



Equality Impact Assessment Record Form

Environmental Health – Environmental
Services

Equality Impact Assessments

Directorate	Service	Person responsible for the assessment	Date assessment completed
Environment	Environmental Health - Environmental Services	John Peet	15 October 2009
Title of the service being assessed	Waste and Recycling Collections, Cleansing Functions		
The status of the service	Statutory Functions, Statutory Recycling Policy imbedded in Joint Municipal Waste Management Strategy (JMWMS) as part of Norfolk Waste Partnership All documents are live within the Departments ISO9001 Quality Management System		
1. What are the aims, objectives and purposes of the service?	We aim to provide a cost effective waste and recycling service, meeting statutory and community needs, and achieve a high level of cleansing complying with the Clean Neighbourhood & Environment Act guidelines. Assisted collections of waste, are assessed on case by case basis, referrals can be made by individual or NCS operatives. Standard forms are completed by officers to assess need. – Competency of Officer to make an informed judgement is addressed by cross training of officers to ensure a consistent approach.		
2. Does the policy support other objectives of the council?	It supports First Class Resource Management, Environmental Sustainability and a Clean and Pollution-free District. It actively encourages Tourism and sustainable communities.		
3. Who is intended to benefit from the service, and in what way?	Primarily residents of North Norfolk but also businesses and tourists who visit or reside temporarily in North Norfolk		
4. What outcomes are anticipated from the service being in place?	A Clean and pollution-free District. Protection of Public Health, 50% recycling Rate, Streets 95% free of litter.		
5. Identify and select your assessment team.	Name	Role	Responsibilities

	John Peet Richard Cook	Environmental Services Manger Environmental Services Technical Officer		
	Alan Dixon Chris Cawley Mark Whitmore	Commercial Team Leader Env Health Manager Env Protection Team Leader		
6. What data have you gathered for this assessment? How have you analysed this data?	Source and Age of Data	Owner	Findings	Data Gaps
	Proposed New Waste / Cleansing Contracts	North Norfolk District Council	EqlA assessment will be required before the Tender document is finalised	
	Wheeled bin Policy Waste/Cleansing Contracts. Assisted/Exempt collection Policy Requests for Bulky Collections from Within Households. NI Data	North Norfolk District Council	Where practicable all premises have wheeled bins however, facilities are available, on a case by case basis, for alternative methods of storage & collection.	Policy for collection of waste from Unuathorised Encampments.
	JMWMS Historic Complaints, requests for service. BVPI Data	(NWP) Norfolk Waste Partnership North Norfolk District Council	Provides a basis for uniformity of services across Norfolk	
7. Who are the main stakeholders of this service?	Community	Staff/Members	Partners	
	Residents Business	Environmental Health Department. Other council departments, Including, Media, Finance, & HR	(NWP) Norfolk Waste Partnership Norse group Other local authorities (including	

		Elected Members	Parish Councils). Contractors, Third Parties aligned to recycling credit scheme.
8. Are there any concerns that the service could have a negative impact with regard to race and ethnicity?	Yes	What evidence (actual data or assumptions) do you have to support this?	
		Waste collection from unauthorised encampments is dealt with informally. This could lead to inconsistency in decisions on how to remove waste.	
9. Are there any concerns that the service could have a negative impact with regard to gender?	Yes	What evidence (actual data or assumptions) do you have to support this?	
		Baby changing facilities in public conveniences are not equally available to men & women.	
10. Are there any concerns that the service could have a negative impact with regard to disability?	Yes	What evidence (actual data or assumptions) do you have to support this?	
		<p>Assisted collections only apply to normal household collections; this should be considered in a wider context notably other collection types such as bulky household collections and the requirement for waste to be placed outside the property for collection.</p> <p>Clinical waste collections within the area are under review, and it is proposed that Human Hygiene waste be collected along with other residual waste, as per other NWP partners. Sharps collections to be collected by NHS outlets.</p> <p>Assessments & upgrades of public conveniences for Disability Discrimination Act compliance will be complete by the end of 2010.</p>	

<p>Can the impact be mitigated by existing means?</p> <p>If yes, what actions will you undertake to mitigate these impacts and revise the service?</p>	<p>No</p>	<p>Assisted (Bulky waste) and Clinical waste collection criteria need to be reviewed as part of the procurement exercise for the next waste and cleansing contract. Once clarified action plan to detail efforts to improve the provision of advice and support to specialist groups.</p> <p>North Norfolk District Council needs to consider this as part of a wider social exclusion policy, as potential conflicts with our polluter pays policy may develop.</p>	
<p>15. Describe the arrangements for reporting and publishing this assessment.</p>	<p>Report to Equality & Diversity Board Nov 2009</p>		
<p>Has this assessment been undertaken by a minimum of two staff?</p>	<p>Yes</p>	<p>Has this assessment been scrutinised by your Directorate Steering Group?</p>	<p>No</p>
<p>If the service is new, or requires a decision by Councillors to revise, has this Equality Impact Assessment been included with the report?</p>			<p>N/A</p>
<p>Have any actions identified in this assessment been included in your service equality and diversity action plan?</p>			<p>Yes</p>
<p>Completed by:</p>	<p>Richard Cook Environmental Services Officer</p>	<p>Signed off by:</p>	<p>Chris Cawley Environmental Health Manager</p>

