



Oxfordshire County Council
Equalities Impact Assessment

EXTENSION OF THE CONTRACT FOR: THE MANAGEMENT OF
HOUSEHOLD WASTE RECYCLING CENTRES IN OXFORDSHIRE
SEPTEMBER 2023

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Section 1: Summary details

Directorate and Service Area	Environment and Place, Environment and Circular Economy, Waste Management
What is being assessed (e.g. name of policy, procedure, project, service or proposed service change).	Key Decision for extension of the contract for: The Management of Household Waste Recycling Centres in Oxfordshire
Is this a new or existing function or policy?	Existing function
Summary of assessment 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 key decision is to extend the existing contract for the management of the recycling centres on current terms and conditions. The recommendation is to extend the contract, and doing so will mean no changes on site for residents and therefore there will be no impact on protected groups.</p> <p>The current service is a 7 day a week service open to all residents to dispose of their own household waste. It is not considered to overtly discriminate or unfairly disadvantage any individuals or groups within the community. Due to the historic location of the facilities and strict health and safety requirements on site banning pedestrian access, those residents without access a vehicle maybe disadvantaged. However, where practical, mitigation steps are taken as part of the service, to alleviate this through accepting bicycles with or without a trailer, hire vehicles and permitting residents to arrive by Taxi. In the future any new tender/contract will further seek to enhance these mitigations.</p> <p>The current contract does actively promote reuse of materials, though at present the vast majority of the benefit of this is provided out of county. Through negotiations as part of the contract extension officers will continue to seek ways to further enhance reuse, and in county availability and benefits of reuse where financially viable. In the future any new tender/contract will actively seek to improve the current position and additional social value benefits will also form a core part of the tender evaluation and service.</p>
Completed By	Steve Burdis

Authorised By	
Date of Assessment	September 2023

Section 2: Detail of proposal

<p>Context / Background</p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>The provision of the HWRC service is a statutory function, providing locations across Oxfordshire for residents to dispose of their bulky and other household generated wastes. The HWRC network has a critical role in enabling Oxfordshire residents to produce less waste and recycle more and is vital to embracing the circular economy through repair, upcycling and reuse over the next 20 years.</p> <p>The current management contract for the HWRC's was awarded and commenced 1st October 2017 for a period of 7 years with this main term ending 30th September 2024, with the option for the Council to extend the Contract Period for up to 3 years in aggregate.</p> <p>The decision to extend is at the sole discretion of the County Council. The annual value of the contract, which is waste tonnage dependent, is around £3.5m to £4m per annum. Therefore, the option to extend triggers the Key Decision protocol. The Key Decision is principally around whether to exercise the option under the contract to extend the current contract period or retender the services.</p> <p>No significant changes are planned with a contract extension, though further environmental enhancements to the service will be explored and pursued where practical and feasible to do so.</p>
<p>Proposals</p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>The provision of the HWRC service is a statutory function which is provided under the Contract. The current contracts initial contract period ends on the 30th September 2024. At this juncture the Council can either relet the contract or at its sole discretion extend the Contract period for up to a maximum of 3 years in aggregate.</p> <p>The contract value is such that either extending or reletting is Key Decision which triggers the need for a report and this EIA.</p>

	<p>An extension would lead to minimal service changes, but it is proposed that further enhancements would be introduced. These would have positive environmental impacts and will continue to be explored and pursued where practical and feasible to do so.</p> <p>Retendering of the contract at the end of the recommended extension of the contract period, will offer further opportunities to reframe the Contract with the aim of improving environmental performance and social value will also be introduced as a core component. This is likely to further enhance areas of consideration under an EIA.</p>
<p>Evidence / Intelligence</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>The proposal is to continue with the current service arrangements and there will be no impact on the protected characteristics or other groups considered in this assessment as no change is proposed.</p>
<p>Alternatives considered / rejected</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>The report references other options considered, but on balance a contract extension of 3 years has been recommended when the HWRC initial contract period ends on the 30th September 2024. Notice of the Council's decision to extend must be made prior to 30 March 2024, as 6 months' prior notice of the exercise of the option to extend is required to be given to the Contractor under the Contract.</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
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
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"/>				
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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
Rural communities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Armed Forces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Areas of deprivation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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"/>				
Other Council Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Social Value ¹	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

¹ 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.

Review Date	At time of retender or significant change in existing policies and procedures governing the operations of the HWRC service.
Person Responsible for Review	Steve Burdis
Authorised By	Teresa Kirkham