

## Equality Impact Assessment

### Introduction

An Equality Impact Assessment (EqIA) is a method for assessing the effects or impacts of a council policy or function on removing barriers to equality.

The Equality Act 2010 includes a public sector equality duty which requires public authorities to try and eliminate discrimination; advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it and promote equality and good relations across a range of protected characteristics.

The protected characteristics are:

Age	Disability	Gender Reassignment
Marriage and civil partnership	Pregnancy and maternity	Race
Religion or belief (including lack of belief)	Sex	Sexual orientation

An EqIA should be completed with the full range of protected characteristics considered during the initial stages of developing new strategies, policies, functions or services, prior to starting a procurement exercise and before decisions are made.

Examples of when an EqIA should be completed are:

<ul style="list-style-type: none"> <li>Any proposals to introduce or add to a service</li> </ul>	<ul style="list-style-type: none"> <li>Any proposals to adopt policy priorities, strategies and plans</li> </ul>
<ul style="list-style-type: none"> <li>Any proposals to remove, reduce or alter a service</li> </ul>	<ul style="list-style-type: none"> <li>Changes to staffing structure where groups of employees are likely to be negatively affected</li> </ul>
<ul style="list-style-type: none"> <li>Any new policies or changes to policies</li> </ul>	<ul style="list-style-type: none"> <li>Any proposals in relation to procured or commissioned services</li> </ul>

### Stage 1 - Equality Screening

Whenever a policy/service or function is reviewed, changed, developed or removed an initial equality impact assessment stage 1 will need to be undertaken. This is a screening template and will help establish whether a full assessment is needed. This should be done at an early stage of the process so that it is part of policy development.

### Stage 2 – Equality Impact Assessment

This is the full EqIA and seeks to identify the equality considerations that have been taken into account including any mitigating actions proposed and ensures decisions are based on evidence. The EqIA will need to be agreed with the appropriate Head of Service or Director and should be included on the decision making report, along with commentary on the assessment in the main body of the report.

**STAGE 1 – Equality Screening**

**1. Identify the policy, project, function or service change**

<b>a. Person responsible for this EqIA</b>	
Officer responsible: Karen Watson	Service Area: Environmental Services
Title: Environmental Partnerships Manager	Date of assessment: 4 November 2024
Signature: K Watson	

<b>b. Is this a policy, function, strategy, service change or project?</b>	Service
If other, please specify: Ceasing to operate the HRC temporarily or Permanently	

<b>c. Name of the policy, function, strategy, service change or project</b>	
Household Recycling Centre, Swindon Road	
Is this new or existing?	<b>Already exists and is being reviewed</b>
<b>Please specify reason for change or development of policy, function, strategy, service change or project</b>	

A prolonged closure of the Swindon Road Household Recycling Centre to enable a full options appraisal to be undertaken on the future of the Swindon Road Depot and the Household Recycling Centre, including an assessment of the site and the potential for finding a cost-effective solution to meet with new and future environmental legislation and regulations, engagement with GCC, engagement and consultation and appropriate involvement of the Overview and Scrutiny Committee.

This impact assessment has been completed in the context of a prolonged closure of the HRC.

<b>d. What are the aims, objectives and intended outcomes and who is likely to benefit from it?</b>	
<b>Aims:</b>	<p>A prolonged closure of the Swindon Road Household Recycling Centre to enable a full options appraisal to be undertaken on the future of the Swindon Road Depot and the Household Recycling Centre, including an assessment of the site and the potential for finding a cost-effective solution to meet with new and future environmental legislation and regulations, engagement with GCC, engagement and consultation and appropriate involvement of the Overview and Scrutiny Committee.</p> <p>This impact assessment has been completed in the context of a prolonged closure of the HRC.</p>
	To enable the council to undertake a full options appraisal of the site

Objectives:	
Outcomes:	A detailed and informed options appraisal is available which enables the council to make decisions on the long-term future of the site.
Benefits:	The prolonged closure will provide the council time to complete a detailed options appraisal and make informed decisions.

