

Fairness and Equalities Impact Assessment (FEIA)

This is an integrated Impact Assessment which aims to ensure Newport City Council makes decisions which are fair, take account of relevant evidence, and seek to secure the best outcomes for our communities. **An FEIA should be used to inform the first steps of decision-making, at concept stage, not when a decision is already made, or at the point when it cannot be influenced.** This impact assessment considers our legislative responsibilities under:

- The Equality Act (2010), including the Socio-economic Duty
- The Wellbeing of Future Generations (Wales) Act (2015)
- The Welsh Language (Wales) Measure (2011)

The FEIA process is not intended to prevent decisions being made, but to ensure we have considered their potential impact. An FEIA also helps us to focus on how we can reduce any negative impacts, and provides us with evidence that we have met our legal duties.

For support to complete your FEIA, please contact the [Connected Communities Team](#)

What do we mean by Fairness?

The Newport Fairness Commission is an independent body which advises the council on the best use of resources and powers to achieve the fairest outcomes for local people. The Fairness Commission has established four **Principles of Fairness** which should be considered as part of any decisions that the council make – the questions below are useful to reflect on before you start your FEIA.

| | |
|----------------------|---|
| Equity | Are people being treated in a consistent way, whilst acknowledging their differences (for example, need, barriers to accessing services)? |
| | Will the gap between those with more, and those with less be reduced? |
| | Have the interests of different groups affected (including minority or disadvantaged communities) been taken into account? |
| Priority | Have the needs of the most disadvantaged and vulnerable across the city been given priority? |
| | Have you considered possible indirect consequences for minority/disadvantaged communities when other priorities are directing decisions? |
| Inclusion | Will the voices of all those affected by your decision be heard? |
| | Are people able to participate in and shape a service, as well as receiving it? |
| | Have you considered the impact of your decision on the relationship between communities, and the spaces they share? |
| Communication | Are decisions being made transparently and consistently? |
| | How will decisions be communicated to people who are affected in a clear way, with the opportunity for feedback? |

Part 1: Identification

| | |
|--|--|
| Name of person completing the FEIA | Lucy Paterson |
| Role of person completing the FEIA | Service Manager Waste and Cleansing |
| Date of completion | 30th November |
| Head of Service who has approved this FEIA | Silvia Gonzalez-Lopez |

1. What is being assessed? *(Please double click on the relevant box(es) (X) and select 'checked' as appropriate)*

- New or revised policies, practices or procedures (which modify service delivery or employment practices)
- Service review or re-organisation proposals which affect the community and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- Decisions affecting service users, employees or the wider community including (de)commissioning or revising services
- New project proposals affecting staff, communities or access to the built environment
- Public events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Service Boards
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other *please explain in the box below:*

2. Please describe the overall aims, objectives and intended outcomes of your decision

To move from alternate week domestic residual and garden waste collections to 3 weekly collections, in order to increase the recycling rate to achieve 70% by 2025 and deliver service efficiencies

3. Who are the main stakeholders who may be impacted by your decision and what data do you hold on them? Consider communities of place (people who live in the same geographic area) and communities of interest (people who share particular characteristics but may live in different geographic areas). Stakeholders may include residents, local businesses, community groups, staff or partners.

The service change to collections will apply to all households across Newport.

Part 2: Engagement

When completing this section, you need to consider whether you have sufficient information about the views and experiences of people who your decision will impact upon. If you don't, you may need to undertake a period of engagement/consultation before continuing. An FEIA is a live document, so can be updated with consultation findings, and amended as needed during the decision-making process.

The council has a duty to consult and engage with people who may experience inequalities as a result of your decision. This includes people **who share Protected Characteristics** (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and people who **have lived experience of socio-economic disadvantage**. The council's Youth Promise also requires us to ensure **all young people in Newport are listened to and included in decisions affecting them**.

The council also has a duty to ensure that any consultation is available bilingually (in Welsh as well as English), and you may like to consider any other community languages that are spoken by people who may be impacted by your decision. Below are some questions that should be included in any public consultation relating to a decision which may impact on the use of Welsh language in Newport:

1. Do you believe that the proposed decision/policy will have a positive or negative effect on opportunities to use the Welsh language?
2. If you think it will have a negative effect, what steps could we take to lessen or remove this and improve positive effects?
3. Do you believe that the proposed decision/policy will treat the Welsh language less favourably than the English language?

