

Report to Scrutiny Commission  
Neighbourhood Services Scrutiny  
Commission



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**Recycling Bring Banks**

Date of Commission meeting: 30 October 2019

Lead director: John Leach

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## Useful information

- Ward(s) affected: All
- Report author: Luke Crown, Service Development Manager
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- Report version number: 1.0 NSCIC

### 1. Summary

- 1.1 Through the waste PFI contract, Biffa provide a variety of waste and recycling collection services, including the weekly waste and recycling collections. Biffa also provide bulky waste, clinical waste and garden waste collections, as well as two Household Waste Recycling Centres and a recycling bring bank collection service.
- 1.2 Waste Management have proposed rationalising the recycling bring bank network as the current service for glass and paper/card is no longer efficient and, in many locations, no longer required – Biffa collects c300 tonnes of kerbside dry mixed recycling per week compared to just c300 tonnes of recycling from bring banks in a year. Both paper/card and glass are already collected as part of kerbside dry mixed recycling.
- 1.3 The proposal seeks to reduce the number of sites but improve the infrastructure at the remaining sites. The current banks at sites to be retained would be replaced with new bins in locking frames. The new bins would accept a wider range of recyclables than the current bring banks. The proposal therefore seeks to improve the service offering to customers but also contribute a £32k pa revenue saving. No textile banks will be removed under these proposals.
- 1.4 A public consultation was undertaken during May-June 2019 which received strong public backing (73%) for the proposed changes to reduce the number of sites and install mixed recycling bins.
- 1.5 A range of considerations, including feedback from the consultation, have determined circa 20 suitable locations to retain for the installation of new mixed recycling bins.
- 1.6 A previous alternative option to remove the bring bank network entirely was not supported by the Executive.



*Above left: An example of a locking frame system. Above right: Current paper/card and glass banks.*

## 2. Recommendations

2.1 The Neighbourhood Services Scrutiny Commission is asked to comment on the proposed changes to the bring bank network:

- The removal of all existing glass and card/paper recycling banks across the City, and the installation of new mixed recycling bins at circa 20 strategic locations.
- A reduction of £32k p.a. to the Waste Management budget as part of Spending Review 4 savings.

## 3. Supporting information including options considered:

### Background

- 3.1 Biffa operate a bring bank collection service, collecting mixed paper and card, glass and textiles. Table one below illustrates the infrastructure currently in place.
- 3.2 The current service utilises a truck equipped with a crane, which lifts the banks over the top of the truck in order to empty them. Biffa sub-contract the textiles collections to Salvation Army, who use vans to collect textiles, handballing the material into the vehicle.
- 3.3 Tonnages of glass and mixed paper and card collected through the banks have fallen (figure 1) following the introduction of the dry mixed recycling service that has seen overall recycling tonnages increase (figure 2). This is consistent with the experience of many other local authorities who have rationalised their bring bank services following introduction of more comprehensive and easier to use dry mixed recycling services at the kerbside, such as Coventry, Manchester and Derby.

Material	No. banks	No. sites by material type	Collection vehicle
Glass	126	62	Vehicle with crane
Paper & card	37	27	
Textiles	38	30	Van

*Table 1 – number of bring banks and bring sites in Leicester City operated by Biffa and their sub-contractors.*

- 3.4 The current service was implemented before the introduction of the dry mixed recycling service. It was designed to support the previous green box source segregated collections, as for example, cardboard was not collected at the kerbside.
- 3.5 This proposal supports Manifesto Commitment SL3 to “Work towards a circular economy for waste and resources in the city, encouraging re-use, recycling and waste minimisation” through removing sites that are poorly utilised and improving retained sites through introducing new, more aesthetically pleasing bins that accept a wider range of recyclables.