**e. What are the expected impacts?**

Are there any aspects, including how it is delivered or accessed, that could have an impact on the lives of people, including employees and customers.	<b>Yes</b>
Do you expect the impacts to be positive or negative?	<b>Unsure</b>

Please provide an explanation for your answer:

Employees affected will be offered suitable alternative employment; residents will be impacted differently subject to their own personal circumstances and the Council has insufficient detailed data therefore the impacts are, in part, uncertain.

**If your answer to question e identified potential positive or negative impacts, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.**

**f. Identify next steps as appropriate**

Stage Two required	<b>Yes</b>
Owner of Stage Two assessment	<b>Karen Watson</b>
Completion date for Stage Two assessment	<b>5 November 2024 updated 14/11/24</b>

**Please forward this completed form to [add email address] and move on to Stage 2 if required.**

## STAGE 2 – Full Equality Impact Assessment

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### 2. Engagement and consultation

The best approach to find out if a policy etc, is likely to impact positively or negatively on equality groups is to look at existing research, previous consultation recommendations, studies or consult with representatives of those equality groups.

#### a. Research and evidence

List below any data, consultations (previous, relevant, or future planned), or any relevant research, studies or analysis that you have considered to assess the policy, function, strategy, service change or project for its relevance to equality.

The Council has reviewed the HRC previously and consultations and an Equality Impact Assessment carried out however these were all before COVID-19 and the introduction of a booking system at the HRC and are therefore considered out of date. The previous consultations show that residents valued the service however the number of site users has fallen significantly indicating that this position has changed. No current data is available other than post code data to support where users live.

#### b. Consultation

Has any consultation be conducted?

No

Describe the consultation or engagement you have conducted or are intending to conduct. Describe who was consulted, what the outcome of the activity was and how these results have influenced the development of the strategy, policy, project, service change or budget option.  
If no consultation or engagement is planned, please explain why.

The budget report and budget consultation that is published in December 2024 and closes in January 2025 will include the prolonged closure of the HRC given the need to set the 2025/26 budget. Further public consultation and/or a residents' survey will take place in 2025.

### **3. Assessment**

#### **a. Assessment of impacts**

For each characteristic, please indicate the type of impact (positive – contributes to promoting equality or improving relations within an equality group, neutral – no impact, negative – could disadvantage them).

Please use the description of impact box to explain how you justify the impact and include any data and evidence that you have collected from surveys, performance data or complaints to support your proposed changes

Protected Characteristic	Specific Characteristic	Impact	Description of impact	Mitigating Action
<b>AGE</b>	Older people (60+)	Low negative	Older people are more likely to not wish to drive far from home and the additional 3 miles to Wingmoor Farm may feel too far preventing them from accessing this service	Assisted collections are available and more information will be provided to help residents access the kerbside/bring bank recycling services including garden waste.
	Younger People (16-25)	Neutral	Younger people are unlikely to consider an additional 3 mile drive to be prohibitive.	more information will be provided to help residents access the kerbside/bring bank recycling services including garden waste
	Children (0-16)	Neutral	N/A	N/A
<b>DISABILITY</b> A definition of disability under the Equality Act 2010 is available <a href="#">here</a> .  <i>See also carer responsibilities under other considerations.</i>	Physical disability	Neutral	Physically disabled residents that use the site currently have assistance, this is also provided at County HRC's.	Physically disabled residents that use the site currently have assistance, this is also provided at County HRC's.
	Sensory Impairment (sight, hearing)	Neutral	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home
	Mental health	Neutral	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home. There may be a lower opportunity for a social chat using the kerbside service.	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home. Crews are asked to be friendly to residents and this is often reported back and confirmed.
	Learning Disability	Neutral	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home	Assistance is available as needed currently and this will be the case at the County HRC or kerbside service from home
<b>GENDER REASSIGNMENT</b>		Neutral	None	None required
<b>MARRIAGE &amp; CIVIL PARTNERSHIP</b>	Women	Neutral	None	None required

