



Equality Impact Assessment Record Form 2012-16

This form is to be used for recording the Equality Impact Assessment (EIA) of Council activities. It should be used in conjunction with the guidance on carrying out EIA in **Annex 2** of the Equality Scheme. The activities that may be subject to EIA are set out in the guidance.

EIA is particularly important in supporting the Council to make fair decisions. The Public Sector Equality Duty requires the Council to have regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations.

Using this form will help Council officers to carry out EIA in an effective and transparent way and provide decision-makers with full information on the potential impact of their decisions. The purpose is to avoid inadvertent disadvantage or discrimination resulting from decisions.

EIA is not a fixed process – it will vary according to the scale and type of activity. The form and guidance are designed to cover all eventualities. Officers should not be discouraged by the form, but should use their discretion in using it flexibly according to the activity they are assessing.

EIA does not happen at a single point in time. It is an ongoing and integral part of the development of the activity or proposal. This EIA template should be kept open and live as a planning document, and updated as the activity or proposal progresses.

Section 1 – Service Details and Summary of EIA Activity

Title of activity:	Alternate Weekly Collection - Refuse & Recycling Service
Lead Officer responsible for this EIA:	Brian Graham, Head of Environmental Services
Telephone:	01325 347541
Service Group:	Place
Service or Team:	Environmental Services
Assistant Director accountable for this EIA	Ian Thompson
Who else will be involved in carrying out the EIA:	

What stage has the EIA reached?

This table provides a 'cover note' of progress to be maintained as the EIA is developed over time. Stage categories 1-3 listed below refer to the funnel model. Note the stage reached and any consultation or engagement carried out. Simple activities may not need all these stages. Provide details of population/individuals affected in Section 2

Stage	Date	Summary of position
Stage 1: Initial Officer Assessment. Whole Population likely to be affected identified		<p>An additional wheeled bin and recycling box is to be supplied to approx 39,500 properties in Darlington to accommodate alternate weekly collection (AWC) frequency for refuse and recycling.</p> <p>Approx 8,500 properties (TBC) however will not receive an additional wheeled bin due to vehicle access restrictions. These properties they will receive an additional recycling box to facilitate the change in service.</p> <p>These changes will impact on the whole population of the borough.</p> <p>We need to consider impact on disabled people particularly those who are visually impaired, or have mobility issues and elderly residents, This may impact upon other characteristics as the assessment continues we will need to review our initial assessment.</p>
Stage 2: Further Assessment. Target Population likely to be affected identified		<p>The target population will include, rural area, back lane properties, flats and shared accommodation such as sheltered housing and urban locations. Key groups likely to be affected will be disabled people and older people</p>
Stage 3: Further Assessment.		<p>Pregnancy and maternity.</p> <p>Residents who may require short term assistance.</p>

<p>Individuals likely to be affected identified</p>		<p>BME community members who have households with extended families.</p>
<p>Stage 4: Analysis of Findings</p>		<p>As outlined within this EIA residents will be impacted upon differently but the major issues are:</p> <ul style="list-style-type: none"> • Difficulty manoeuvring bins and lifting rubbish into the bins for people who have arthritis or similar muscular and skeletal impairments, have poor strength or who have mobility issues. • Visually impaired disabled people who stated that the impact for them related to the footpath hazards if people do not leave the bins at the curtilage of the property • Residents who have mobility issues who include disabled people who may find that they have difficulty turning wheelchairs or accessing the flat area of the footpath near driveways. • Storage of incontinence pads and nappies • Understanding the system and remembering the rota • Differentiating between bins <p>Potential mitigation of impacts</p> <p>Begin communication from residents about difficult to collect areas currently receiving a weekly refuse collection service. As the new service is fortnightly there may be an impact on other properties.</p> <p>Change refuse collection rounds to incorporate new rounds and service</p> <p>Residents, including those in protected characteristics will identify where they feel there are difficulties for AWC wheeled bin service. DBC staff to visit each of these properties/locations to assess for possible assisted collection.</p> <p>DBC Street Scene staff will continue to visit residents for assisted collection assessments. Assisted collection calls integrated into refuse collection rounds</p> <p>A resident's service needs will be different based on their individual characteristic requirements. This may be short, medium or long term assistance.</p> <p>Residents are instructed to present their wheeled bin at the curtilage of their property on the day of collection and not to leave it on the footpath where it may cause an obstruction. The refuse collection service will then empty the bin and return it to the same place.</p> <p>If a resident leaves their wheeled bin on the pavement causing an obstruction to pedestrians and footpath users, this will directly affect disabled people and others with a mobility issue.</p> <p>Street Scene will take every effort to address this as quickly as possible:</p>

