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# Waste Management Strategy

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<b>Committee considering report:</b>	Executive
<b>Date of Committee:</b>	3 April 2025
<b>Portfolio Member:</b>	Councillor Stuart Gourley
<b>Date Portfolio Member agreed report:</b>	6 March 2025
<b>Report Author:</b>	Daniel Warne
<b>Forward Plan Ref:</b>	EX4657

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## 1 Purpose of the Report

- 1.1 The purpose of the report is to provide information to assist the Scrutiny Commission in reviewing the development of the Council’s new Waste Strategy (enclosed at Appendix C).

[Please note that the draft Waste Strategy has not yet been through the Council’s internal governance process. The final strategy will be considered by the Council’s Executive later this spring]

## 2 Recommendation(s)

It is recommended that Scrutiny Commission notes the steps taken to develop a new waste strategy and to provide any relevant comments, as required.

## 3 Implications and Impact Assessment

Implication	Commentary
<b>Financial:</b>	The strategy contains potential service delivery options which could have significant financial implications as well as other proposals that will only be possible to implement with investment/efficiencies. If relevant projects progress as a result of the acceptance of the waste management strategy, the Council’s Project Management Methodology (PMM) process will be used to seek the required additional funding through the budget-setting process.
<b>Human Resource:</b>	There are no direct HR implications as a result of adopting the waste management strategy. The delivery of the Council’s

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	<p>waste collections and management has been outsourced under a 25-year PFI contract.</p> <p>Individual projects may identify HR implications, all of which will be dealt with through the PMM process and any appropriate bids for additional staff resource.</p>
<b>Legal:</b>	<p>There are no direct Legal implications because of this report. It is however worth noting that Legal input may be required if some of the proposals within the waste management strategy are approved for implementation. This is because the Council may have to confirm compliance with emergency government requirements or undertake contract variation negotiations with the incumbent contractor. Individual projects may identify legal implications, all of which will be dealt with through the PMM process and any appropriate bids for additional staff resource.</p>
<b>Risk Management:</b>	<p>The main risks identified include:</p> <ul style="list-style-type: none"><li>• Initial public resistance when the collection frequency of black bins changes. This risk is manageable through continued stakeholder engagement, effective communications, suitable resourcing of relevant Council teams and mitigation activity as required.</li><li>• Funding availability could be a challenge for the implementation of significant changes. Separate business case justification will be completed if specific changes and projects are required.</li><li>• Implementation of selected options within the emerging strategy will require suitable resource availability of Council and contractor staff.</li></ul>
<b>Property:</b>	<p>There are no direct property implications because of this report.</p>
<b>Policy:</b>	<p>The proposal relates to the Council's policy to be Net Zero by 2030.</p> <p>It also links to emerging national Waste and Resource Strategy measures including 'Simpler Recycling', extended producer responsibility (EPR) for packaging, and the deposit return scheme (DRS). It also links to the Emissions Trading Scheme (ETS) which will see energy from waste facilities included within ETS from 2028.</p>

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	Positive	Neutral	Negative	Commentary
<b>Equalities Impact:</b>				
<b>A</b> Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		This report does not propose decisions with significant equality implications. This will be dealt with on a project-by-project basis through the PMM process to ensure delivery does not have a negative impact on equalities.
<b>B</b> Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		This report does not propose decisions with significant impact on people with protected characteristics.  This will need to be dealt with on a project-by-project basis through the PMM process to ensure delivery does not have a negative impact on equalities.
<b>Environmental Impact:</b>	x			The waste management strategy will have a significantly positive impact on the environment as it sets out how we can improve our recycling rate, reduce waste generation by householders, and can help reduce associated carbon emissions.
<b>Health Impact:</b>		x		This proposal is expected to have a neutral impact on health. This will be monitored on a project-by-project basis through the PMM process to ensure delivery does not have a negative impact.
<b>ICT Impact:</b>		x		This will need to be dealt with on a project-by-project basis through the PMM process to ensure delivery does not have a negative impact.
<b>Digital Services Impact:</b>		x		This will need to be dealt with on a project-by-project basis through the PMM process

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				to ensure delivery does not have a negative impact.
<b>Council Strategy Priorities:</b>	x			<p>Implementation of the waste management strategy will have a positive impact in supporting the Council priority of Tackling the Climate and Ecological Emergency by helping to achieve the Council's Net Zero ambitions.</p> <p>This will be supporting this priority by increasing recycling rates, encouraging waste minimisation and reducing carbon emissions.</p>
<b>Core Business:</b>		x		Not applicable.
<b>Data Impact:</b>		x		At this stage it is not envisaged that there will be any significant data impact associated with the implementation of the waste management strategy.
<b>Consultation and Engagement:</b>	<p>A number of activities have been carried out focused on consultation and engagement, including:</p> <ul style="list-style-type: none"> <li>- Scrutiny Committee 17 July 2024</li> <li>- Environment Advisory Group (EAG) Open Forum updates</li> <li>- Three workshops with members (held on 6 March 2023, 13 March 2023 and 3 July 2023) to gather feedback and foster dialogue.</li> <li>- A public workshop held with residents (on 23 May 2023) to gain valuable community perspectives.</li> <li>- Public consultation 25 September – 6 November. Summary report from the consultation is attached in Appendix D.</li> </ul>			

## 4 Executive Summary

- 4.1 The waste management strategy seeks to replace the previous strategy which ended in 2022. This new strategy covers all aspects of waste management services, including household waste collection and management, litter clearance, street cleaning, and the

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management of abandoned vehicles and fly-tipping. Our goal is to balance continuity of services with enhancements and innovations through to 2032.

- 4.2 The strategy aims to improve the Council's waste management performance by increasing recycling rates, reducing waste generation, and minimising carbon emissions. This involves making household waste collection more efficient and promoting public recycling initiatives. Ultimately, the Council will strive to create a more sustainable and environmentally responsible community.
- 4.3 Modelling undertaken by Eunomia Research & Consulting (enclosed in Appendix 1 of Appendix C) suggests that moving to 4-weekly refuse collection will yield the most positive results in term of increased recycling rate, waste minimisation, carbon emissions reduction and financial savings. However, this option will have a greater impact on residents, so it is not being recommended for implementation.
- 4.4 The best practicable environmental option was found to be 3-weekly refuse collections, now that separate weekly food waste collections have been successfully implemented across the district, along with increasing the types of plastic we collect for recycling from the kerbside, to include pots tubs and trays from 27 January 2025.
- 4.5 It is recommended that the option of 3-weekly general refuse collections is adopted within the waste management strategy, along with reviewing recyclable waste container provisions and implementing broader measures to reduce waste, improve recycling rates, and enhance and improve the local street scene.
- 4.6 The report seeks approval from the Council's Executive to adopt the new waste management strategy, attached as Appendix C.

## 5 Supporting Information

### Introduction

- 5.1 This report is intended to assist the Scrutiny Commission in reviewing the development of the Waste Management Strategy. It includes the latest version (Appendix C) and an overview of the development process to date.

### Background

- 5.2 The need for a new waste management strategy is driven by the expiry of the previous strategy at the end of 2022 and upcoming changes in UK legislation and guidance, as outlined in the UK Government's Resource and Waste Strategy and the Environment Act 2021. These changes will significantly impact some of our waste management services, introducing new requirements for recycling, waste reduction, and collecting specific waste types. Our strategy must comply with these evolving regulatory frameworks while also seizing opportunities for service improvement and innovation. The strategy includes options for increasing recycling rates, reducing waste production, and minimising carbon emissions to meet the Council's climate change objectives.
- 5.3 The development of a new waste strategy offers numerous benefits to the Council and its stakeholders, including:

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- Providing clear strategic framework for the Council's household waste management practices until 2032.
- Increasing recycling rates and reducing waste production, leading to cost savings and potential revenue from recycled materials.
- Increasing opportunities for effective communications with residents to achieve greater resource efficiency, and to reduce littering and fly-tipping offences.
- Enhancing environmental credentials, improving public perception, and supporting broader sustainability targets; and
- Reducing carbon emissions from waste management activities, contributing to the Council's Net Zero goals.

