

EQUALITY IMPACT ASSESSMENT (EQIA): SCREENING FORM

Introduction to the EQIA screening process

A successful EQIA screening will look at 5 key areas:

1. Identify the Policy, Project, Service Reform or Budget Option to be assessed

A clear definition of what is being screened and its aims

2. Gathering Evidence & Stakeholder Engagement

Collect data to evidence the type of barriers people face to accessing services (research, consultations, complaints and/or consult with equality groups)

3. Assessment & Differential Impacts

Reaching an informed decision on whether or not there is a differential impact on equality groups, and at what level

4. Outcomes, Action & Public Reporting

Develop an action plan to make changes where a negative impact has been assessed. Ensure that both the assessment outcomes and the actions taken to address negative impacts are publically reported

5. Monitoring, Evaluation & Review

Stating how you will monitor and evaluate the **Policy, Project, Service Reform or Budget Option** to ensure that you are continuing to achieve the expected outcomes for all groups.

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1. IDENTIFY THE POLICY, PROJECT, SERVICE REFORM OR BUDGET OPTION:

a) Name of the Policy, Project, Service Reform or Budget Option to be screened

Kerbside Collection Frequency Changes

b) Reason for Change in Policy or Policy Development

2019/20 Budget decision to ensure recycling opportunities are maximised and optimum efficiencies realised. To ensure compliance with the Scottish Government's Household Recycling Charter and Code of Practice which recommends a capacity of 80 litres for residual waste per household per week. Reviewing the collection frequency of glass from every four weeks to every eight weeks.

c) List main outcome focus and supporting activities of the Policy, Project, Service Reform or Budget Option

To restrict residual waste capacity to 80 litres per household per week to encourage increased recycling across, dry mixed recyclate, organic food and garden waste and glass. There will be no changes to the collection frequency for dry mixed recyclate and organic waste.

d) Name of officer completing assessment (signed and date)

Sharon McKechnie – 28/2/20

e) Assessment Verified by (signed and date)

David Russell – 28/2/20

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2. GATHERING EVIDENCE & STAKEHOLDER ENGAGEMENT

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 groups. You should list below any data, consultations (previous relevant or future planned), or any relevant research or analysis that supports the Policy, Project, Service Reform or Budget Option being undertaken.

Please name any research, data, consultation or studies referred to for this assessment:	Please state if this reference refers to one or more of the protected characteristics: <ul style="list-style-type: none"> ➤ age ➤ disability, ➤ race and/or ethnicity, ➤ religion or belief (including lack of belief), ➤ gender, ➤ gender reassignment, ➤ sexual orientation ➤ marriage and civil partnership, ➤ pregnancy and maternity, 	Do you intend to set up your own consultation? If so, please list the main issues that you wish to address if the consultation is planned; or if consultation has been completed, please note the outcome(s) of consultation.
Scottish Government's Household Recycling Charter and Code of Practice provides guidance on bin capacity by property type, which will apply to all.		Not at this stage
After an assessment of various options, including a review of collection frequencies at other councils, residual waste collections will move to a three weekly cycle, with the glass service moving to 8 weekly. The blue and brown services will remain on their current collection schedule.		Not at this stage

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Bin composition assessment conducted highlighted that approximately that approximately 40-50% of the contents of the general waste bin can be placed within the other council recycling services, allowing for capacity to be released within the green bin service		Not at this stage

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3. ASSESSMENT & DIFFERENTIAL IMPACTS

Use the table below to provide some **narrative** where you think the **Policy, Project, Service Reform or Budget Option** has either a positive impact (contributes to promoting equality or improving relations within an equality group) or a negative impact (could disadvantage them) and note the reason for the change in policy or the reason for policy development, based on the evidence you have collated.

