

## **Staff Equalities Impact Assessment**

<b>Policy/Procedure</b>	Waste Strategy 2022-2027
<b>Service</b>	Waste and Transport
<b>Date EIA Completed</b>	May 2022

**Note:** This Equality Impact Assessment (EIA) has been completed to reflect the impact on employees. A separate EIA has been completed for impacts upon customers.

### **Equalities Impact Assessment**

Equality Impact Assessment (EqIA) is a rigorous and systematic tool for checking that policies/projects/practices and services take into account the needs of those groups identified in law as being at risk of discrimination (otherwise known as protected characteristics). This covers both our service users and our employees. It is important to note that EIAs should be done in a way that is both effective and proportionate to the size and structure of the organisation.

Amongst other things, EqIAs are about considering any negative or adverse impacts that can be removed or mitigated where possible. Any negative or adverse impacts that amount to unlawful discrimination, must be removed. However, it is also important to note that EqIAs are not simply about removing potentially negative impacts, they are also an opportunity to identify ways to promote equality of opportunity and ensure greater access to public services. In brief, EqIAs provide a system of quality assurance and an opportunity to:

1. Eliminate discrimination
2. Tackle inequality
3. Improve access and remove any barriers to opportunities
4. Develop a better understanding of the community we serve by consulting our customers
5. Target resources efficiently
6. Adhere to the transparency and accountability element of the Public Sector Equality Duty
7. Consider the people who are not using our services and the possible reasons for this
8. Provide evidence that we are advancing equality of opportunity.

## SECTION 1

### What is the overall purpose and aim of the policy, project, practice or service?

#### **Waste Strategy Purpose/Vision:**

The Waste Strategy sets out our approach to managing waste and recycling collections in a more sustainable way, with the aim of reducing the environmental impact of waste in the New Forest.

#### **Aim**

We aim to provide the New Forest with a cost and carbon efficient recycling and waste service, that maximises the recovery of valuable natural resources and meets the needs and expectations of our residents. We will ensure that this service is compliant with forthcoming national legislation and compatible with any new working arrangements with our Hampshire partners.

#### **Objectives**

- Objective 1 – Minimise carbon impact of waste/recycling service

We are committed to taking all possible measures to help tackle climate change. We can do this by considering the carbon impact of each element of our waste collection service.

- Objective 2 – Increase quality and quantity of recycling

Our recycling rate is currently low when compared to other authorities, ranking 174th out of 216 waste collection authorities in England. Future recycling rate targets set by the government, will not be met without service changes. Contamination within the recycling is also increasing, and the council need to be able to provide feedback directly to residents to educate and help bring about behaviour change.

- Objective 3 - Reduce levels of overall household waste

Waste reduction remains top of the waste hierarchy; therefore, we must implement all possible actions proven to reduce levels of waste.

- Objective 4 – Legislative and regulatory compliance

As a waste collection authority, the council is required to comply with any legislation that central government pass in relation to waste collection services. Failing to meet requirements on current and new legislation or meet health and safety standards for staff may result in penalties upon the council.

#### **Key Actions/Changes:**

##### Waste Prevention:

- Restricting household general waste capacity through the use of wheeled bins
- Reduce the frequency of residual waste collection to fortnightly
- Introduce an effective side waste policy
- Promote home composting
- Promote food waste reduction campaign
- Resource and implement our waste prevention plan

Re-use:

- Increase reuse and repair of bulky waste
- Increase textiles reuse

Recycling actions:

- Introduce a separate weekly food waste collection
- Increase the range of dry materials that we collect from the kerbside
- Provide wheeled bins for mixed dry recyclable items
- Provide a reusable sack for paper and cardboard
- Review of the recycling 'bring-sites' across the district
- Provide wheeled bins for garden waste

## SECTION 2

[Which group\(s\) of people \(if any\) do you think will – or potentially could be – affected by this policy, project, practice or service?](#)

### Protected groups

The protected groups as defined by the Equality Act 2010 are:

- Age
- Disability
- Sex
- Marriage and Civil Partnerships
- Pregnancy and Maternity
- Race
- Religion and belief
- Sexual Orientation
- Gender reassignment

This Impact Assessment will also consider:

- Other Vulnerable and Disadvantaged groups, e.g. carers, care leavers, homeless, social/economic deprivation, rural isolation.
- Health Inequalities – any preventable, unfair and unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of social, environmental and economic conditions within societies

**In relation to the protected group(s), what do you know about your employees who deliver your services? What evidence do you have?**

As of 1<sup>st</sup> May, there were 107 staff employed on the frontline waste and recycling collection service. At the time of writing:

- 99.0% of the staff are male, 0.93% are female
- We hold ethnicity information for 77 of these employees, 98.7% of those are white and 1.3% are black.
- The average age of employees is 48 and the age breakdown is as follows:

Age	Percentage
<21	0.93%
21 - 30	11.21%
31 - 40	18.69%
41 - 50	20.56%
51 - 60	34.58%
>60	14.02%

- Disabilities – There are currently 4 employees who have self-declared a disability on the Councils HR Management System. All employee health needs are managed on a case by case basis and reasonable adjustments agreed and reviewed in consultation with employees and the Council.