		<ul style="list-style-type: none"> • Compliance – Street Scene officers will contact the resident informing them of the correct position of the wheeled bin and the procedure for collection. • Correspondence – Should the situation continue and the bin not presented on the curtilage of the property but remain an obstacle on the pavement//footpath our Street Scene Enforcement officers will formally write to the resident under Section 46 of the EPA Act 1990 informing them of possible prosecution if they do not comply with our instruction. • Enforcement – If there is still no resolution the resident may be awarded a Fixed Penalty Notice under above section of the EPA Act 1990. • Withdrawal of Service – As a last resort refuse collection will cease until the bin is located in the correct place. <p>Follow up will take place if difficulties arise particularly if there is identification of issues relating to bins not being returned to the curtilage of the property.</p>
Stage 5: Sign-Off		
Stage 6: Reporting and Action Planning		Impacts will be monitored in case there are other issues that are unforeseen and mitigating actions will be monitored and re-visited as part of performance monitoring processes.

Section 2 – The Activity and Supporting Information

Details of the activity (including the main purpose and aims)
<p>Darlington Borough Council is potentially changing its wheeled bin refuse collection service to an Alternate Weekly Collection (AWC) to incorporate fortnightly recycling and refuse collections. 39,500 properties will receive an additional wheeled bin to accommodate plastics, cartons and cans and a caddy for paper & card. The remaining 8,500 properties will be issue with an additional recycling box for plastics, cartons and cans and continue to use their blue bag.</p> <p>Residents will not need to purchase black sacks, refuse will not be scattered on collection day from split sacks, vermin proof and will prevent foraging by domestic pets, wild animals and birds.</p> <p>The wheeled bins and recycling boxes are made from strong, durable, lightweight plastic.</p>
Who will be affected by the activity?
<p>See the guidance on carrying out equality impact assessment within the Equality Scheme 2012-16. Provide details of the groups and numbers of people affected below, updating the table as the EIA develops and the understanding of who will be affected emerges in more detail.</p>
Whole population
<p>Whole population of Darlington: 105,600 (2011 Census)</p>
Target population
<p>The key groups likely to be affected are likely to be disabled people and older people and pregnant women for a limited period. Data sets out here the figures.</p> <p>Disability: 19.6% of the Darlington population have a limiting long term illness. This equates to around 20,697 people (Census 2011)</p> <p>The number of older people over the age of 60 in Darlington is 25,124. There will of course be some double counting here to be aware of as some people will fall into both categories. (Office of National Statistics).</p> <p>BME communities can tend to have larger extended families within their communities. Fortnightly refuse collection service may result in increased capacity.</p> <p>Also there are more than a thousand live births each year based on the ONS 0-4 year old figures.</p>
Individuals
<p>This is covered in groups above but individual impacts will vary from individual to individual.</p>
What data, research and other evidence or information is available which is relevant to the EIA?

Check: before proceeding to the officer assessment, have you obtained all the data and information that is currently available?

Section 3: Officer Assessment

Use this table to record your views on potential impact on Protected Characteristics. As the activity and the assessment develop your views may change – record them here. It is important to be searching and honest about this – many Council activities are planned to be of positive benefit to identified target groups but can often have the potential for inadvertent effects on other groups.

Protected Characteristics	Potential Impact Positive/Negative/ Not Applicable			Potential level of impact				Summary of Impact
	P	N	N/A	H	M	L	nil	
Age	P	N	N/A	H	M	L	nil	<p>The impact of the change in wheeled bin service on age will be positive for most people as there will no longer be a need for residents to purchase black sacks, this group will not need to lift or carry black bin bags to the kerbside or collection point on the day of refuse collection but simply manoeuvre their wheeled bin to the curtilage of their property.</p> <p>Vermin, foxes and domestic animals will no longer be able to get to the bagged waste, split or wind blown bags will be better contained and this will result in less spillages, better containment and cleaner streets, a positive environmental impact for residents.</p> <p>The change will result in 83% of residents no longer needing to put out a recycling box for collection at the kerbside as their recycling will be collected from the curtilage of their property same as refuse.</p> <p>For some older residents there could be a negative impact due to difficulties manoeuvring the bin or difficulty lifting rubbish into the bin. An assisted collection will be available if required.</p> <p>There are also potential negative impacts for people using nappies / incontinence pads who may find a lack of capacity</p> <p>For approx 17% of the properties in Darlington residents will not receive a second wheeled bin but an additional recycling box which will be added to the kerbside service.</p>
Race	P	N	NA	H	M	L	nil	Possible increase in waste levels due to extended families and fortnightly collection.
Sex	P	N	NA	H	M	L	Nil	There is no particular impact on this group because of their protected characteristic
Gender Reassignment	P	N	NA	H	M	L	Nil	

