

# ARDS AND NORTH DOWN BOROUGH COUNCIL

## Policy Screening Form

1.	Policy Reference (Equality use only)	E 160
2.	Policy Name	Commercial Waste Controls at Household Recycling Centres
3.	Existing / Revised / New Policy	Existing policy
4.	Responsible Officer	Director of Environment
5.	Description of policy to be screened	To enable the council to meet its statutory responsibilities in providing a service to householders that enables them to bring household waste to the household recycling centres (HRC's) and does not permit commercial type vehicles or any trailer larger than a single axle, to be accepted at any Council facility without being issued with the appropriate permit. Up to six Single Access Permits will be issued in respect of any individual residential address in the Borough during any 12-month period. Only one HRC Multi-Access permit per site (only for access with compostable garden waste in an open larger trailer), will be issued for any residential address in the Borough; this will last for 12 months from the date of issue, after which a new permit will be applied for HRC Access Permits are free of charge.
	Aims and Expected Outcomes – what is the Policy expected to achieve?	To reduce the tonnage of commercial waste received at HRC's and to reduce the cost to the council of landfill and associated costs which also prevents the council achieving their waste recycling targets.
6.	Section 75 categories which might be expected to benefit and how they may benefit.	A range of Section 75 categories are expected to benefit from this policy including residents whose rates bill will be reduced and who will find the sites much easier to use in the absence of commercial vehicle congestion.
7.	Factors which could contribute to/ detract from the intended aims / outcomes of the Policy when being implemented	Where the policy is not implemented as intended and exceptions are made outside the policy operational guidelines.
8.	The main stakeholders on which the policy will impact. For example,	The Council, employees, elected members, residents, local businesses and visitors to the

<p>Employees, Potential Service Users and Community Groups Consider the internal and external impacts (either actual or potential) and comment, or list, information where appropriate</p>	<p>Borough. Waste landfill sites and contractors contracted to remove waste by the council from their facilities. Commercial waste removal companies and individuals offering this service to commercial and business providers.</p>
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<p>9.</p>	<p>Please provide details of other policies which have a bearing on this one.</p> <p>Policies: E 05 Review and Harmonisation of Waste Recycling Centre Opening Hours E 14 Sustainability and Environmental Policy E 15 Ards and North Down Borough Council - Corporate Plan E 28 Corporate Complaints policy and procedure E 59 Provision of kerbside household waste collection service</p>	<p>Owned by :  Ards and North Down Borough Council</p>
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<p>10.</p>	<p>Available evidence (quantitative and qualitative) considered as important to encourage completion in relation to :</p>	
	<p>Religious Belief</p>	<p>Ards and North Down Borough Council data that is available for the Electoral Ward areas providing a profile of residents.</p>
	<p>Political Opinion</p>	
	<p>Racial Group</p>	
	<p>Age</p>	
	<p>Marital Status</p>	<p>NISRA and NINIS Borough profile data on electoral ward areas and neighbouring electoral ward areas where HRC's are provided by Ards and North Down Borough Council.</p>
	<p>Sexual orientation</p>	
	<p>Men &amp; Women generally</p>	
	<p>Disability</p>	
	<p>Dependents</p>	

<p>11.</p>	<p>Based on data previously provided what are the needs, experiences and priorities for each of the following categories, in relation to this policy/decision?</p>	
	<p>Religious Belief</p>	<p>This policy may adversely affect residents who do not have access to a vehicle or small trailer to remove waste that is not suitable or exceeds the facility for household waste collection or bulky household collection service.</p>
	<p>Political Opinion</p>	
	<p>Racial Group</p>	<p>These residents are generally in the younger household age bracket, from ethnic minority communities, older people and those with a disability or dependents to whom they have a responsibility during HRC's opening times.</p>
	<p>Age</p>	
	<p>Marital Status</p>	
	<p>Sexual orientation</p>	
	<p>Men &amp; Women generally</p>	
	<p>Disability</p>	

**Does this Policy require an Equality Impact Assessment?**

<p>1.</p>	<p>What is the likely impact on equality of opportunity for each of the Section 75 categories?</p>
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		Detail of Impact	Level of Impact Minor/Major/None
	Religious Belief	Residents whose only means of transport is a van, or who own a double axle (or larger) trailer to transport large/bulky items to the HRC's will be able to apply for a single access permit or a multi-use permit (depending on the nature of the waste) to access the HRC's. All vehicles and permits issued will be recorded to identify regularity of visits and address of waste source. All householders are entitled to the bulky household waste collection service provided by the council and include the collection of up to six listed items with a standard charge. Where residents have the assisted lift service for household bins they will have the entitlement to have additional household waste removed from the identified collection point at no additional charge on the authorisation by a council representative. The assisted lift service for household bins is a register of residents who are in receipt of this service as they are unable to present their bins at the agreed household authorised collection point and this is confirmed following receipt of a signed letter from the individuals General Practitioner. The list is reviewed bi annually.	Minor
	Political Opinion		
	Racial Group		
	Age		
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
	Dependents		

