

Equality Impact and Needs Assessment Form



NB: Use the electronic MS Word template. Add additional rows and increase box size as required. Make sure your final document is suitable for publishing.

A) Description

Name of service, function, policy (or other) being assessed

CP372-05 - Provision of Textile Banks

Directorate or organisation responsible (and service, if it is a policy)

Waste, Engineering & Transport Services – Waste Management

Date of assessment (DD/MM/YY)

20/10/08

Date next assessment due (3 years)

20/10/11

Names and/or job titles of people carrying out the assessment

Nicky McInnes

Heidi Diepold

Accountable person (e.g. Head of Service)

Ben Jennings

Date EINA Form approved by accountable person (e.g. Head of Service)

05/08/2009

1. What are the aims or main purpose of the service, function or policy? What does it provide and how does it provide it?

Provision of textile recycling service via a network of collection banks in public areas (e.g. public highway, car parks etc).

2. Location or any other relevant information

Devonwide

3. List any key policies or procedures to be reviewed as part of this assessment.

NA

4. Who is intended to benefit from the service, function or policy?

Local Authority/District Council – providing textile banks for the public to use

increases the recycling service available, particularly if the district council does not offer a kerbside collection for textiles. Textile banks also provides income for the districts which can be used to offset other recycling schemes.

Public – Textile banks provide a local facility for the public to recycle textiles and shoes if this is not offered via a kerbside collection, or if storing textiles in a recycling box until the collection day is not convenient.

Local, County and Central Government – diverting waste from landfill contributions towards national targets.

5. Who are the stakeholders? What is their interest?

Districts – provision of recycling service, reducing waste to landfill, income.

Public – environmental interest.

Textile merchants – purchase of baled textile for resale, income.

End users – ability to purchase good quality, wearable clothing.

6. Are there any concerns at this stage which indicate the possibility of inequalities/negative impacts? For example: complaints, comments, research, outcomes of a scrutiny review. Please describe:

No

B) Relevance

Select **all** that apply:

- 7. Front line service or facility for people.
- 8. Discretion is exercised, or potential for people to experience different treatment or level of satisfaction with the service.
- 9. Employment policy – where discretion is not exercised.
- 10. Employment policy – where discretion is exercised (e.g. recruitment or disciplinary process).
- 11. Concerns at a local, regional or national level of discrimination/inequalities.
- 12. Major change such as the closure, removal or transfer of a service/provision.
- 13. Community and regeneration strategies, local area agreements and organisational or directorate/partnership strategies/plans.

x
x

Scale of relevance

Low

Medium

Medium

High

High

High

High

Section C applies

Sections C & E apply

(Note: if not relevant, do not complete this form)

Mark 'X' to confirm which strands are relevant to the review:

Age	<input type="checkbox"/>	Disability	<input checked="" type="checkbox"/>
Gender (men and women)	<input type="checkbox"/>	Race/ethnicity	<input type="checkbox"/>
Trans-gender	<input type="checkbox"/>	Religion/belief	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	Other (state below)	<input type="checkbox"/>

Any other (such as Human Rights, people on low incomes and specific sub-strands requiring particular focus such as Travellers and Gypsies, Deaf people):

Adults with English not as their first language.

C) Information

14. What information (monitoring or consultation data) have you got and what is it telling you? *Required where relevance is Medium or High.*

None

D) Assessment

15. Describe any NEGATIVE impacts (actual or potential):

Strand/community	Impact (<i>how they may be affected</i>). Include assessment of risk (likelihood and severity).
Disability	People with physical disabilities, long term illnesses and visual impairment may find it difficult to use textile banks
Race/Ethnicity	People for whom English is not their first language may find it difficult to understand the purpose and/or how to use the banks
Older people	Older people with poor motor skills and strength may find it difficult to use bank opening
Rural dwellers	Those living in rural areas might have difficulty in accessing this service due to limited transport.

16. Describe any POSITIVE impacts:

Strand/community	Impact (<i>how they may be affected</i>)
Race Ethnicity	Pictorial signage would provide greater understanding for people whose first language is not English.
All groups	Extends the ability to recycle textiles to people who are not able to do so via kerbside collections.

17. Provide any information about NEUTRAL impacts that have been identified (there is neither a positive or negative impact):

Strand/community	Why there is 'no differential impact'
All users	Change of signage to national branding for ease of recognition

E) Consultation

18. Did you carry out any consultations? *Required where relevance is High.*

Yes

19. Who was consulted? Include your findings in 15, 16 and 17 above.

Unison representative, EINA facilitator, Equality Officer

20. Describe other research, studies or information used to assist with the assessment and include your findings above:

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F) Conclusions

	Action/objective/target OR Justification	Resources required	Timescale	I/R/S/O
a)	Universal national pictorial signage	Produced by contractor	September 2009	I
b)				
c)				

d)			
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(I) Taking immediate effect.

(R) Recommended to Council/Directors through a Committee or other Report*.

(S) Added to the Service Plan.

(O) Added to the Fair for All Programme (as an organisational improvement)**

- DELETE THESE NOTES FROM YOUR FINAL DOCUMENT -

Conclusion notes:

*Summarise your findings in the report. Make the full assessment available for further information.

**The Corporate Equality Officer will extract any cross-cutting organisational improvements.

Use the table to:

- Explain what and how negative impacts have been reduced or removed and positive impacts improved or included. Mark these as having taken immediate effect (I) if this is the case.
- State final decisions or recommendations which may include making immediate changes, justifying a decision, stopping or proceeding with a new policy or adding objectives/targets to the service plan (long term changes). Provide timescales or dates and 'resources required' where appropriate.
- State what ongoing monitoring systems will be set up.

Don't forget to add actions to your service plan, where relevant.

Send your form to the person responsible for equality in your directorate for publishing on the website at: www.devon.gov.uk/equality_impact_needs_assess.