Disability (summary of detail on next page)	P	N	NA	H	M	L	nil	<p>The potential impact of introducing wheeled bins on disability may be viewed as negative due to potential difficulty manoeuvring the bin. Space needed to store the bin particularly for wheelchair users who require adequate space for turning wheelchairs in their homes and general moving around. In addition they could experience difficulty lifting rubbish into the bin.</p> <p>The effect of bins causing obstruction on pavements will impact on people using a wheelchair, crutches or sticks. There may also be issues of wheelchair access to flat areas of pavements over driveway areas.</p> <p>People with a learning disability and mental health issue may affect an individual's ability to understand the system and remember which weekly collection it is.</p> <p>Disabled people with a visual impairment have identified impacts relating to the obstruction of pavements and potential difficulties in relation to identifying different bins without some form of identifying mark/raised profile on the lid. Braille etc.</p> <p>There may also be difficulties for people needing to use nappies or incontinence pads due to the storage required.</p>
Religion or belief	P	N	NA	H	M	L	nil	<p>Religious events may cause extra rubbish for a limited time</p>
Sexual Orientation	P	N	NA	H	M	L	Nil	<p>There is no particular impact on this group because of their protected characteristic</p>
Pregnancy or maternity	P	N	NA	H	M	L	nil	<p>The impact of introducing AWC may impact on families with babies and toddlers and heavy disposable nappy needs and/or larger families.</p> <p>Vermin, foxes and domestic animals will no longer be able to get to the bagged waste, split or wind blown bags will be better contained and this will result in less spillages, better containment and cleaner streets, a positive environmental impact for residents with less risk of tripping and falling.</p> <p>There may be some residents who are likely</p>

								to need an assisted collection for a short period of time during their pregnancy due to difficulty manoeuvring the bins or difficulty lifting rubbish into the bin/caddy.
Marriage / Civil Partnership	P	N	NA	H	M	L	nil	There is no specific impact for this protected characteristic.

Section 3: Officer Assessment - continued

The Council must have due regard to disabled people's impairments when making decisions about 'activities'. This list is provided only as a starting point to assist officers with the assessment process. It is important to remember that people with similar impairments may in reality experience completely different impacts. Consider the potential impacts and summarise in the Disability section on the previous page. Officers should consider how the 'activity' may affect a disabled person.

Mobility Impairment	P	N	NA	H	M	L	nil	<p>For members of this group who are mobility impaired there is potential difficulty manoeuvring and lifting rubbish into the bin/caddy</p> <p>There will also be an issue about avoiding bins and boxes left on the pavement by residents on the day of collection, particularly for wheelchair users or people using walking sticks, crutches.</p>
Visual impairment	P	N	NA	H	M	L	nil	<p>For members of this group who have a visual impairment there will be a negative impact if wheeled bins or recycling boxes are left on the footpath by residents on the day of collection and are causing an obstruction.</p> <p>Disabled people with a visual impairment have identified impacts relating to the obstruction of pavements and potential difficulties in relation to identifying different bins without some form of identifying mark/raised profile on the lid, e.g. Braille or other identifier.</p>
Hearing impairment	P	N	NA	H	M	L	nil	NA
Learning Disability	P	N		H	M	L	nil	There may be difficulty in understanding the system and remembering which bin goes out when.
Mental Health	P	N	NA	H	M	L	nil	There may be difficulty in understanding the system and remembering which bin goes out when. Individuals may have a range of impairments and impacts may vary week to week or be a permanent issue. This will include residents with dementia.
Long Term Limiting Illness	P	N	NA	H	M	L	nil	For residents who have a long term limiting illness there is potential difficulty manoeuvring and lifting rubbish into the

								bin and obstruction on pavements.
Multiple Impairments	P	N	NA	H	M	L	nil	For residents who have multiple impairments there is potential difficulty manoeuvring and lifting rubbish into the bin. There may also be an issue about avoiding bins on the pavement particularly for wheelchair users or people using sticks, crutches or people with a visual impairment.
Other - Specify	P	N	NA	H	M	L	nil	

There are no cumulative impacts that are associated with this proposal that have currently been identified

Section 4: Engagement Decision

The decision about who to engage with, and how and when to engage, is the key to effective EIA. Please see Annex 2 of the Equality Scheme for guidance on the engagement decision.

