

Template 1 Scoping & Screening

Name of the Service, Policy, or Strategy:	Joint contract Winchester City Council and East Hampshire District Council for Waste & Recycling (W&R), Grounds Maintenance (GM) and Street Cleansing (SC).
Element(s) of the above being assessed.	All the above. The assessment focussed on the overall shape and aims of the services and the process of assessing potential contractors. More detailed exploration of draft specifications was undertaken in relation to some groups/contract elements.
Date Screening undertaken:	16/6/10
Screeners:	Facilitator : Ian Barrett (WCC Equality Consultant) Caren Ransom (EHDC Equality Officer), Jen Anderson (WCC Commissioning Manager Active Communities), David Boardman (WCC Service Manager), Howard Bone (WCC Head of Legal Services), Teresa Kennard (WCC Sustainability Officer), Lyn Black (WCC Project and Business Transformation Manager)
File name and location:	IB: WCC/EqIAs/Joint Waste Contract:JWC screening
Question (See Advice Notes)	Answer
1. What is the main purpose of the Service, Strategy, Policy, Practice or Procedure?	Provision of waste & recycling, grounds maintenance and street cleansing services across Winchester and East Hampshire Districts. Contract to last for 16 years + 1 year if needed, with a break point at year 8.
2. List the main activities of the Service, Strategy, Policy, Practice or Procedure.	Domestic waste collection including recyclables & clinical waste Local Bring sites for recyclables. Trade waste collection. Grounds maintenance including verges, sports fields, parks and other public open spaces. Cemetery services. Street cleaning

Using the table below identify who is affected by the Service, Strategy, Policy, Practice or Procedure and decide if they benefit from it or are disadvantaged by it. Give brief reasons and the evidence for your decision.

N.B. You MUST have evidence or good reasons to justify your decision. Usually this will take the form of monitoring information on who uses a service or is affected by a policy. If you do not have monitoring information – or do, but don't analyse it – then it is unlikely that you can complete this stage now unless you can find other evidence or good reasons to support your judgement e.g. research or EqIAs undertaken by other agencies. Discuss this with the Equality Officer and agree a way forward.

'+ve' = Positive impact '-ve' = negative impact '?' = Don't Know or Not sure 'No' = No impact*

