

Impact Assessment template

Step 1: Screening for relevance

Name of a policy / procedure / function / project / decision:	Waste and Streetscene awareness
Directorate / Service:	Environment and Community
Date:	15 November 2010
Lead Officer:	Sue Fernandes Helen de Lemos
External Challenger:	Petra Dexter Duskova
Other members of team undertaking Impact Assessment:	

Main aims, purpose and outcomes and how does it fit in with the wider aims of the organisation:
To promote and raise awareness of the waste and streetscene services through consultation, educational programmes and promotional schemes, in order to achieve a positive change.

Is the above relevant to equality and diversity? Yes No

Exit the process if you answered No to all of the above questions, otherwise please continue.

Please delete guidance notes (*in italic*) after completion

Step 2: Scoping

<p>What do you already know about the policy (decision etc), what are the main issues you need to consider: <i>(Prompts: promotion of equality in the areas of age, disability, gender, gender reassignment, race, religion or belief, sexual orientation, or human rights; meeting the needs of different communities and groups; outcomes of any relevant consultation already undertaken; examples of good practice in this area)</i></p>				
Target group / area	Main issues (bullet points)	Evidence and data currently available (qualitative & quantitative)	Consultation / involvement carried out	Further information needed to undertake the assessment
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	<ul style="list-style-type: none"> - Focus on large families and new or transient communities - Communication 	<ul style="list-style-type: none"> - Keep Britain Tidy data - Consultation feedback 	Y/N	
Disability <i>(as defined by the DDA: "...someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities)</i>	<ul style="list-style-type: none"> - Assisted services - Accessible communication 	<ul style="list-style-type: none"> - Engagement with Parish Councils 	Y/N	
Gender / Gender reassignment		<ul style="list-style-type: none"> - Mosaic data 	Y/N	
Religion and belief		<ul style="list-style-type: none"> - Close working with Area working teams 	Y/N	
Sexual orientation <i>(inc. heterosexual, lesbian, gay, bi-sexual)</i>		<ul style="list-style-type: none"> - Waste collection and streetscene information 	Y/N	
Age Children and young people Adults Younger older people Older older people	- Targeted new educational programme		Y/N	
			Y/N	
			Y/N	

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Target group / area	Main issues (bullet points)	Evidence and data currently available (qualitative & quantitative)	Consultation / involvement carried out	Further information needed to undertake the assessment
Rural communities	- Application of new standards		Y/N	
Areas of deprivation	- Targeting specific housing from access and storage options point of view		Y/N	

Step 3: Assessing impact and strengthening the policy

Target group / area	Is the policy (function etc.) likely to have an adverse impact on any of the groups? If yes please comment <i>Please start by considering the aspects below</i>	Are there any particularly positive impacts of the policy (function etc.) on any of the groups you would like to highlight?	Please rate the impact taking into account any measures already in place to reduce the potential impact highlighted in the previous column. High -significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available, urgent need for consultation with service users, general public, employees Medium -some potential impact, some mitigating measures in place but no evidence available how effective they are, would be beneficial to consult with service users, general public etc. but not urgent Low -almost bordering with non relevance to the EIA process (heavily legislation led - very little discretion exercised, limited public facing aspect)	Future actions that may need to take place to further reduce the impact.
			High Medium Low	
	<p>Is the policy (function etc.) likely to have an adverse impact on any of the groups? If yes please comment <i>Please start by considering the aspects below</i></p> <ul style="list-style-type: none"> Promoting good community relations Safety Environment and access to services Economic well-being 		High Medium Low	

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			High	Medium	Low	
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	None known – translation and interpretation offered on request A proactive, targeted approach in certain areas where English is second language			x		Work more closely with the G&T liaison officer
Disability <i>(as defined by the DDA: ..."someone who has a physical or mental impairment that has a substantial and long-term adverse effect on</i>	- Accessible information - Inclusive service (assisted services)				x	- Improve knowledge of the disabled community in Cheshire West by tapping into the information AHSC hold and Customer Services (particularly with regard to people

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<i>his or her ability to carry out normal day-to-day activities)</i>					Low	
Gender / Gender reassignment	- Rewarding people for their time to attend consultation events – available to everyone				x	with visual impairment)
Religion and belief	- Good practice of observing religious festivals when targeting consultation interventions				x	
Sexual orientation						

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<i>(includes heterosexual, lesbian, gay, bi-sexual)</i>						
Age Children and young people	- Tailored communication				x	
Adults					x	
Younger older people		Targeted work with students			x	
Older older people					x	
Rural communities					X - Liaise with Parish councils	

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Service availability (access)				
Cost of service delivery and costs to community to access the service				
Impact on quality and character of the natural rural landscape and residents				
Impact on				

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			High Medium Low	
people wishing to visit the countryside				
Areas of deprivation	Please see note on reimbursement of costs above			x
Human rights	No impact		No Rating Needed	

Step 4: Health and wellbeing

	Race and Ethnicity	Disability	Gender / Gender reassignment	Religion and belief	Sexual orientation	Rural communities	Areas of deprivation	Age
Is the policy (function etc.) likely to have the	No							

	Race and Ethnicity	Disability	Gender / Gender reassignment	Religion and belief	Sexual orientation	Rural communities	Areas of deprivation	Age
potential to impact on human health (pls. comment). If yes please specify.								
Will there be a significant impact on any of the following lifestyle related variables? Pls. comment		Physical activity						
		Smoking, Drugs or alcohol use						
		Sexual behaviour						
		Accidents and stress at home or work						
		Diet						
Is there likely to be a significant demand on any of the following health and social care services?		Social services Primary care						
		Community services						
		Primary / hospital care/ A&E / Need for medicines etc.						

Step 5: Procurement and partnership

Is this project due to be carried out wholly or partly by contractors?	Yes (volunteers supporting the consultation activity)
If yes, what steps did you take to ensure that any partner organisation you work with complies with equality and human rights legislation, specifically in relation to:	All volunteers received training
<ul style="list-style-type: none"> tendering and specifications awards process 	Not applicable

<ul style="list-style-type: none"> contract clauses monitoring and performance measures 	
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Step 6: Making a decision and actions

What practical actions do you recommend to reduce, justify or remove any adverse/negative impact?

Reflect these actions in the E&D part of the Directorate Business plans.

Action	Lead Officer	Deadline
Work more closely with the G&T liaison officer	Sue Fernandes / Helen de Lemos	December 2010
Improve knowledge of the disabled community in Cheshire West by tapping into the information AHSC hold and Customer Services (particularly with regard to people with visual impairment)	Sue Fernandes / Helen de Lemos	2011
Liaise with Parish councils to further improve work with rural communities	Sue Fernandes / Helen de Lemos	January 2011
Analyse consultation feedback by postcode to improve knowledge of the individual strands	Sue Fernandes / Helen de Lemos	2011

Step 7: Monitoring and review

How will you monitor the impact and effectiveness of this policy (function etc.)?

Next review of the policy (function etc.)

This function is regularly reviewed in light of feedback received from the waste management and streetscene service

November 2011

Step 8 Signing off; Overview and Scrutiny involvement; Publishing

Lead Officer:

Sue Fernandes / Helen de Lemos

Approved by Head of Service:

John Jeffrey

Overview and Scrutiny involvement	
Date:	
Comments / Actions emerging from challenge session	Lead Officer
	Deadline

All Impact Assessments are publicly available from a designated area of the Council's website, please forward the completed EIA to the Equality and Diversity Managers for publishing.