

Cambridge City Council Equality Impact Assessment

Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.



The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from Suzanne Goff, Strategy Officer on 01223 457174 or email suzanne.goff@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Single Shared Commercial Waste Service

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

A [report](#) on a proposed Shared Waste Service was considered by both Environment Scrutiny Committee of Cambridge City Council and Cabinet of South Cambridgeshire District Council in October 2014 when it was resolved to create - *'A Single Waste Service, wholly owned and run by the local authorities, with a single management structure and workforce, located at the Waterbeach Depot using a single pool of vehicles'*

The Shared Waste Service covers the areas of policy and strategy development and the operational delivery of both commercial and domestic waste collections.

The objectives of creating a Shared Waste Service are as follows:

- Lower operational costs, particularly in the areas of premises, management, administration, fleet and equipment costs;
- Maintaining and improving service quality that residents/customers can see and appreciate;
- Increased opportunities to market and compete for additional business, for instance in relation to commercial waste;
- New opportunities to reduce net costs in relation to fleet procurement and maintenance;
- Achievement of service improvements, greater resilience and better performance, through shared knowledge and experience;
- Enhanced opportunities to work with other Cambridgeshire local authorities via the RECAP Waste Partnership to reduce waste collection and disposal costs, improve income and secure service improvements.

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The commercial waste operations of both Councils (vehicles and staff) are due to co-locate at the Waterbeach Depot from November 2015 as part of the creation of the Single Shared Waste Service. It was agreed to report back to members before a decision is made about a transfer of those financial budgets, management, and marketing from the two Councils into the Shared Waste Service.

The October 2015 [report](#) provides that further consideration. If the decision of the City Council and South Cambridgeshire District Council is to agree the principle of establishing a Single Shared Commercial Waste Service, then a detailed implementation plan will be prepared. This will include staff and union consultation and this EqlA will be updated at that point.

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

Residents
Visitors
X Staff

A specific client group or groups (please state):
Customers of the Commercial Waste Service (eg businesses and colleges)

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

X New
 Revised
 Existing

5. Responsible directorate and service

Directorate: Environment
Service: Waste

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

No
X Yes (please give details):

South Cambridgeshire District Council

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(c) Gender

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(d) Pregnancy and maternity

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(e) Transgender (including gender re-assignment)

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(f) Marriage and Civil Partnership

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(g) Race or Ethnicity

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(h) Religion or Belief

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(i) Sexual Orientation

There might be impacts and if there are these will be considered fully as part of the implementation plan.

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):

There are not anticipated to be any adverse impacts because this is a commercial service serving businesses and colleges, however this will be reviewed as part of the implementation plan.

8. If you have any additional comments please add them here

At this stage there are no identified impacts that require action. However if the two Councils agree to establish a Single Shared Commercial Waste Service, then an implementation plan will be prepared, consultation will be undertaken and this EqIA updated. If any equalities impacts are identified as a result of this process, then the action plan part of this EqIA will be prepared.

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to Suzanne Goff, Strategy Officer, who will arrange for it to be published on the City Council's website.
Email suzanne.goff@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: Simon Payne - Director of Environment

Names and job titles of other assessment team members and people consulted:
Suzanne Goff – Corporate Strategy

Date of completion: 22/9/15

Date of next review of the assessment: 31/12/15

Action Plan

Equality Impact Assessment title:

Date of completion:

Equality Group	Age
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Disability
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Gender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Pregnancy and Maternity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Transgender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Marriage and Civil Partnership
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Race or Ethnicity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Religion or Belief
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Sexual Orientation
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Other factors that may lead to inequality	
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	