



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Infrastructure Services
Section	Waste Services
Title of the activity etc.	Waste Services.
Aims of the activity	<p>Collect, process and dispose of waste in a cost effective manner whilst minimising risks to the environment.</p> <p>Increase Recycling Rates to help meet Scottish Government targets. Provide Household Waste & Recycling Centres (HWRC) to allow recycling of a wider range of materials than that offered at kerbside and recycling/disposal of larger items or quantities.</p> <p>Reduce the amount of waste going to landfill.</p> <p>Manage the local street environment to ensure it is kept clean and safe and measured through LEAMS (Local Environmental Audit and Management System) standards / scores maintained or improved.</p> <p>For clarity this EqIA considers the impacts of the budget reductions proposed for 2018/19 only. These total £297,000.</p>
Author(s) & Title(s)	Philip D McKay, Head of Roads, Landscape and Waste Services
Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	<p>Customer comments, complaints and feedback e.g. Boxes being unsuitable (blowing away).</p> <p>Council’s recycling rate is plateauing around 44% and to increase beyond this, the service has to be maximised and we have to examine alternative delivery models in developing a strategy for the future. Recycling tonnage data has been examined for this assessment.</p> <p>Street Cleansing Citizens Panel feedback (2015)</p> <p>Performance Indicators – cost of refuse collection and disposal Recycling rate (household).</p>

<p>Internal consultation with staff and other services affected.</p>	<p>Contact Centre and Customer Feedback Team. Waste Operations Staff. Waste Management Member / Officer Working Group</p>
<p>External consultation (partner organisations, community groups, and councils).</p>	<p>Citizen's Panel Survey 2015</p> <p>Scottish Government recycling targets (including compulsory food waste collections in urban areas). For equality of service, the council has decided to provide a food waste collection to Rural and Urban areas.</p> <p>LEAMS (Local Environmental Audit and Management System) assessments done by our own staff and by other Local Authorities and Keep Scotland Beautiful on our behalf within Aberdeenshire. Councillors.</p>
<p>External data (census, available statistics).</p>	<p>Association of Public Sector Excellence Performance Networks.</p> <p>We have worked with consultants and Zero Waste Scotland (ZWS) to predict our likely recycling rate when we brought the new mixed recycling service in, and we are now looking at other service delivery models in authorities with high performance levels .</p> <p>LEAMS (Local Environmental Audit and Management System) Assessment scores.</p>
<p>Other (general information as appropriate).</p>	

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	Removal of bring points for mixed recycling– again limited data about what impact this would have but all materials can be recycled through household collection service and we offer assisted collections to any residents who are unable to manage the standard wheeled bin service. In addition we are actively seeking more local neighbourhood glass points which would give local solutions for recycling glass.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	Checking mixed recycling tonnages compared to previous levels with recycling points	monthly
	Future waste analysis results will indicate if mixed recycling levels in general waste have increased	Every other year

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger			Yes	
Age – Older			Yes	
Disability			Yes	
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	

Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?

Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.		

Stage 7: Have any of the affected groups been consulted?

If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	No direct consultations have been carried out the protected groups.
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Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?

These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale

Stage 9: What steps can be taken to promote good relations between various groups?

<p>These should be included in the action plan.</p>	
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Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

NA

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

Ongoing monitoring of fly tipping at the recycling points

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	No negative impacts have been identified from the budget reductions proposed for 2018/19. Essentially most of the changes are ‘behind the scene’ changes which would not create any impact at all to the public. Reducing the Recycling Points to glass & textiles only will be noticed but we have rolled out kerbside collections for all residents so that they can recycle this material from home without need to transport to a recycling point.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

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Stage 14: Sign off and authorisation.				
Sign off and authorisation.	1) Service and Team	Waste Services		
	2) Title of Policy/Activity	Waste Management (including Refuse collection and disposal, recyclables collections, provision of household waste and recycling centres (HWRC) and Street Cleansing Budget.		
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: Philip D McKay Position: Head of Roads and Landscape Services Date: 23 January 2018 Signature:	Name: Position: Date: Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: Date:		
	5) Authorisation by Director or Head of Service	Name: Stephen Archer Position: Director of Infrastructure Services Date: 23 January 2018	Name: Position: Date:	
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.			Date:
	7) EIA author sends a copy of the finalised form to: eia@abdnshire			Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:	