***Only tick this box if the customer group is not intended to receive the service or be affected by the policy.**

PROTECTED CHARACTERISTIC	GROUP	IMPACTS				REASONING & EVIDENCE
		+VE	-VE	?	No	
SEX (GENDER)	Women	✓				SERVICES ARE NOT GENDER SPECIFIC, BUT WOMEN MAY BENEFIT FROM PRESENCE OF UNIFORMED STAFF I.R.T. TO SAFETY IN PUBLIC PLACES, ACCESS TO SUPERVISED SPORTS FACILITIES.
	Men	✓				
AGE YOU MAY ALTER AGE RANGES IF APPROPRIATE	Over 80	✓				SERVICES ARE NOT AGE SPECIFIC, BUT OLDER AND YOUNG PEOPLE MAY BENEFIT FROM PRESENCE OF UNIFORMED STAFF I.R.T. TO SAFETY IN PUBLIC PLACES, ASSISTED LIFTS AVAILABLE TO THOSE WHO NEED HELP MOVING BINS REGARDLESS OF AGE.
	Over 65	✓				
	22-64	✓				
	16 to 21	✓				
	Under 16	✓				
RACE YOU MAY NEED MORE DETAIL HERE E.G. A SPECIFIC ETHNIC GROUP	White British People	✓				ALL COMMUNICATION/INFORMATION/PROMOTIONAL ACTIVITIES ARE UNDERTAKEN BY CLIENT TEAMS. WCC COMMS TEAM WILL OVERSEE CUSTOMER COMMUNICATIONS TO ENSURE LANGUAGE ISSUES ARE PROPERLY ADDRESSED. WCC HAS INTERPRETATION/TRANSLATION POLICY AND PROCEDURE IN PLACE.
	White European or Other People	✓				
	Irish People	✓				
	Black or Black British People	✓				TENDER PROCESS WILL EXPLORE POTENTIAL CONTRACTORS AWARENESS OF AND PROCEDURES RELATING TO RACE HATE CRIME REPORTING.
	Asian or Asian British People	✓				
	Chinese or Chinese British People	✓				DOMESTIC WASTE COLLECTION IS ONLY PROVIDED TO GYPSIES & TRAVELLERS ON OFFICIAL SITES. HOWEVER, THE CONTRACT DOES PROVIDE FOR THE CLEAN-UP OF UNOFFICIAL SITES AND CLINICAL WASTE WOULD BE COLLECTED FROM UNOFFICIAL SITES IF REQUESTED VIA A GP SURGERY.
	Mixed Race People	✓				
	Gypsies/Travellers	✓			✓	THE TRADE WASTE COLLECTION WILL BE PROVIDED AT EQUAL COST FOR ALL BUSINESSES ACROSS THE DISTRICTS GIVING A BENEFIT TO SMALL FOOD OUTLETS THAT ARE COMMONLY RUN BY PEOPLE FROM BME GROUPS.
	People from other minority ethnic groups	✓				
DISABILITY & HEALTH YOU MAY NEED MORE DETAIL HERE E.G. TYPE OF SENSORY IMPAIRMENT	Physical Impairment	✓				ALL COMMUNICATION/INFORMATION/PROMOTIONAL ACTIVITIES ARE UNDERTAKEN BY CLIENT TEAMS. WCC COMMS TEAM WILL OVERSEE CUSTOMER COMMUNICATIONS TO ENSURE ACCESSIBILITY ISSUES ARE PROPERLY ADDRESSED.
	Sensory Impairment	✓				
	Long-Term Health Problem	✓				
	Mental Illness	✓				THE WASTE COLLECTION SERVICE CAN PROVIDE ASSISTED LIFTS TO THOSE NEEDING HELP WITH MOVING BINS DUE TO PHYSICAL OR

	Learning Disability	✓				SENSORY IMPAIRMENT OR ILL-HEALTH AND A CLINICAL WASTE SERVICES IS PROVIDED FOR THOSE WHO REQUIRE THIS. TENDER PROCESS WILL EXPLORE POTENTIAL CONTRACTORS AWARENESS OF AND PROCEDURES RELATING TO HATE CRIME REPORTING.
SEXUAL ORIENTATION	Lesbians	✓				SERVICES ARE NOT SEXUAL-ORIENTATION SPECIFIC, BUT LGB PEOPLE MAY BENEFIT FROM PRESENCE OF UNIFORMED STAFF I.R.T. TO SAFETY IN PUBLIC PLACES. TENDER PROCESS WILL EXPLORE POTENTIAL CONTRACTORS AWARENESS OF AND PROCEDURES RELATING TO HATE CRIME REPORTING. MONITORING OF COMPLAINTS SHOULD PICK UP ANY PROBLEMS OF PREJUDICE ON THE PART OF INDIVIDUAL WORKERS.
	Gay Men	✓				
	Bisexuals	✓				
RELIGION & BELIEF	Faith Groups					MOST OF THE SERVICES ARE NOT FAITH/BELIEF SPECIFIC, BUT THE CEMETERY SERVICE IS AND STAFF MUST HAVE THE APPROPRIATE QUALIFICATION – WHICH INCLUDES EQUALITY AWARENESS TRAINING - AND MONITORING OF COMPLAINTS SHOULD PICK UP ANY PROBLEMS OF PREJUDICE ON THE PART OF INDIVIDUAL WORKERS. N.B. THE SERVICE MANAGER FOR EACH CEMETERY IS A MEMBER OF THE CLIENT TEAM.
	Atheist, Agnostic or Other belief					
TRANSGENDER		✓				THERE IS NO REASON TO THINK THAT ANY OF THE SERVICES WOULD DISCRIMINATE AGAINST TRANS PEOPLE AND MONITORING OF COMPLAINTS SHOULD PICK UP ANY PROBLEMS OF PREJUDICE ON THE PART OF INDIVIDUAL WORKERS.
MARRIAGE & CIVIL PARTNERSHIP	Married	✓				THERE IS NO REASON TO THINK THAT ANY OF THE SERVICES WOULD DISCRIMINATE AGAINST MARRIED PEOPLE OR THOSE IN CIVIL PARTNERSHIPS AND MONITORING OF COMPLAINTS SHOULD PICK UP ANY PROBLEMS OF PREJUDICE ON THE PART OF INDIVIDUAL WORKERS.
	Civil Partners	✓				
PREGNANCY & MATERNITY	Pregnant	✓				THERE IS NO REASON TO THINK THAT ANY OF THE SERVICES WOULD DISCRIMINATE AGAINST PREGNANT WOMEN OR WOMEN ON MATERNITY LEAVE AND MONITORING OF COMPLAINTS SHOULD PICK UP ANY PROBLEMS OF PREJUDICE ON THE PART OF INDIVIDUAL WORKERS.
	On Maternity Leave	✓				
OTHER YOU MAY ADD ADDITIONAL GROUPS HERE.	Poor Literacy &/or Numeracy	✓				ALL COMMUNICATION/INFORMATION/PROMOTIONAL ACTIVITIES ARE UNDERTAKEN BY CLIENT TEAMS. WCC COMMS TEAM WILL OVERSEE CUSTOMER COMMUNICATIONS TO ENSURE ACCESSIBILITY ISSUES ARE PROPERLY ADDRESSED.
	Unemployed				✓	NOT RELEVANT
	Living in rural area	✓				SERVICES WILL BE PROVIDED TO A COMMON STANDARD IN BOTH RURAL AND URBAN AREAS AND TRADE WASTE COLLECTION IN RURAL AREAS WILL BE ENHANCED.
	Low Income				✓	NOT RELEVANT

