

# Equality Impact Assessment [version 2.10]



Title: Waste Fees and Charges	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Peter Anderson	Lead Officer name: Ken Lawson
Service Area: Waste	Lead Officer role: Strategic Client

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

### 1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The council is proposing to increase the fees and charges associated with some elements of the waste services provided. This is needed to assist with the significant increase in costs of operating the waste and recycling services.

1 - Increase Garden waste service charge - Increase annual subscription to £50 annual payments, £47 direct debit payments and £24 for concessionary/reduced charge. Garden waste subscribers are currently charged a one-off fee of £21 for a 240-litre bin and a £32 annual service charge. A discount of £11 for a bin and £14 for the annual service charge applies for residents who receive income support, pension credits, housing or council tax benefits. There are approximately 31,000 subscribers across the city with 9% of the subscribers qualifying for the reduced charge.

2 - Bulky Waste Collection - Upholstered Furniture Charge - New regulations by the Environment Agency are increasing the cost for disposing of upholstered furniture containing chemicals that are Persistent Organic Pollutants used as fire retardants. The bulky waste collections service makes approximately 10,000 collections a year, and it is assumed 10% of these items arranged for collection are padded furniture. To assist with the increase in disposal charges to the council. It is proposed a per item charge is applied of £25 per sofa or armchair, and £50 for a three-piece suite. Currently residents can pay £25 for any three bulky items to be collected.

3 - Replacement Bin Charge - To introduce a charge for the replacement of lost and damaged wheelie bins, £28 per bin or £14 for residents on income support, pension credits, housing or council tax benefits. Applies to black bins and garden waste bins. Annually 5,400 bins replaced at cost of £28. Bins that require replacing due to the council causing damage will be replaced free of charge. Charges would apply to anyone who receives the kerbside waste service (approximately 150,000 households) and green waste collection service (approximately 31,000 households).

4 - Charging for processing and delivery of recycling containers – Introduce a charge for the administration and delivery of recycling containers. Charge will be up to £2.50 per container. There are approx. 105k containers delivered in a twelve-month period. By making a small charge for containers it will encourage residents to have greater ownership in preventing damage and return them to the property between collections preventing obstructions on the pavement. Containers broken by the activities of the collection service will be replaced free of charge

5- Charging for DIY waste at Recycling Centres - Introduction of DIY waste charges as follows: £2.9per sack of rubble, £4.50 per sheet of bag of plasterboard, £11 per bag/sheet of asbestos. The Authority has a legal obligation to provide Recycling Centre facilities for Household Waste free of charge. The legal definition of household waste does not include materials from the repair or improvement of houses such as soil, rubble, plasterboard, and asbestos i.e., DIY home improvement types of waste. The Recycling Centres accept approximately 25,000 bookings a month. Residents can visit three sites in, Avonmouth, St Phillips and Hartcliffe Way via car or van. Charging for DIY waste supports the polluter pays principle ensuring only those residents needing to dispose of this type of waste cover the cost of disposal, rather than all residents in the city through council tax who may not use the recycling centres themselves. The charges would contribute towards the cost of running the waste services and encourage residents to repair, reuse, or sell their rubble to people in need of these materials in the city.

6 - Charging for collection of Christmas Trees - Charge residents £5 for the collection of Christmas trees after Christmas. (Free collection for residents with garden waste service subscription). Bristol City Council has collected Christmas trees from the kerbside free of charge for many years. There is a cost to the council for providing collection vehicles and covering the cost of composting the trees. By making a charge for this service we hope to it will contribute towards these costs, reinforce the polluter pays principle ensuring that only residents wishing who have Xmas trees contribute, rather than all residents in the city whether they decide to dispose of their tree or not. The charge would also encourage residents to retain or recycle their trees either via home composting or taking to a recycling centre or community project for mulching.

7 – Charge Property Developers for Waste & Recycling Containers – Our service provider Bristol Waste Company will charge developers £75 per new house, and large bulk bins for flats at cost. This is to stop BWC incurring these costs. Cost of full suite of bins and containers for a house is £75 with delivery. The council estimates there to be approximately 1,000 houses online per annum. This will encourage developers to consider waste containment as an important part of design and build of properties.

