

Equality Impact Assessment / Equality Analysis

(Version 4)

Item name	Details
Title of service or policy	Garden Waste Service – Removing Stickers from Garden Waste Subscription
Name of directorate and service	Place Management - Waste Services
Name and role of officers completing the EqIA	Alastair Kay
Date of assessment	21/04/26

Equality Impact Assessment (or 'Equality Analysis') is a process of systematically analysing a new or existing policy or service to identify what impact or likely impact it will have on people and different groups within our community. The main aim is to identify any adverse impacts (i.e. discriminatory or negative consequences for a particular group or sector of the community, and to identify areas where equality can be better promoted). Equality impact Assessments (EqIAs) can be carried out in relation to services provided to customers and residents as well as employment policies/strategies that relate to staffing matters.

This toolkit has been developed to use as a framework when carrying out an Equality Impact Assessment (EqIA) or Equality Analysis. **Not all sections will be relevant – so mark N/A any that are not applicable.** It is intended that this is used as a working document throughout the process, and a final version will be published on the Council’s website following relevant service lead approval.

1. Identify the aims of the policy or service and how it is implemented

Key questions	Answers / notes
<p>1.1 Briefly describe purpose of the service/policy e.g.</p> <ul style="list-style-type: none"> • How the service/policy is delivered and by whom • If responsibility for its implementation is shared with other departments or organisations • Intended outcomes 	<p>Waste Services are responsible for the management of Garden Waste subscriptions and subsequent operational collections and disposal of materials, in line with our duty of care and relevant permits.</p> <p>Waste Services are removing the garden waste stickers and placing the responsibility on Operations to ensure collections.</p> <p>No changes will be made the methods residents subscribe from previous years, the only direct change will be they do not receive a sticker to place on their bin.</p> <p>The intended outcome from this is to reduce the environmental impact of the garden waste service with regards to producing waste materials, as well as reducing overall Officer involvement with the processing of subscriptions and payments to improve efficiency.</p>
<p>1.2 Provide brief details of the scope of the policy or service being reviewed, for example:</p>	<p>The garden waste subscription is a current service offered to residents of BANES for the collection and subsequent disposal of their garden waste</p>

<ul style="list-style-type: none"> • Is it a new service/policy or review of an existing one? • Is it a national requirement?). • How much room for review is there? 	<p>materials. The change is removing the need for stickers to be posted to residents to place on their bins.</p>
<p>1.3 Do the aims of this policy link to or conflict with any other policies of the Council?</p>	<p>Removing the stickers reduces the waste that we produce with regards to letters, stickers and envelopes no longer being needed to deliver them. Furthermore, savings to energy and C02 emissions are also achieved relating to the inherent costs associated with manufacturing, processing and delivering these items.</p>

2. Consideration of available data, research and information

Key questions	Data, research and information that you can refer to
<p>2.1 What equality focussed training have staff received to enable them to understand the needs of our diverse community?</p>	<p>All council staff are required to complete corporate training as part of their induction and to review on an annual basis.</p>
<p>2.2 What is the equality profile of service users?</p>	<p>Output Area Classification (OAC) demographic data informed by the Office of National Statistics (ONS) refers to Bath and North East Somerset (B&NES) as the following:</p> <p><i>Output Area Classification (OAC) in Bath & North East Somerset (B&NES) divides the area into small geographical units (OAs, LSOAs, MSOAs) with similar social/economic traits, showing distinct patterns like affluent urban areas (Bath city) and ageing rural communities in the surrounding villages, with key clusters often including 'Urban Professionals & Families' and 'Settled Owner-Occupied Suburbs', as identified by the ONS and GeoDS using census data. B&NES uses these classifications for planning, noting significant rural populations and varying housing needs, with data available via ONS, GeoDS, and council resources.</i></p>
<p>2.3 Are there any recent customer satisfaction surveys to refer to? What were the results? Are</p>	<p>There is no data available.</p>

<p>there any gaps? Or differences in experience/outcomes?</p>	
<p>2.4 What engagement or consultation has been undertaken as part of this EIA and with whom? What were the results?</p>	<p>Consultation with Director of Place Management and Cabinet Members as part of budget sprint process. Agreement to make best use of technology in common with other councils using similar in cab systems.</p>
<p>2.5 If you are planning to undertake any consultation in the future regarding this service or policy, how will you include equality considerations within this?</p>	<p>No.</p>

3. Assessment of impact: 'Equality analysis'

Based upon any data you have considered, or the results of consultation or research, use the spaces below to demonstrate you have analysed how the service or policy:

- Meets any particular needs of equalities groups or could help promote equality in some way.
- Could have a negative or adverse impact for any of the equality groups