2.	Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?		
		If "Yes", provide details	If "No", provide details
	Religious Belief	No – this policy will be reviewed in relation to operational matters within six months to ensure that any adverse impact in relation to Section 75 categories will be identified and mitigated against.	
	Political Opinion		
	Racial Group		
	Age		
	Marital Status		
	Sexual orientation		
	Men & Women generally		
	Disability		
Dependents			

3.	To what extent is the Policy likely to impact on Good Relations between people of different religious belief, political opinion or racial group?		
		Details of Impact	Level of Impact Minor/Major/None
	Religious Belief	This policy should not adversely impact on residents from a range of racial groups who have no vehicle or valid driving licence to use in Northern Ireland as the household waste collection services are available to all residents equitably and advertised widely.	
	Political Opinion		
Racial Group			

4.	Are there opportunities to better promote Good Relations between people of different religious belief, political opinion or racial group?		
		If "Yes" provide details	If "No" provide details
	Religious Belief	No	
	Political Opinion		
Racial Group			

#### Additional Considerations

	Multiple Identity Considerations	Details of Impact or potential impact (Positive/Negative)
	Are there any potential impacts of the policy decision on people with multiple identities? (e.g. disabled minority ethnic persons)	This policy will impact on a broad range of individuals and groups of single and multiple identity dimensions including young and old from different racial groups, all over 17 years who have a disability and are unable to drive/access a vehicle, those who have dependents who require their services during the opening times of HRC's; those who are dependent on others and older people who can no longer drive or are no longer confident driving to or into the HRC's.
	Where appropriate provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.	

	Does this proposed policy provide an opportunity to:  - <u>better promote positive attitudes</u> towards disabled people  - <u>increase participation</u> by disabled people in public life	Yes / No	Explain your reasoning:
		Yes	This policy will not adversely impact on disabled people as their needs will be addressed through the routine services for all household waste removal, the bulky household service. An additional service will be made available for those who have been medically authorized to receive an assisted lift service through a special collection from their agreed collection point of items they are not able to dispose of themselves due to their disability. Residents can also give their HRC Access permit to someone else to access a HRC

			but only to dispose of household waste items. The permit cannot be used by a building contractor, tradesman or other third party to transport waste from works of demolition, improvement, repair or alteration.
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Monitoring Arrangements

Section 75 places a requirement on the Council to have equality monitoring arrangements in place in order to assess the impact of policies and services, help identify barriers to fair participation and to better promote equality of opportunity.

	Outline what data you could collect in the future in order to monitor the impact of this policy / decision on <u>equality, good relations and disability duties</u>	Number of requested additional services for those with assisted lift authorisation. Number of additional services agreed. Record of frequency of services requested and provided to those who have assisted lift service. Record of frequency of all vehicles using each of the nine HRC's across the Borough.
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I can confirm that the proposed policy / decision have been screened for:-

x	Equality of opportunity and good relations
x	Disabilities duties

On the basis of the answers to the screening questions, I recommend that this policy / decision is:-

<input type="checkbox"/>	Screened Out – No EQIA necessary (no impacts)
x	Screened Out – Mitigating Actions (minor impacts)
<input type="checkbox"/>	Screened In – Necessary to conduct a full EQIA
	Please detail actions to be taken: The mitigation of this policy is to introduce the augmented service of an authorized location for the assisted household bin collection to arrange to collect additional household waste items at no additional charge to the householder. This service is being provided as these residents may be disadvantaged by virtue of their age or disability in relation to the arrangements at the HRC's as they may be unable to accompany the vehicle driver to the HRC's to authorize their waste.

Screening assessment completed by:-

Name: Alison Curtis  
 Title: Waste Resource and Contracts Manager  
 Date: 07 September 2018  
 Signature:

Director/Head of Service decision approved by:  
 Name: David Lindsay  
 Title: Director of Environment  
 Date: 07 September 2018  
 Signature:

If an Equality Impact Assessment is required

Priority Rating for Timetabling an Equality Impact Assessment. (1-3)	Priority Criterion	Rating
	Effect on equality of opportunity and good relations	
	Social need	
	Effect on people's daily lives	
	Relevance to a public authority's functions	

Is this Policy Affected by Timetables established by other relevant Public Authorities?	
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Monitoring Recommendation	
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Approval and Authorisation			
Screened by :	Position/Job Title:	Date:	
	Waste Resource and Contracts Manager	07 September 2018	
Approved by:	Director of Environment	07 September 2018	