## 1.2 Who will the proposal have the potential to affect?

<input type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> The wider community
<input type="checkbox"/> Commissioned services	<input type="checkbox"/> City partners / Stakeholder organisations	
Additional comments:		

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](http://bristol.gov.uk)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](http://sharepoint.com). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](http://bristol.gov.uk); [Joint Strategic Needs Assessment \(JSNA\)](http://bristol.gov.uk); [Ward Statistical Profiles](http://bristol.gov.uk).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](http://sharepoint.com) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](http://bristol.gov.uk) and [Stress Risk Assessment Form](http://bristol.gov.uk)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us																		
Garden waste analysis	Showed us how many people were currently applicable for the discounted price.																		
Garden waste survey	Told us what people think of the survey. Indicated overall satisfaction with the service, as long as the service collections happen. Increasing the cost of the subscriptions will allow the council to invest in additional resources in the spring and summer to improve this.																		
Bulky Waste Collection Data	Show the number of items collected in a year and that potentially 7602 of 28498 potentially fall into this category.																		
Replacement container report	Shows us how many bins and recycling containers are replaced every year.																		
<a href="http://bristol.gov.uk">Quality of Life in Bristol Survey</a>	<p>There are significant differences in the extent to which Bristol residents are satisfied with the general household waste service, depending on their characteristics, circumstances, and where they live:</p> <table border="1"> <thead> <tr> <th>Quality of Life Indicator</th> <th>% satisfied with the general household waste service</th> </tr> </thead> <tbody> <tr> <td><b>Characteristic</b></td> <td><b>% Percentage</b></td> </tr> <tr> <td><b>Bristol Average</b></td> <td><b>70.7</b></td> </tr> <tr> <td>Most Deprived 10%</td> <td>60.6</td> </tr> <tr> <td>16 to 24 years</td> <td>58.2</td> </tr> <tr> <td>50 years and older</td> <td>73.7</td> </tr> <tr> <td>65 years and older</td> <td>77.2</td> </tr> <tr> <td>Female</td> <td>74.5</td> </tr> <tr> <td>Male</td> <td>67.0</td> </tr> </tbody> </table>	Quality of Life Indicator	% satisfied with the general household waste service	<b>Characteristic</b>	<b>% Percentage</b>	<b>Bristol Average</b>	<b>70.7</b>	Most Deprived 10%	60.6	16 to 24 years	58.2	50 years and older	73.7	65 years and older	77.2	Female	74.5	Male	67.0
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Disabled	65.8
Black, Asian and minority ethnic	69.3
Asian/Asian British	74.2
Black/Black British	63.1
Mixed/Multiple ethnic groups	66.5
White	71.4
White Minority Ethnic	62.9
White British	72.7
Christian	72.1
Other religion	65.4
No religion or faith	70.6
Single parent	65.7
Two parent	72.0
No qualifications	65.1
Owner Occupier	74.6
Rented from housing association	59.6
Rented from the council	55.9
Rented from private landlord	65.8
Non degree qualifications	63.9
Degree qualifications	74.1
Part-time carer	71.7
Full-time carer	61
Carer (All)	69.2
Parents (All)	<u>71.3</u>
Lesbian, Gay or Bisexual	65.2

Ward	% Percentage
Central	52.5
Stockwood	58.9
Hartcliffe and Withywood	60.3
Hengrove and Whitchurch Park	62.3
Hotwells and Harbourside	65.5
Bishopsworth	65.7
Southmead	66.9
Avonmouth and Lawrence Weston	67.1
St George Central	67.2
Lawrence Hill	67.7
Southville	67.8
Ashley	68.0
Cotham	68.0
St George West	68.0
Clifton Down	70.2
Horfield	70.5
Filwood	70.8

	St George Troopers Hill	71.0
	Hillfields	72.3
	Stoke Bishop	73.5
	Brislington East	74.2
	Brislington West	74.4
	Lockleaze	74.8
	Henbury and Brentry	76.1
	Eastville	76.1
	Redland	76.5
	Easton	76.8
	Frome Vale	77.0
	Clifton	77.1
	Windmill Hill	79.8
	Westbury-on-Trym and Henleaze	80.5
	Knowle	80.6
	Bishopston and Ashley Down	81.5
	Bedminster	83.4
<b>Additional comments:</b>		

