

# Equality & Poverty Impact Assessment 00010 (Version 1)

## SECTION ONE: ESSENTIAL INFORMATION

|                                |  |                           |                                 |
|--------------------------------|--|---------------------------|---------------------------------|
| <b>Service &amp; Division:</b> | Development Services<br>Environmental Services | <b>Lead Officer Name:</b> | Douglas Gardiner                |
|                                |  | <b>Team:</b>              | Waste Services                  |
|                                |  | <b>Tel:</b>               | 01324590437                     |
|                                |  | <b>Email:</b>             | douglas.gardiner@falkirk.gov.uk |
| <b>Proposal:</b>               | Waste Recycling Centres opening hours          | <b>Reference No:</b>      | DV02                            |

| What is the Proposal? | Budget & Other Financial Decision | Policy (New or Change) | HR Policy & Practice | Change to Service Delivery / Service Design |
|-----------------------|-----------------------------------|------------------------|----------------------|---|
|                       | Yes                               | No                     | No                   | Yes   |

| Who does the Proposal affect? | Service Users | Members of the Public | Employees | Job Applicants |
|-------------------------------|---------------|-----------------------|-----------|----------------|
|                               | No            | Yes                   | Yes       | No             |

**Other, please specify:**

### Identify the main aims and projected outcome of this proposal (please add date of each update):

|            |  |
|------------|--|
| 16/01/2019 | The Council currently operates 2 Household Waste Recycling Centres; one in the west of the district at Roughmute, and one at Kinneil. Proposal is to reduce the opening of both sites to 5 days each week (retaining weekend opening). |
|            |  |
|            |  |
|            |  |
|            |  |

**SECTION TWO: FINANCIAL INFORMATION**

| For budget changes ONLY please include information below:       |                               |            | Benchmark, e.g. Scottish Average |
|---|-------------------------------|------------|----------------------------------|
| Current spend on this service (£'0000s)                         | Total:                        | £786       |                                  |
| Reduction to this service budget (£'0000s)                      | Per Annum:                    | £200       |                                  |
| Increase to this service budget (£'000s)                        | Per Annum:                    |            |                                  |
| If this is a change to a charge or concession please complete.  | Current Annual Income Total:  |            |                                  |
|   | Expected Annual Income Total: |            |                                  |
| If this is a budget decision, when will the saving be achieved? | Start Date:                   | 01/04/2019 |                                  |
|   | End Date (if any):            |            |                                  |

**SECTION THREE: EVIDENCE** Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups.)

**A - Quantitative Evidence** This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

Both sites will remain opening over the weekends, when the site is most used by the public.

**B - Qualitative Evidence** This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

**Social - case studies; personal / group feedback / other**

**Best Judgement:**

|   |   |
|---|---|
| <b>Has best judgement been used in place of data/research/evidence?</b> | Yes   |
| <b>Who provided the best judgement and what was this based on?</b>      | Waste Manager   |
| <b>What gaps in data / information were identified?</b>                 |   |
| <b>Is further research necessary?</b>                                   | No  |
| <b>If NO, please state why.</b>   | Site usage data collated over consecutive years, indicate that both sites are most used over weekend periods. |

**SECTION FOUR: ENGAGEMENT**

Engagement with individuals or organisations affected by the policy or proposal must take place

|   |  |  |
|---|--|--|
| <b>Has the proposal / policy / project been subject to engagement or consultation with service users taking into account their protected characteristics and socio-economic status?</b> | No   |  |
| <b>If YES, please state who was engagement with.</b>  |  |  |
| <b>If NO engagement has been conducted, please state why.</b>   | Site usage data confirms that the site is most used over weekend periods. The proposed opening times reflect this. |  |
| <b>How was the engagement carried out?</b>  | <b>What were the results from the engagement? Please list...</b>   |  |
| <b>Focus Group</b>  | No   |  |
| <b>Survey</b>   | No   |  |
| <b>Display / Exhibitions</b>  | No   |  |
| <b>User Panels</b>  | No   |  |
| <b>Public Event</b>   | No   |  |
| <b>Other: please specify</b>  |  |  |
| <b>Has the proposal / policy/ project been reviewed / changed as a result of the engagement?</b>  | No   |  |
| <b>Have the results of the engagement been fed back to the consultees?</b>  | No   |  |
| <b>Is further engagement recommended?</b>   | No   |  |

## SECTION FIVE: ASSESSING THE IMPACT

**Equality Protected Characteristics:** What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposal / policy / project? This section allows you to consider other impacts, e.g. poverty, health inequalities, community justice, public protection etc.

