

Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being or has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Communities, Housing and Environment	Service area: Environmental Services
Lead person: John Woolmer, Chief Officer	Contact number: john.woolmer@leeds.gov.uk

1. Title: Leeds Household Waste Strategy

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

2. Please provide a brief description of what you are screening

The decision to approve a “3 bin” strategy for Leeds, including adding food waste to the list of items allowed in the brown bin together with the associated extension of brown bin collections to all year-round and to up to a further 70,000 households citywide;

- **Relevance to equality, diversity, cohesion and integration**

All the council’s strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		X
Have there been or likely to be any public concerns about the policy or proposal?	X	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	X	
Could the proposal affect our workforce or employment practices?	X	
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?** (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

The proposal has three potential elements to it as follows:

- Adding food waste to the list of waste items allowed in the brown (organics) bin.
- Expanding that service to all year round.
- Increasing the number of household able to receive the service.

The changes proposed are therefore to simply add a waste stream to an existing service and to expand that service so it is delivered more often and to more households.

Residents will still be able to use their general waste (black) bin as they do now for their food waste if they prefer/choose to do so. This proposal is simply about adding another item to the list of things allowed in the brown bin and which will then be recycled. In that respect it is similar to the recent successful addition of glass to the green bin.

The service will continue to offer an assisted collection for residents in need of one.

The implementation process will require successful procurement of a contractor to process/recycle the collected waste, together with the necessary caddies and compostable lines. This will help inform the communications necessary with households ahead of the implementation so that our customers are aware what can be put in the brown bins, and how that is best done. The related communications and engagement strategy will ensure that it is accessible as possible.

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

The proposal expands an existing service provided to households in Leeds. The measures already in place to ensure that the service is equally accessible to those households that require the service will be continued. Indeed, the very fact that the service is proposed to be expanded to a greater number of households (including those that previously would not have been assessed as having sufficient garden waste) will widen the availability of the service to households that may otherwise have felt excluded from the opportunity.

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

The implementation plans to be developed and agreed once contractual and procurement processes have provided the necessary clarity, will include a communications and engagement plan to ensure all customers are aware what the offer is and how they can use the service should they choose to do so. This will include clarity and transparency on which households are not included in each stage of roll-out.

Also, as part of any implementation, a review of relevant, existing risk assessments and safe working instructions will be undertaken with staff and in consultation with Trade Unions to ensure the addition of food waste in the brown bin is safe for staff responsible for emptying those bins.

5. If you are **not already considering the impact on equality, diversity, cohesion and integration you **will need to carry out an impact assessment.****

N/A

Date to scope and plan your impact assessment:	N/A
Date to complete your impact assessment	N/A
Lead person for your impact assessment (Include name and job title)	N/A

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
John Woolmer	Chief Officer (Environmental Services)	29/11/24
Date screening completed		

7. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions or a Significant Operational Decision.**

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent: 2/12/24
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: