

# Equality Impact Assessment / Equality Analysis

(Updated Nov 2024)

<b>Item name</b>	<b>Details</b>
<b>Title of service or policy</b>	Garden Waste fees and charges uplift
<b>Name of directorate and service</b>	Place Management, Waste Services
<b>Name and role of officers completing the EIA</b>	Simon Porter
<b>Date of assessment</b>	22/11/24

Equality Impact Assessment (or ‘Equality Analysis’) is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on different groups within the community. The main aim is to identify any discriminatory or negative consequences for a particular group or sector of the community, and also to identify areas where equality can be better promoted. Equality impact Assessments (EIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EIA) or Equality Analysis. **Not all sections will be relevant – so leave blank any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council’s website.

## 1.1 Identify the aims of the policy or service and how it is implemented

Key questions	Answers / notes
<p>1.1 Briefly describe purpose of the service/policy e.g.</p> <ul style="list-style-type: none"> <li>● How the service/policy is delivered and by whom</li> <li>● If responsibility for its implementation is shared with other departments or organisations</li> <li>● Intended outcomes</li> </ul>	<ul style="list-style-type: none"> <li>● Increase garden waste fees to £70 per year as part of the fees and charges process. Delivered by annual billing process for subscriber service</li> <li>● Responsibility of waste strategy and contracts team and finance / invoicing teams.</li> <li>● Intended outcome – cover the increasing collection costs of running the service.</li> </ul>
<p>1.2 Provide brief details of the scope of the policy or service being reviewed, for example:</p> <ul style="list-style-type: none"> <li>● Is it a new service/policy or review of an existing one?</li> <li>● Is it a national requirement?).</li> <li>● How much room for review is there?</li> </ul>	<ul style="list-style-type: none"> <li>● Review of an existing service. Costs of running the garden waste service have been increasing.</li> <li>● National requirement to provide an optional garden waste service as part of the Environment Act 2021.</li> <li>● No scope for review. Rates proposed are in common with other authorities.</li> </ul>
<p>1.3 Do the aims of this policy link to or conflict with any other policies of the Council?</p>	<ul style="list-style-type: none"> <li>● Maximising recycling rates, achieving net zero</li> </ul>

## 2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
<p><b>2.1</b> What equalities training have staff received to enable them to understand the needs of our diverse community?</p>	<ul style="list-style-type: none"> <li>● Managers and Supervisors receive Equalities and Inclusion Training</li> </ul>
<p><b>2.2</b> What is the equalities profile of service users?</p>	<ul style="list-style-type: none"> <li>● Mix of profiles across the entire county</li> </ul>
<p><b>2.3</b> Are there any recent customer satisfaction surveys to refer to? What were the results? Are there any gaps? Or differences in experience/outcomes?</p>	<ul style="list-style-type: none"> <li>● No</li> </ul>
<p><b>2.4</b> What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?</p>	<ul style="list-style-type: none"> <li>● Service Director consulted on proposed increases with Cabinet Member Tim Ball.</li> </ul>
<p><b>2.5</b> If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equalities considerations within this?</p>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>

### 3. Assessment of impact: 'Equality analysis'

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or could help promote equality in some way.
- Could have a negative or adverse impact for any of the equalities groups

Key questions	Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
<b>3.1 Issues relating to all groups</b> and protected characteristics	Resident communications on website will advise the availability of a free tipping service at the household recycling centres for those who cannot afford subscription fees. Home composting also an option which is FOC.	Potential negative financial impact on general public. Public can still tip garden waste at one of 3 household recycling centres for free if they wish or home compost for free.
<b>3.2 Sex</b> – identify the impact/potential impact of the policy on women and men.	No specific impact identified on basis of sex	No negative impact identified on basis of this characteristic
<b>3.3 Pregnancy and maternity</b>	No specific impact identified on basis of pregnancy.	No negative impact identified on basis of this characteristic
<b>3.4 Gender reassignment</b> – identify the impact/potential impact of the policy on transgender people	No specific impact identified on basis of gender reassignment.	No negative impact identified on basis of this characteristic
<b>3.5 Disability</b> – identify the impact/potential impact of the policy on disabled people (ensure consideration of	No specific impact identified on basis of disability.	Potential issues with lifting heavy materials when at recycling centre. Site staff trained to help disabled residents where required .

