



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Review of Bring Bank Service
Lead Officer	Paul Quigley
Team	Paul Quigley Stuart Harwood-Clark Kylie Laws
Start date of assessment	13/01/2011
Completion of assessment	13/01/2011

Please use this form to record your findings in relation to the assessment of an existing policy, function, service or practice.

A. POLICY, PRACTICE, FUNCTION OR PROJECT TO BE ASSESSED

A1. Please describe what are the main aims, objectives, purpose and intended outcomes of the policy or function?

To review the bring bank service and makes the following recommendations:

1. The bring bank service should aim to maximise recycling and minimise cost where that can be achieved through diverting materials into the kerbside scheme by
 - Withdrawing glass and can banks
 - Continuing to provide paper banks
 - Focussing effort on materials not collected at the kerbside
2. Changes to bring banks will be made in consultation with parish councils and relevant landowners. If there is a preference by a consultee to retain banks which contradict the general principle of maximising recycling and minimising cost, consideration will be given to retaining a bank if the cost is covered by the parish council / landowner.

A2. Is this policy or function associated with any other Council policy or priority?

Aim C We are Committed to Making South Cambridgeshire a Place in which Residents can Feel Proud to Live, by –

- We will achieve a 65% recycling and composting rate during 2012 through the continuation of initiatives to make recycling activities as accessible and user-friendly to our customers as we can.

A3. Who are the intended beneficiaries/stakeholders of the policy or function? How many people are affected and from what sections of the community?

- All residents in South Cambridgeshire
- Visitors to South Cambridgeshire who choose to use bring banks

A4. Is the policy/function corporate and far-reaching?

Yes – involves expenditure and all residents in district

A5. Are you expecting to make any significant change to the policy or service in the near future? If so, please give details.

Possibly, with the introduction of new materials to the bring bank service.

A6. Is this a new or existing policy or function?

Amendment of existing policy

B. EVIDENCE/ DATA and CONSULTATION

It is important to consider all information that is available in determining whether the policy or function could have a differential impact. Please attach examples of monitoring information, research or consultation reports.

B1. What monitoring or other information do you have about relevant target groups, which will show the impact of the policy or function?

The amount of material collected at bring banks has steadily fallen over time with a 60% reduction between 2003/04 and 2009/10. The decrease in bring bank tonnage is coupled with an increase in the amount of material collected at the kerbside with a 74% increase over the same period. The change in tonnages represents a switch in resident behaviour, as the kerbside scheme has developed and participation has increased. The kerbside scheme not only provides a convenient way for residents to recycle but also offers a more effective way of capturing a large amount of material efficiently. Generally, with usage falling the changes will impact a small minority who will have access to alternatives through the kerbside scheme.

B2. Have you compared the data you have with the equality profile of the local population? What does it show?

No – can't easily measure demographic for bring bank use.

B3. Have you identified any improvements or other changes that could be made from monitoring the data?

N/A

B4. Have you consulted or involved external stakeholders about the policy or function? If so, what were their views?

No

B5. Have you undertaken any consultation with staff to assess their perception of any impacts of the policy or function? If so, what has been learnt from them?

Yes – internal project team considered the impact of implementing this amendment to policy.

B6. Please provide information about any other consultation, research, or involvement undertaken in relation to this impact assessment.

None

C1. IMPACT OF THE POLICY OR FUNCTION

Assess the potential impact on each of the following protected characteristics. The impact could be negative, positive or neutral. If you assess a negative impact for any of the groups then you will need to assess whether that impact is low, medium or high. Refer to the evidence you use.