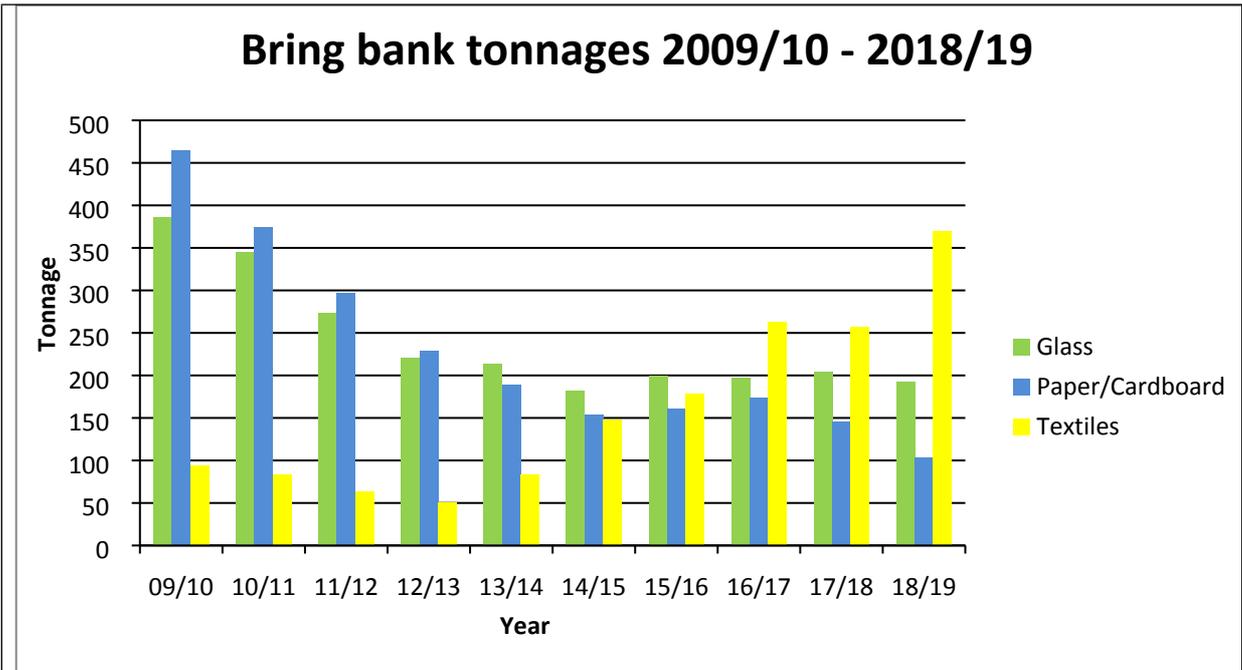


Figure 1 – Tonnes of dry recycling collected through bring banks

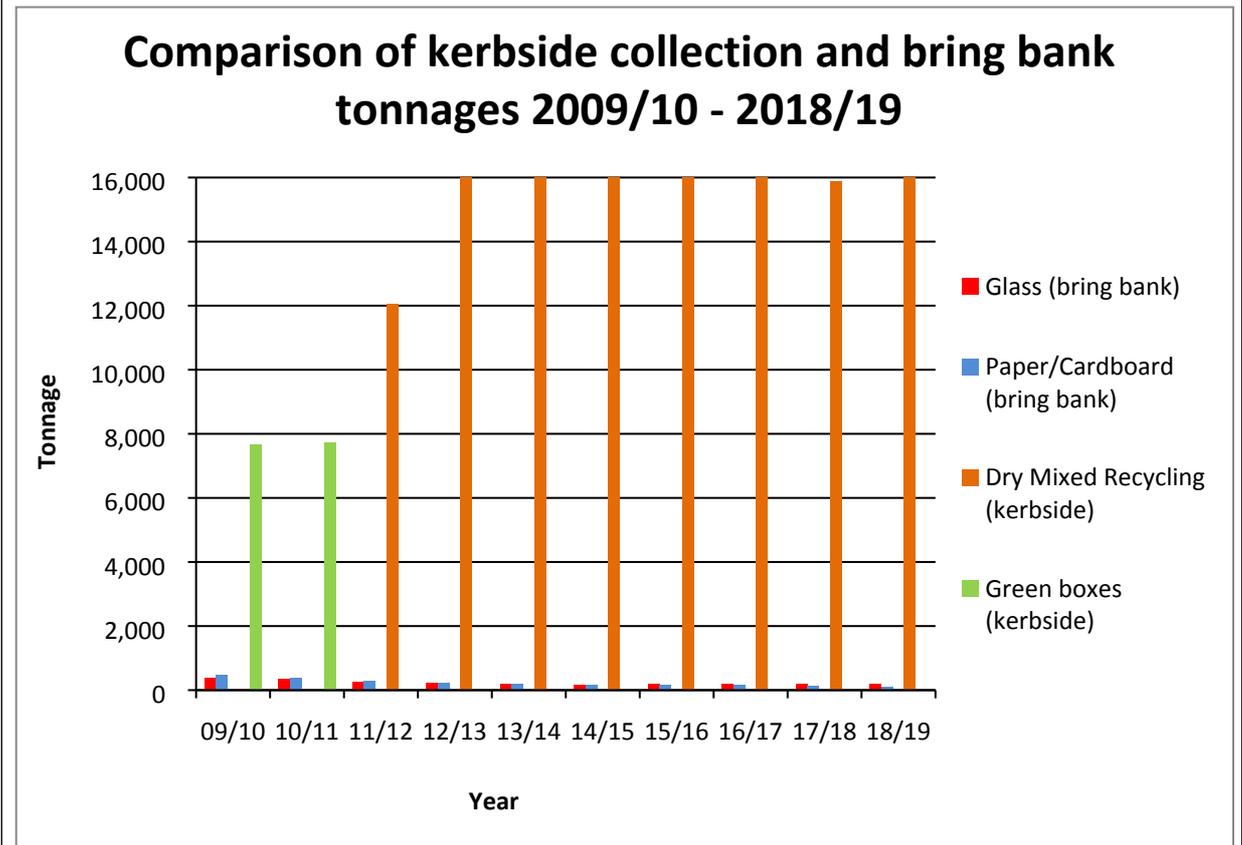


Figure 2 – Tonnes of dry recycling collected kerbside compared to bring banks

3.6 In 2018/19 bring bank tonnages contributed only 0.52% to the contract recycling rate of c38% (this figure is provisional at this stage). Glass banks contributed 0.15%, paper/card banks 0.08% and textiles 0.29%. By contrast dry mixed recycling (DMR) contributed c13%. In tonnage terms, Biffa collects c300 tonnes of kerbside dry mixed recycling per week compared to just c300 tonnes of recycling from bring banks in a year.

3.7 Monitoring has been carried out by Waste Management to determine usage by volume of the glass and paper/card bring banks. This monitoring has found that:

- Many glass banks were obsolete and seldom used. Additionally, there are many locations with multiple banks where a single bank would comfortably contain the actual capacity required.
- The card banks are better utilised, especially those situated in supermarket car parks.
- The design of the paper/card banks often means they need emptying even though they are not full, because unlike the glass banks they do not fill up uniformly and the apertures get blocked.
- The current condition of all bins is poor. It should be noted that these banks pre-date the Biffa contract and are therefore over 16 years old.
- Some banks have obvious trade use.
- Some sites suffer from fly tipping.



