

Equality Impact Assessment (EIA) Tool

Please ensure you have read the [guidance pages](#) prior to completing this tool

Document Control

Control Details:	
Title of EIA/ Decision (DDM):	A draft Municipal Resources and Waste Strategy for Public Consultation
Budget booklet code (if applicable):	N/A
If this is a budget EIA please ensure the title and budget booklet code is the same as the title used within the budget booklet	
Name of author (Assigned to Pentana):	Antony Greener
Department:	City Growth and Development
Director:	Wayne Bexton
Division:	Carbon Reduction, Energy and Sustainability
Contact details:	Antony.greener@nottinghamcity.gov.uk
Strategic Budget EIA:	Yes/No
Exempt from publication:	Yes/No
Date decision due to be taken:	20 th September 2022

Document Amendment Record

Version	Author	Date
1.0	Antony Greener	26/08/2022

Contributors/Reviewers (Anyone who has contributed to this document to be named)

Name	Title role	Date
Rosey Donovan	Equality and Employability Consultant	01/09/2022

Section 1 – Equality Impact (NCC staff/ Service users/ Citizen/ Community impact)

1. a. Brief description of proposal/ policy/ service to be assessed

The Council is presenting a draft Municipal Resources and Waste Strategy for public consultation. The draft strategy sets out proposed objectives and ambitions of the Council in respect of the way it manages household waste and business waste in the city. This includes how the Council could more effectively reduce, reuse and recycle waste that is generated in the city.

The service affects all residents. The strategy presents an options appraisal of how the current services for waste and recycling collections could be changed to ensure new statutory compliance requirements are being met, and to improve recycling performance and improve service standards overall.

A key element of the proposals is an ambition to improve Council engagement and communication with residents and businesses to educate them on how to manage their waste more sustainably, seeking views and opinions of what service standards and bespoke collection arrangements would be acceptable for service users.

The public consultation questionnaire seeks to determine whether the Council's objectives and ambitions are appropriate, and what the Council's levels of expectation should be in placing responsibility onto individuals to comply with waste policy decisions through accessing information on how to participate correctly in waste collections, and in particular seeking views as to the acceptability of different collection systems as presented in the options appraisal which compliments the draft strategy.

This Equality Impact Assessment (EIA) focuses on the process and accessibility of the consultation itself, rather than the content of the strategy and how consultation responses will be analysed to determine whether they are representative of the service users.

1. b. Information used to analyse the equalities implications

Respondents are invited to express views on how waste should be managed in the city through a variety of mechanisms set out in the attached consultation strategy.

The consultation is an opportunity for all residents, businesses and stakeholders to present views and opinions and follows the advice of the Council’s Research, Engagement and Consultation team.

The consultation strategy must therefore be inclusive and provide opportunity for all residents to engage and participate.

The strategy identifies specific activities which will be undertaken to ensure that responses are representative of the residents which will be impacted by any future decisions taken in respect of the waste management service. Any future specific service change proposals will be subject to consultation and are therefore not covered by this EIA.

The analysis of consultation responses will include an assessment of whether they are representative of the service users who currently access waste collection services.

1. c. Who will be affected and how?

Impact type (NCC staff/ Service users/ Citizens/ Community)	Equality group/ individual	Positive	Negative	None	Reasons for your assessment (Including evidence)	Details of mitigation/ actions taken to advance equality	Details of any arrangements for future monitoring of equality impact (Including any action plans)
	People from different ethnic groups	X	X	X	Residents may not have English as their first language.	Promotion of the consultation through inclusivity networks.	Requests for translations of the consultation documentation will be positively

						Online questionnaire has translation functionality for residents where English is not their first language	responded to where available.
	Men			X			
	Women			X			
	Trans			X			
	Disabled people/ carers		X		Accessibility to public meetings during consultation process including sight and sound.	Provision will be made at public venues to accommodate attendees with impairment disabilities which prevent full participation.	
	Pregnancy and maternity			X			
	Marriage/Civil Partnership			X			

	People of different faiths/ beliefs and those with none			X			
	Lesbian/ Gay/ Bisexual people			X			
	Older			X			
	Younger			X			
	<p>Other (e.g. looked after children, cohesion/ good relations, vulnerable children/ adults), socio-economic background.</p> <p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p>		X		Omission of groups with protected characteristics from the consultation process	SNAP questionnaire template to be used containing all mandatory demographic questions to ensure these are not omitted, therefore ensuring we meet our requirements under the Equalities Act to capture information on protected characteristics where appropriate	

1. d. Summary of any other potential impact (including cumulative impact/ human rights implications):

None identified

Section 2 – Equality outcome


Please include summary of the actions identified to reduce disproportionate negative impact, advance equality of opportunity and foster good relations. Please pull out all of the mitigations you have identified and summarise them in this action plan

Equality Outcome	Adjustments to proposal and/or mitigating SMART actions	Lead Officer	Date for Review/ Completion	Update/ complete
Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010.	Analyse consultation responses to determine how representative they are of the service users and ensure this influences any future recommendations for service change	Catherine Appleby	February 2023	
Advance equality of opportunity between those who share a protected characteristic and those who don't	Provide translations of consultation documents online or on request	Catherine Appleby	1 st October 2022	

	Ensure public and on-line meetings are accessible to all who wish to participate in the consultation process			
Foster good relations between those who share a protected characteristic and those who don't	Target awareness raising of the public consultation through Council networks designed to ensure equality of opportunity to enable residents with protected characteristics to participate	Catherine Appleby	1 st October 2022	
(Please add other equality outcomes as required – e.g. mitigate adverse impact identified for people with a disability)	Engagement with Council's Research, Engagement and Consultation team to assist in the public consultation exercise	Catherine Appleby	1 st October 2022	

Please note: All actions will need to be uploaded onto Pentana

Section 3 – Approval and publishing

<p>The assessment must be approved by the manager responsible for the service /proposal. Approving Manager details (name, role, contact details):</p> <p>Antony Greener, Head of District Heating and Waste Strategy Antony.greener@nottinghamcity.gov.uk</p>	<p>Date sent for advice:</p> <p>30th August 2022</p>
<p>Approving Manager Signature:</p> 	<p>Date of final approval:</p> <p>1st September 2022</p>

Nottingham City Council

For further information and guidance, please visit the [Equality Impact Assessment Intranet Pages](#)
Alternatively, you can contact the Equality and Employability Team by telephone on 0115 876 2747

Send document or link for advice and/ or publishing to: edi@nottinghamcity.gov.uk

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.