Is engagement with affected people with Protected Characteristics required, now or during the further development of the activity?	Yes
If YES, proceed to the next section. If NO, briefly summarise below the reasons why you have reached this conclusion.	
Please see Engagement Plan set out below	

If you have come to the conclusion that engagement is not required, seek ratification from the Corporate Equalities Group through your service Equalities Co-ordinator.

If engagement is not required but the officer assessment has identified changes that should be made to the activity, please complete Sections 7 and 8. If not the assessment can be signed-off at Section 9.

Any reports to decision-makers during the development of the activity, for example feasibility or options appraisal reports, should include content on the latest thinking and findings of the EIA even though, like the activity, further development of the EIA may be required before final reporting.

The findings of the officer assessment should be included in any reports to decision-makers. These may be feasibility or options appraisal reports where the activity is at an early stage of development, but it is essential that any equality findings are taken into account in formal decisions at all stages of development of the activity

Section 5 – Involvement and Engagement Planning

Has the assessment shown that the activity will treat any groups of people with Protected Characteristics differently from other people?
Yes and the groups contacted for further discussion were based on the initial officer assessment work. The survey and submissions received have further informed this assessment.
Will the differential treatment advance equality for people with Protected Characteristics? No
If yes, please state which groups and how No
Will the differential treatment cause or increase disadvantage for people with Protected Characteristics? No
If yes, please state which groups and how

From the above, prepare a simple plan using the template overleaf for involving and engaging with the organisations, groups and individuals likely to be affected by the activity.

There may be several stages of involvement and engagement, particularly for more complex activities. Initially it may be possible to identify and engage only with stakeholder and representative organisations for the people with Protected Characteristics who may be affected. Further development of the activity may be required before the individuals who will be affected can be identified.

The Involvement and Engagement Plan should evolve accordingly, with new engagement proposals added as they are identified.

Involvement and Engagement Plan			
Which organisations, groups and individuals do you need to involve or engage and how?			
Date of plan entry	Organisation, Group or Individuals	Date of event or activity	Type of activity – venue, channels, method and staffing
	All Darlington residents.		Provide updated website information and information for Darlington Together
	All Darlington residents		Communication via surveys, distribution requested from key groups and the .
	Street Scene staff to visit residents and		This activity to continue throughout roll out period as it is expected the number of assisted

	groups who have requested/identified need assisted collection		collections will increase significantly.
	AWC service starts	October 2014	
	Review of implementation, mitigation and enforcement issues		Monitoring of issues and potential need for enforcement or action to mitigate unforeseen impacts.

Engagement to identify impacts works best in face-to-face and small group settings

Section 6: Engagement Findings

	Date/summary of engagement carried out	Summary of impacts identified
Age	At initial consultation event and during visits by Streetscene staffs to look at assisted collections	Unable to manoeuvre the bins and lift bags into bins Pavement obstructions
Disability		Unable to manoeuvre the bins , lift bags Pavement obstruction Space for incontinence pads and nappies
Mobility Impairment		Unable to manoeuvre the bins and pavement obstructions
Visual impairment		Pavement obstruction and risk Unable to tell difference between bins
Hearing impairment		
Learning Disability		Potential difficulty in understanding the system and remembering which bin is due for collection
Mental Health		Potential difficulty in understanding the system and remembering which bin is due for collection
Long Term Limiting Illness		Unable to manoeuvre the bins, lift bags Pavement obstruction
Multiple Impairments		Unable to manoeuvre the bins , lift bags Pavement obstruction
Other - Specify		

Race		Potential impact re extended families
Sex		
Gender Reassignment		
Religion or belief		Potential impact re extended families
Sexual Orientation		
Pregnancy or maternity		Unable to manoeuvre the bins for a short period of time.
Marriage / Civil Partnership		

Section 6: Engagement Findings – Continued

Drawing on the engagement findings and your understanding of the effects of the activity, indicate how it will contribute, if at all, to the three strands of the Public Sector Equality Duty.