*Above: An example of fly tipping at a bring site on Gypsy Lane.*

### **Public Consultation**

- 3.8 A public consultation took place from 13th May until 10th June 2019 to obtain resident feedback on the proposed changes. 225 responses were received, 220 of which were from residents living within the city boundary.
- 3.9 The consultation showed a strong backing for the proposal. As well as 73% of all respondents agreeing with the proposal to replace the banks with new facilities, 61% of people who currently use the sites said the changes would either make recycling easier for them or not make any difference at all.
- 3.10 There were no major concerns highlighted by the consultation to suggest that the changes would cause any individuals or groups of people to be significantly negatively affected, nor prevent anyone from being able to recycle. 99% of respondents told us they use their kerbside household recycling service.

3.11 The wording to be placed on the consultation hub website is contained in Appendix C2.

### Proposal to rationalise and improve the bring bank service

Proposal	Detail	Total savings
Rationalise the bring bank service	Replacement of bring banks at approximately 20 strategic sites and removal of remaining paper/card and glass banks across all sites. Retention of all textile bring banks.	£32k pa (excluding capital investment for initial works)

3.12 It is proposed that the 126 glass banks and 37 paper/card banks in the city are removed. The banks would be replaced with 1100 litre wheeled bins for dry mixed recycling (glass, plastics, card, paper and tins) located at approximately 20 strategic sites. Wheeled bins would be placed within metal locking frames to prevent their movement. The dedicated crane vehicle would no longer be required as the wheeled bins would be emptied by the existing recycling collection vehicles that service houses and flats.



*Above left: An example of a locking frame system. Above right: Current paper/card and glass banks.*

3.13 Glass banks at the Household Waste Recycling Centres would be removed, with this material collected mixed in existing roll on-roll off recycling containers. No changes are necessary for paper and card as different containers are already in use.

3.14 Approximately 20 sites (see Appendix C1) where new bins would be installed have been selected taking into account feedback from the public consultation, access issues, existing levels of fly tipping (where applicable), space available and existing levels of usage. The number and selection of sites could change slightly, for example, following discussions with landowners.

The benefits of this option are:

1. It contributes to recycling performance.
2. It maintains a service and enhances it at sites retained through the introduction of the collection of metal cans and plastic bottles, in addition to the existing glass and paper/card.

3. A saving is achieved through the removal of the dedicated crane vehicle and the efficiency of the service is improved.
4. Potential reduction in fly tipping at sites where banks are removed, potentially reducing pressure on Cleansing Services.
5. It provides an opportunity to replace ageing infrastructure.
6. It provides an opportunity to improve the resilience in collections by standardising the infrastructure.
7. Strong public backing following consultation (see Appendix C2).

The disadvantages of this option are:

1. Potential inconvenience to some customers, but usage is minimal.

3.15 The draft Equalities Impact Assessment is included in Appendix C3, which has been updated following the public consultation.

3.16 The provisional timetable for the proposed changes is as follows and will be dependent on securing alternative uses/disposal of old bring banks, procurement of the new frames and bins and availability for groundworks to be undertaken by Highways.

<b>Task</b>	<b>Dates</b>
Contract variation issued and signed	February 2020
Procurement of new frames and bins	February – March 2020
Liaise with landowners to arrange removal of banks and installation of new facilities as appropriate.	February – March 2020
Phased removal of banks at sites where banks will not be replaced. Notices placed on banks to inform the public of their withdrawal.	March – April 2020
Phased removal of banks at sites where new bins are proposed to be installed. Notices placed on banks to inform the public.	April – May 2020

3.17 At sites to be retained, it will be necessary to remove the old banks to allow the groundworks to take place followed by the installation of the new frames and bins. Initial site surveys indicate that only 8 of the sites to be retained require groundworks. The period in which no facilities are available will be minimised as far as possible through co-ordination of works between Biffa, Highways and the locking frame installer. Temporary signs will be installed to advise of the works.

#### **Alternative options considered**

3.18 These alternatives were also analysed and the reasons for being discounted are set out below.

#### Retain the current bring bank system but reduce the number of banks

3.19 This alternative would remove some of the paper/card and glass bring banks and retain all textile recycling banks. The service would become less efficient, utilising a specialist vehicle for a reduced number of collections. This option would likely yield very limited savings as the dedicated crane vehicle would

continue to be maintained and used. Although there would be fewer banks to empty, Biffa would still need a dedicated driver to empty the banks. There could be a fuel saving, but again this is likely to be limited and would be subject to negotiation with Biffa.

#### Removal of all bring banks with no replacements

3.20 This alternative would remove all bring banks, except for textile recycling banks. Savings would be broadly the same as the proposal to rationalise the service because the savings arise from the removal of the specialised vehicle and dedicated staff. However, potentially less recycling would be collected overall.

### **4. Details of Scrutiny**

Public consultation has been undertaken.

### **5. Financial, legal and other implications**

#### 5.1 Financial implications

The proposed changes to bring banks are expected to result in an annual saving of £32k. This would contribute towards Spending Review savings requirements. The one-off mobilisation costs of the change estimated at £60k would be funded from the Weekly Collection Support Grant.

Colin Sharpe, Head of Finance, Ext 37 4081

#### 5.2 Legal implications

The recycling arrangements covered in this report are part of contractual arrangements with Biffa Leicester under a 25-year PFI contract which commenced in 2003. It should be noted that any changes will need to be accommodated within contractual considerations.

