

# Equality Impact Toolkit (new version February 2012)

**Section 1: Your details**

**Council officer:** Robert Jones

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**Head of Service:** Mark Smith

**Chief Officer:** David Green

**Department:** Technical Services

**Date:** 2 July 2012

**Section 2: What Council function / proposal is being assessed?**

The proposed restructuring of the Zulu2 Exclusion collection service. The service currently collects general waste from 100 multiple occupancy buildings on a weekly basis and recycling every fortnight. Technical Services aim to consult and work with property owners, management companies and residents to reduce the number of locations receiving a weekly general waste collection service. We endeavour to provide an alternate weekly collection of general waste and recycling bringing this collection service more in line with the rest of the Borough.

**Section 2b: Is this EIA being submitted to Cabinet or Overview & Scrutiny Committee?**

**Yes / No**

**If 'yes' please state which meeting and what date**

Cabinet 19<sup>th</sup> July 2012.....

**And please add hyperlink to your published EIA on the Council's website**

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/technical-services-0>

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**Section 3:** Will the Council function / proposal affect equality in .....? (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state) Individuals and Private companies and registered social landlords.

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 4:** Within the Equality Duty 2010, there are 3 legal requirements. Will the Council function / proposal support the way the Council ..... (please tick relevant boxes)

- Eliminates unlawful discrimination, harassment and victimisation
- Advances equality of opportunity
- Fosters good relations between groups of people

If you have ticked one or more of above, please go to section 5.

**None** (please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 5:** Will the function / proposal have a positive or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any negative impact.

Protected characteristic	Positive or negative impact	Action required to mitigate any negative impact	Lead person	Timescale	Resource implications
Inclusive of all groups based on experience the impact could be more towards elderly or disabled groups as some locations may be sheltered / specialist accommodation	Possible negative impact due to locations being unable to manage without a weekly collection of general waste due to possible high volumes of offensive clinical waste	We will ensure our consultation gathers information on specific waste requirements at each location and appropriate facilities put in place in accordance with existing Council policy	Robert Jones – Waste Strategy and Recycling Manager.	6-month consultation and clarification period before any operational change.	Existing staff, Project Manager, team of 5 on the ground officers and admin support. Within existing resources
All groups	Based on	We will ensure	Robert	6-month	Existing staff,

	experience with customers on other collection services, possible negative impact for locations where mental health illness causes a build up of excessive waste.	that we make informed decisions based on appropriate consultation.	Jones – Waste Strategy and Recycling Manager.	consultation and clarification period before any operational change.	Project Manager, team of 5 on the ground officers and admin support.
All groups	Positive	This process will help to ensure that all residents across the borough are treated the same with regards to the application of waste policy.			
	Positive	Cabinet recommendation to remove this weekly service is caveated by Biffa agreeing to continue to service all properties weekly that are deemed to be inappropriate for alternate weekly collections.			

**Section 5a: Where and how will the above actions be monitored?**

Actions will be monitored against the project plan for the proposed change and reported to the Waste and Recycling Management team and via the Biffa Liaison Meetings / partnering board

**Section 5b: If you think there is no negative impact, what is your reasoning behind this?**

**Section 6: What research / data / information have you used in support of this process?**

Existing knowledge of the sites has highlighted that there are likely to be sites where potential negative impacts could occur without proper consultation and mitigation. Most data will be forthcoming via planned audits and consultation.

**Section 7: Are you intending to carry out any consultation with regard to this Council function / policy?**

**Yes**

**If 'yes' please continue to section 8.**

**If 'no' please state your reason(s) why:**

(please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 8: How will consultation take place?**

Consultation will be over a 6 month period dealing with the property owner and manager in the first instance and informing residents of any impending change once approval has been granted from the owner. We will of course provide prior warning to residents in time to allow any reasonable justified comments to be taken into account, in case the manager/ owner has not taken such comments into account.

We will consult the collection staff to see if they can provide information on sites where offensive clinical waste is likely to exist in significant quantities.

Before you complete your consultation, please email your 'incomplete' EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting it's legal requirements. The EIA will be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for re-publishing.

**Section 9:      Have you remembered to:**

- a) **Add a hyperlink to your published EIA on the Council website? (section 2b)**
- b) **Include any positive impacts as well as negative impacts? (section 5)**
- c) **Send this EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 5 once consultation has taken place and sent your completed EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer for re-publishing?**