1. How have you engaged with people who may be affected by your decision (the stakeholders you have identified)?

Public engagement was undertaken following Newport City Council Cabinet's agreement of budget proposals as a basis for consultation. This process took two forms: an online public-wide SNAP survey for all citizens and a shortened survey accessible to free bus Wi-Fi users. The opportunity to contribute to the consultation was advertised across various social media platforms (in both Welsh and English). In addition, it was promoted on the landing page of the council website for ease of access.

The main aim of this consultation was to capture the views and opinions of Newport residents on the draft budget and medium-term financial plan, particularly their thoughts on each budget-saving proposal. The consultation ran from 15 December 2022 until 02 February 2023. 1,473 responses were received, including 820 through the online consultation survey and 653 through the bus Wi-Fi survey. The feedback received is reflected in this FEIA and will be considered by Cabinet before agreement on final budget savings proposals (see Table 1).

Table 1: Budget consultation 2023/24 Timetable

| | |
|---|-------------------------------------|
| Cabinet agrees budget proposals as a basis for consultation | 14 December 2022 |
| Consultation Period | 14 December 2022 to 2 February 2023 |
| Cabinet considers feedback from consultation and agrees final budget proposals and recommends resulting overall budget and council tax required to full Council | 15 February 2023 |
| Council approves the 2022/23 overall budget and resulting council tax level required | 28 February 2023 |

2. What do you know about the views or experiences of people who may be affected by your decision?

820 responses were received through the online public-wide SNAP survey. This survey specifically asked respondents:

- What they think the Council should do with this saving proposal;
- How important is protecting funding for this service compared to other services in the Council's budget savings proposal; and
- Any other comments about this savings proposal.

Key findings from the SNAP survey indicated that:

- 31.70% agreed with the Council making the full budget saving.
- 11.04 % agreed with the Council making a smaller budget saving
- 53.00 % felt the Council should avoid making any budget savings for this service
- 4.26 % of respondents were unsure what the Council should do with this savings proposal

Key areas that survey respondents felt the Council could make savings as an alternative to making any budget savings for this area include moving to monthly garden collections instead, charge for garden waste, introducing/increase taxes for businesses and find efficiencies in the service by eg introducing new technologies. A separate consultation summary which sets out feedback in more detail is available separately to this impact assessment.

Demographics of SNAP survey

- 55% of respondents were female, 38% were male, 1% were non-binary 7% preferred not to disclose their gender.

- The majority (29%) of respondents were aged between 35 – 44 years of age; this age group and the 45 – 54 category (23%) account for 52% of all respondents. The rest were aged between 18- 24 years old (3%), 25-34 years old (16%), 55-65 years old (15%), 65-74 years old and 75 (2%) years old.
- The majority (87%) of respondents came from White: English, Welsh, Scottish, Northern Irish or British backgrounds (*see Table 3*).
- 12% of respondents identified as disabled, with 9% preferring not to provide information
- 2% of respondents stated they were Welsh speakers.
- The majority (62%) of respondents had children of school age and 16% had children of pre-school age.
- 6% of respondents identified as LGBTQ+, 78% identified as straight/heterosexual and 16% preferred not to say
- 2% of respondents indicated that their gender identity was different from their sex registered at birth.

Part 3: Assessment

This section requires you to assess the potential impact of your decision on a range of groups who may experience specific disadvantages. Your assessment should be supported by evidence – either from your own engagement/consultation, similar or previous engagement, what you already know about the people who access your service, or from local and national sources of information.

Useful documents which set out information about how communities are impacted by inequalities include [EHRC – Is Wales Fairer?](#) and the council's [COVID-19 Community Impact Assessment](#). Your decision may have both positive and negative impacts – if this is the case, please place a cross in both boxes.

1. Impact on people that share Protected Characteristics

[Protected Characteristics](#) are defined under the Equality Act 2010, and describe groups of people who are protected from discrimination, either in the workplace, or through the provision of goods and services. The council must consider how decisions may impact on people differently because of a protected characteristic, and how any negative impact could be reduced. National guidance on assessing equality impacts and the Public Sector Equality Duty can be found [here](#). You can also access further advice and examples of positive and negative impacts [here](#).