Emma Jackman, Head of Law (Commercial, Property & Planning)

#### 5.3 Climate Change and Carbon Reduction implications

Transport is responsible for 25% of carbon emissions in Leicester, and so reducing carbon emissions from local transport is vital to addressing the Climate Emergency declared by the council in 2019. This includes transport and travel relating to the disposal and collection of waste and recycling in the city.

The proposal for the bring banks will reduce the amount of vehicle travel required to deliver the service, which would have a positive impact on carbon emissions as a result of vehicle use. Conversely, some residents may be required to travel further to use a site, increasing their travel-related carbon emissions, making it hard to estimate the overall impact of the changes on carbon emissions. This can be mitigated through continued promotion of the kerbside recycling service to residents.

Aidan Davis, Sustainability Officer, Ext 37 2284

## 5.4 Equalities Implications

Under the Equality Act 2010, public authorities have a Public Sector Equality Duty (PSED) which means that, in carrying out their functions, they have a statutory duty to pay due regard to the need to eliminate unlawful discrimination, harassment and victimisation, to advance equality of opportunity between people who share a protected characteristic and those who don't and to foster good relations between people who share a protected characteristic and those who don't.

Protected Characteristics under the Equality Act 2010 are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

The proposal seeks to improve the service offering to customers from across all protected characteristics by rationalising the bring bank service by reducing the number of sites but improving the infrastructure at the remaining sites.

An Equality Impact assessment has been carried out, no disproportionate negative impact on any protected characteristic have been identified.

Surinder Singh, Equalities Officer, Ext 37 4148

## 5.5 Other Implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

None.