**What information and evidence have you reviewed to help inform this assessment? What engagement or consultation has been undertaken?**

**Engagement Response Summary:**

Engagement Type	Summary of Findings
<p><i>Draft Waste Strategy engagement, Nov 2020 to Jan 2021:</i></p> <ul style="list-style-type: none"> <li>• <i>All staff received a face-to-face briefing on the waste strategy</i></li> <li>• <i>All staff were given a paper feedback form to submit with any questions, comments or concerns</i></li> <li>• <i>All staff were also given a generic email address they could submit questions, comments or concerns to</i></li> </ul>	<ul style="list-style-type: none"> <li>• General support noted</li> <li>• Wheeled bins would improve manual handling and street cleanliness</li> <li>• Policies and support needed to help crews deal with excess waste and missed bins</li> <li>• A need for salaries and contracts to be reviewed in line with other councils</li> <li>• Reassurance needed regarding job security and the outsourcing of the service</li> </ul>
<p><i>Via monthly meetings between operations management and trade unions, progress on the waste strategy has been communicated to unions. As part of decision making, TU comments on the decision report has been</i></p>	<p>Ongoing</p>

<p><i>sought, with 10 days given for comments to be submitted.</i></p>	
<p>As part of decision making process and implementation, staff will have opportunity to contribute to plans for the Waste Strategy via:</p> <ul style="list-style-type: none"> <li>• Face to face briefings</li> <li>• Regular newsletters</li> <li>• Q and A sessions</li> </ul> <p>Methods for feeding back concerns or questions will be clearly explained to staff</p>	<p>General level of support for the proposed changes</p>

## SECTION 3

### What is the impact of this activity?

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Reasoning for identified impact
<b>Age</b>	✓			The introduction of wheeled bins will significantly reduce the manual handling workload for staff, when compared with the existing sack service where bags have to be manually loaded into a vehicle. This will have a positive impact on the health and wellbeing of all staff, in particular older staff members for whom the physical nature of the role can be a barrier to staying in front line roles later in life.
<b>Disability</b>	✓			The introduction of wheeled bins will significantly reduce the manual handling workload for staff, when compared with the existing sack service where bags have to be manually loaded into a vehicle. This will have a positive impact on the health and wellbeing of all staff, in particular staff members with disabilities
<b>Sex</b>		✓		
<b>Marriage &amp; Civil Partnerships</b>		✓		
<b>Pregnancy &amp; Maternity</b>		✓		
<b>Race</b> (including Travelling Communities and people of other nationalities)		✓		
<b>Religion &amp; Belief</b>		✓		
<b>Sexual Orientation</b>		✓		
<b>Gender Reassignment</b>		✓		
<b>Other Vulnerable and Disadvantaged Groups</b> (e.g., carers, care leavers, homeless, social/ economic deprivation, etc)		✓		
<b>Health Inequalities</b> (any preventable, unfair & unjust differences in health status between	✓			The introduction of wheeled bins will significantly reduce the manual handling workload for staff, when compared with the existing sack service where bags have to be manually loaded into a vehicle. This will have a positive impact on the health

groups, populations or individuals that arise from the unequal distribution of social, environmental & economic conditions within societies)				and wellbeing of all staff, in particular staff members with poor health
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**On the evidence you do have, if there is an adverse impact, what steps will be taken to remove/minimise it?**

Risk Identified	Actions required to reduce or eliminate negative impact
None identified	n/a

**How will you know if the agreed actions have had the desired results? What monitoring and performance measures/indicators will be reported?**

The service change will be monitored via numbers of workplace injuries and subsequent absences, overall sickness levels, and age profile of the workforce.

**Who has been consulted with on this EIA**

- Executive Head – Partnership and Operations
- Service Manager – Waste & Transport
- Performance and Projects Officer – Waste & Transport
- Service Manager - Business Improvement
- Business Improvement Project Manager
- Solicitor – Legal Services

## Detailed Impact Assessment

### Impact levels

The following key has been used to score the actions within the Waste Strategy:

No Impact	0	This indicates that the strategy/plan is likely to have little or no discernible impact on the community as a whole.
Unknown	?	Unknown impact in relation to the community as a whole or depends on implementation.
Low Impact	+ / -	Similar to no impact but requires some thought to be given. The issues are clear, and the impact is likely to be minimal. However, it may be worth seeking advice before making this judgement. The policy may be positively beneficial or negative for particular groups.
Medium Impact	++ / --	Negative or positive outcome for these specific groups in relation to the community as a whole, for example meeting their needs. The issues are clear and actions are required e.g. to gather more information or to take specific steps to ensure that some groups will not be unfairly discriminated against or disadvantaged.
High Impact	+++ / ---	This applies usually to significant changes in policies and processes. The issues will be clear and the actions to address them need to be specific, time limited and verifiable.