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Aside from the green waste subscription data there is currently no data on the proportion of people affected by the changes are from the above characteristics. The services are provided to houses in city where wheelie bin containers are located and does not require any knowledge of people's protected characteristics.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing change or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

No consultation with external stakeholders has been included during the assessment. For garden waste subscribers a survey was sent to a random sample of 500 bin subscribers in 2022, the council received 54 responses, 3 of those responded as being eligible for the discounted rate.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

A communications plan and public engagement strategy will be rolled out following approval to ensure all the changes are provided to residents in advance of changes being made.

## Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#)

### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

#### GENERAL COMMENTS (highlight any potential issues that might impact all or many groups)

- Increase Garden waste service charge – The increase in charge will impact existing or new subscribers to the optional garden waste service. There will be a discounted rate for qualifying residents as described above. Residents are also able to dispose of green waste at one of three recycling centres in the city free of charge, although this will require the use of a motor vehicle. The increase in charge may encourage residents to opt out of the service.
- Bulky Waste Collection - Upholstered Furniture Charge – Bulky Waste is collected free of charge from Bristol Council Housing properties, under this proposal this will continue. The proportion of bulky waste collected estimated to include upholstered furniture is 27% and so overall the impact will only be for these items. Residents will be able to bring these items to the recycling centres for disposal free of charge, although transport will be required.
- Replacement Bin Charge – data shows that annually 5,400 are replaced, in the context of approximately 150,000 properties that receive the service this highlights that relatively few people (3.6% of households) will be affected by the charges each year. For those residents on income support, pension credits, housing or council tax benefits they will be charged the lower fee of £14 for a bin.
- Charging for processing and delivery of recycling containers – These charges will affect anyone on low incomes however these are one off charges for replacement containers.
- Charging for DIY waste at Recycling Centres – these charges will affect anyone in the city looking to bring these materials to the recycling centre. However, the scheme is likely to encourage residents to reuse materials, or donate them where possible, which provides a cheaper solution from bringing them to the recycling centre.
- Charging for collection of Christmas Trees - Currently this service is available to everyone free of charge who wishes to dispose of their Xmas tree. The charge is one off and is optional in that residents can choose to retain their tree, or seek to dispose of it at the recycling centre free of charge.

7 Charge Property Developers for Waste & Recycling Containers – this is a charge which will be made to developers on completion of properties. As such it will not affect residents.

At this stage we have not identified any significant negative impact from the proposal. However we are aware of existing issues for people on the basis of their protected characteristics which will aim to address where possible. We will ensure that there are inclusive communications about the changes in Plain English with all communications made available through the translation service.

**PROTECTED CHARACTERISTICS**

<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	The Quality of Life in Bristol Survey tells us that less than half of older people 65+ in Bristol are comfortable using digital services
Mitigations:	We will continue to provide the Customer Contact Centre service for resident reporting service issues.
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Religion or Belief</b>	
Potential impacts:	
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Areas of the city with high deprivation and low participation in recycling
Mitigations:	Communications and engagement will be focussed on known areas of low participation to ensure residents are ready and have the right containers to use the services and are aware of any discounted rates that are available. We will also make it easier for residents on low incomes to prove they are eligible by providing more ways for them to do this, either online or on the phone (currently only on the phone).
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

<b>Other groups</b> [Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Looked after Children / Care Leavers; Homelessness]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Overall, the service proposals will limit the cost exposure to the council for providing services and focus the charges on those requiring the services. This will allow the council to offset some of the cost of waste services to the taxpayer.

The service change will encourage people to think about what they throw away and encourage reuse and recycling. Re-using or passing on household items has a wider social benefit to communities as people maximise the product life cycles and save money on purchasing new items.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
No significant negative impact identified – we will ensure communications about any changes are inclusive and accessible
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
The proposal will lead to overall improvements in the service which will benefit all groups.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
None identified		

### 4.3 How will the impact of your proposal and actions be measured?


How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

We will monitor the service data annually to determine whether people are being disproportionately affected by the changes.



## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 17/1/2023	Date: 19/01/23

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<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.