Section 1: Initial Equality Impact Assessment

Name of policy to be assessed:

- Waste and Recycling Service

1. What is the main purpose of the policy?

- To deliver waste and recycling services to residents

2. What main areas or activities does it cover?

- Collecting waste and recycling for residents

3. Are there changes to an existing policy being considered in this assessment? If so what are they?

- Proposed change from weekly to fortnightly collections for residential waste
- Proposed introduction of wheeled bins
- Provision to better meet the needs of people with disabilities

4. Who are the main audience, users or customers who will be affected by the policy?

- Residents of the borough

5. What outcomes do you want to achieve from the policy?

- Increase rates of recycling
- Reduce the amount of residual waste going to landfill

## Appendix 4

6. Are other service areas or partner agencies involved in delivery? If so, please give details below:

- Customer Services
- Zones Teams
- Professional Services – Professional Support Unit (PSU)
- Corporate and Financial Management – Corporate ICT; Communications

7. Are you aware of any relevant information, data, surveys or consultations<sup>1</sup> which help us to assess the likely or actual impact of the policy upon customers or staff?

- A consultation has been carried out with Colchester Borough residents in 2016 the feedback from which has been used in drafting this EqIA.

8. The 'general duty' states that we must have "due regard" to the need to:

- (a) eliminate unlawful discrimination, harassment and victimisation
- (b) advance equality of opportunity between people who share a 'protected characteristic'<sup>2</sup> and those who do not<sup>3</sup>
- (c) foster good relations between people who share a protected characteristic and those who do not<sup>4</sup>

*Where applicable, explain how this policy helps us to meet the 'general duty':*

The policy helps us to 'eliminate unlawful discrimination, harassment and victimisation' in the following way(s):

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<sup>1</sup>Click on [surveys or consultations](#) for more information. The Council's surveys and consultations include 'equality monitoring information' to help us identify any particular concerns or views expressed by any particular group or 'protected characteristic'. It can also help us to assess how representative of our customers the respondent group is. Local Data on the Protected Characteristics is available [on this page](#) of the Hub.

<sup>2</sup> The Equality Act's 'protected characteristics' include age, disability, gender reassignment, pregnancy and maternity, race, religion or belief and sex and sexual orientation. It also covers marriage and civil partnerships, but not for all aspects of the duty.

<sup>3</sup> This involves having due regard, in particular, to the need to: (a) remove or minimise disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it, and (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

<sup>4</sup> This involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

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- Provision to better meet the needs of customers with disabilities may help us to meet this aim.

The policy helps us to 'advance equality of opportunity...' in the following way(s):

- Provision to better meet the needs of customers with disabilities may help us to meet this aim.

The policy helps us to 'foster good relations...' in the following way(s):

- It is not held that that this policy/ service will specifically help us to meet this aim.

9. This section helps us to identify any disproportionate impacts. Please indicate in the table below whether the policy is likely to particularly benefit or disadvantage any of the 'protected characteristics'.

Remember to include reference to any relevant consultation, data or information.

- Proposed change from weekly to fortnightly collections for residential waste
- Proposed introduction of wheeled bins
- Provision to better meet the needs of people with disabilities

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Age	Older people (60+)		None identified	X	Some older people may have particular difficulty in manoeuvring wheeled bins.
	Younger people (17-25) and children (0-16)		None identified		None identified

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'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Disability	Physical	X	Provision to better meet the needs of people with disabilities will particularly benefit this group. This includes arrangements for the hygienic collection of colostomy bags and incontinence pads.  The Assisted Collection service will continue to benefit this group.	X	Fortnightly collections could lead to the build-up of offensive waste.
	Sensory	X	The Assisted Collection service will continue to benefit this group.		None identified
	Learning	X	The Assisted Collection service will continue to benefit this group.		None identified
	Mental health issues	X	The Assisted Collection service will continue to benefit this group.		None identified
	Other – <i>specify</i>				None identified
Ethnicity <sup>5</sup>	White		None identified		None identified
	Black		None identified		None identified
	Chinese		None identified		None identified
	Mixed Ethnic Origin		None identified		None identified
	Gypsies/ Travellers		None identified		None identified
	Other – <i>please state</i>				
Language	English not first language		None identified	X	Printed and online information is provided in English which could impact negatively upon this group.