5.4 The new waste management strategy will focus on services provided under the Integrated Waste Management Contract (IWMC) such as:

- Household waste collections and treatment.
- Litter clearance and street cleansing; and
- Management of abandoned vehicles and fly-tipping removal.

5.5 Out of scope:

The following items are outside the scope of the waste management strategy:

- Provision of commercial waste collections.
- Waste processing by third parties outside the current contract.
- Waste management activities not controlled by the Council.

and

- Service delivery post-2032.

5.6 To ensure alignment with community needs and expectations, the Council has actively engaged with members and the public. Key engagement activities completed include:

- Three workshops with members (held on 6 March 2023, 13 March 2023, and 3 July 2023) to gather feedback about member priorities and foster dialogue.
- A public workshop (held on 23 May 2023) to better understand community perspectives; and
- Presentation at the Environment Advisory Group (EAG) meeting (on 27 November 2023).
- Attendance of Scrutiny Committee on 17 July 2024.

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- Public consultation between 25 September and 6 November 2024. Results of the consultation are attached in Appendix D.

### Public Consultation

- 5.7 To ensure that we captured a comprehensive range of insights and feedback regarding the strategy and its anticipated outcomes, a public consultation exercise on the emerging draft waste management strategy took place between 25 September 2024 for 6 weeks.
- 5.8 We received 5073 responses to the consultation. That feedback has been reviewed and considered while finalising the strategy. Results of the consultation are attached in Appendix D.
- 5.9 Overall people felt satisfied with the current general refuse (black bin) and recycling collection services. Majority of respondents do not want us to reduce the frequency of refuse collections. There was a high level of support for increasing waste types collected for recycling as well as support for a review of the receptacles we provide for recycling collections. A minority of people felt that the draft strategy was not ambitious enough. Key highlights include;
- (a) Residents who receive the kerbside or sack collection service were asked *if they agreed or disagreed that three-weekly black bin collections could help increase the amount of waste the Council collects as recycling and reduce the amount of waste households produce*. **71%** disagreed or strongly disagreed that it would.
  - (b) We also asked if their household would be able to manage if their non-recyclable waste was collected every three weeks. Most respondents stated that they might be able to cope with a reduction to black bin frequencies with adequate support (**52%**).
  - (c) We also asked, *how full are your black bin(s) and recycling containers before they are emptied on collection day*. **47.7%** of residents who have a kerbside collection have space within their black bin (pre acceptance of plastic pots tubs and trays within the recycling service). Arguably supporting the case for changing the collection frequency to 3-weekly. **26.9%** of residents who have a kerbside collection have space in their recycling containers.
  - (d) Mixed feedback was received regarding the types of containers provided for waste and recycling collections. While some respondents appreciated the durability and size of the existing bins, others highlighted issues with manoeuvrability, unsuitability for smaller households, and the need for alternative designs to improve efficiency, usability and their impact on the street scene, while there was also support for keeping them as they are.
  - (e) We asked how satisfied residents are with the black bin/sack and recycling collection services that we provide. **65%** of respondents are very satisfied/satisfied, with **20%** neutral and **15%** at unsatisfied/very unsatisfied.
- 5.10 Further detail and analysis can be found within Appendix D.

### Proposals

5.11 The timeline for developing the strategy has been outlined below:

- Procurement of Consultants: (September 2022)
- Workshops with Members and Residents: (March – July 2023)
- Production of the First Draft: (July 2023 – June 2024)
- Corporate, Operations and Executive: (July – September 2024)
- Public Consultation: (September – November 2024)
- Final Draft and Strategy Finalisation: (December 2024)
- Approval by the Executive: April 2025 (estimated)
- Review: A review mechanism will be established to monitor the implementation of the strategy and its effectiveness, setting the stage for continuous improvement and adaptation.

