

Equality Impact Assessment (EIA)

The separate EIA guidance notes outline what should be included for each section. Please read them before you begin. If you have any queries, contact your Corporate Equality Group rep, or the Engagement Team on 643 2828.

1. Author, service area, date

Catherine Lyons, Regulatory Services Manager, Environment, Housing and Leisure, 10th January 2017.

Reviewed on 12 October 2017 by *Samantha Dand, Senior Manager Local Environmental Services and Colin MacDonald, Senior Manager Technical & Regulatory Services*

Reviewed on 25 January 2018 by *Samantha Dand, Senior Manager Local Environmental Services and Colin MacDonald, Senior Manager Technical & Regulatory Services [updates highlighted in bold]*

2. Who else has been involved in writing this EIA?

Kevin Evans, Waste Collection Manager

Paul Nelson, Environmental Sustainability & Street Lighting Manager

3. What proposal is this EIA assessing?

Introduction of restrictions for specified vehicles, a permit scheme for residents with specified vehicles, and charges to residents for non-household waste (demolition and construction) at the North Tyneside Household Waste Recycling Centre (HWRC).

4. What is the purpose of your proposal and what is it expected to achieve?

The purpose of the proposal is to address concerns relating to health and safety at the HWRC, and to reduce the amount of trade waste being brought into the site. It is illegal for businesses to dispose of their waste at the site. The proposal will also control of use of the North Tyneside HWRC by business and residents from other local authority areas.

5. Is there any relevance to the aims of the public sector equality duty?

Aim	Yes, No, or N/A	Details if 'yes'
Eliminate unlawful discrimination, victimisation and harassment	N/A	
Advance equality of opportunity between people who share a protected characteristic and those who do not	N/A	
Foster good relations between people who share a protected characteristic and those who do not	N/A	

6. Analysis by characteristic

Protected characteristic	Potential positive or negative impact?	Explanation and evidence
Age	<i>None</i>	
Disability	<i>Negative</i>	<p><i>Where a resident with a disability has to use a vehicle that would fall under the definition of a van or trailer and as such would require permit. This may unfairly restrict those with this protected characteristic from entering the site due to the specific nature of the vehicle they drive which caters for their specific needs.</i></p> <p><i>To address this impact, Blue Badge holders will not require a permit. In addition a mandate has been issued to the Site Manager and a mandate has been given to the Site Manager and the wider team to exercise discretion to help residents that require specific assistance.</i></p>
Gender	<i>None</i>	
Gender reassignment	<i>None</i>	
Marriage and civil partnership status	<i>None</i>	
Pregnancy and maternity	<i>None</i>	

Race	None	
Religion or belief	None	
Sexual orientation	None	

7. Have you carried out any engagement in relation to this proposal? If so, what?

There has been engagement with officers from neighbouring authorities who all operate a resident permit scheme for their Household Waste Recycling Centres, and Northumberland County Council with regard to their operation of charges for non-household waste, including reaction and impact on their residents. The Communications and Marketing Team are included in the overall Project Team and have developed a communications plan to engage with residents and HWRC users.

A report was presented to Cabinet on 13 November 2017 to seek approval for the introduction of the proposals which will detail the engagement process taken to date. Cabinet approved the proposals to make the changes. In addition, delegated authority was given to the Head of Environment, Housing and Leisure to finalise and implement to permit scheme and fees and charges for residents depositing non-domestic waste. This work has now been completed and consultation has taken place with the Cabinet Member for Environment.

8. Is there any information you don't have that you need to find?

No, the detail of the types of vehicles and number of permits and rates of charges have been determined and agreed.

9. What actions are already in place, or will be taken, to remove or reduce potential negative impacts?

Action	Responsibility	Indicative Timescale
<i>Gather evidence</i>	<i>Waste Team with SUEZ</i>	<i>Jan 17</i>
<i>Review best practice, including how to ensure disabled residents with specialist vehicles are not disadvantaged</i>	<i>Waste Team</i>	<i>Feb 17</i>
<i>Liaise with Neighbouring Authorities – including systems for permits and income recovery and how these work for all groups</i>	<i>Waste Team/ Commercial and Business Redesign Team</i>	<i>Feb 17</i>
<i>Develop permit and charging scheme protocols, including for disabled residents with specialist vehicles</i>	<i>Waste Team with SUEZ</i>	<i>Mar 17</i>
<i>Develop processes and technology required including options for online, telephone and in person applications</i>	<i>Commercial and Business Redesign Team /Engie</i>	<i>Mar 17 Completed in Jan 18</i>

<i>Prepare communications plan aware of needs of all residents</i>	<i>Comms Team/ Waste Team</i>	<i>Mar 17 and extended to Mar 18</i>
<i>Approval by Cabinet Member of scheme and charges</i>		<i>Mar 17 Nov 17</i>
<i>Agree operation/physical requirements including arrangements for disabled residents with specialist vehicles</i>	<i>Waste Team with SUEZ</i>	<i>May 17 Completed Jan 18</i>
<i>Processes and systems in place to enable permit and charging scheme accessible to all</i>	<i>Commercial and Business Redesign Team /Engie</i>	<i>Jun 17 Completed Jan 18</i>
<i>Engagement with residents relating to introduction of permit scheme/charges at HWRC</i>	<i>Comms Team/ Waste Team/ SUEZ</i>	<i>Jun 17 Ongoing until Spring 18</i>
<i>Introduction of permit scheme and charges at HWRC</i>	<i>Waste Team with SUEZ</i>	<i>Jul 17 Feb 18</i>
<i>Review processes and charges including and negative/positive impacts</i>	<i>Waste Team</i>	<i>Mar 18 Apr 18</i>

10. Are there any potential negative impacts that cannot be removed or reduced? If so, why is this?

None.

11. Based on your conclusions from this assessment, what are your next steps?

Review current best practice to assess if there is an issue with specialist vehicles for those residents with a disability and whether they can/need to be excluded from the permit scheme or special arrangements can be made to ensure they are not disadvantaged. Ensure the methods for applying for permits by residents and making payments include assessment of needs of residents and that no specified groups are disadvantaged.

The proposed permit scheme will be introduced on 5 February 2018. The system is provided online however provision have been made for residents who do not have web access and/or need help to make an application. Blue badge holders will not require a permit for their vehicle (but the prohibited vehicle restrictions will still universally apply) and a mandate has been given to the Site Manager and the wider team to exercise discretion to help residents that require specific assistance. This will be monitored at pre-arranged monthly contract monitoring meetings and via regular updates from the site during the post-implementation period.

12. How will the impact of this proposal be monitored after it is introduced?

*In addition to what has been outlined in section 11 above, the impact will be monitored through regular monthly figures of numbers of permits, tonnages and income from charges, and periodic measures of vehicles using the site. Plus a qualitative assessment of residents' views on congestion at the site, ease of applying for permits, use of the site, and making payments. A review of the effectiveness and impact of the permits and charges is included in the proposed action plan for **April 2018**.*

13. When will this EIA be reviewed?

A full review of the restrictions introduced will take place in April 2018 to assess the overall impact of their implementation. This will include a review of this EIA