a) How will the proposal help to eliminate discrimination, harassment and victimisation?
N/A
b) How will the proposal help to advance equality of opportunity?
Wheeled bins will be used by all Darlington residents regardless of characteristic
c) How will the proposal help to foster good relations?
NA

During the engagement process were there any suggestions on how to avoid, minimise or mitigate any negative impacts? If so, please give details.
<p>Ensure all residents with concerns about the new service were consulted/met with to address their concerns particularly around curtilage issues, pavement obstruction, assisted collection and review.</p> <p>Residents who require long term assisted collection will be assessed periodically to ensure the service meet their needs.</p> <p>The assisted collection service provided by Street Scene means every resident who requests to be added to the scheme will be visited by a member of the Street Scene Area Leader team and assessed as to how best to provide wheeled bin refuse collection.</p> <p>A residents service needs will be different based on their individual characteristic requirements. This may be short, medium or long term assistance.</p> <p>Residents are instructed to present their wheeled bin at the curtilage of their property on the day of collection and not to leave it on the footpath where it may cause an obstruction. The refuse collection service will then empty the bin and return it to stance.</p> <p>If a resident leaves their wheeled bin on the pavement causing an obstruction to pedestrians and footpath users, this will directly affect those members of the Disability protected characteristic group.</p> <p>Street Scene will take every effort to address this as quickly as possible:</p> <ul style="list-style-type: none"> • Compliance – Street Scene officers will contact the resident informing them of the correct position of the wheeled bin and the procedure for collection. • Correspondence – Should the situation continue and the bin not presented on the curtilage of the property but remain an obstacle on the pavement//footpath our Street Scene Enforcement officers will formally write to the resident under Section 46 of the EPA Act 1990 informing them of possible prosecution if they do not comply with our instruction. • Enforcement – If there is still no resolution the resident may be awarded a Fixed Penalty Notice under above section of the EPA Act 1990. • Withdrawal of Service – As a last resort refuse collection will cease until the bin is located in the correct place. <p>Follow up will take place if difficulties arise particularly if there is identification of issues relating to bins not being returned to the curtilage of the property.</p>

Wheeled bins/boxes being left on the pavement

When wheeled bins were implemented last June, the policy agreed by Members was that residents were to place the wheeled bin to the curtilage of their property for collection, which would then be returned within the curtilage therefore minimising any time the wheeled bin was left on the pavement. Where residents are not following these requirements, officers would visit those individuals and request that they adhere to the requirements of the wheeled bin service. This has generally worked; however, there have been one or two instances where residents have been placing bins on the pavement, which have caused obstruction. In these cases, officers have visited these residents requesting they adhere to the policy. Ultimately if individuals choose to ignore the Council's request then enforcement action can be taken.

From the response received from DAD and also from Mr Hart, wheeled bins being left on the pavement is more of an issue than is currently being raised with officers, therefore additional publicity will be carried out to inform residents of their responsibility to place their wheeled bin at the correct location for collection. Following further publicity, if residents continue to place their wheeled bin on the pavement they will be written to and enforcement action taken if they continue to ignore the policy.

With the introduction of AWC as proposed in this report, there will actually be a significant reduction in obstacles on the pavement as a result of the refuse/recycling service. Prior to wheeled bins, black sacks were placed on the pavement at kerbside and boxes/bags are currently placed at the kerbside for recycling. The introduction of wheeled bins has minimised obstructions on the pavement from black sacks. Option 3 will not increase any obstructions on the pavement as bins and boxes are to be placed at the curtilage of the property or in the back lane where existing wheeled bins are collected from. For the remaining 8,500 properties, there will be a slight increase in obstructions on the pavement as residents will be requested to place the two boxes and blue bag at kerbside for collection. In the publicity material, residents will be requested to place one box inside of the other and place at kerbside, and not adjacent to their property. This arrangement will help minimise obstructions on the pavement and with all boxes and bags placed at kerbside as opposed to being randomly placed on the pavement, will assist visually impaired in knowing where potential obstructions are.

Again where residents do not adhere to this policy, officers will visit and request that they adhere to the requirements and if/where appropriate, take enforcement action.

Difficulty for those with visual impairments to identify which bin/box to place waste streams in

It would be possible to provide some form of identification sticker for individual bins/boxes, either with Braille or an alternative depending on the resident's requirements. If requested, officers will work with those individuals and provide the most appropriate solution for them.

Ability of some residents to use wheeled bins/boxes

Residents who are currently on the assisted refuse collection service will continue to receive that as part of the AWC arrangements. Assistance will be available for both residual and recycling service where appropriate.