## 6 Other options considered

6.1 No other options were considered because adopting a new waste strategy is essential to meet legislative requirements, to meet the Council's climate change objectives and to ensure continued service improvement. Without a new strategy, the Council could lack strategic direction in waste management practices, potentially leading to non-compliance with upcoming regulations and missed opportunities for service enhancement and environmental benefits.

## 7 Conclusion

7.1 The adoption of a new waste strategy is crucial for ensuring that our waste management services remain effective, efficient, and compliant with upcoming legislative requirements. This also is necessary to enable the Council to deliver on its Net Zero objectives. This strategy not only addresses the immediate need for continuity following the expiration of the previous strategy in 2022 but also sets the foundation for sustainable and innovative practices through 2032.

7.2 Through comprehensive engagement with members, the public, and external advisors, we have developed a strategy that is both responsive to community needs and aligned with broader environmental goals.

7.3 The Council's commitment to increasing recycling rates, reducing waste production, and minimising carbon emissions will contribute to operational efficiencies, environmental sustainability, and improved public perception.

7.4 The waste management strategy provides a clear, actionable framework for waste management services up to 2032, fostering a more sustainable and environmentally responsible community.



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7.5 In summary, this waste management strategy represents a comprehensive, forward-thinking approach to waste management that prioritises environmental stewardship, community engagement, and continuous improvement within the confines of our current Integrated Waste Management Contract.

## 8 Appendices

- 8.1 Appendix A – Equity Impact Assessment
- 8.2 Appendix B – Data Protection Impact Assessment – Not Used
- 8.3 Appendix C – Waste Management Strategy
- 8.4 Appendix D – Draft Waste Management Strategy Consultation summary report.
- 8.5 Annex 1 - Draft Waste Management Strategy Consultation analysis.

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### Background Papers:

\*(add text)

### Subject to Call-In:

Yes:  No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Scrutiny Commission or associated Committees, Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

**Wards affected:** All wards

### Officer details:

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### Document Control

## Waste Management Strategy

<b>DocumentRef:</b>		<b>Date Created:</b>	
<b>Version:</b>		<b>Date Modified:</b>	
<b>Author:</b>			
<b>Owning Service</b>			

### Change History

<b>Version</b>	<b>Date</b>	<b>Description</b>	<b>Change ID</b>
1			
2			

# West Berkshire Council Equity Impact Assessment

TEMPLATE

March 2023

## Contents

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Section 1: Summary details

<p><b>Directorate and Service Area</b></p>	<p>Place, Waste</p>
<p><b>What is being assessed</b> (e.g. name of policy, procedure, project, service or proposed service change).</p>	<p>Waste Management Strategy.</p>
<p><b>Is this a new or existing function or policy?</b></p>	<p>New strategy, replacing the previous strategy which has expired.</p>
<p><b>Summary of assessment</b> Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (following completion of the assessment).</p>	<p>The waste management strategy proposes a number of actions to drive down general waste and increase recycling, improve the street scene and lead the way for the duration of the current waste contract which comes to an end in 2032.</p> <p>Key elements include:</p> <ul style="list-style-type: none"> <li>• changing the frequency of black bin collections from once every fortnight to once every three weeks*</li> <li>• reviewing the container provision for recyclable waste</li> <li>• implementing broader measures to reduce waste, improve recycling rates, and enhance the improving the local street scene</li> </ul> <p><i>*Note: The collection frequency for other household waste types such as dry recycling, food and garden waste will not change from their current levels. Additionally, residents living in flat and multiple occupancy dwellings which share a communal bin will not be impacted by the proposed change and will continue to have their waste collected on a weekly basis.</i></p> <p>Potential positive impacts associated with this change include:</p> <ul style="list-style-type: none"> <li>• Increased use of the recycling services the Council provide;</li> </ul>

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- Environmental benefits through waste reduction and reduced carbon emissions; and
- Cost savings for the Council, helping to achieve more value for money for ratepayers and to maintain other essential services provided by the Council.
- Greater public awareness and engagement in sustainable waste practices.