Key questions	Examples of what the service has done to promote equality	Examples of actual or potential negative or adverse impact and what steps have been or could be taken to address this
3.1 Issues relating to all groups and protected characteristics	No known impacts	No known impacts
3.2 Sex – identify the impact/potential impact of the policy on women and men.	No known impacts	No known impacts
3.3 Pregnancy and maternity	No known impacts	No known impacts
3.4 Gender reassignment – identify the impact/potential impact of the policy on transgender people	No known impacts	No known impacts

3.5 Disability – identify the impact/potential impact of the policy on disabled people (ensure consideration of physical, sensory and mental health needs/differences)	We provide assisted collections to residents that require them.	May have difficulty placing new sticker on bins to ensure collections, new system will resolve this.
3.6 Age – identify the impact/potential impact of the policy on different age groups	We provide assisted collections to residents that require them.	May have difficulty placing new sticker on bins to ensure collections, new system will resolve this. Support available from waste admin team where residents need advice.
3.7 Race – identify the impact/potential impact on across different ethnic groups	No known impacts	No known impacts
3.8 Sexual orientation – identify the impact/potential impact of the policy on lesbian, gay, bisexual, heterosexual, questioning people	No known impacts	No known impacts
3.9 Marriage and civil partnership – does the policy/strategy treat married and civil partnered people equally?	No known impacts	No known impacts

<p>3.10 Religion/belief – identify the impact/potential impact of the policy on people of different religious/faith groups and also upon those with no religion.</p>	<p>No known impacts</p>	<p>No known impacts</p>
<p>3.11 Socio-economically disadvantaged* – identify the impact on people who are disadvantaged due to factors like family background, educational attainment, neighbourhood, employment status can influence life chances</p> <p>(this is not a legal requirement, but is a local priority).</p>	<p>No known impacts</p>	<p>No known impacts</p>
<p>3.12 Rural communities* identify the impact / potential impact on people living in rural communities</p>	<p>No known impacts</p>	<p>No known impacts</p>
<p>3.13 Armed Forces Community ** serving members; reservists; veterans and their families, including the bereaved. Public services are required by law to pay due regard to the Armed Forces Community</p>	<p>No known impacts</p>	<p>No known impacts</p>

<p>when developing policy, procedures and making decisions, particularly in the areas of public housing, education and healthcare (to remove disadvantage and consider special provision).</p>		
<p>3.14 Care Experienced ***</p> <p>This working definition is currently under review and therefore subject to change:</p> <p>In B&NES, you are ‘care-experienced’ if you spent any time in your childhood in Local Authority care, living away from your parent(s) for example, you were adopted, lived in residential, foster care, kinship care, or a special guardianship arrangement.</p>	<p>Care leavers may need additional guidance on waste/recycling collection expectations. Households will be provided with this information.</p>	<p>No known impacts</p>

*There is no requirement within the public sector duty of the Equality Act to consider groups who may be disadvantaged due to socio economic status, or because of living in a rural area. However, these are significant issues within B&NES and have therefore been included here.

** The Equality Act does not cover armed forces community. However, the Armed Forces Bill (which came in on 22 Nov 2022) introduces a requirement to pay 'due regard' to make sure the Armed Forces Community are not disadvantaged when accessing public services.

***The Equality Act does not cover care experienced people. B&NES adopted this group as a protected characteristic in March 2024 alongside over 80 other Local Authorities. Although we have data for care leavers and children/young people who are currently in the care of B&NES we do not have wider data on disadvantage experienced through being in care.

4. Bath and North East Somerset Council

Equality Impact Assessment Improvement Plan

Please list actions that you plan to take as a result of this assessment/analysis. These actions should be based upon the analysis of data and engagement, any gaps in the data you have identified, and any steps you will be taking to address any negative impacts or remove barriers. The actions need to be built into your service planning framework. Actions/targets should be measurable, achievable, realistic and time framed.

Issues identified	Actions required	Progress milestones	Officer responsible	By when
Removing the need for a sticker might confuse long term users.	Ensure communications are clear and consistent across all platforms.		Alastair Kay	April 2026
No longer having a sticker might cause residents to forget when their renewals due.	Move the renewal date for a fixed point such as July 1 st , ensure communications as consistent in the lead up to this date.		Alastair Kay	April 2026

5. Sign off and publishing

Once you have completed this form, it needs to be 'approved' by your Divisional Director or their nominated officer. Following this sign off, send a copy to the Equality Team (equality@bathnes.gov.uk), who will publish it on the Council's website. Keep a copy for your own records.

Signed off by: Simon Porter (Divisional Director or nominated senior officer)

Date: 21/04/26