	Men	Neutral	None	None required
	Lesbians	Neutral	None	None required
	Gay Men	Neutral	None	None required
<b>PREGNANCY &amp; MATERNITY</b>	Women	Neutral	None	None required
<b>RACE*</b> Further information on the breakdown below each of these headings, is available <a href="#">here</a> . For example Asian, includes Chinese, Pakistani and Indian etc	White	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed	– information will be available to support kerbside waste and recycling services in different languages as needed
	Mixed or multiple ethnic groups	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed	– information will be available to support kerbside waste and recycling services in different languages as needed
	Asian	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed	– information will be available to support kerbside waste and recycling services in different languages as needed
	African	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed	– information will be available to support kerbside waste and recycling services in different languages as needed
	Caribbean or Black	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed	– information will be available to support kerbside waste and recycling services in different languages as needed
		Choose an item.		
<b>RELIGION &amp; BELIEF**</b> A list of religions used in the census is available <a href="#">here</a>	See note	Neutral	None – information will be available to support kerbside waste and recycling services in different languages as needed and consultation with community groups will take place to	information will be available to support kerbside waste and recycling services in different languages as needed

			ensure specific guidance is incorporated as needed	
<b>SEX (GENDER)</b>	Men	Neutral	None	None required
	Women	Neutral	None	None required
	Trans Men	Neutral	None	None required
	Trans Women	Neutral	None	None required
<b>SEXUAL ORIENTATION</b>	Heterosexual	Neutral	None	None required
	Lesbian	Neutral	None	None required
	Gay	Neutral	None	None required
	Bisexual/Pansexual	Neutral	None	None required
<b>Other considerations</b>				
<b>Socio-economic factors</b> (income, education, employment, community safety & social support)		Low negative	For those on low incomes, travelling further to Wingmoor Farm HRC and using more fuel may be prohibitive. A chargeable garden waste subscription service is available but may be unaffordable for residents on low incomes.	Most items can be disposed of at the kerbside avoiding the need to travel. A chargeable garden waste subscription is available but may be unaffordable for residents on low incomes.
<b>Rurality</b> i.e. access to services; transport; education; employment; broadband		Neutral	Those residents living further out of town currently have to travel to Swindon Road and will have to travel just a little bit further but do all have access to the same kerbside services as the rest of the borough.	Those residents living further out of town currently have to travel to Swindon Road and will have to travel just a little bit further but do all have access to the same kerbside services as the rest of the borough.
<b>Other (e.g. caring responsibilities)</b>		Neutral	None	

\* To keep the form concise, race has not been included as an exhaustive list, please augment the list above where appropriate to reflect the complexity of other racial identities.

\*\* There are too many faith groups to provide a list, therefore, please input the faith group e.g. Muslims, Buddhists, Jews, Christians, Hindus, etc. Consider the different faith groups individually when considering positive or negative impacts. A list of religions in the census is available [here](#)

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**4. Outcomes, Action and Public Reporting**

a. Please list the actions identified through the evidence and the mitigating action to be taken.

Action	Target completion date	Lead Officer
Find appropriate methods of communicating with residents to ensure they are fully able to access kerbside services.	Ongoing	Karen Watson
Consultation is required as part of the budget consultation process and further consultation and or a residents' survey is required in 2025	December 2024 and during 2025	Gemma Bell (budget consultation); Karen Watson

b. Public reporting

All completed EqIA's are required to be publicly available on the Council's website once they have been signed off. EqIA's are also published with the papers for committee and full council decisions.

Please send completed EqIA's to [email address]

**5. Monitoring outcomes, evaluation and review**

The Equalities Impact Assessment is not an end in itself but the start of a continuous monitoring and review process. The relevant Service or Lead Officer responsible for the delivery of the policy, function or service change is also responsible for monitoring and reviewing the EqIA and any actions that may be taken to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from Corporate Policy and Governance will be available to provide support and guidance, please email xxxx if you have any questions.

**6. Change log**

Name	Date	Version	Change
Karen Watson	5 November 2024 updated 15/11/24	V1	-

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