Potential negative impacts include:

- Increased difficulty for larger-than-typical households that generate higher volumes of waste.
- Challenges for selected residents with medical needs, such as those requiring incontinence products, who may need additional support.
- Risk of increased fly-tipping and waste contamination if households are unable to manage waste effectively.

The proposal does not discriminate against any particular demographic. However, certain householders may need additional support from the Council to adapt to some of the changes included within the strategy. To mitigate this, the Council will:

- Offer additional waste capacity (e.g. larger bins) for eligible households;
- Continue to provide medical waste collections for eligible households; and
- Provide enhanced service communications and waste reduction support to residents (e.g. Real Nappy give-aways and cash-back scheme, updates in our newsletters and on social media channels, targeted media campaigns and ongoing advice to customers).

English councils like Bracknell Forest, East Devon, and Stratford-on-Avon have successfully adopted similar changes to the frequency of black bin collection, and achieved higher recycling rates and cost efficiencies. More English authorities such as East Suffolk, Cheshire East, and Bristol have either decided or are currently actively considering this change. The Council's officers have been engaging with peers in council areas who have already implemented this change to learn lessons, which can be used to inform our implementation approach. Officers, and are reasonably confident that the identified mitigation measures will help ensure fairness and accessibility for all affected groups.

## Equity Impact Assessment

	Officers have collaborated with external technical advisors Eunomia Research and Consultancy throughout the development of the strategy.
<b>Completed By</b>	Daniel Warne, Waste Manager
<b>Authorised By</b>	
<b>Date of Assessment</b>	5/3/2025

## Section 2: Detail of proposal

<b>Context / Background</b>  Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.	<p>The strategy replaces the 2002-2022 waste strategy to align with new national waste policies and climate goals to significantly increase recycling rates, reduce waste generation and associated disposal costs, and support help achieving better environmental outcomes. Reductions in waste generation and management will also result in reduced carbon emissions and contribute to the achievement of the Council's aspiration to get to Net Zero by 2030. West Berkshire's current recycling rate (53%) is above the national average but below future targets.</p>
<b>Proposals</b>  Explain the detail of the proposals, including why this has been decided as the best course of action.	<p><b>Changing the frequency of black bin collections from once every fortnight to once every three weeks</b></p> <p>The proposal will change kerbside refuse collections from fortnightly to three-weekly in 2025, while maintaining weekly food waste and dry recycling collections at their current frequency. Refuse collections from communal properties will also remain at their current weekly frequency.</p> <p>This approach has been chosen as it:</p> <ul style="list-style-type: none"><li>• Reduces residual waste by encouraging recycling (42% of black bin waste is potentially recyclable).</li></ul>

- Ensures sufficient bin capacity, with West Berkshire currently providing the highest in Berkshire (120 litres (l) per week), reducing to 80l per week—still in line with comparable authorities. For example, Bracknell Forest currently provides their residents with a general waste bin capacity of 80l per week.
- Mitigates financial risks, reducing exposure to £1.4m in potential annual UK Emissions Trading Scheme (ETS) costs. The ETS costs are expected to come in from c. 2028.
- Aligns with national waste policies for increasing recycling and reducing avoidable waste generation. It will also support the Council's Net Zero by 2030 goal.
- Follows proven success from other UK councils, where three-weekly collections increased recycling rates and delivered improved VfM and service efficiency.

#### **Reviewing the container provision for recyclable waste**

This proposal will review the current containers provided to residents for the collection of their recyclable waste while also providing suitable capacity to align with the government Simpler Recycling policy, which will see all local authorities collect the same types of waste for recycling.

