

## Equality Impact Assessment

<b>Title of the policy/report /strategy/service</b>	ASSISTED WASTE/RECYCLING COLLECTION SERVICE
<b>Date</b>	January 2012 (Update 2)
<b>Lead Officer</b>	Graham Antill
<b>Who else is involved in undertaking this assessment?</b>	Russell Smith, Susan Hall Participants of the service (at the time of writing 1600 use the service)

### Step 1 – Overview of policy/function being assessed

<b>A. Outline: What is the purpose of this policy? (specify aims and objectives)</b>
To offer a free assisted refuse/recycling service to residents who cannot physically place out & return their own refuse/recycling containers.
<b>B. What specific groups is the policy designed to affect/impact?</b>
The service is available to any resident who is physically unable to place a wheeled bin or recycling box out for collection and in addition there is no other able person living at the property to assist them. Groups that may be affected include the disabled, visually impaired, mental health, learning difficulties, elderly and pregnant.
<b>C. Which groups have been consulted as part of the creation or review of the policy?</b>
Initially the disability users group was consulted in 2007 and invited in for feedback on how we can change or help address some of the needs they have. Assisted collections were said to have worked well. We do rely on the residents coming forward to request the service in some instances, however refuse/recycling crews have informed us of residents who may need the service along with family or friends of residents who require the service. There is no evidence available from the 2007 consultation as the Equalities officer at that time is no longer at the Council.  We are currently trying to promote the service through the attached letter, this is going to be sent through Voluntary Action South Leicestershire (VASL) and other charities and agencies listed on the intranet.

### Step 2 – What we already know and where there are gaps

<b>A. List any existing information/data you have/monitor about different diverse groups in relation to this policy? Such as in relation to ethnicity, religion, sexual orientation, disability, age, gender, transgender etc.</b>
<b>Data/information such as:</b>
<ul style="list-style-type: none"> <li>▪ Consultation</li> <li>▪ Previous Equality Impact Assessments</li> <li>▪ Demographic information</li> <li>▪ Anecdotal and other evidence</li> </ul>

Consultation has been conducted in 2007 with the disability user group, through the website, annual waste services brochure and customer services

The previous EIA was completed in 2007 by Russell Smith and John Kemp and covered the service as a whole; within this assisted collections were reviewed and found to meet the requirements.

Within the demographic information, the resident applying would have to meet the above criteria and as long as there are no able residents within the property the service would be carried out. Not all groups would be affected it is mainly the groups set out in Step 1 Section B.

The Census information can be used from 2001 to establish which households/residents may benefit from this service.

The application form under data protection only requests information relevant to the application in terms of the disability or nature of the impairment. Other information such as gender, religion etc was thought not to be necessary.

A full audit is currently taking place for the assisted collection service, a copy of the letter is attached for the audit.

**B. What does this information / data tell you about diverse group? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (please list)**

On a wider scale this only informs us of those who meet the criteria to receive this service. However the service is available to all. As above certain information may not be deemed as necessary when applying for an assisted collection. However this could be requested if the authority desires.

**Step 3 – Do we need to seek the views of others? If so, who?**

**A. In light of the answers you have given in step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.**

We need to hold more regular talks with differing community groups including disabled groups, sheltered accommodation organisations, charities that work with these groups, Mental Health organisations and Social Services etc

**Step 4 – Assessing the impacts**

	<p><b>In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the groups specified and provide an explanation for your decision. (please refer to the general duties on the front page)</b></p>
<p><b>A. Age</b></p>	<p>A positive impact is provided for this group through the assisted collection service. It ensures every citizen who meets the criteria whatever their age can participate in the services offered.</p>

<b>B. Disability</b> (physical, visual, hearing, learning disabilities, mental health)	A positive impact is provided for this group through the assisted collection service. It ensures every citizen whatever their disability can participate in the services offered.
<b>C. Gender / Sex</b>	This service may have a positive impact on women who are pregnant or have had caesareans/ or hysterectomy's.
<b>D. Religious Belief</b>	No positive or negative impact, it is dependant on whether the individual requires the service.
<b>E. Racial Group</b>	No positive or negative impact, it is dependant on whether the individual requires the service.
<b>F. Sexual Orientation</b>	No positive or negative impact, it is dependant on whether the individual requires the service.
<b>G. Transgender</b>	No positive or negative impact, it is dependant on whether the individual requires the service.
<b>H. Other protected groups</b> (pregnancy & maternity, marriage & civil partnership)	A positive impact is provided for this group through the assisted collection service. It ensures every citizen whatever their condition (pregnancy) can participate in the services offered. No other protected groups would be affected.
<b>I. Other socially excluded groups</b> (low literacy, priority neighbourhoods, socio-economic, etc)	No positive or negative impact, it is dependant on whether the individual requires the service.
<b>J. All</b>	N/A

### Step 5 – Action Plan

<b>Please include any identified concerns/actions/issues in this action plan:</b> <i>The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</i>			
<b>Question Number</b> (Ref)	<b>Action</b>	<b>Responsible Officer</b>	<b>Target Date</b>
	Regular audits should be completed to ensure only those who need this service receive it. There is a current audit taking place at present.	G Antill/R Smith/S Hall	Completion for current audit should

			be April 2012.
	As above there is a cost to the Council contractually to offer the service to a resident but not to the user of the service.	G Antill/R Smith/S Hall	Assessed Every March, the end of the financial year.
	Regular meetings with groups identified in the application form above.	G Antill/R Smith/S Hall	6 monthly
	<p>Need to address how we can access residents who may need the service but are missing out, this could be done using an advert in the Talkback Magazine which is delivered twice a year to all households.</p> <p>Possibly looking at the Council Tax Bill and placing leaflet within this or maybe HFM and a radio advert which would help partially sighted residents know of the services?</p> <p>The telephone message when customers are on hold through the 01858 82 82 82 number could mention we have this facility.</p> <p>In addition the new letter advertising the service and asking for assistance through (VASL) and other charities or groups.</p>	<p>G Antill/R Smith/S Hall</p> <p>G Antill/R Smith/S Hall</p>	<p>ASAP</p> <p>ASAP</p>

**Step 6 – Who needs to know about the outcomes of this assessment and how will they be informed**

	<b>Who needs to know</b> (Please tick)	<b>How they will be informed</b> (we have a legal duty to publish EIA's)
<b>Employees</b>	<b>x</b>	Core briefs, web site, contracts meetings.
<b>Service users</b>	<b>x</b>	Web site, customer services, annual brochure Community engagement.
<b>Partners and stakeholders</b>	<b>x</b>	The external contractor needs constant updating to ensure they are working with the authority and the customer.
<b>Others</b>	<b>x</b>	Various appropriate groups such as disability groups, Social Services etc.
<b>To ensure ease of access, what other communication needs/concerns are there?</b>		No major issues have been identified with the 1600 customers currently partaking in this service on a weekly basis.

**Step 7 – Conclusion (to be completed and signed by the Service head)**

Please delete as appropriate

I agree / <del>disagree</del> with this assessment / action plan	
If <i>disagree</i> , state action/s required, reasons and details of who is to carry them out with timescales:	
Signed (Service Head):	
Date:	

**Please send completed & signed assessment to the Equality and Diversity officer.**