Protected Characteristic	Specific Characteristics	Positive Impact (it could benefit an equality group)	Negative Impact – (it could disadvantage an equality group)	Socio Economic / Human Rights Impacts
SEX/ GENDER	Women			
	Men			
	Transgender			
RACE*	White			
<i>Further information on the breakdown below each of these headings, as per census, is available here. For example Asian includes Chinese, Pakistani and Indian etc</i>	Mixed or Multiple Ethnic Groups			
	Asian			
	African			
	Caribbean or Black			
	Other Ethnic Group			
DISABILITY	Physical disability		Yes, it may impact on those with a medical condition who produce more residual waste.	There is a procedure for those who generate more waste through a medical condition to have a larger or second bin.
<i>A definition of disability under the</i>	Sensory Impairment (sight, hearing,)			

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<i>Equality Act 2010 is available here.</i>	Mental Health			
	Learning Disability			
LGBT	Lesbians			
	Gay Men			
	Bisexual			
AGE				
	Older People (60 +)		Yes, it may impact on older people, placing bins to kerbside.	There is a procedure in place where assisted collections can be provided.
	Younger People (16-25)			
	Children (0-16)			
MARRIAGE & CIVIL PARTNERSHIP				
	Women			
	Men			
	Lesbians			
	Gay Men			
PREGNANCY & MATERNITY				
	Women			
RELIGION & BELIEF**				
A list of religions used in the census is available here.	See note			

*
For reasons of brevity

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race is not an exhaustive list, and therefore please feel free to 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 used in the census is available [here](#).

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Summary of Protected Characteristics Most Impacted

Potentially, disabled citizens or older people could have more waste, e.g. medical waste. However, there are already established policies in place to mitigate this impact. Assisted collections are in place for citizens unable to present their own bins. There is also provision in place to assess if a larger bin or additional bin is required.

Summary of Socio Economic Impacts

There are provisions in place to support citizens that may generate additional waste due to an illness or disability. The implementation of the changes, and requests for additional bins or assisted collections will be monitored, to establish whether any other mitigation measures may be required.

Summary of Human Rights Impacts

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4. OUTCOMES, ACTION & PUBLIC REPORTING

Screening Outcome	Yes /No Or / Not At This Stage
Was a significant level of negative impact arising from the project, policy or strategy identified?	Not at this stage
Does the project, policy or strategy require to be amended to have a positive impact?	Not at this stage
Does a Full Impact Assessment need to be undertaken?	Not at this stage

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Actions: Next Steps		
(i.e. is there a strategic group that can monitor any future actions)		
Further Action Required/ Action To Be Undertaken	Lead Officer and/or Lead Strategic Group	Timescale for Resolution of Negative Impact (s) / Delivery of Positive Impact (s)
The implementation of the changes, and requests for additional bins or assisted collections will be monitored, to establish whether any other mitigation measures may be required.		

Public Reporting

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All completed EQIA Screenings are required to be publically available on the [Council EQIA Webpage](#) once they have been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. (See [EQIA Guidance](#): Pgs. 11-12)

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5. MONITORING OUTCOMES, EVALUATION & REVIEW

The Equalities Impact Assessment (EQIA) screening is not an end in itself but the start of a continuous monitoring and review process. The relevant Strategic, Policy, or Operational Group responsible for the delivery of the Policy, Project, Service Reform or Budget Option, is also responsible for monitoring and reviewing the EQIA Screening and any actions that may have been take to mitigate impacts.

Individual services are responsible for conducting the impact assessment for their area, staff from **Corporate Strategic Policy and Planning** will be available to provide support and guidance.

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Legislation

Equality Act (2010) - the Equality Act 2010 (Specific Duties) Scotland Regulations 2012

The 2010 Act consolidated previous equalities legislation to protect people from discrimination on grounds of:

- race
- sex
- being a transsexual person (transsexuality is where someone has changed, is changing or has proposed changing their sex – called ‘gender reassignment’ in law)
- sexual orientation (whether being lesbian, gay, bisexual or heterosexual)
- disability (or because of something connected with their disability)
- religion or belief
- having just had a baby or being pregnant
- being married or in a civil partnership, and
- age.

Further information: [Equality Act Guidance](#)

As noted the Equality Act 2010 simplifies the current laws and puts them all together in one piece of legislation. In addition the **Specific Duties (Scotland Regulations 2012)** require local authorities to do the following to enable better performance of the general equality duty:

- report progress on mainstreaming the general equality duty
- publish equality outcomes and report progress in meeting those
- impact assess new or revised policies and practices as well as making arrangements to review existing policies and practices gather, use and publish employee information
- publish gender pay gap information and an equal pay statement
- consider adding equality award criteria and contract conditions in public procurement exercises.

Further information: [Understanding Scottish Specific Public Sector Equality Duties](#)

Fairer Scotland Duty

Authorities should also consider Socio-Economic Impacts where appropriate. Further information: [Fairer Scotland Duty Interim Guidance](#)

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

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