



EQUALITY IMPACT ASSESSMENT

Partial Assessment Form

Policy, practice, function or project assessed	Introduction of Blue Bin for co-mingled collection of dry recyclables
Lead Officer	Iain Green (Representing Environment Operations and Services)
Team	Iain Green Paul Quigley Stuart Harwood-Clark Kylie Kavanagh
Start date of assessment	26 January 2010
Completion of assessment	28 July 2010

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 collect municipal waste and recycling for domestic properties through the introduction of a blue wheeled bin, replacing the current green box scheme, to collect co-mingled dry recycling waste.

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

Yes this one of the councils agreed Actions for 2010/11 – namely “We will meet or surpass a 65% recycling and composting rate by 2012” (contributes to Strategic Aim 3). In addition most elements of the service provided are statutory functions.

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 within South Cambridgeshire.

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

Yes – district wide.

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

This EqIA covers the new changes being made to the existing service.

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

Existing function (i.e. the collection of dry recyclable materials from residents) but it will be delivered in a new way with:
A new container and a new contractor to deliver the service.

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?

Social Demographic Profiling has been carried out, using a classification system. Complainant data, missed collection information and participation rates are continuously reviewed, as well as assisted collection, clinical waste collections and additional bin data. Customer Satisfaction Surveys have been conducted and Focus Groups have been formed. The Refuse and Recycling Support Officer has visited those properties that are considered to not to fully access the recycling service with a view to identifying any barrier to recycling these residents may have.

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

Using Social Demographic Profiling and GIS programmes has enabled us to monitor refuse rounds and ensure that sufficient structures are in place. In addition to this, the data has assisted in identifying poor performing areas, hard to reach groups and to predict the participation levels for the assisted collection service. Each area or group identified has been surveyed with regard to collecting baseline data, in order to determine the current level of access to the services currently offered.

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

The introduction of the blue bin is in part a response to the results of focus groups which showed that in terms of improvements:

- Attendees were keen to see an increased number of materials, particularly plastics and thought that the more materials were collected at the kerbside, the more they would recycle
- Attendees also felt that it would make the scheme a lot easier to use and simplify things if all dry recycling could be put in one box or bin

Using the results of this monitoring/consultation the current scheme using two green boxes to collect dry recycling from residents is being replaced by a single blue wheeled bin which will collect the same materials as currently as well as new materials requested from the focus groups.

As part of the new scheme the service has been altered to accommodate those residents who live in flats, who historically have found it harder to use the existing scheme.

'Touch' markers are on all black and green bins, in order to assist residents who are visually impaired, in order for them to differentiate between the black and the green bin. The blue bin will have an inner caddy with will differentiate it from the other two bins.

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. As stated in B3 above focus groups were held with residents to gain insight into improvements that needed to be made to the scheme. In addition consultation has taken place with providers of MRF (Materials Recycling Facility – the building where all the materials are taken to be sorted prior to recycling) as to what materials we would be able to collect for recycling and the methodology to be used for collections.

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?

Full consultation with existing contractor on the new service and transfer of staff from contractor to SCDC under TUPE. The Contact Centre has been briefed on the scheme and any feedback from them has been fed into the project plan where appropriate.

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 equality strands/groups. 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)
GENDER: Identify the potential impact of the policy or function on men and women		
It was suggested that females may not be able to manoeuvre the bin with ease, this was subsequently monitored with no complaints or concerns received	Neutral	

RACE: Identify the potential impact of the policy or function on different race/ethnic groups		
Translation of the information pack to be delivered with the new blue bin will be done upon request. Two recycling support officers have been appointed to help residents during the introduction of the scheme, these officers will be able to deal with specific issues vulnerable and hard to reach groups may have.	Positive	
Comply with statutory duty for collection of household waste; in respect of the Gypsy/Travellers community to be able to access recycling and regular refuse collections. This was identified as an inequality in the Integrated Waste Management Service EqIA, which lead to the production of a full EqIA. The full EqIA action plan identified the “Hard to Reach” project as the main way of negating this adverse impact. A full EqIA is therefore not proposed for this Blue Bin Policy as the Hard to Reach Project will address this inequality when it is completed.	Negative	High
DISABILITY: Identify the potential impact of the policy or function on disabled people		
The Assisted Collection service is provided free of charge. The criteria for this service are to be reviewed and consulted on with regard to disability and medical identification. ‘Touch’ markers are on all black and green bins, to assist residents who are visually impaired, differentiate between the black and the green bin. The blue bin will have an inner caddy with will differentiate it from the other two bins.	Neutral	
AGE: Identify the potential impact of the policy or function on different age groups		
Potential for older frail residents to have issues with taking the bin to the kerbside for collection, those residents who need assistance can apply for an assisted collection. In addition the replacement of the green box will help older frail residents as the blue bin is easier to use (i.e. no lifting or bending)	Positive	
SEXUAL ORIENTATION: potential impact of the policy on lesbian, gay men, bisexual or heterosexual people		
No impact identified	Neutral	
RELIGION/FAITH: Identify the potential impact the policy on different religious/faith groups		
No impact identified	Neutral	
OTHER		
Rural Isolation – equity of services offered regardless of location Confidentiality and identity theft – the replacement of green boxes, which are open containers, with blue wheeled bins means residents recycling waste (e.g. name and address information) is kept out of view when put out for collection.	Positive	

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.

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.

Yes, the inequality was previously identified as an inequality in the Integrated Waste Management Service EqIA, which led to the production of a full EqIA. The full EqIA action plan identified the “Hard to Reach” project as the main way of negating this adverse impact. A full EqIA is therefore not proposed for this Blue Bin Policy as the Hard to Reach Project will address this inequality when it is completed.

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

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.

After the initial delivery of blue bins to all (eligible) residents any subsequent delivery of new blue bins to residents will be subject to the Council’s wheeled bin charging policy:

- Charges apply, regardless of circumstances. Payment is usually made by cheque or debit card, due to lack of cash office provisions which may cause an inequality for those on lower incomes or those who do not have access to a bank account.
- The delivery fee for refuse and recycling bins is always charged to the landlord/homeowner, with regard to RSL properties.
- Charges for replacement bins and additional bins, represents the cost of delivery not for supply. Where additional bins are requested and supplied, a charge can also apply for an additional collection.

A bulky item collection service is offered by SCDC, however Cambridge County Council have an obligation to provide a disposal site, in addition to our collection service.

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? No – See C2 above.
	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 type="checkbox"/>	If “YES”, have you included proposals in the Action Plan to further improve the impact of the policy or function on equalities? Do you plan to review the service or policy again in future to assess whether there has been any change? If so, when? Has the Equalities Steering Group and the Consultative Forum reviewed the assessment? If so what were their comments?
	No?	<input checked="" type="checkbox"/>	
D4. Do you have any other conclusions/outcomes from the partial assessment?			

ACTION PLAN for enhancing existing practice

Recommendation/ issue to be addressed	Planned Milestone	Planned completion of milestone (date)	Officer Responsible	Progress
Hard to Reach Groups Project (Travellers/Gypsies)	TBC – dependent on funding and resources		Paul Quigley/Stuart Harwood-Clarke	
Assisted Collections – Review Policy	October 2010			
Payment Methods	Links to EQIA for Cash Office			

RESOURCES

Does the above action plan require any additional resources?

Yes – Currently the Hard to Reach Groups project is on hold due to lack of funding and resources. In order for the inequality to be addressed funding is required to fully implement and complete the Hard to Reach Groups project.

ARRANGEMENTS FOR MONITORING

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

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.