

## Stage two: form for carrying out a full equality impact assessment

### 1: Policy or function details

<p>Name of policy or function</p> <p><i>(Insert the name of the policy, strategy, project, funding application, initiative or financial decision)</i></p>	<p>Three weekly general waste collections and two weekly co-mingled recycling collections. This will be delivered by double shifting with shift patterns 0600 – 1400 and 1400 – 2200. Current service is alternative weekly collections of general waste and co-mingled recycling.</p>
<p>Lead officer/person</p> <p><i>(The name of the officer who is responsible for developing the policy)</i></p>	<p>Tom Murphy</p>
<p>Supporting team (names/job titles)</p>	<p>Jim Smith, Head of Roads and Amenity Services  Walter MacArthur, Fleet, Waste and Infrastructure Manager  Alan Millar, Waste Performance Manager  Stuart McCracken, Amenity Performance Manager  Allan MacDonald, Amenity Performance Manager  Alan Coyle, Service Officer  Mark Calder, Communications Officer</p>
<p>What are the main aims of the policy?</p> <p><i>(bullet points describing the aims of the policy).</i></p> <p><i>(Should also include reference to other relevant council documents such as the Corporate Plan and Service Plans)</i></p>	<p>To reduce waste to landfill  To meet savings targets by reducing vehicle fleet through double shifting</p>

Who will benefit?	Environmental benefits by reducing waste to landfill. All residents of Argyll and Bute will benefit from improved service and reduced waste. They will also benefit from the Council reducing the spend on landfill tax, which will offset costs in other areas of service provision.
Is the policy intended to increase equality of opportunity by permitting positive action or action to redress disadvantage?	No

## 2: What are the likely impacts of the policy?

For each protected characteristic you should identify any particular impact that the policy may have for the group. Impacts could be positive or negative and both should be described.

If there are no impacts on a particular protected characteristic then state your reasons for this within the response box. This demonstrates that you have considered the impact on each characteristic.

<p>Will the policy impact on the whole population of Argyll and Bute?</p> <p>Will the policy impact on particular groups within the population of Argyll and Bute?</p>	<p>Yes</p> <p>In situations where households are generating waste in excess of the capacity of a single bin, Officers will visit the individual households with a view to seeing if additional recycled material could be diverted from the general waste stream. A recent waste composition survey indicated that there are still significant amounts of recyclable materials being placed in general waste. If this can be removed and recycled it reduces waste to landfill.</p> <p>In genuine cases, through medical waste or exceptionally large families, an annual permit will be issued allowing a second general waste bin.</p>
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Consider the following protected characteristics. What are the likely impacts for the group or community?

List any positive and/or negative impacts.

<b>Protected characteristic</b>	<b>Positive and/or negative impacts</b>
Race: relating to people from different racial groups, ethnic or national origins, ethnic minorities, including gypsy travellers and migrant workers	None known
Gender: specific to women and/or men	None known
Disability: relating to people with either mental or physical disability	Should additional waste be generated through medical conditions, then additional waste collection will be provided on a case by case basis.
Age: relating to different age groups e.g. older people or children and young people	Should additional waste be generated through age related conditions, then additional waste collection will be provided on a case by case basis.
Religion or Belief: relating to a person's religion or belief (including non-belief)	None known
Sexual orientation: relating to whether a person is lesbian, gay, bi-sexual, heterosexual	None known
Marriage and civil partnership: relating to people who are married or are in a civil partnership	None known
Gender reassignment: relating to people who have proposed, started or completed a process to change his or her sex	None known
Pregnancy and maternity: relating to the condition of being pregnant or expecting a baby and the period after the birth	Should additional waste be generated through pregnancy/maternity related conditions, then additional waste collection will be provided on a case by case basis.

### 3: Evidence used in developing the policy

Set out the evidence on impacts that you have collected in the development of the policy.

<p><b>Involvement and consultation</b> In assessing the impact(s) set out above what evidence has been collected from involvement, engagement or consultation? Who was involved, when and how?</p>	<p>Consultation has been carried out by the council on this proposed option as part of the service choices budget consultation. There was a mixed view of the proposal. Those expressing agreement recognised the benefits of increased recycling and reduction in the cost of landfill tax to the council, with those expressing disagreement voicing concerns about people with particular needs being disadvantaged. Consultation will be carried out which will be based on informing the public of the policy proposals. Through this process there will be an opportunity for representation for groups of individuals who may require more general waste capacity.</p>
<p><b>Data and research</b> Please specify what research was carried out or data collected, when and how this was done, <b>and what other available research or data did you use?</b></p>	<p>Discussions with other local authorities and Zero Waste Scotland regarding the potential impacts of three weekly collections.</p>
<p><b>Partners' data and research</b> What evidence has been provided by partners? Please specify partners.</p>	<p>Advice received from Zero Waste Scotland.</p>
<p><b>Gaps and uncertainties</b> Have any gaps or uncertainties been identified in your understanding of the issues or impacts that need to be further explored?</p>	<p>As set out above. Detailed engagement will take place to ascertain any specific unforeseen needs and requirements from the implementation of the policy.</p>

#### 4: Detailed Action Plan to address gaps in evidence and to reduce negative impacts

No	Action	Responsible Officer(s)	Timescale
1	Detailed Communications Plan	Tom Murphy/ Mark Calder	31 March 2016
2	Individual visits to residents as required	Tom Murphy	On demand
3	Change in shift patterns	Tom Murphy	Ongoing
4			

Note: Please add extra rows as required.

#### 5: Performance monitoring and reporting

Please describe how the policy will be taken forward. This will act as a record for future reviews and the monitoring of the policy.

When is the policy intended to come into effect?  <i>Insert the date and name of the Committee meeting that will approve the policy.</i>	1 April 2016  Decision will be made by the council at its meeting on 11 February 2016
When will the policy be reviewed?  <i>Insert the dates for the planned review of the policy.</i>	Ongoing review as part of service delivery optimisation
Who is responsible for reviewing the policy?	Tom Murphy/Jim Smith

## 6: Summary

**Name of policy:** Three weekly general waste collections and two weekly co-mingled recycling collections

This policy will help the council to meet the general equality duty to eliminate discrimination; advance equality of opportunity; and foster good relations by:

<p><b>Eliminate discrimination</b></p>
<p>State how the policy will eliminate discrimination</p>
<p>By offering individual visits to residencies where there is an excess of waste for the reasons detailed above.</p>
<p><b>Advance equality of opportunity</b></p>
<p>State how the policy will advance equality of opportunity</p>
<p>As set out above</p>
<p><b>Foster good relations</b></p>
<p>State how the policy will affect good relations</p>
<p>There will need to be a cultural change from the general population focusing on increased recycling. This will help to reduce future environmental impact.</p>

When completed, the assessment must be signed off by the lead officer and by the relevant Head of Service.

Signed:

Lead Officer Tom Murphy

Date: Jan 2016

Signed:

Head of Service Jim Smith

Date: Jan 2016

Completed assessments must be sent to: [equality@argyll-bute.gov.uk](mailto:equality@argyll-bute.gov.uk) for quality control, recording and publishing on the council's website.