

# Equality Impact Assessment Form

**Please ensure that you refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Equalities Officer or Equalities Team**

Details
Name of Initiative to be assessed: Trade Waste
Name of responsible officer: Val Steel
Group/Directorate: Place and Transformation
Service Area: Waste
Date: April 2016

**(a) WHAT ARE YOU ASSESSING FOR IMPACT ?**

Service/ Function  <input type="checkbox"/>	Policy/ Procedure  <input type="checkbox"/>	Project  <input type="checkbox"/>	Strategy  <input type="checkbox"/>	Plan  <input type="checkbox"/>	Proposal  <input checked="" type="checkbox"/>	Information/ Position statement  <input type="checkbox"/>
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**(b) Please name and describe below**

**Trade Waste**

The purpose of this business case is to identify opportunities to increase income from Trade Waste.

Under the Environmental Protection Act 1990 (EPA 1990) the authority has a duty to arrange for the collection of commercial waste if requested. The EPA 1990 stipulates that no charge shall be made for the collection of household waste except in cases prescribed in regulations and that in any of those cases the Authority may recover a "reasonable" charge for the collection and disposal of the waste from the person who made the request.

We currently operate a dedicated commercial waste collection service, which includes:

- non-recyclable residual waste collections (refuse collections), employing 3 full time staff and 1 dedicated vehicle;
- dry recycling collections, employing 2 full time staff and 1 dedicated vehicle;
- and food waste collections, employing 2 full time staff and 1 dedicated vehicle.

Customers are a charged a price per lift, which varies by size of bin and the type of waste being collected. Internal customers (including schools) receive approx. 50% discount for refuse collections, and receive recycling collections free of charge. Bringing them in line with external customers would generate an additional £45k income for the Trade Waste budget. However, it is not clear whether the LA would be required to provide additional funding to the schools to meet this cost (negating any benefit to the LA).

A full cost recovery analysis of the Trade Waste service has identified that it currently operates at a loss of £125k per year (based on 16/17 budget). Fees and charges income would have to increase by 38% to breakeven. A 15% increase in refuse collections from trade, while keeping the costs the same for recycling collections, has been deemed the most appropriate way forward by the service area to minimalise drop off.

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The proposal is to increase the charging schedule by 15% (in refuse collection, price freeze in recycling collections)

**(c) IS THE DELIVERY OF THIS INITIATIVE AFFECTED BY LEGISLATION OR OTHER DRIVERS SUCH AS CODES OF PRACTICE?**

**If so, please identify what and how?**

Environmental Protection Act 1990

**(d) Does the initiative directly affect service users, employees or the wider community?**

Yes

Continue assessment

No

No need to continue screening or carry out an EqlA

**Screening/Relevance Test: Is an equality impact assessment required?**

*Screening is used to decide whether the initiative you are responsible for has a high or medium negative impact on any of the protected groups and will require a full EqlA. Please highlight the positive impact the decision will have on the protected characteristics.*

What will be the effect on :-

Protected Characteristic	Impact? <i>Include Positive and Negative</i>
Age	Neutral
Disability	Neutral
Gender Reassignment	Neutral
Marriage & Civil Partnership	Neutral
Pregnancy and Maternity	Neutral
Race	Neutral
Religion or Belief	Neutral
Sex	Neutral
Sexual orientation	Neutral
Carers	Neutral
Welsh Language	Neutral

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If after completing the EqlA screening/relevance test you determine that this service/function/policy/project is not relevant for an EqlA you must provide adequate explanation below (Please use additional pages if necessary).

The impacts of increasing charges for the collection of trade refuse will have the same impact on all trade refuse customers regardless of the protected characteristics.

Yes

Signed: Ellis Cooper

Position: Corporate Director

N.B. If the initial screening process has identified actual or potential high or medium negative impact on a particular group or groups then you **MUST** carry out a full EqlA.

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## Full Equality Impact Assessment

*You should use the information gathered at the screening stage to assist you in identifying possible negative/adverse impact, including positive impact, and clearly identify which protected groups are affected.*

In terms of any disproportionate / negative / adverse impact that the proposal may have on a protected group, what steps (if any) could be taken to reduce that impact for each group identified. Attach a separate action plan if necessary.

If ways of reducing the impact have been identified but are not possible, please explain why they are not possible.

Please highlight positive impacts and actions that have been identified as a result of the assessment process.

### **Evidence Sources**

(i) Give details of any data or research that has led to your reasoning above, in particular, the sources used for establishing the demographics of service users.

(ii) Give details of how you have engaged with service users on the proposals and steps to avoid any disproportionate impact on a protected group and how you have used any feedback to influence your decision.

Are you satisfied that the engagement process complies with the requirements of

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the Statutory Equality duties?

**Decision Log** – (detail how Elected Members and Senior Managers have been involved in the decision process (give dates of key meetings and decisions made))

## Review

**Date of Next Review:**

**If review is not required, explain why.**

**Approved by:**

**Signature:**

**Job Title:**

**Approval date:**

**Date of Update:**

**Update recording**