**6. Background information and other papers:** None.

### **7. Summary of appendices:**

Appendix C1 – map of current bring bank locations and proposed changes

Appendix C2 – bring banks consultation results

Appendix C3 – equalities impact assessment

**9. Is this a “key decision”?** Yes

**10. If a key decision please explain reason:** The proposal affects all wards.

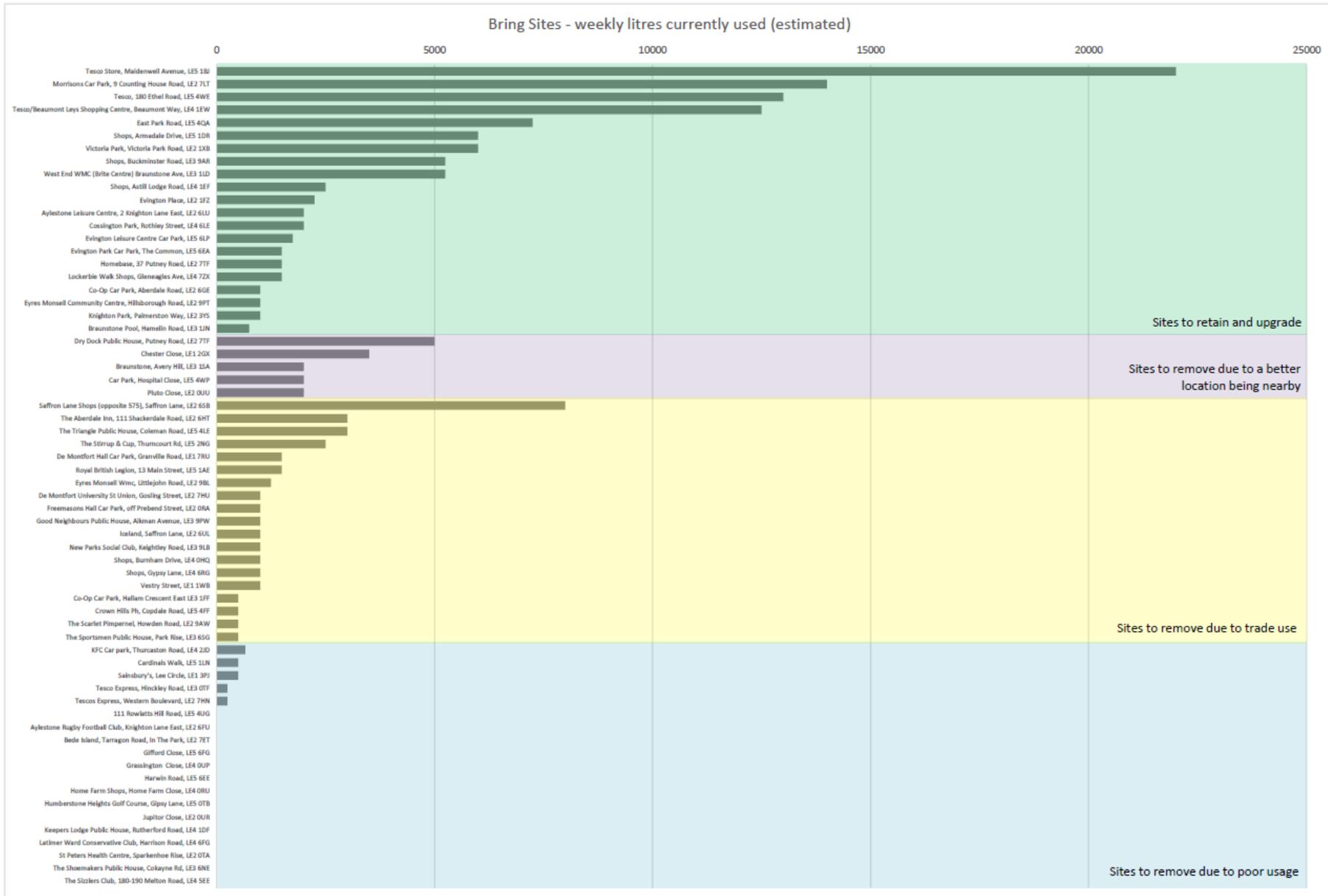


## **List of bring bank sites and proposed changes**

Location	Retain site as mixed recycling?
111 Rowlatts Hill Road, LE5 4UG	No
Aylestone Leisure Centre, 2 Knighton Lane East, LE2 6LU	Yes
Aylestone Rugby Football Club, Knighton Lane East, LE2 6FU	No
Bede Island, Tarragon Road, In The Park, LE2 7ET	No
Braunstone Pool, Hamelin Road, LE3 1JN	Yes
Braunstone, Avery Hill, LE3 1SA	No
Car Park, Hospital Close, LE5 4WP	No
Cardinals Walk, LE5 1LN	No
Chester Close, LE1 2GX	No
Co-Op Car Park, Aberdale Road, LE2 6GE	Yes
Co-Op Car Park, Hallam Crescent East LE3 1FF	No
Cossington Park, Rothley Street, LE4 6LE	Yes
Crown Hills Ph, Copdale Road, LE5 4FF	No
De Montfort Hall Car Park, Granville Road, LE1 7RU	No
De Montfort University St Union, Gosling Street, LE2 7HU	No
Dry Dock Public House, Putney Road, LE2 7TF	No
East Park Road, LE5 4QA	Yes
Evington Leisure Centre Car Park, LE5 6LP	Yes
Evington Park Car Park, The Common, LE5 6EA	Yes
Evington Place, LE2 1FZ	Yes
Eyres Monsell Community Centre, Hillsborough Road, LE2 9PT	Yes
Eyres Monsell WMC, Littlejohn Road, LE2 9BL	No
Freemasons Hall Car Park, off Prebend Street, LE2 0RA	No
Gifford Close, LE5 6FG	No
Good Neighbours Public House, Aikman Avenue, LE3 9PW	No
Grassington Close, LE4 0UP	No
Harwin Road, LE5 6EE	No
Home Farm Shops, Home Farm Close, LE4 0RU	No
Homebase, 37 Putney Road, LE2 7TF	Yes
Humberstone Heights Golf Course, Gipsy Lane, LE5 0TB	No
Iceland, Saffron Lane, LE2 6UL	No
Keepers Lodge Public House, Rutherford Road, LE4 1DF	No
KFC Car Park, Thurcaston Road, LE4 2JD	No
Knighton Park, Palmerston Way, LE2 3YS	Yes
Latimer Ward Conservative Club, Harrison Road, LE4 6FG	No
Lockerbie Walk Shops, Gleneagles Ave, LE4 7ZX	Yes
Morrisons Car Park, 9 Counting House Road, LE2 7LT	Yes
New Parks Social Club, Keightley Road, LE3 9LB	No
Pluto Close, LE2 0UU	No
Royal British Legion, 13 Main Street, LE5 1AE	No
Saffron Lane Shops (opposite 575), Saffron Lane, LE2 6SB	No
Sainsbury's, Lee Circle, LE1 3PJ	No
Shops, Armadale Drive, LE5 1DR	Yes

Shops, Astill Lodge Road, LE4 1EF	Yes
Shops, Buckminster Road, LE3 9AR	Yes
Shops, Burnham Drive, LE4 0HQ	No
Shops, Gypsy Lane, LE4 6RG	No
St Peters Health Centre, Sparkenhoe Rise, LE2 0TA	No
Jupiter Close, LE2 0UR	No
Tesco Express, Hinckley Road, LE3 0TF	No
Tesco Store, Maidenwell Avenue, LE5 1BJ	Yes
Tesco, 180 Ethel Road, LE5 4WE	Yes
Tesco/Beaumont Leys Shopping Centre, Beaumont Way, LE4 1EW	Yes
Tesco Express, Western Boulevard, LE2 7HN	No
The Aberdale Inn, 111 Shackerdale Road, LE2 6HT	No
The Foresters Public House, Woodgate, LE3 5GE	No
The Scarlet Pimpernel, Howden Road, LE2 9AW	No
The Shoemakers Public House, Cokayne Rd, LE3 6NE	No
The Sizzlers Club, 180-190 Melton Road, LE4 5EE	No
The Sportsmen Public House, Park Rise, LE3 6SG	No
The Stirrup & Cup, Thurncourt Rd, LE5 2NG	No
The Triangle Public House, Coleman Road, LE5 4LE	No
Vestry Street, LE1 1WB	No
Victoria Park, Victoria Park Road, LE2 1XB	Yes
West End WMC (Brite Centre) Braunstone Ave, LE3 1LD	Yes

# Site retention/removal decisions



## Appendix C2

### **Bring banks consultation results**

A public consultation took place from 13<sup>th</sup> May until 10<sup>th</sup> June 2019 to obtain resident feedback on the proposed changes. 225 responses were received, 220 of which from residents living within the city boundary.

67% of respondents support our proposal to reduce the overall number of sites to make efficiency savings. A further 12% have no opinion, and 20% disagree with the proposal.

73% of respondents support our proposal to remove the paper/card and glass banks and replace them with mixed recycling bins at 25 key sites. A further 9% have no opinion, and 16% disagree with the proposal (however, 6 of these 36 responses that disagree commented that the sites should be removed altogether).

90% of those surveyed have the orange bag service and 10% have communal bins. 99% of all respondents said they use their home recycling services.

