

**Shropshire Council Equality and Social Inclusion Impact Assessment (ESIIA)**  
**Part One Screening Record**

**A. Summary Sheet on Accountability and Actions**

<b>Name of proposed service change</b>
Closure of Shropshire Council Recycling Bring Sites

<b>Name of lead officer carrying out the screening</b>
Paul Beard

**Decision, review and monitoring**

<b>Decision</b>	<b>Yes</b>	<b>No</b>
Part One ESIIA Only?	Yes	
Proceed to Part Two Full Report?		

*If completion of a Part One assessment is an appropriate and proportionate action at this stage, please use the boxes below and sign off as indicated. If a Part Two report is required, please move on to separate full report stage.*

**Actions to mitigate negative impact or enhance positive impact of the service change in terms of equality and social inclusion considerations**

The Council and Veolia will speak to users of the Bring Bank sites to better understand their reasons for using the service.

Any actions to mitigate the negative or enhance the positive equality impacts of the service change will be informed by the results of public consultation, whereby Shropshire residents are being asked for their views about plans to remove Shropshire Council owned recycling bring bank sites in the Shropshire Council area, as part of six-week consultation due to start in early December 2018. This includes questions about postcode of the respondent, which will be helpful in identifying any issues for rural households and which also asks about age and gender of the respondents along with any long standing illness or disability.

The impact in equality terms on people in the Protected Characteristics groupings is anticipated to be neutral.

The key mitigation for the change is that c. 90% of the waste can be collected as part of the existing kerbside service. This exercise will inform any additional mitigation work that may be required.

**Actions to review and monitor the impact of the service change in terms of equality and social inclusion considerations**

The Waste Management Unit will continue to receive customer feedback on the service change directly and from the CSC and Complaints sections.

A potential recommendation, to be informed by the results of the public survey, would be to examine approaches by other local authorities on this matter, particularly with regard to any data on experiences elsewhere with regard to the social inclusion aspect of a possible decline in supply of clothing, textiles and shoes.

**Associated ESIIAs**

None


**Actions to mitigate negative impact, enhance positive impact, and review and monitor overall impacts in terms of any other considerations**

From an environmental angle, it is not anticipated that the service change will result in a reduction of the recycling rate as there are established alternatives for the main waste streams concerned. However, if the waste is collected from the kerbside there will be an environmental benefit in the reduced emissions associated with transporting the material to the Bring Bank and the collection vehicle picking it up and transporting it to the Transfer Station. Both activities will be replaced by the kerbside collection vehicle which is already fulfilling the same function.

The positive environmental impacts could be promoted, whilst arrangements to target and publicise other ways to recycle clothing, textiles and shoes could be informed by responses to the questions in the survey around current usage, and by subsequent liaison work with voluntary and community sector organisations, for example including those operating food banks, to find ways to get such materials to those in need.

From an economic angle, it is estimated that removing the bring sites would save the council around £230,000 a year, money that would then be put towards the provision of other vital services. The savings would come from no longer needing to maintain and manages the sites, and no longer needing provide, clean and empty the banks.

**Scrutiny at Part One screening stage**

<b>People involved</b>	<b>Signatures</b>	<b>Date</b>
<b>Paul Beard, Waste Contracts Manager</b>		
<i>Any internal support*</i>		
<i>Any external support**</i> <b>Lois Dale, Rurality and Equalities Specialist</b>		2 <sup>nd</sup> December 2018
<b>Tracy Bennett, Feedback &amp;</b>		

<b>Insight Team – Commissioning Support</b>		
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*\*This refers to other officers within the service area*

*\*\*This refers either to support external to the service but within the Council, eg from the Rurality and Equalities Specialist, or support external to the Council, eg from a peer authority*

**Sign off at Part One screening stage**

<b>Name</b>	<b>Signatures</b>	<b>Date</b>
<i>Lead officer's name</i>		
<i>Accountable officer's name*</i>		

*\*This may either be the Head of Service or the lead officer*

**B. Detailed Screening Assessment**

**Aims of the service change and description**

The Council is looking for increases in income or reduction in expenditure across all services in order to balance its budget. The Bring Sites offer an opportunity to make savings where there is an established alternative service to receive the main recycling waste streams.

There are currently around 120 Bring Sites spread across the county. They are generally in public car parks, village halls and pub car parks. All of the sites have containers for glass, metal cans, and paper. Fifty seven also have textile recycling banks, nineteen also have tetrapack recycling banks, and seventeen have banks for small electrical equipment. The weight of material collected for each waste stream in the last financial year is shown below.