| Protected characteristic | Impact: | | | <p>Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:</p> <ol style="list-style-type: none"> 1. Promote equal opportunity across different groups 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation |
|----------------------------|--------------------------|--------------------------|-------------------------------------|--|
| | Positive | Negative | Neither | |
| Age | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Disability | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Gender Reassignment | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |

| Protected characteristic | Impact: | | | <p>Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:</p> <ol style="list-style-type: none"> 1. Promote equal opportunity across different groups 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation |
|---|--------------------------|--------------------------|-------------------------------------|--|
| | Positive | Negative | Neither | |
| Marriage or civil partnership | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Pregnancy or maternity | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Race | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Religion or Belief or non-belief | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Sex | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |
| Sexual Orientation | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget proposal will positively or negatively impact people who share this protected characteristic. |

2. Impact on Welsh Language

The Welsh Language (Wales) Measure specifies that for all policy decisions, the council must consider the effects (both positive and negative) on the Welsh language. For further guidance on Welsh language considerations see [here](#).



| | Impact: | | | |
|-----------------------|--------------------------|--------------------------|-------------------------------------|--|
| | Positive | Negative | Neither | |
| Welsh Language | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence to suggest that the proposed budget investments will positively or negatively impact the Welsh Language or compliance to Welsh Language Standards |




1. Please describe how you have ensured your engagement has considered the view of Welsh speakers in Newport and the impact of your decision on the Welsh language.

All consultation supporting documents, information and surveys were available equally in Welsh, either through our website, social media or upon request of paper/alternative formats. The same applies for all comms material to be issued to inform residents about the changes to the waste collection services. The consultation was advertised bilingually, and participants were given the option to read and complete this in either Welsh or English. Welsh speakers made up 2% of those participating the online public-wide SNAP survey.

3. The Sustainable Development Principle

The Well-being of Future Generations Act puts in place a sustainable development principle which helps organisations consider the impact they could have on people living in Wales in the future, and ensure they are focused on tackling long-term challenges. Below, consider how your decision promotes, advances, or contradicts the [5 ways of working](#) which underpin the sustainable development principle. You can access further guidance on considering the sustainable development principle [here](#).

| | | |
|---|---|--|
| <p>Long term</p>  | <p><i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i></p> | <p>The change supports delivery of 70% recycling target set by Welsh Government for the year 2025, and progress towards a zero waste by 2050.</p> <p>The change contributes towards delivery of the Newport City Council and WG waste strategies for a carbon neutral public sector by 2030 and net zero carbon by 2050.</p> <p>We are globally responsible for how we dispose of our waste.</p> <p>Our organisational Climate Change Plan sets out what we are going to do as a Council to help tackle the ongoing climate and ecological crisis. It sets out our plan to reduce our carbon emissions and use our services to help support climate change action across the City. The change promotes a resilience to climate change by reducing associated emissions from a reduction in volume of unsorted, non recyclable waste.</p> |
| <p>Prevention</p>  | <p><i>Putting resources into preventing problems occurring or getting worse</i></p> | <p>The change promotes increased recycling and builds sustainability, reducing the financial risk of fines that could be placed upon us as a result of not meeting statutory recycling targets.</p> <p>Preventing waste at source by promoting recycling (increasing material capture and encouraging better recycling behaviours where resident recycle more, and more regularly) reduces carbon emissions of collection, transport and treatment of waste.</p> |

| | | |
|--|---|---|
| <p>Integration</p>  | <p><i>Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.</i></p> | <p>The change will help reinforce the right behaviours and create synergies in the work NCC is doing in other areas related to environmental issues, such as reducing littering and fly tipping through education and enforcement. This in turn helps our partners (public bodies such as police and fire brigade, third sector and voluntary organisations e.g. KWT, NRW) to achieve their well-being goals as we are all working for better, safer, greener spaces our communities can live on.</p> <p>Increasing high quality recycling output from collections that can be sent to local / UK infrastructure for processing ensures the creation of jobs and wealth to create healthy, prosperous environments.</p> |
| <p>Collaboration</p>  | <p><i>Working together to deliver objectives.</i></p> | <p>The proposal sets out an enhanced recycling service towards achieving multiple benefits due to our work with a third sector organisation, Newport Wastesavers. This relationship is highly valued and recognised with Wastesavers reuse charity visible and in action supporting local communities.</p> <p>The service change has been discussed with many other local authorities adopting the same collection methodology to allow for sharing of best practice and is supported by the Welsh Government.</p> |
| <p>Involvement</p>  | <p><i>Involving those with an interest and seeking their view - ensuring that those people reflect the diversity of the area.</i></p> | <p>Extensive communication and door knocking education and enforcement campaigns have been included as an essential tool to engage with residents and bring them on board with all the changes.</p> <p>The proposal will be subject to public consultation as part of the MTFP process.</p> |

4. Socio-economic Duty

The [Socio-economic Duty](#) is set out in the Equality Act 2010, and requires the council, when making strategic decisions, to pay due regard to the need to reduce the inequalities of outcome that result from socio-economic disadvantage. Inequalities of outcome are felt most acutely in areas such as health, education, work, living standards, justice and personal security, and participation.