| Protected Characteristic                                 | Neutral Impact | Positive Impact | Negative Impact | Please provide evidence of the impact on this protected characteristic. |
|--|----------------|-----------------|-----------------|---|
| Age  | ✓              |                 |                 | Both sites will remain open.  |
| Disability   | ✓              |                 |                 | Both sites will remain open.  |
| Sex  | ✓              |                 |                 | Both sites will remain open.  |
| Ethnicity  | ✓              |                 |                 | Both sites will remain open.  |
| Religion / Belief / non-Belief                           | ✓              |                 |                 | Both sites will remain open.  |
| Sexual Orientation                                       | ✓              |                 |                 | Both sites will remain open.  |
| Transgender  | ✓              |                 |                 | Both sites will remain open.  |
| Pregnancy / Maternity                                    | ✓              |                 |                 | Both sites will remain open.  |
| Marriage / Civil Partnership                             | ✓              |                 |                 | Both sites will remain open.  |
| Poverty  | ✓              |                 |                 | Both sites will remain open.  |
| Other, health, community justice, public protection etc. | ✓              |                 |                 | Both sites will remain open.  |
| Risk (Identify other risks associated with this change)  |                |                 |                 |   |

**Public Sector Equality Duty: Scottish Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance quality of opportunity and foster good relations. Scottish specific duties include:**

|  | <b>Evidence of Due Regard</b>  |
|--|--|
| <b>Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):</b> | Both Recycling Centres will remain open to the public on the busiest days. |
| <b>Advance Equality of Opportunity:</b>  |  |
| <b>Foster Good Relations (promoting understanding and reducing prejudice):</b>                     |  |

**SECTION SIX: PARTNERS / OTHER STAKEHOLDERS**

| <b>Which sectors are likely to have an interest in or be affected by the proposal / policy / project?</b> |     | <b>Describe the interest / affect.</b>  |
|---|-----|---|
| <b>Business</b>   | Yes | Businesses will be restricted to accessing sites in line with opening times. Other licenced facilities are available. |
| <b>Councils</b>   | No  |   |
| <b>Education Sector</b>   | No  |   |
| <b>Fire</b>   | No  |   |
| <b>NHS</b>  | No  |   |
| <b>Integration Joint Board</b>  | No  |   |
| <b>Police</b>   | No  |   |
| <b>Third Sector</b>   | No  |   |
| <b>Other(s): please list and describe the nature of the relationship / impact.</b>                        |     |   |

**SECTION SEVEN: ACTION PLANNING**

**Mitigating Actions:** If you have identified impacts on protected characteristic groups in Section 5 please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

| Identified Impact                              | To Who  | Action(s)  | Lead Officer     | Evaluation and Review Date | Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes |
|--|---------|--|------------------|----------------------------|---|
| Closure of Recycling Centres, 2 days per week. | Public. | Both the Recycling Centres will be open 5 days per week. Members of the public will always have access to at least one site 7 days a week. | Douglas Gardiner | 16/01/2019                 | Council Budget Report   |
|  |         |  |                  |                            |   |
|  |         |  |                  |                            |   |
|  |         |  |                  |                            |   |
|  |         |  |                  |                            |   |
|  |         |  |                  |                            |   |

**No Mitigating Actions**

Please explain why you do not need to take any action to mitigate or support the impact of your proposals.

|   |  |
|---|--|
| <b>Are actions being reported to Members?</b> | Yes  |
| <b>If yes when and how ?</b>                  | This will be reported within the Council Budget Report on 27 February. |

**SECTION EIGHT: ASSESSMENT OUTCOME**

Only one of following statements best matches your assessment of this proposal / policy / project. Please select one and provide your reasons.

|   |     |  |
|---|-----|--|
| No major change required  | Yes | Both the Recycling Centres will be open 5 days per week. Members of the public will always have access to at least one site 7 days a week. |
| The proposal has to be adjusted to reduce impact on protected characteristic groups                         | No  |  |
| Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups | No  |  |
| Stop the proposal as it is potentially in breach of equality legislation                                    | No  |  |

**SECTION NINE: LEAD OFFICER SIGN OFF**

Lead Officer:

|            |                         |       |            |
|------------|-------------------------|-------|------------|
| Signature: | <i>Douglas Gardiner</i> | Date: | 16/01/2019 |
|------------|-------------------------|-------|------------|

**SECTION TEN: EPIA TASK GROUP ONLY**

|                                    |   |    |
|------------------------------------|---|----|
| <b>OVERALL ASSESSMENT OF EPIA:</b> | Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties? | No |
|------------------------------------|---|----|

|   |   |  |
|---|---|--|
| <b>ASSESSMENT FINDINGS</b>  | More consultation needed to identify impacts on protected characteristic groups |  |
| If YES, use this box to highlight evidence in support of the assessment of the EPIA |   |  |
| If NO, use this box to highlight actions needed to improve the EPIA                 |   |  |

|   |    |   |
|---|----|---|
| <b>Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes been made</u>?</b> | No | If YES, please describe:<br>more information needed |
|---|----|---|

**LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA**

| LEVEL  |          | COMMENTS |
|--------|----------|----------|
| HIGH   | Yes / No |          |
| MEDIUM | Yes / No |          |
| LOW    | Yes      |          |

**SECTION ELEVEN: CHIEF OFFICER SIGN OFF**

|                                    |                      |              |            |
|------------------------------------|----------------------|--------------|------------|
| <b>Director / Head of Service:</b> |                      |              |            |
| <b>Signature:</b>                  | <i>Rhona Geisler</i> | <b>Date:</b> | 05/02/2019 |