14% of respondents said they use the banks at least once a month. 65% said they never use the existing bring banks.

Of those who do use the banks, 19% of respondents use them for large cardboard, 21% don't like to use their orange bags for glass, and 4% have difficulty getting orange bags.

The most heavily used sites are reported as Tesco, Beaumont Leys Shopping Centre (6%), Victoria Park (5%), Morrisons, Counting House Road (5%), Homebase, Putney Road (3%), Tesco, Hamilton (3%) and Aylestone Leisure Centre (3%).

The comments contained repeated requests/support for:

- Electrical and Battery recycling banks
- Strong support for clothing/textile banks.
- Clothing/textiles to be collected kerbside
- Recycling bins alongside litter bins (Recycling on the go)
- Food waste collections

The feedback from the consultation shows strong support for the efficiency savings.

## Equalities Impact Assessment

Title of spending review/service change/proposal	Recycling banks rationalisation
Name of division/service	Waste Management, Neighbourhoods and Environmental Services
Name of lead officer completing this assessment	Luke Crown
Date EIA assessment completed	15/07/19
Decision maker	City Mayor / Executive
Date decision taken	

<b>EIA sign off on completion:</b>	<b>Signature</b>	<b>Date</b>
Lead officer	Luke Crown	15/07/19
Equalities officer	Surinder Singh	15/07/19
Divisional director	John Leach	30/09/19

**Please ensure the following:**

- (a) That the document is understandable to a reader who has not read any other documents, and explains (on its own) how the Public Sector Equality Duty is met. This does not need to be lengthy, but must be complete.
- (b) That available support information and data is identified and where it can be found. Also be clear about highlighting gaps in existing data or evidence that you hold, and how you have sought to address these knowledge gaps.
- (c) That the equality impacts are capable of aggregation with those of other EIAs to identify the cumulative impact of all service changes made by the council on different groups of people.

## 1. Setting the context

Describe the proposal, the reasons it is being made, and the intended change or outcome. Will current service users' needs continue to be met?

The council currently operates a network of over 60 recycling bank sites for residents of Leicester City to recycle glass bottles and jars, paper, cardboard and textiles. The current service utilises a truck equipped with a crane, which lifts the banks over the top of the truck in order to empty them. Biffa sub-contract the textiles collections to Salvation Army, who use vans to collect textiles, hand balling the material into the vehicle.

The council is in the middle of the most severe period of spending cuts it has ever experienced. By 2019/20, total cuts to spending will exceed £150 million, when compared to 2010/11. The government grant has fallen, on a like for like basis, from £289 million in 2010/11 to a projected £166 million by 2019/20. The council is therefore under significant pressure to achieve savings.

The proposal is to:

1. Remove all paper and card recycling banks at the 37 sites where these are provided and all glass banks at the 62 sites where these are provided.
2. Introduce new recycling bins that accept a wider range of materials for recycling, including paper, card, glass, metal cans and plastic bottles at approximately 20 well used sites in the city. These will be determined according to existing usage, location, access, space and existing anti-social behaviour issues e.g. flytipping.
3. Retention of the existing textile recycling banks provided.

Material	No. banks	No. sites by material type	Collection vehicle
Glass	126	62	Crane truck
Paper & card	37	27	
Textiles	38	30	Van

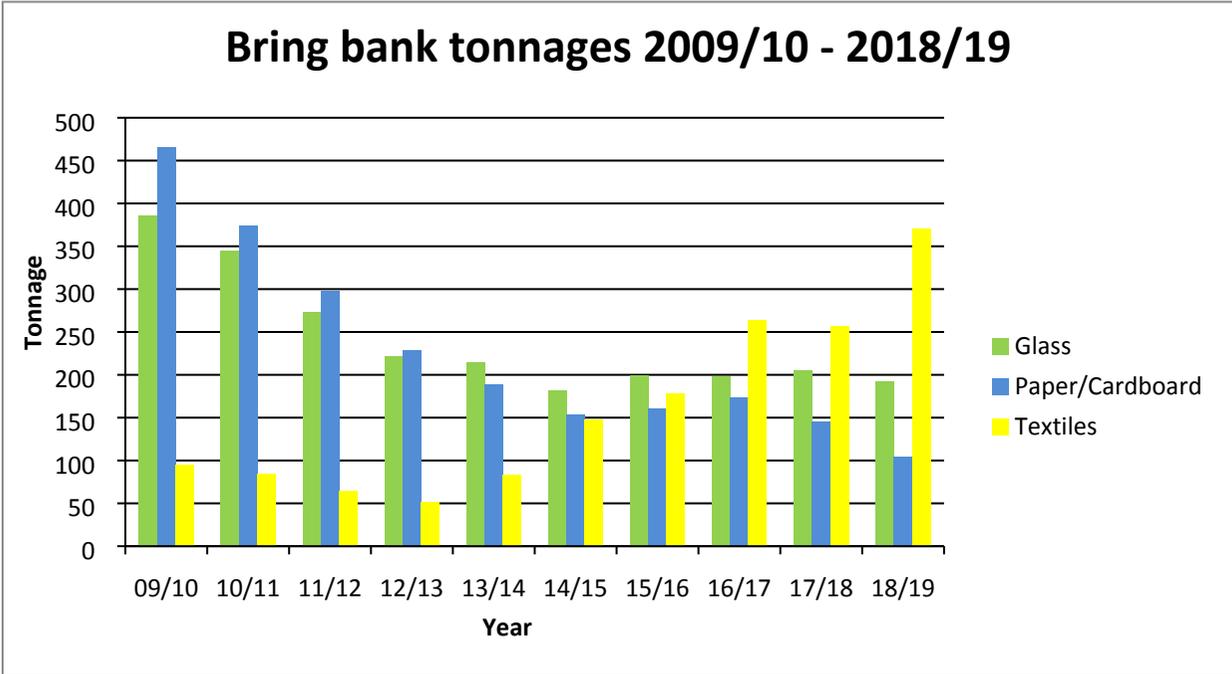
Example of current recycling banks:



