

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:

- Recycling and Fleet

This updated Equality Impact Assessment for the Recycling and Waste service is available here

<http://www.colchester.gov.uk/CHttpHandler.ashx?id=7734&p=0>

1. What is the main purpose of the policy?

- Carry out and fair and efficient recycling and refuse collection service

2. What main areas or activities does it cover?

- Collection of household residual waste
- Recycling of paper, glass, cans, plastics, garden waste and food for private households within the borough
- Recycling of cardboard and glass for commercial customers within the borough
- Management of vehicles used for collections ('Fleet')

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

- No

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

- Private residents and businesses within the borough

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

- Maximise recycling; improve local environment; reduce waste to disposal

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

- Zones – involved in promoting service and educating residents in how to recycle correctly and delivery of containers

7. Are you aware of any relevant information, data, surveys or consultations¹ which help us to assess the likely or actual impact of the policy upon customers or staff?

- No

If so provide details and include a link to the document or source where available.

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'², and those who do not³
- (c) foster good relations between people who share a protected characteristic and those who do not⁴

Not all policies help us to meet the 'general duty', but most do.

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

¹Click 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.

²The 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.

³This 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.

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

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

- By providing mitigating services for those that may be impacted by the first method of service delivery

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

- By providing a suitable recycling and waste service for all residents and businesses in the Borough

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

- Contributing to the agreed objectives of the Council’s strategic plan principally contributing to a good environment for the Borough

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.

‘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+)	X	This groups benefits from the assisted collection service. This helps prevent discrimination occurring.		
	Younger people (17-25) and children (0-16)				
Disability	Physical	X	This groups benefits from the assisted collection service. This helps prevent discrimination occurring		
	Sensory	X	As above		
	Learning	X	As above		
	Mental health issues	X	As above		
	Other – <i>specify</i>				

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Ethnicity ⁵	White				
	Black				
	Chinese				
	Mixed Ethnic Origin				
	Gypsies/ Travellers				
	Other – <i>please state</i>				
Language	English not first language			x	The recycling calendar which is delivered to all households is in English
Pregnancy and Maternity	Women who are pregnant or have given birth in last 26 weeks				
Religion or Belief	People with a religious belief (or none)				
Sex	Men				
	Women				
Gender Reassignment ⁶	Transgender/ Transsexual				
Sexual Orientation	Bisexual, Heterosexual, Gay or Lesbian				
Marriage and Civil	People who are married or in a civil				

⁵ 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).

⁶ 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.

'Protected characteristic' group		Positive Impact	Explain how it could particularly benefit the group	Negative Impact	Explain how it could particularly disadvantage the group
Partnership	partnership				

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.)

- **People with disabilities may be unable to present waste on the boundary on their property**
- *The Council provides an assisted collection scheme for waste and recycling available for people with disabilities (where there is nobody else in the household able to assist).*

- **People who have a sight impairment may not be able to read the recycling calendar**
- *Alternative formats including Braille are available on request.*

- **Ethnicity and Language- Communities which are more likely not to have English as a first language: the recycling calendar is delivered to all households in English.**
- *The Council can be contacted and a translation can be requested by a borough resident; the Council uses a professional translation service.*

11. Could the policy discriminate⁷ against any 'protected characteristic', either directly or indirectly⁸?

(Please read the footnotes below before completing this section.)

- No

⁷ 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'.

⁸ 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.

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.
Negative impacts have been identified but have been minimised or removed ✓	Sign off screening and finish.
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:

- Chris Dowsing – Group Manager – Recycling, Waste and Fleet

14. Date of completion:

- November 2015

15. Date for update or review of this screening:

- November 2018