

Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

1. RESPONSIBILITY

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| Department | Communities and Wellbeing | |
| Service | Waste Management | |
| Proposed policy | Zero Waste Strategy and reconfiguration of the waste collection service to increase recycling rates | |
| Date | 16 July 2014 | |
| Officer responsible for the 'policy' and for completing the equality analysis | Name | Glenn Stuart |
| | Post Title | Head of Waste Management |
| | Contact Number | 0161 253 6621 |
| | Signature |  |
| | Date | 2 nd July 2014 |
| Equality officer consulted | Name | Mary Wood |
| | Post Title | Principal Officer - Equalities |
| | Contact Number | 0161 253 6795 |
| | Signature |  17/2014 |
| | Date | 2 nd July 2014 |

2. AIMS

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| What is the purpose of the policy/service and what is it intended to achieve? | <p>The Zero Waste Strategy sets out the Council's plan in respect of waste collection and disposal over the next few years. It outlines the European, National and Greater Manchester context within which the Council is operating and aims to increase recycling rates to 55-60% by March 2015 and 60% + by March 2016, reduce disposal costs by cutting the amount of waste going to landfill and support the Greater Manchester Strategy on carbon emissions. This will be achieved through ten strategic objectives.</p> <p>The most effective way to increase recycling is through behavioural change and there are plans to address this in a number of ways through information and education about recycling and restricting residual waste capacity.</p> <p>It is planned to reconfigure the waste collection service to increase the household waste recycling rate to 55-60%, by restricting residual waste capacity for householders, whilst increasing recycling capacity. It is proposed that the grey</p> |
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| | <p>residual (non recyclable) waste bin is collected less frequently i.e. 3 weekly instead of 2 weekly as at present. At the same time however the blue and green recycling bins will be emptied 3 weekly, instead of the current 4. Overall available weekly bin capacity will remain at 360 litres per household.</p> <p>It is hoped that this reconfiguration of the service will prompt further recycling behavioural change amongst residents that results in more waste being diverted from the grey bins to the blue, green and brown recycling bins.</p> <p>The above will be aided by increased education and awareness raising activity and, as a last resort, enforcement. This will be achieved by direct engagement with householders, ensuring that they understand exactly how the 4 wheeled bin system works, what types of waste should be placed in each bin and also the economic and environmental benefits of recycling.</p> <p>This will help achieve the objectives of the Council's Waste Strategy, reducing the environmental impact of the service and achieving significant budget savings, through avoided disposal costs.</p> |
| <p>Who are the main stakeholders?</p> | <p>Every householder across the borough</p> <p>Waste Management staff</p> <p>RSLs including STH</p> <p>Private landlords</p> |

3. ESTABLISHING RELEVANCE TO EQUALITY

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.

| Protected equality characteristic | Positive effect (Yes/No) | Negative effect (Yes/No) | Explanation |
|-----------------------------------|--------------------------|--------------------------|---|
| Race | No | No | Any potential language barriers in communicating information about the planned change in areas with a BME population will be overcome by direct engagement with community leaders and elected Members in those Wards. |
| Disability | No | No | Assistance is provided to those |

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| | | | households where typically, due to age or infirmity, they find difficulty in presenting their wheeled bins for collection. In such cases their bins are retrieved from and returned to their property after emptying by collection crews. It is intended to consult Baddac/Bury Coalition for Independent Living about the proposed service changes. |
| Gender | No | No | |
| Gender reassignment | No | No | |
| Age | No | No | see Disability above |
| Sexual orientation | No | No | |
| Religion or belief | No | No | |
| Caring responsibilities | No | No | Households containing a member with a medical condition that generates excess residual waste may apply for additional bin capacity. |
| Pregnancy or maternity | No | No | Families with a child/children using disposable nappies may apply for additional residual bin capacity. |
| Marriage or civil partnership | No | No | |

3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.

| General Public Sector Equality Duties | Relevance (Yes/No) | Reason for the relevance |
|---|--------------------|---|
| Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 | Yes | Suitable provision will be put in place to ensure information about the change is communicated where people may be disadvantaged by the proposed service changes to ensure that they are not discriminated against. |
| Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs) | Yes | Appropriate provision will be made to ensure that all residents are aware of and understand the change, with support available for those who may have difficulty in complying. Arrangements are already in place for those who are unable to present their bins for collection. |
| Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding) | No | |

If you answered 'YES' to any of the questions in 3a and 3b

Go straight to Question 4

If you answered 'NO' to all of the questions in 3a and 3b

Go to Question 3c and do not answer questions 4-6

3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.

The waste collection service is delivered to every single household in the borough, regardless of its individual characteristics.

Larger households of 5 or more that may generate excess residual waste will be able to apply for additional grey bin capacity if they feel they have a need.

At premises such as flats, where residents share communal residual waste bins, collections are likely to remain 2 weekly.

Home visits will be made by Waste Management Officers to households struggling to comply with collection service requirements, offering advice and guidance. Waste audits are also provided.

4. EQUALITY INFORMATION AND ENGAGEMENT

4a. For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

| Details of the equality information or engagement | Internet link if published | Date last updated |
|--|-----------------------------------|--------------------------|
| GMWDA Waste Strategy | | |
| Bury Council Zero Waste Strategy | | |
| Business Case for reconfiguring the waste collection service | | |
| Waste tonnage data from GMWDA | | |
| Waste Management Communications Plan | | |

4b. Are there any information gaps, and if so how do you plan to tackle them?

5. CONCLUSIONS OF THE EQUALITY ANALYSIS

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| <p>What will the likely overall effect of your policy/service plan be on equality?</p> | <p>The overall effect on equality will be neutral. Plans are in place to ensure that appropriate and accessible formats will be used to communicate information about the proposed change and provide support as necessary. Arrangements are already in place to help those who have difficulty in presenting bins for collection.</p> |
| <p>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</p> | <p>See section 3a for mitigation of any potential negative impact.</p> |
| <p>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</p> | |
| <p>What steps do you intend to take now in respect of the implementation of your policy/service plan?</p> | <p>The Zero Waste Strategy, the Business Case and the accompanying report will go before Cabinet on 16 July for approval. A Project Plan has been produced to aid with planning and preparation. The service changes are due to commence on 06 October 2014. The impact of the service changes will be monitored closely.</p> |

6. MONITORING AND REVIEW

If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.

Following implementation of the proposed service changes in October 2014 we will monitor the impact closely in respect of recycling performance and tonnages of the different waste streams collected. We will also monitor and respond to complaints and queries about the service from residents. Waste Management Officers will be available to visit individual households to offer advice and guidance, in an effort to resolve any difficulties.

COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX (equality@bury.gov.uk) FOR PUBLICATION.