A 'strategic decision' is defined by Welsh Government as a decision **which affects how the council fulfils its statutory purpose over a significant period of time and does not include routine 'day to day' decisions**. Strategic decisions include:

- Corporate plans
- Setting wellbeing, equality and other strategic objectives
- Changes to, or development of public services
- Strategic financial planning
- Strategic policy development

If you do not think your decision meets this definition, and you do not plan on carrying out a Socio-economic Duty Assessment in this section, please provide your rationale below. Any decision which is presented to a Cabinet Member, at Cabinet or Council will be viewed as a strategic decision.

This is an operational change regarding frequency of collections but does not change the overall service provision or impacts on statutory delivery

If your decision does meet the definition, please consider the impact of your decision on the socio-economically disadvantaged groups, and areas of inequality that may arise from socio-economic disadvantage contained in the matrix below. The groups listed are not exhaustive and you should consider any additional groups relevant to your decision who may experience socio-economic disadvantage in the following ways:

- **Low Income/Income Poverty** - cannot afford to maintain regular payments such as bills, food, clothing, transport etc.
- **Low and/or no Wealth** - enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future
- **Material Deprivation** - unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.)
- **Area Deprivation** - where you live (rural areas), where you work (accessibility of public transport)

- Socio-economic Background – for example, parents’ education, employment and income

Indicate a positive or negative impact, or both where they apply, and the severity of this impact by coding the sections of the grid based on the below. *If there is no/neutral impact, please leave blank.*

| Negative Impact | | Positive Impact | |
|-----------------|--|-----------------|--|
| N1 | Negative impact – mild | P1 | Positive impact – mild |
| N2 | Negative impact – moderate | P2 | Positive impact – moderate |
| N3 | Negative impact – significant | P3 | Positive impact – significant |
| N4 | Potential for negative impact (but unsure) | P4 | Potential for positive impact (but unsure) |

| Areas of inequality that may arise from socio-economic disadvantage – definitions | | | | | | | |
|--|------------------|------|--------|-----------|------------------------------|---------------|----------------------|
| Education :The capability to be knowledgeable, to understand and reason, and to have the skills and opportunity to participate in the labour market and in society | | | | | | | |
| Work : The capability to work in just and favourable conditions, to have the value of your work recognised, even if unpaid, to not be prevented from working and to be free from slavery, forced labour and other forms of exploitation | | | | | | | |
| Living Standards : The capability to enjoy a comfortable standard of living, in appropriate housing, with independence and security, and to be cared for and supported when necessary. | | | | | | | |
| Justice, Personal Security and Community Safety : The capability to avoid premature mortality, live in security, and knowing you will be protected and treated fairly by the law | | | | | | | |
| Health : The capability to be healthy, physically and mentally, being free in matters of sexual relationships and reproduction, and having autonomy over care and treatment and being cared for in the final stages of your life | | | | | | | |
| Participation : The capability to participate in decision making and in communities, access services, know your privacy will be respected, and express yourself | | | | | | | |
| Areas of inequality | | | | | | | |
| Groups | Living Standards | Work | Health | Education | Justice and community safety | Participation | Physical Environment |
| Children living in poverty | | | | | | | |
| Low income households without dependent children | | | | | | | |
| Unemployed young people | | | | | | | |
| Long term unemployed | | | | | | | |
| Homeless households | | | | | | | |
| Refugees, migrants and asylum seekers | | | | | | | |

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|--|--|--|--|--|--|--|--|
| Deprived neighbourhoods - WIMD rank in 10% most deprived LSOA | | | | | | | |
| People on Universal Credit / income related benefits | | | | | | | |
| Adults with no qualifications or low qualifications | | | | | | | |
| People living in low quality housing or in Houses of Multiple Occupation | | | | | | | |

1. What evidence do you have about socioeconomic disadvantage and inequalities of outcome in relation to this decision?

2. Please describe how you have ensured your engagement has considered the views of people living in Newport who are affected by socio-economic disadvantage.

