



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Street Cleansing and Fly-tipping
Lead Officer	Stuart Harwood-Clark
Team	H & ES Operations and Enforcement teams
Start date of assessment	21st March 2011
Completion of assessment	21st March 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 comply with the duty to remove litter and refuse from the public highway and undertake measures to reduce levels of fly-tipping.

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

Yes – most elements of the service provided are statutory functions
Council's Aims – 'Safe place to live and work'
H & ES Enforcement Policy

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 people who live and/or work within South Cambridgeshire and those travelling through the district

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

Yes – district wide. There is potential for litigation against the council if service is not provided with associated loss of image.

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

No

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

Existing

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?

Complainant data and service requests continuously reviewed. Customer Satisfaction Surveys have been conducted

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

No, the requirement for the cleansing of public highways is a statutory function.

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

Yes, raise awareness of littering and fly-tipping issues in Council's magazine, website, local press and roadside signage
Consider investigating the potential for recycling elements of the material collected.

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

The Recap Partnership* (Cambridgeshire & Peterborough) has been consulted.
The Dept of Transport concerning responsibility for the cleansing of the A14 with a view to it being treated as a Special Road.
Police liaise with this council on fly-tipping issues.

* Recap partners are Cambridge City Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council, Cambridgeshire County Council, East and South Cambridgeshire District Council. The Partnerships has many working groups dealing with Waste Management which includes street cleansing and related issues.

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. Discussions have been held with H&ES Management Team, with colleagues at the annual Service Planning 'away-day' and at meetings of the Quality Circle.

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

This assessment was undertaken by a working group of officers from all sections of the teams providing the services covered by this service. In addition monthly workforce forum* meetings are held and service issues are discussed.

*The workforce forum comprises Service Manager, Supervisors, Senior Admin Officer, Union and non-union workforce representatives.

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.		
No impact identified	Neutral	
DISABILITY: Identify the potential impact of the policy or function on disabled people.		
No impact identified	Neutral	
GENDER REASSIGNMENT: Identify the potential impact of the policy or function on people that have changed gender identity.		
No impact identified	Neutral	

MARRIAGE AND CIVIL PARTNERSHIPS: Identify the potential impact of the policy or function on people who are married or in a civil partnership.		
No impact identified	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.		
No impact identified	Neutral	
RACE: Identify the potential impact of the policy or function on different ethnic groups, including national origins, colour and nationality.		
No impact identified	Neutral	
RELIGION/BELIEF: Identify the potential impact the policy or function on different religious/faith groups.		
No impact identified	Neutral	
SEX: Identify the potential impact of the policy or function on men and women.		
No impact identified	Neutral	
SEXUAL ORIENTATION: Identify the potential impact of the policy or function on lesbian, gay men, bisexual or heterosexual people.		
No impact identified	Neutral	
OTHER CHARACTERISTIC SPECIFIC TO SOUTH CAMBRIDGESHIRE – RURALITY: Identify the potential impact of the policy or function on people who are rurally isolated.		
No impact identified	Neutral	

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

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.

None identified

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.

Community clear-ups (litter-picking etc) are promoted with the provision of equipment and advice.

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.

None identified

D. CONCLUSIONS			
D1. Was there sufficient data to complete the partial assessment?	Yes?	✓	If “NO”, what arrangements are in place for evidence gathering and continuing with the assessment?
	No?		
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?		If “YES”, will you proceed to a full assessment? If so, what arrangements are in place to carry out the full assessment?
	No?	✓	
D3. Is the outcome of the partial assessment that the policy or function would have a neutral or positive impact on equalities?	Yes?	✓	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? The service is reviewed annually as part of the service planning process. Do you plan to review the service or policy again in future to assess

	No?		<p>whether there has been any change? If so, when?</p> <p>When significant changes are made</p> <p>Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments?</p>
<p>D4. Do you have any other conclusions/outcomes from the partial assessment?</p> <p>As a consequence of implementing this policy evidence obtained from fly-tips and littering tends to relate to Traveller and Gypsy and Asian groups. It is hoped that press publicity would in time reduce the number of fly-tipping and littering incidents.</p>			

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress

RESOURCES

Does the above action plan require any additional resources?

ARRANGEMENTS FOR MONITORING

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

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SIGN OFF: The officers below confirm that this partial assessment has been completed in accordance with the Council's guidance

Signature of Lead Officer	Stuart Harwood-Clark	Date: 21/3/11
Signature of Corporate Manager or Chief Officer:	Stuart Harwood-Clark	Date: 21/3/11

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