<sup>5</sup> National Census 2011 categories are: Bangladeshi, Indian, Pakistani, Other Asian (Asian or Asian British), African, Caribbean, Other Black (Black or Black British), White and Black African, White and Asian, White and Black Caribbean (Mixed), British, Irish, Other White (White), Chinese, Other (Other Ethnic Group).

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'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks	X	The Assisted Collection service will continue to benefit this group.	X	Individuals within this group may have particular difficulty in manoeuvring wheeled bins.  Fortnightly collections could lead to the build-up of offensive waste.
Religion or Belief	People with a religious belief (or none)		None identified		None identified
Sex	Men		None identified		None identified
	Women		None identified		None identified
Gender Reassignment <sup>6</sup>	Transgender/ Transsexual		None identified		None identified
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian		None identified		None identified
Marriage and Civil Partnership	People who are married or in a civil partnership		None identified		None identified

10. If you have identified any negative impacts (above) how can they be minimised or removed?

*(This is a key section: Please deal with each negative impact noted above in turn.)*

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<sup>6</sup> The protected characteristic of gender reassignment is defined by the Equality Act 2010 as “a person proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.” This is a personal process that may involve medical interventions such as counselling, psychotherapy, hormone therapy or surgery, but does not have to. NB: It is generally held that transgender people disguise their features or clothing to resemble their preferred sex, whereas transsexual people wish to change their body to completely resemble their preferred sex.

## Appendix 4

Older people (60+)	X	Some older people may have particular difficulty in manoeuvring wheeled bins.
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The Assisted Collection Service will continue to help customers who have particular difficulty in presenting their waste on the boundary of their property. This will extend to assisting with wheeled bins where appropriate.

Physical	X	Fortnightly collections could lead to the build-up of offensive waste.
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A special service will be available for the hygienic collection of offensive waste such as colostomy bags and incontinence pads. Information will be provided to households following which customers will need to contact the Council to request the service.

English not first language	X	Printed and online information is provided in English which could impact negatively upon this group.
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Website beside information can be translated via Google translate. Customers which first language is not English can request that letters or leaflets are provided in a preferred language. Officers have access to a range of translation tools including text translation, instant telephone translation and face-to-face translation services.

Women who are pregnant or have given birth in last 26 weeks	X	Individuals within this group may have particular difficulty in manoeuvring wheeled bins. Fortnightly collections could lead to the build-up of offensive waste.
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The Assisted Collection Service will continue to help customers who have particular difficulty in presenting their waste on the boundary of their property. This will extend to assisting with wheeled bins where appropriate. A special service will be available for the hygienic collection of offensive waste such as colostomy bags and incontinence pads. Information will be provided to households following which customers will need to contact the Council to request the service.

11. Could the policy discriminate<sup>7</sup> against any 'protected characteristic', either directly or indirectly<sup>8</sup>? No

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<sup>7</sup> The Council has a general duty to 'eliminate unlawful discrimination, harassment and victimisation'. Direct discrimination occurs when a person is treated less favourably than another in a comparable situation because of their 'protected characteristic' whether on grounds of age, disability, pregnancy and maternity, ethnicity; religion or belief; sex (gender), sexual orientation, or marriage and civil partnership. Indirect discrimination occurs when an apparently neutral provision or practice would nevertheless disadvantage people on the grounds of their 'protected characteristic'.

<sup>8</sup> If you answer 'yes' to question 11 (above) you will need to complete this section *and* go on to complete Section 2 in order to conduct a full Equality Impact Assessment.

## Appendix 4

### Summary and findings of Initial Equality Impact Assessment

12. Please put a tick in the relevant box to confirm your findings, and what the next step is:

Findings	Action required
No negative impacts have been identified <input type="checkbox"/>	Sign off screening and finish.
<b>Negative impacts have been identified but have been minimised or removed X</b>	<b>Sign off screening and finish.</b>
Negative impacts could not be minimised or removed <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.
There is insufficient evidence to make a judgement. <input type="checkbox"/>	Sign off screening and complete a full impact assessment – Section 2.

13. Name and job title of person completing this form:

Andrew Rogan

14. Date of completion:

October 2016

15. Date for update or review of this screening:

October 2017