Material Type	Tonnes Collected 2017/18
Paper	1046
Glass	1023
Metal Cans	70
Textiles	215
Tetrapack	26
Electrical Equipment	15

Paper, Glass, and Metals account for 89% of the total weight collected at the sites, and these material streams are also collected fortnightly by the kerbside service provided to each household. A further 9% consists of textiles which are also collected by charities via doorstep collections as well as many non-Council Bring Banks, Charity Shops and cash for clothes schemes.

Removal of the sites would result in a saving to the Council of approximately £230,000 p.a.

It is not anticipated that the service change will result in a reduction of the recycling rate as there are established alternatives for the main waste streams concerned.

**Inappropriate usage**

Inappropriate use of the banks is increasing and the sites are experiencing three main issues:

- People placing the wrong materials in the banks.
- People leaving general household waste alongside the banks.
- Businesses using the sites to dump trade waste.

Putting the wrong material in a bank causes the waste in the bank to become contaminated, meaning that it can't then be sent for recycling.

Waste left alongside the banks is also classed as fly-tipping, which is illegal and could result in prosecution. It also costs the council time and money to clear and dispose of fly-tipped waste.

Bring sites are for household waste only and any business should have its own commercial arrangements in place for removal of any recycling or residual waste.

### **Fall in use of – and need for - the sites**

There has been a steady decline in the amount waste left at the sites since the introduction and development of kerbside recycling collections.

Bring banks were once the only way residents could recycle anything. However, a wide range of materials can now be recycled using the kerbside collection service, meaning there is now much less need to use a bring bank.

In addition, around 20 different materials can be recycled at each of Shropshire five household recycling centres.

### **Intended audiences and target groups for the service change**

The sites are freely accessible and the service change will therefore affect all Shropshire residents.

The voluntary and community sector are also a target group, with regard to links to be made to support vulnerable households through supply of clothing, textiles and shoes, and with regard to complementary links to be made to recycling schemes such as furniture schemes.

### **Evidence used for screening of the service change**

The key screening data is as shown above in the form of mapping collected tonnages with alternative provisions of the same service.

A number of other councils have already removed their recycling bring sites, including Telford and Wrekin Council

There will also be a site survey by Shropshire Council and Veolia staff where users of the service will be asked how often and why they use the Bring Banks.

### **Specific consultation and engagement with intended audiences and target groups for the service change**

A formal public consultation will be undertaken with support from the SC Communications Team and the SC Feedback & Insight Team. The consultation documents will be accessible online and in paper form and via a dedicated telephone number monitored by the Customer Service Centre.

### **Initial assessment for each group**

*Please rate the impact that you perceive the service change is likely to have on a group, through inserting a tick in the relevant column. Please add any extra notes that you think might be helpful for readers.*

<b>Protected Characteristic groups and other groups in Shropshire</b>	<b>High negative impact</b> <i>Part Two ESIIA required</i>	<b>High positive impact</b> <i>Part One ESIIA required</i>	<b>Medium positive or negative impact</b> <i>Part One ESIIA required</i>	<b>Low positive or negative impact</b> <i>Part One ESIIA required</i>
<b>Age</b> (please include children, young people, people of working age, older people. Some people may belong to more than one group eg child for whom there are safeguarding concerns eg older person with disability)				Y This service change is not anticipated to impact specifically on any of these groups listed
<b>Disability</b> (please include: mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)				Y
<b>Gender re-assignment</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				Y
<b>Marriage and Civil Partnership</b> (please include associated aspects: caring responsibility, potential for bullying and harassment)				Y
<b>Pregnancy &amp; Maternity</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				Y
<b>Race</b> (please include: ethnicity, nationality, culture, language, gypsy, traveller)				Y
<b>Religion and belief</b> (please include: Buddhism, Christianity, Hinduism, Islam, Judaism, Non)				Y

conformists; Rastafarianism; Sikhism, Shinto, Taoism, Zoroastrianism, and any others)				
<b>Sex</b> (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				Y
<b>Sexual Orientation</b> (please include associated aspects: safety; caring responsibility; potential for bullying and harassment)				Y
<b>Other: Social Inclusion</b> (please include families and friends with caring responsibilities; people with health inequalities; households in poverty; refugees and asylum seekers; rural communities; people for whom there are safeguarding concerns; people you consider to be vulnerable)			Y potential for reduced availability of clothing and textiles	

### Identification of likely impact of the service change in terms of other considerations

As stated above, it is not anticipated that the service change will result in a reduction of the recycling rate as there are established alternatives for the main waste streams concerned. If the waste is collected from the kerbside there will be an environmental benefit in the reduced emissions associated with the transporting the material to the Bring Bank and the collection vehicle picking it up and transporting it to the Transfer Station. Both activities will be replaced by the kerbside collection vehicle which is already fulfilling the same function.

### Guidance Notes

#### 1. Corporate and Service Area Policy and Practice on Equality and Social inclusion

This involves taking an equality and social inclusion approach in planning changes to services, policies or procedures, including those that may be required by Government.