Example of what the new bins could look like:



The current recycling bank network has been in operation for many years. Since the introduction of the Dry Mixed Recycling Service to households in 2011, there has been a significant decrease in the tonnages collected through the recycling banks as cardboard can now be recycled from home. Demand for this service has therefore fallen and it has become less efficient. In addition the existing recycling banks are old. There is therefore an opportunity to modernise the network, providing new, more attractive bins that accept a wider range of materials for recycling at sites that continue to be well used. The Council does not have to provide recycling banks by law.



**2. Equality implications/obligations**

Which aims of the Public Sector Equality Duty (PSED) are likely be relevant to the proposal? In this question, consider both the current service and the proposed changes.

**Is this a relevant consideration? What issues could arise?**

<p><b>Eliminate unlawful discrimination, harassment and victimisation</b> How does the proposal/service ensure that there is no barrier or disproportionate impact for anyone with a particular protected characteristic</p>	<p>The current service provides a way to dispose of household glass bottles and jars, paper and cardboard. However, these materials can already be recycled using orange recycling bags at the kerbside or using communal recycling bins. They can also be taken to the two Household Waste Recycling Centres in the city. Provision of the service is available to all regardless of protected characteristic.</p>
<p><b>Advance equality of opportunity between different groups</b> How does the proposal/service ensure that its intended outcomes promote equality of opportunity for users? Identify inequalities faced by those with specific protected characteristic(s).</p>	<p>Although the total number of sites offering paper/card and glass disposal facilities will reduce, approximately 20 well used sites will be enhanced through accepting a wider range of materials.</p>
<p><b>Foster good relations between different groups</b> Does the service contribute to good relations or to broader community cohesion objectives? How does it achieve this aim?</p>	<p>Many of the existing recycling banks attract fly tipping around them, blighting areas of the city. Where banks are removed, this may reduce fly tipping.</p>
<p><b>3. Who is affected?</b>  Outline who could be affected, and how they could be affected by the proposal/service change. Include current service users and those who could benefit from but do not currently access the service.</p>	
<p>Householders who use the recycling banks. We do not know the customer profile for this service as this data is not collected. Customers are required to walk or drive to the recycling banks should they wish to use them.</p>	
<p><b>4. Information used to inform the equality impact assessment</b>  What <b>data, research, or trend analysis</b> have you used? Describe how you have got your information and what it tells you. Are there any gaps or limitations in the information you currently hold, and how you have sought to address this, e.g. proxy data, national trends, etc.</p>	
<p>Tonnages of glass and mixed paper and card collected through the banks have fallen following the introduction of the Dry Mixed Recycling service that has seen tonnages increase. This is consistent with the experience of many other local authorities who have rationalised their bring bank services following introduction of more comprehensive and easier to use dry mixed recycling services at the kerbside, such as Coventry, Manchester and Derby.</p>	

## 5. Consultation

What **consultation** have you undertaken about the proposal with current service users, potential users and other stakeholders?

What did they say about:

- What is important to them regarding the current service?
- How does (or could) the service meet their needs?
- How will they be affected by the proposal? What potential impacts did they identify because of their protected characteristic(s)?
- Did they identify any potential barriers they may face in accessing services/other opportunities that meet their needs?

An online public consultation took place from 13<sup>th</sup> May until 10<sup>th</sup> June 2019 to obtain resident feedback on the proposed changes. 225 responses were received.

67% of respondents support our proposal to reduce the overall number of sites to make efficiency savings. A further 12% have no opinion, and 20% disagree with the proposal.

73% of respondents support our proposal to remove the paper/card and glass banks and replace them with mixed recycling bins at 25 key sites. A further 9% have no opinion, and 16% disagree with the proposal (however, 6 of these 36 responses that disagree commented that the sites should be removed altogether).

99% of all respondents said they use their home recycling services.

14% of respondents said they use the banks at least once a month. 65% said they never use the existing bring banks.

Of those who do use the banks, 19% of respondents use them for large cardboard, 21% don't like to use their orange bags for glass, and 4% have difficulty getting orange bags.

The following responses were received to the question "do you consider yourself to have a disability that affects your ability to use this service?":

- "The textile banks are really heavy to move
- The height of the openings
- No transport. Some mobility limitations
- Need to be able to use car

- No transport of my own
- Textile bins are always blocked by people stuffing in large bags
- Difficult to climb steps
- Getting items from car to correct areas as indicated, some staff are helpful other would watch you struggle
- Mobility & disability”

## 6. Potential equality Impact

Based on your understanding of the service area, any specific evidence you may have on service users and potential service users, and the findings of any consultation you have undertaken, use the table below to explain which individuals or community groups are likely to be affected by the proposal because of their protected characteristic(s). Describe what the impact is likely to be, how significant that impact is for individual or group well-being, and what mitigating actions can be taken to reduce or remove negative impacts.

Looking at potential impacts from a different perspective, this section also asks you to consider whether any other particular groups, especially vulnerable groups, are likely to be affected by the proposal. List the relevant that may be affected, along with their likely impact, potential risks and mitigating actions that would reduce or remove any negative impacts. These groups do not have to be defined by their protected characteristic(s).