*This approach has been chosen as it will allow us to ensure that the containers are suitable, offer good value for money, while also listening to feedback received during the public consultation along with any available funding opportunities that may arise from government in regards to their Simpler Recycling policy.*

#### **Implementing broader measures to reduce waste, improve recycling rates, and enhance the improving the local street scene**

Other proposals include:

- Partnering with charities to reuse bulky items (e.g., furniture).
- Promoting real nappy schemes and community composting.
- Establishing a reuse shop at the Padworth Recycling Centre.

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	<ul style="list-style-type: none"><li>• Expanding school education programs on waste reduction.</li><li>• Creating community champion roles to promote recycling.</li><li>• Implementing targeted communication campaigns (e.g., stickers on bins, email reminders).</li></ul>
<p><b>Evidence / Intelligence</b></p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p>	<p><b>Waste Composition Analysis:</b> Latest findings show that 42% of black bin contents could be recycled via the kerbside service.</p> <p><b>External technical advisors:</b> Modelling undertaken by Eunomia Research &amp; Consulting demonstrates that reducing the frequency of black bin collections is the best practicable environmental option. The change is expected to increase our recycling rate by at least 5%.</p> <p><b>Capacity Comparison:</b> West Berkshire currently provides the highest black bin capacity in Berkshire at 120l per week, compared to the regional average of 85l per week. This proposal will reduce black bin capacity to 80l per week. The Council does not limit capacity available for recycling.</p> <p><b>Environmental Goals:</b> The strategy is aligned with the Council's Net Zero by 2030 target, and the need to divert waste from incineration and landfill.</p> <p><b>Legislative Changes:</b> The UK ETS will extend to Energy from Waste (EfW) facilities by 2028, adding c. £1.4 million in annual costs onto the Council's expenditure unless more waste is avoided or recycled. Simpler Recycling requires councils to expand recyclable material collections. The Deposit Return Scheme will reduce beverage carton waste (plastic and ferrous) in household bins and amount being littered.</p> <p><b>Financial Savings:</b> Estimated savings of £150,000 per year by reducing waste disposal costs and landfill tax, in addition to the amount mitigated for ETS.</p>



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	<p><b>Proven Success Elsewhere:</b> Councils like Bracknell, East Devon, and Stratford-on-Avon have adopted similar changes to black bin collections, seeing higher recycling rates and cost efficiencies.</p> <p><b>Consultation response:</b> During a public consultation undertaken between September and November 2024, 52% indicated that the aims of the strategy were about right. 47% of respondents reported having space in their black bin on collection day, even before the recent expansion of kerbside plastic recycling to include plastic pots, tubs and trays. Support was also shown for the majority of the reuse, engagement and communication, carbon reduction and street scene proposals.</p> <p>Whilst majority of respondents indicated they would like to keep the existing collection frequency, 52% of respondents stated that their household could manage if non-recyclable (black bin) waste was collected every three weeks, out of that group of respondent's, half stated <i>'maybe, although it might be challenging at certain times of the year'</i>.</p>
<p><b>Alternatives considered / rejected</b></p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p>	<p>Alternatives considered for inclusion within the strategy and rejected include (“✓” denotes a potentially positive outcome; and “✗” denotes a potentially negative outcome):</p> <ol style="list-style-type: none"> <li>1. Four-weekly refuse collections <ul style="list-style-type: none"> <li>✓ Would further improve recycling rates and reduce carbon emissions by encouraging even greater waste reduction.</li> <li>✓ Aligns with national sustainability goals and would result in greater cost savings over time.</li> <li>✗ Likely to be impractical for many residents, particularly larger households and those with medical waste needs.</li> <li>✗ High risk of non-compliance, leading to increased fly-tipping or waste contamination.</li> <li>✗ Public resistance likely to be significantly higher, making implementation and enforcement more challenging.</li> </ul> </li> <li>2. Changing black bin size instead of collection frequency</li> </ol>