The decisions that you make when you are planning a service change need to be recorded, to demonstrate that you have thought about the possible equality impacts on communities and to show openness and transparency in your decision making processes.

This is where Equality and Social Inclusion Impact Assessments (ESIAs) come in. Where you carry out an ESIA in your service area, this provides an opportunity to show:

- What evidence you have drawn upon to help you to recommend a strategy or policy or a course of action to Cabinet;
- What target groups and audiences you have worked with to date;
- What actions you will take in order to mitigate any likely negative impact upon a group or groupings, and enhance any positive effects for a group or groupings; and
- What actions you are planning to review the impact of your planned service change.

The formal template is there not only to help the service area but also to act as a stand alone for a member of the public to read.

The approach helps to identify whether or not any new or significant changes to services, including policies, procedures, functions or projects, may have an adverse impact on a particular group of people, and whether the human rights of individuals may be affected.

This assessment encompasses consideration of social inclusion. This is so that we are thinking as carefully and completely as possible about all Shropshire groups and communities, including people in rural areas and people we may describe as vulnerable, for example due to low income or to safeguarding concerns, as well as people in what are described as the nine 'protected characteristics' of groups of people in our population, eg Age. We demonstrate equal treatment to people who are in these groups and to people who are not, through having what is termed 'due regard' to their needs and views when developing and implementing policy and strategy and when commissioning, procuring, arranging or delivering services.

When you are not carrying out an ESIIA, you still need to demonstrate that you have considered equality in your decision-making processes. It is up to you what format you choose.-You could use a checklist, an explanatory note, or a document setting out our expectations of standards of behaviour, for contractors to read and sign. It may well not be something that is in the public domain like an ESIIA, but you should still be ready for it to be made available.

**Both the approaches sit with a manager, and the manager has to make the call, and record the decision made on behalf of the Council. Help and guidance is also available via the Commissioning Support Team, either for data, or for policy advice from the Rurality and Equalities Specialist. Here are some examples to get you thinking.**

*Carry out an ESIIA:*

- If you are building or reconfiguring a building;
- If you are planning to reduce or remove a service;
- If you are consulting on a policy or a strategy;
- If you are bringing in a change to a process or procedure that involves other stakeholders and the wider community as well as particular groupings

For example, there may be a planned change to a leisure facility. This gives you the chance to look at things like flexible changing room provision, which will maximise positive impacts for everyone. A specific grouping that would benefit would be people undergoing gender reassignment

*Carry out an equality and social inclusion approach:*

- If you are setting out how you expect a contractor to behave with regard to equality, where you are commissioning a service or product from them;
- If you are setting out the standards of behaviour we expect from people who work with vulnerable groupings, such as taxi drivers that we license;

- If you are planning consultation and engagement activity, where we need to collect equality data in ways that will be proportionate and non-intrusive as well as meaningful for the purposes of the consultation itself;
- If you are looking at services provided by others that help the community, where we need to demonstrate a community leadership approach

For example, you may be involved in commissioning a production to tour schools or appear at a local venue, whether a community hall or somewhere like Theatre Severn. The production company should be made aware of our equality policies and our expectation that they will seek to avoid promotion of potentially negative stereotypes. Specific groupings that could be affected include: Disability, Race, Religion and Belief, and Sexual Orientation. There is positive impact to be gained from positive portrayals and use of appropriate and respectful language in regard to these groupings in particular.

## **2. Legal Context**

It is a legal requirement for local authorities to assess the equality and human rights impact of changes proposed or made to services. It is up to us as an authority to decide what form our equality impact assessment may take. Carrying out ESIIAs helps us as a public authority to ensure that, as far as possible, we are taking actions to meet the general equality duty placed on us by the Equality Act 2010, and to thus demonstrate that the three equality aims are integral to our decision making processes. These are: eliminating discrimination, harassment and victimisation; advancing equality of opportunity; and fostering good relations.

Service areas would ordinarily carry out a screening assessment, or Part One equality impact assessment. This enables energies to be focussed on review and monitoring and ongoing evidence collection about the positive or negative impacts of a service change upon groupings in the community, and for any adjustments to be considered and made accordingly.

If the screening indicates that there are likely to be significant negative impacts for groupings within the community, the service area would need to carry out a full report, or Part Two assessment. This will enable more evidence to be collected that will help the service area to reach an informed opinion. Please contact the equality policy lead within the Council for more advice and guidance in this regard, as per details below.

***For further information on the use of ESIIAs: please contact your head of service or contact Mrs Lois Dale, Rurality and Equalities Specialist and Council policy support on equality, via telephone 01743 258528, or email [lois.dale@shropshire.gov.uk](mailto:lois.dale@shropshire.gov.uk).***