DESCRIPTION OF IMPACT	Nature of Impact (Positive, Neutral, Adverse)	Extent of Impact (Low, Medium, High)
AGE: Identify the potential impact of the policy or function on different age groups.		
All age groups can use the existing bank provision. Alternative also available at the kerbside which also presents no disadvantage based on age.	Neutral	
DISABILITY: Identify the potential impact of the policy or function on disabled people.		
The Assisted Collection service is provided free of charge for kerbside collections. Kerbside collection is the alternative to bring banks and meet the needs of individuals needs.	Neutral	

GENDER REASSIGNMENT: Identify the potential impact of the policy or function on people that have changed gender identity.		
All genders can access the bring bank and kerbside schemes	Neutral	
MARRIAGE AND CIVIL PARTNERSHIPS: Identify the potential impact of the policy or function on people who are married or in a civil partnership.		
All residents regardless of martial status can access the bring banks and kerbside schemes	Neutral	
PREGNANCY AND MATERNITY: Identify the potential impact of the policy or function on pregnant or maternal mothers and those women who wish to breastfeed.		
All residents regardless of being pregnant or maternal can access the bring banks and kerbside schemes	Neutral	
RACE: Identify the potential impact of the policy or function on different ethnic groups, including national origins, colour and nationality.		
A comprehensive recycling scheme is not provided to all travellers. Alternative to bring banks is not accessible to travellers.	Adverse	High
RELIGION/BELIEF: Identify the potential impact the policy or function on different religious/faith groups.		
All residents regardless of religion or belief can access the bring banks and kerbside schemes	Neutral	
SEX: Identify the potential impact of the policy or function on men and women.		
All residents regardless of sex can access the bring banks and kerbside schemes	Neutral	
SEXUAL ORIENTATION: Identify the potential impact of the policy or function on lesbian, gay men, bisexual or heterosexual people.		
All residents regardless of sexual orientation can access the bring banks and kerbside schemes	Neutral	
OTHER CHARACTERISTIC SPECIFIC TO SOUTH CAMBRIDGESHIRE – RURALITY: Identify the potential impact of the policy or function on people who are rurally isolated.		

Rurality – equity of kerbside service offered regardless of location.	Neutral	
---	----------------	--

PLEASE NOTE: Following completion of the section above, if the nature of the impact is adverse then you may need to proceed to a full equality impact assessment.

<p>C2. Could you minimise or remove any adverse or potential impact that is high, medium or low significance, in advance of a full impact assessment? Explain how. No – full impact assessment required.</p>
<p>C3. Does the policy or function actively promote equal opportunities and good community relations? Or could changes be made so that it does so? We aim to provide equal access for everybody and the operational service offered is by design and goodwill</p>
<p>C4. Please provide any further information, qualitative or quantitative that does not fit into the questions but you feel has a likely impact on this assessment. Please see previous Waste Management Partial and full assessments.</p>

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	<input checked="" type="checkbox"/>	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?	<input type="checkbox"/>	
D2. Is the outcome of the partial assessment that the policy or function would have an adverse impact (medium or high impact) on one or more target group?	Yes?	<input checked="" type="checkbox"/>	If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment? Convene Project Team to carry out full assessment and mitigating measures.
	No?	<input type="checkbox"/>	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	<input checked="" type="checkbox"/>	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? No – moving to full assessment Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? Yes – once control measures have been in operation for 6 months.
	No?	<input type="checkbox"/>	

D4. Do you have any other conclusions/outcomes from the partial assessment?

No

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress
Convene Project Team to agree solutions to mitigate impact on travellers	First meeting – by 31 January 2011	April 2011	PMQ / SHC / KL	

--	--	--	--	--

RESOURCES

Does the above action plan require any additional resources?

Yes

- Finance to run Hard to reach project
- Potential financial implication for implementing mitigating measures / solutions resulting from full impact assessment.

ARRANGEMENTS FOR MONITORING

Please give your plans for monitoring the achievement of the above actions.

Progress update at monthly Blue Bin project Team meeting.

SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance		
Signature of Lead Officer		Date:
Signature of Corporate Manager or Chief Officer:		Date:

Please retain the original form on your service area and return a copy of the completed form to the Equality & Diversity Officer.