

DUNDEE CITY COUNCIL

Equality and Diversity Rapid Impact Assessment Tool

Part 1

Date of assessment	Title of document being assessed
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) ✓	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	Improvement & expansion of domestic recycling services to provide enhanced recycling services to households across the city.
3) What is the intended outcome of this policy, procedure, strategy or practice?	To ensure full compliance with the stipulated service provisions outlined in the Waste (Scotland) Regulations 2012 and to offer an increased range of services to householders in order to enable the achievement of national recycling targets.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	N/A
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	Regulatory changes require services to be amended by 1st January 2016 & national targets are set for 2020 & 2025 - Dundee City Council Equality and Diversity Co-ordinator has been consulted on the planned involvement with protected characteristic communities to best assess how we can assist them in utilising the amended services. Various steps will be taken to engage with all protected community groups to ensure that all are aware of changes & the support which is available to them. Engagement will take the form of community group meetings, targeted communications to non-english speakers & those with reading issues.
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	Andy Malcolm, Head of Policy & Performance (Project Lead) Janet Wade, Waste & Environment Projects Team Leader (Project Manager) Scott Mands, Equality and Diversity Co-ordinator
7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy? (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	Feedback will be sought from protected characteristics groups during community council meetings etc as part of our communications strategy & this will be used to inform our methods of future resident engagement

Part 2

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
People with a disability	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Socio-economic	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Other (please state) - Non-English speakers	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 3

<p>1) Have any positive impacts been identified? (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>If yes please give further details Yes - the introduction of the improved collection framework, including increased assisted collection services for recycling commodities will support vulnerable groups & positively impact people with a disability and aged groups. Protected characteristics communities can continue to utilise the existing bulk “special collection” service from households to dispose of larger items for recycling. Overall improved engagement with protected groups is anticipated, following the launch of integrated communications strategy which supports the amended collection framework</p>
<p>2) Have any negative impacts been identified? (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>If yes please give further details No</p>
<p>3) What action is proposed to overcome any negative impacts? E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page</p>	<p>Please give further details N/A</p>
<p>4) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome? (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>If yes please give further details N/A</p>
<p>5) Has a 'Full' Equality Impact Assessment been recommended? (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality Champion.</p>	<p>If yes please give further details No</p>

6) How will the policy be monitored? (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.	Please give details Ongoing monitoring by in-house team will gauge overall impacts.
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Part 4

Name of Department or Partnership: Environment Department

Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	✓
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input type="checkbox"/>

Contact Information

Manager Responsible	Author Responsible
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Signature of author of the policy:	Date
Signature of Director / Head of Service area:	Date
Name of Director / Head of Service:	

Date of next policy review:
following implementation

Review dates to be confirmed