<b>Protected characteristics</b>	<b>Impact of proposal:</b> Describe the likely impact of the proposal on people because of their protected characteristic and how they may be affected. Why is this protected characteristic relevant to the proposal? How does the protected characteristic determine/shape the potential impact of the proposal?	<b>Risk of negative impact:</b> How likely is it that people with this protected characteristic will be negatively affected? How great will that impact be on their well-being? What will determine who will be negatively affected?	<b>Mitigating actions:</b> For negative impacts, what mitigating actions can be taken to reduce or remove this impact? These should be included in the action plan at the end of this EIA.

<b>Age<sup>1</sup></b>	No impact	No impact	No impact
<b>Disability<sup>2</sup></b>	Dropped kerbs will need to be installed at some sites where facilities are to be retained – this will enable collection crews to wheel out the bins but will also be a positive impact for those with a disability making the bins easier to access.	No impact	No impact
<b>Gender Reassignment<sup>3</sup></b>	No impact	No impact	No impact
<b>Marriage and Civil Partnership</b>	No impact	No impact	No impact
<b>Pregnancy and Maternity</b>	No impact	No impact	No impact
<b>Race<sup>4</sup></b>	No impact	No impact	No impact
<b>Religion or Belief<sup>5</sup></b>	No impact	No impact	No impact

<sup>1</sup> Age: Indicate which age group is most affected, either specify general age group - children, young people working age people or older people or specific age bands

<sup>2</sup> Disability: if specific impairments are affected by the proposal, specify which these are. Our standard categories are on our equality monitoring form – physical impairment, sensory impairment, mental health condition, learning disability, long standing illness or health condition.

<sup>3</sup> Gender reassignment: indicate whether the proposal has potential impact on trans men or trans women, and if so, which group is affected.

<sup>4</sup> Race: given the city's racial diversity it is useful that we collect information on which racial groups are affected by the proposal. Our equalities monitoring form follows ONS general census categories and uses broad categories in the first instance with the opportunity to identify more specific racial groups such as Gypsies/Travellers. Use the most relevant classification for the proposal.

<sup>5</sup> Religion or Belief: If specific religious or faith groups are affected by the proposal, our equalities monitoring form sets out categories reflective of the city's population. Given the diversity of the city there is always scope to include any group that is not listed.

<b>Sex<sup>6</sup></b>	No impact	No impact	No impact
<b>Sexual Orientation<sup>7</sup></b>	No impact	No impact	No impact
<p><b>Summarise why the protected characteristics you have commented on, are relevant to the proposal?</b></p> <p><b>Summarise why the protected characteristics you have not commented on, are not relevant to the proposal?</b>  There are no features of the proposed new system which have a bearing on age, sexual orientation, sex, gender reassignment, religion or belief, or relationship status.</p>			
<b>Other groups</b>	<p><b>Impact of proposal:</b>  Describe the likely impact of the proposal on children in poverty or any other people who we consider to be vulnerable. List any vulnerable groups likely to be affected. Will their needs continue to be met? What issues will affect their take up of services/other opportunities that meet their needs/address inequalities they face?</p>	<p><b>Risk of negative impact:</b>  How likely is it that this group of people will be negatively affected? How great will that impact be on their well-being? What will determine who will be negatively affected?</p>	<p><b>Mitigating actions:</b>  For negative impacts, what mitigating actions can be taken to reduce or remove this impact for this vulnerable group of people? These should be included in the action plan at the end of this EIA.</p>

<sup>6</sup> Sex: Indicate whether this has potential impact on either males or females

<sup>7</sup> Sexual Orientation: It is important to remember when considering the potential impact of the proposal on LGBT communities, that they are each separate communities with differing needs. Lesbian, gay, bisexual and transgender people should be considered separately and not as one group. The gender reassignment category above considers the needs of trans men and trans women.

<b>Children in poverty</b>	No impact	No impact	No impact
<b>Other vulnerable groups</b>	A small number of properties in the city are unable to be provided with kerbside recycling facilities. Some of these properties are on high density estates where residents are on low incomes.	Some of the high-density estates have recycling banks and removal of these without alternatives would reduce their ability to recycle at home.	Ensure recycling facilities are provided to high density estates without a kerbside recycling service e.g. modernising existing sites with new recycling bins.
<b>Other types of groups (ie. mobile phone users)</b>	No impact	No impact	No impact

### 7. Monitoring Impact

You will need to ensure that monitoring systems are established to check for impact on the protected characteristics and human rights after the decision has been implemented. Describe the systems which are set up to:

- monitor impact (positive and negative, intended and unintended) for different groups
- monitor barriers for different groups
- enable open feedback and suggestions from different communities
- ensure that the EIA action plan (below) is delivered.

- Complaints system
- Monitoring of fly tipping at bring sites
- Monitoring of tonnages collected at remaining sites and at the kerbside

### 8. EIA action plan

Please list all the equality objectives, actions and targets that result from this Assessment (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

<b>Equality Outcome</b>	<b>Action</b>	<b>Officer Responsible</b>	<b>Completion date</b>
Promotion of the new sites and closure of the old sites/banks to customers.	Ensure comprehensive accessible communications plan agreed with Deputy Mayor.	Luke Crown	February – May 2020
Ensure continued access to recycling facilities	Ensure recycling facilities are provided to high density estates without a kerbside recycling service e.g. modernising existing sites with new recycling banks.	Luke Crown	Ongoing