



**Oxfordshire County Council**  
**Equalities Impact Assessment**

CESSATION OF SUMMER LATE NIGHT HWRC OPENING  
DECEMBER 2023

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## Section 1: Summary details

<b>Directorate and Service Area</b>	Environment and Place, Environment and Circular Economy, Waste Management
<b>What is being assessed</b> (e.g. name of policy, procedure, project, service or proposed service change).	<ul style="list-style-type: none"> <li>Cessation of HWRC Summer late night opening (Thursdays April – September 17:00-20:00)</li> </ul>
<b>Is this a new or existing function or policy?</b>	new
<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>The cessation of late-night opening may have a minor impact on residents who preferred to use late night Thursdays due to their working pattern, however most residents only visit site 4 times a year, and sites are open 7 days a week, including weekends and bank holidays so it is anticipated that most residents will be able to still find a visit time that is suitable for them.</p> <p>Those who do use sites during late night opening tend to prefer it as sites are very quiet with no queuing, making it a quick and easy visit. However, the overall low use of this service means that the impact of increased visitors between 08:00-17:00 should be minimal.</p>
<b>Completed By</b>	Rachel Burns
<b>Authorised By</b>	
<b>Date of Assessment</b>	12/12/23

## Section 2: Detail of proposal

<p><b>Context / Background</b></p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>OCC currently has 7 Household Waste Recycling Centres (HWRCs) across the county. They cost OCC~£4m/year to run, covering both management fees and transport and gate fees for the processing of the waste. They are currently open 08:00-17:00 362 days /year (shut Christmas day. Boxing day and New Years Day). In Summer (April – September) there is late night opening on a Thursday night till 8 pm.</p> <p>To make revenue savings it is proposed to cease the summer late night opening. This could make staffing/management savings of £27k/year. No savings have been included from loss of waste as it is presumed that residents will still visit at other times.</p>
<p><b>Proposals</b></p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>Reducing opening hours is expected to save around £27k/year. While this will have the impact detailed below and summarised above on residents, this will help the council meet its budgetary envelope.</p>
<p><b>Evidence / Intelligence</b></p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that</p>	<p>Late night summer opening on a Thursday from 5-8pm at all HWRCs has been a long-standing arrangement, but despite this it is very underused. Traffic telemetry shows that HWRCs receive over 1 million visits each year. Around 2% of these visits are during late night opening, this can be averaged at around 20 visits/hour/site during 5-8pm. Sites have capacity to accept an average of 77 visits/hour, meaning they are only operating at around a quarter capacity. These visits are often condensed into the first 1.5hrs, meaning 6:30-8 is often very very quiet.</p>

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.

Residents often comment that any changes to HWRC operations may result in an increase in flytipping. Evidence from previous changes, both in Oxfordshire and nationally (not all related to reducing hours, but it is likely that the behaviour carries over) show that there is not a strong correlation. While residents may be unhappy at the changes, they are unlikely to turn immediately to criminal behaviour and blight their local landscape by flytipping.

Through the Environmental Protection Act 1990 OCC as Waste Disposal Authority (WDA) are obliged to provide HWRCs for residents to deposit waste. These must be open at all reasonable times. A number of other local authorities across England have reduced their opening hours over recent years, and what OCC are proposing is not out of line with their changes and therefore is expected to be acceptable. Any change will be made with the advice of Legal services

51. Functions of waste disposal authorities.

(1) It shall be the duty of each waste disposal authority to arrange—

(a) for the disposal of the controlled waste collected in its area by the waste collection authorities; and

(b) for places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited;

(2) The arrangements made by a waste disposal authority under subsection (1)(b) above shall be such as to secure that—

(a) each place is situated either within the area of the authority or so as to be reasonably accessible to persons resident in its area;

(b) each place is available for the deposit of waste at all reasonable times (including at least one period on the Saturday or following day of each week except a week in which the Saturday is 25th December or 1st January);

(c) each place is available for the deposit of waste free of charge by persons resident in the area;

<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>Status quo/do nothing – publicly acceptable but does not help OCC and the waste management service meet the budget pressures currently being faced</p> <p>Reducing hours further :</p> <ul style="list-style-type: none"> <li>• Shutting each sites 1 or 2 days/week</li> <li>• Reducing winter hours to 09:00-15:00</li> </ul> <p>Will result in greater savings but more inconvenience for residents.</p>

**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
<b>Age</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This may impact those of working age to a greater extent as sites as reduced hours may limit when they are able to visit site.	Sites will still be open 362 days/year so all residents should have an opportunity to visit, even if they are shift workers. Reduced opening hours may make this more inconvenient than currently. Communication to ensure all residents are aware of the new opening hours will help to mitigate the chance of wasted journeys.	HWRC manager Communications team	Before and during launch, ongoing. Monitored via complaint levels
<b>Disability</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Gender Reassignment</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Marriage &amp; Civil Partnership</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Pregnancy &amp; Maternity</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Race</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			



<b>Sex</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Sexual Orientation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Religion or Belief</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			

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

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
<b>Rural communities</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Those who do use sites during late night opening tend to prefer it as sites are very quiet with no queuing, making it a quick and easy visit. However, the overall low use of this service means that the impact of increased visitors between 08:00-17:00 should be minimal.	Good communications to ensure that all residents are aware of the opening hours of their local sites. We can use catchment modelling to ensure that communications can be targeted in relevant areas		
<b>Armed Forces</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Carers</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
<b>Areas of deprivation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			

### Section 3: Impact Assessment - Additional Wider Impacts

Additional Wider Impacts	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
Other Council Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			
Providers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reduced opening hours may lead to less staff needed to staff the sites.	Management of the HWRCs is contracted out to two contractors. They have both consulted their staff and supportive of this proposal. Sites are generally short staffed at the moment, so staff will be able work alternative hours to ensure that they do not suffer financially.	Contractor HWRC contract manager	Ongoing
Social Value <sup>1</sup>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No specific impact related to this protected characteristic			

<sup>1</sup> If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area

## 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>	When policy agreed
<b>Person Responsible for Review</b>	
<b>Authorised By</b>	