Capacity for families with young children using nappies and for disabled individuals who also need to have increased capacity for nappies/ incontinence pads

In most cases this will be a time-limiting impact where, if required, an additional or larger wheeled bin can be issued for increased capacity for storage of waste. In the case of individuals who require this capacity in the longer term, again an additional wheeled bin or larger wheeled bin can be issued.

Larger families who may require additional capacity

For larger families of five or more, as in the original policy, a larger wheeled bin is available. A number of families have contacted the Council where they have struggled even with this larger wheeled bin due to the size of their family and in these cases an additional wheeled bin has been issued. Officers will work with individual families to resolve their concerns and come up with a solution that works for both the resident and Council.

Ability for some residents to understand/remember which week what waste stream is to be placed out for collection

Calendars will be issued to all residents and updated annually on the Council's website, which will assist residents in knowing what waste stream is to be placed out which week. In cases where residents are unable to remember due to learning disability or mental health impairment, an assisted collection can be offered and officers will work with individuals or carers where appropriate.

Difficulty for wheelchair users to manoeuvre in back yard/garden as a result of additional wheeled bins/boxes

For some wheelchair users with houses with small back yards/gardens there may be difficulty for them to manoeuvre. In these cases, officers will work with the individuals to come up with an appropriate solution. Where there is a registered social landlord involved, discussions will take place with regard to appropriate storage locations and collection arrangements.

This completes the assessment, but there will be further work to do to contribute to the reporting and implementation stages of the activity. First though, it is important to draw a line under the assessment to maintain a separation between assessment of impacts and any proposals to manage those impacts. The assessment should therefore be signed-off at this stage.

Section 7 - Sign-off when assessment is completed

Officer Completing the Form:		
Signed	Name:	Brian Graham
	Date:	
	Job Title:	Head of Environmental Services
Assistant Director:		
Signed	Name:	
	Date:	
	Service:	

Section 8 – Reporting of Findings and Recommendations to Decision Makers

The findings of the EIA may be reported to decision-makers at several stages during the development of an activity. For example, the initial officer assessment findings may be included in a feasibility report or options appraisal to be considered by the Transformation Board or Chief Officers' Executive.

Any report for formal decisions by Cabinet or Council should include the latest findings of the EIA, even if these are at a relatively early stage. The report recommending final approval of the activity should await and include the findings of the completed EIA. The report should present clearly the impacts that have been identified through the engagement process, including potential cumulative impacts.

The report may include recommendations based on the findings of the EIA, but these should be separate from the reporting of impacts. Recommendations will be developed separately from the EIA and arise from considering equalities impacts combined with other aspects of the activity such as finance, the benefits of the activity, and so on.

Based on the EIA findings, the report may consider the options in the table below, but the report must contain a clear statement of the impacts so that decision-makers can understand the effects of the decision that is being recommended.

What does the review of the information show?	
a)	No negative impact on people because of their Protected Characteristics - continue with the activity and monitor progress on implementation
b)	Negative impact identified – recommend continuing with the activity; clearly specify the people affected and the impacts, and providing reasons and supporting evidence for the decision to continue
c)	Negative impact identified - adjust the activity in light of the identified impact to avoid, minimise or mitigate the impact
d)	Negative impact identified - stop activity and provide an explanation why

Section 9 – Action Plan and Performance Management

The report to decision-makers, and the decision made may require actions to be taken to avoid, minimise or mitigate the negative impacts of the activity. Option C in the table in Section 8, combined with mitigation measures that may have been highlighted during engagement and listed in Section 6 (if adopted) will require action planning to implement them.

Any actions to address equalities impacts should be listed below, with performance management review proposals, to complete the full EIA.

What is the negative impact?	Actions required to reduce/eliminate the negative impact (if applicable)	Who will lead on action	Target completion date
Bins difficult to manoeuvre for some residents	Assisted collection to be offered to anyone on request		Ongoing assessment
Pavement obstruction	Ensure bins are returned to curtilage of the property after collection. Publicity to be given to all residents. Enforcement action to be taken if necessary. Refuse Collection (Wheeled Bins) Review Group undertaken by Place Scrutiny Committee. Operational issues to continue to be monitored in 2014.		
Impacts	Please refer to Section 6 for actions.		

Performance Management	
Date of the next review of the EIA	
How often will the EIA action plan be reviewed?	

Who will carry out this review?	
----------------------------------------	--