	On Benefits	✓				EHDC provide discounted charges for garden waste and bulky household waste collections to low income households i.e. those on means tested benefits. A review of charges will be undertaken across both authorities prior to the new contract being commenced to ensure that a consistent approach is taken across both authorities to those on low income.
	Caring Responsibilities	✓				THE WASTE COLLECTION SERVICE CAN PROVIDE ASSISTED LIFTS TO THOSE NEEDING HELP WITH MOVING BINS DUE TO PHYSICAL OR SENSORY IMPAIRMENT OR ILL-HEALTH AND A CLINICAL WASTE SERVICES IS PROVIDED FOR THOSE WHO REQUIRE THIS.
	Safeguarding & Domestic Abuse.	✓				THE TENDER PROCESS HAS BEEN AMENDED TO ENSURE THAT POTENTIAL CONTRACTORS ARE AWARE OF AND HAVE PROCEDURES IN PLACE TO DEAL WITH ANY SAFEGUARDING ISSUES ARISING FROM CONTACT WITH YOUNG PEOPLE (E.G. IN SPORTS FACILITIES OR ON WORK EXPERIENCE) AND INCIDENTS OF DOMESTIC ABUSE OR SAFEGUARDING OF VULNERABLE ADULTS THAT THEIR STAFF MAY ENCOUNTER.

Now try to complete the rest of the template.

4. Have you identified a <i>negative</i> impact on any group(s)?	YES [] NO [✓] Summarise nature of impact.
5. Is that impact legal?	<i>You may need to seek advice on this</i>
6. Is the impact intended?	Not Applicable [✓] YES [] NO [] Explain why.
7. How significant is the impact on the group(s) affected? (High, Medium or Low)	Not Applicable [✓] HIGH [] MED [] LOW [] Explain basis for judgement
8. Is the affected group a priority for the organisation?	Not Applicable [✓] YES [] NO [] Explain
9. Are there ways to improve the positive impacts of the Service, Strategy, Policy, Practice or Procedure?	YES [] NO [✓] Explain
10. If the Service, Strategy, Policy, Practice or Procedure does not currently promote equality or good relations between different groups, can it be improved to do so?	YES [] NO [✓] Explain
11. Have you ticked the "Don't Know" box for any groups?	YES [] NO [✓]
12. Is a detailed assessment required?	YES [] NO [✓] Summarise reasons for decision.
13. Have you identified any quick fixes?	YES [] NO [✓] Summarise on Form 3.