physical, sensory and mental health needs/differences)		
<b>3.6 Age</b> – identify the impact/potential impact of the policy on different age groups	Resident communications on website will advise the availability of a free tipping service at the household recycling centres	Potential issues with lifting heavy materials when at recycling centre. Site staff trained to help elderly residents where required .
<b>3.7 Race</b> – identify the impact/potential impact on across different ethnic groups	No specific impact identified on basis of ethnicity	No negative impact identified on basis of this characteristic
<b>3.8 Sexual orientation</b> – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual, questioning people	No specific impact identified on basis of Sexual orientation	No negative impact identified on basis of this characteristic
<b>3.9 Marriage and civil partnership</b> – does the policy/strategy treat married and civil partnered people equally?	No specific impact identified	No negative impact identified on basis of this characteristic
<b>3.10 Religion/belief</b> – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.	No specific impact identified on basis of religion	No negative impact identified on basis of this characteristic
<b>3.11 Socio-economically disadvantaged*</b> – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances <b>(this is not a legal requirement, but is a local priority).</b>	Resident communications on website will advise the availability of a free tipping service at the household recycling centres. Home composting also signposted as available as option.	Potential negative impact on poorer residents. Free tip still available at 3 recycling centres. Home composting also signposted as available as option.

<p><b>3.12 Rural communities*</b> identify the impact / potential impact on people living in rural communities</p>	<p>Resident communications on website will advise the availability of a free tipping service at the household recycling centres and home composting</p>	<ul style="list-style-type: none"> <li>● Potential negative impact on poorer residents. Free tip still available at 3 recycling centres.</li> <li>● Potential for increasing travel costs and adverse climate impact of increased vehicle movements.</li> <li>● Service team to monitor service usage patterns and subscriptions to determine if this is the case</li> <li>● Home composting also available as an option and signposted on website.</li> </ul>
<p><b>3.13 Armed Forces Community **</b> serving members; reservists; veterans and their families, including the bereaved. Public services are required by law to pay due regard to the Armed Forces Community when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).</p>	<p>No specific impact identified on basis of this</p>	<p>No negative impact identified on basis of this characteristic</p>
<p><b>3.14 Care Experienced ***</b> This working definition is currently under review and therefore subject to change:</p> <p>In B&amp;NES, you are ‘care-experienced’ if you spent any time in your childhood in Local Authority care, living away from your parent(s) for example, you were adopted, lived in residential, foster care,</p>	<p>No specific impact identified on basis of care experienced characteristics</p>	<p>No negative impact identified on basis of this characteristic</p>

kinship care, or a special guardianship arrangement.		
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\*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

\*\* The Equality Act does not cover armed forces community. However, the Armed Forces Bill (which came in on 22 Nov 2022) introduces a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

\*\*\*The Equality Act does not cover care experienced people. B&NES adopted this group as a protected characteristic in March 2024 alongside over 80 other Local Authorities. Although we have data for care leavers and children/young people who are currently in the care of B&NES we do not have wider data on disadvantage experienced through being in care.

#### **4. Bath and North East Somerset Council Equality Impact Assessment Improvement Plan**

Please list actions that you plan to take as a result of this assessment/analysis. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

<b>Issues identified</b>	<b>Actions required</b>	<b>Progress milestones</b>	<b>Officer responsible</b>	<b>By when</b>
Potential drop off in service subscribers due to financial implications	Strategy team to monitor this. Review in Sept 2025 after new subscriptions completed		Lisa Gore / Martin Hellyer	30 <sup>th</sup> Sept 2025

## 5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equalities Team ([equality@bathnes.gov.uk](mailto:equality@bathnes.gov.uk)), who will publish it on the Council's website. Keep a copy for your own records.

**Signed off by:** Chris Major

(Divisional Director or nominated senior officer)

**Date:** 11/12/24