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	<ul style="list-style-type: none"><li>✓ Reducing black bin size to e.g. 180l and still collecting the waste fortnightly would limit residual waste capacity, driving better recycling behaviours while maintaining fortnightly collections.</li><li>✗ High financial cost—estimated at £2 million+ to replace bins across all households.</li><li>✗ Operational challenges, including the logistics of replacing over 60,000 bins.</li><li>✗ Would not provide the same financial or carbon savings as reducing collection frequency.</li></ul> <p>3. Doing Nothing with black bin frequency (Retaining Fortnightly Collections)</p> <ul style="list-style-type: none"><li>✗ Misses the opportunity to improve recycling rates, with 42% of black bin contents currently recyclable via kerbside services.</li><li>✗ West Berkshire's waste generation remains high (427kg per person), making waste reduction efforts essential.</li><li>✗ Other councils adopting three-weekly collections have seen recycling increase, demonstrating that inaction would leave West Berkshire behind.</li><li>✗ Fails to address key financial pressures, particularly the £1.4m annual cost from the upcoming UK Emissions Trading Scheme (ETS) expansion.</li></ul> <p>4. Switching to a fully co-mingled recycling collection:</p> <ul style="list-style-type: none"><li>✓ Could potentially improve capture rate of recyclable materials</li><li>✗ Increase contamination, reducing quality and value of product</li><li>✗ Higher sorting costs</li><li>✗ Current contract provision</li></ul> <p>5. Do nothing</p> <ul style="list-style-type: none"><li>✗ Increased disposal cost, particularly with the impact of ETS</li><li>✗ Failure to meet national waste reduction targets</li><li>✗ No clear strategic direction for the Councils waste services</li></ul>
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**Equity Impact Assessment**

	<ul style="list-style-type: none"><li>× A new waste strategy is essential to meet legislative requirements, to meet the Council's climate change objectives and to ensure continued service improvement.</li></ul>
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## Section 3: Impact Assessment - Protected Characteristics

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No change from the current situation as the Council provides Assisted Collections to selected householders who are unable to physically present their bins for collection.			
Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Marriage & Civil Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**Equity Impact Assessment**

<b>Sexual Orientation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Religion or Belief</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**Section 3: Impact Assessment - Additional Community Impacts**

<b>Additional community impacts</b>	<b>No Impact</b>	<b>Positive</b>	<b>Negative</b>	<b>Description of impact</b>	<b>Any actions or mitigation to reduce negative impacts</b>	<b>Action owner</b> (*Job Title, Organisation)	<b>Timescale and monitoring arrangements</b>
<b>Rural communities</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Areas of deprivation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Displaced communities</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Care experienced people</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>The Armed Forces Community</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

## Section 4: Review

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

<b>Review Date</b>	
<b>Person Responsible for Review</b>	
<b>Authorised By</b>	

EDI employee related EQiA's should now be sent to Human Resources [hrenquiries@westberks.gov.uk](mailto:hrenquiries@westberks.gov.uk)

## Appendix B

### Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via [dp@westberks.gov.uk](mailto:dp@westberks.gov.uk)

Directorate:	
Service:	
Team:	
Lead Officer:	
Title of Project/System:	
Date of Assessment:	

#### Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
<p><b>Will you be processing SENSITIVE or “special category” personal data?</b></p> <p><i>Note – sensitive personal data is described as “ data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will you be processing data on a large scale?</b></p> <p><i>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will your project or system have a “social media” dimension?</b></p> <p><i>Note – will it have an interactive element which allows users to communicate directly with one another?</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Will any decisions be automated?</b></p> <p><i>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</i></p>	<input type="checkbox"/>	<input type="checkbox"/>

Equity Impact Assessment

	Yes	No
Will your project/system involve CCTV or monitoring of an area accessible to the public?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be using the data you collect to match or cross-reference against another existing set of data?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be using any novel, or technologically advanced systems or processes?	<input type="checkbox"/>	<input type="checkbox"/>
Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised		

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.