3. Does this decision contribute to a cumulative impact?

Part 3: Actions and Outcomes

Considering any negative impacts that you have identified, indicate below how you will reduce these, increase the potential for positive impacts, and how you will monitor those impacts. Further guidance on how to complete your action plan can be found [here](#).

| IMPACT ON PEOPLE THAT SHARE PROTECTED CHARACTERISTICS | | | |
|---|---|-----------------------------------|-------|
| Summary of impact | Action to reduce negative impact / opportunities to increase positive impacts | How this impact will be monitored | Owner |

| | | | |
|--|---|--|--------------|
| None identified | | | |
| IMPACT ON WELSH LANGUAGE | | | |
| Summary of impact | Action to reduce negative impact / opportunities to increase positive impacts | How this impact will be monitored | Owner |
| None identified | | | |
| SOCIO-ECONOMIC IMPACTS | | | |
| Summary of impact | Action to reduce negative impact / opportunities to increase positive impacts | How this impact will be monitored | Owner |
| N/A | | | |
| SUSTAINABLE DEVELOPMENT PRINCIPLE | | | |
| Summary of impact | Action to reduce negative impact / opportunities to increase positive impacts | How this impact will be monitored | Owner |
| <p>Overall positive impact as it contributes to increased recycling and better alignment with corporate priorities (Corporate Plan, Climate Change Plan and Waste Strategy) and overall Welsh Government waste strategy.</p> <p>However as part of consultation with the public, concern about the proposal potentially leading to issues such as increase in flytipping/litter/vermin and smells, and to families not coping with the amount of waste generated over 3 weeks due to the size of the bin have been raised.</p> | <p>Changes in frequency of collections will apply to residual (non-recyclable) waste and garden waste, but not to dry recyclable and food waste, currently collected weekly. Policy in place indicates that no recyclable waste can be put into the residual bin, however data shows that a significant proportion of what residents put in the bin can be recycled and therefore could be collected via weekly recycling collections if residents put the waste in the right receptacle for collection. There is no limit to the volume of recycling to be collected and those residents who require it can have a second receptacle for any of the recyclable items collected weekly. A wide range of materials, including textiles and small electrical items, will be collected on a weekly basis. Food waste will be collected separately on a weekly basis, which will avoid issues linked to smells and vermin.</p> <p>The Council will also review its current policy regarding criteria to qualify for bigger bins, to take into account impact of the proposal on bigger families. Separate nappy/sanitary waste collections are already in place, on a fortnightly basis, and these will not change.</p> | <p>Tonnage of the different types of waste collected at the kerbside gets recorded and monitored on a quarterly and annual basis. The waste team will be able to monitor amounts of the different types of waste and measure the predicted increase in recycling.</p> <p>The engagement team will provide statistics related to the number of residents they engage with and the issues they have solved; also of any enforcement action taken as a result. The number of flytipping incidents and type of waste flytipped gets monitored on an annual basis by the regulator.</p> | |

| | | | |
|--|--|--|--|
| | <p>Residents can also access the household waste recycling centre to dispose of any additional waste if they have capacity issues or do not wish to wait for their next scheduled collection.</p> <p>There is acknowledgement that residents need to be supported through this transition and that increased engagement and more information about what can be recycled will be needed to support the change. As a mitigating action, and as part of the implementation plan, there will be additional resources with a strong communications campaign. Also, there will be a designated team of engagement and enforcement officers that will monitor collection rounds and will be available to talk to residents to provide support and help solve any barriers; there is also potential for enforcement action in those limited cases where engagement is not enough to solve issues.</p> <p>In addition, there are already many local authorities that have already implemented 3 weekly or even 4 weekly waste collections, and by Autumn 2023, there will be many more examples of neighbouring authorities that already do the same, setting an example and also providing information of do's and don'ts to adopt/avoid that the Council can use. There is also previous experience as part of the communications campaign and roll out of smaller bins in 19/20, which proved successful.</p> <p>Finally, a trial to test implementation and face and correct any emerging issues has also been proposed, as part of the implementation phase, with a roll our trial planned for Spring 2023 in a smaller area of Newport before wider roll takes place.</p> | | |
|--|--|--|--|

Once your FEIA is complete, please forward to nccequality@newport.gov.uk