

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

17th September 2015

Report of the Head of Streetcare

M.Roberts

Matter for Decision

Wards Affected: All Wards

Civic Amenity Site Opening Hours

Purpose of report

- 1 To consider the opening hours of the Council's Household Waste and Recycling Centres (HWRCs).

Background

- 2 The Council's HWRCs currently have extended opening hours as follows:-

- Briton Ferry and Cymmer
1st April to 31st October – 8.00am to 8.00pm
1st November to 31st March – 8.00am to 5.30pm
Open 7 days a week, with the exception of Christmas day
- Pwllfawatkin
1st May to 30th September – 9.00am to 7.00pm
1st October to 30th April – 9.00am to 5.00pm
Open 7 days a week, with the exception of Christmas day

- 3 Opening hours have been cut back in adjoining authorities and the question arises whether to similarly cut back provision in Neath Port Talbot as part of containing pressures in the waste budget.

4 Changes have been considered and proposed revised opening hours are as follows:-

- Briton Ferry
8.30am to **5.00pm** 7 days a week for 12 months of the year
- Pwllfawatin
9.00am to **5.00pm** 7 days a week for 12 months of the year
- Cymmer
11.00am to 5.00pm 7 days a week for 12 months of the year

5 The proposed opening hours for the Cymmer HWRC are reduced in the morning as well as the evening as the site is very small in comparison to the other facilities (during a one year period the Cymmer site deals with same quantity of waste as the Briton Ferry site deals with every two weeks).

6 All sites would be closed on Christmas Day, Boxing Day and New Year's Day

Financial impact

7 The proposal would realise savings of some £35,000 in year 1 increased to circa £41,000 per year thereafter. This does not account for any further savings associated with avoidance of waste being 'attracted' to the facility when it is open and facilities in neighbouring areas are closed.

Equality Impact Assessment

8 An Equality Impact Screening Assessment was undertaken for the proposal which indicated that a full Equality Impact Assessment was required. As such during June and July an online and site based consultation process was undertaken with residents who use the Council's Household Waste and Recycling Centres. The purpose of this exercise was to determine, in relation to the Equalities Act 2010, whether there are any sections of the community that would be discriminated against if the council amended the opening times as proposed. During the consultation period there were 529 responses.

9 **The results of the survey did not indicate that the Council would discriminate against any sections of the community as a result of the proposed closing times**, albeit many who responded would not like the times to change for reasons of convenience (423) and a further 86 respondents suggested some variation of later opening with later closing to allow the continued use of the site after normal working hours. Some also believed there might be increased incidences of fly tipping. Of the 529 responses the consultation evidenced that 77 of the respondents were non NPT residents and the majority of these were accessing the sites after 5pm. This confirmed that people in neighbouring authority areas were using the site particularly in the evenings. Any option therefore that included opening after 5pm would allow residents from neighbouring authorities to continue to access sites in NPT to dispose of their waste when the sites in their own authority area had closed earlier.

Workforce Impacts

10 There is no impact on the Council's employees as the Household Waste and Recycling Centres are run by a contractor on the Council's behalf. Officers have consulted with the contractor in respect to this proposal and negotiated the cost savings identified in this report.

Legal Impacts

11 There are not believed to be any legal impacts or reasons why the recommendation cannot be legally implemented.

Risk Management

12 The proposed changes have been implemented in other authorities and based on their experience, risk of increased incidence of fly tipping or reputational risk etc can be considered low. Failure to implement the proposal would mean that another measure to mitigate cost pressures in the waste budget would need to be identified.

Consultation

13 Please see Equalities Impact Assessment Section.

Sustainable Development

14 Reduced opening hours in other areas has not given rise to environmental issues whilst longer distance travel from other areas to access sites in NPT during the evening would be reduced.

Recommendations

15 Having given due regard to the EIA it is recommended that the Briton Ferry, Cymmer and Pwllfawatkin HWRC opening times are amended as detailed below, with the savings being used to offset budget pressures within the waste collection service.

- Briton Ferry
8.30am to **5.00pm** 7 days a week for 12 months of the year
- Pwllfawatkin
9.00am to **5.00pm** 7 days a week for 12 months of the year
- Cymmer
11.00am to **5.00pm** 7 days a week for 12 months of the year

16 All sites would be closed on Christmas Day, Boxing Day and New Year's Day

Reasons for Proposed Decision

17 To enable the authority to discharge its responsibility as a waste disposal and waste collection authority and meet budget requirements.

Implementation of Decision

18 The decision is proposed to implementation after the three day call in period.

Appendices

19 Equality Impact Assessment

List of Background Papers

20 HWRC Consultation July 2015 – general analysis
HWRC July 2015 – non NPT respondents

Officer contact

21 Andrew Lewis

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22 Mike Roberts

Head of Streetcare

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Appendix A

Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.

Where do you work?
Service Area: Waste and Neighbourhood Services
Directorate: Environment

(a) This EIA is being completed for a...

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input checked="" type="checkbox"/>
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(b) Please name and describe below...

Amendment of Household Waste and Recycling Centre (HWRC) opening times.

(c) It was initially screened for relevance to Equality and Diversity on 21/04/15

(d) It was found to be relevant to...At the time of screening the relevance of the proposal was unknown to the categories below.

Age.....	<input type="checkbox"/>	Race	<input type="checkbox"/>
Disability.....	<input type="checkbox"/>	Religion or belief	<input type="checkbox"/>
Gender reassignment.....	<input type="checkbox"/>	Sex.....	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	Sexual orientation	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	Welsh language	<input type="checkbox"/>

(e) Lead Officer

Name: Andrew Lewis

Job title: Waste and Neighbourhood Services
Manager

Date: 09/09/15

(f) Approved by Head of Service

Name: Mike Roberts

Date: 09/09/15

Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project:

What are the aims?

To amend the opening times of the HWRCs.

Who has responsibility?

Andrew Lewis/Mike Roberts

Who are the stakeholders?

NPTCBC /FCC Environment (Service Provider) / Members of the Public

Section 2 - Information about Service Users (See guidance):

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age.....	<input checked="" type="checkbox"/>	Race	<input checked="" type="checkbox"/>
Disability.....	<input checked="" type="checkbox"/>	Religion or belief	<input checked="" type="checkbox"/>
Gender reassignment.....	<input checked="" type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input checked="" type="checkbox"/>	Sexual orientation	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input checked="" type="checkbox"/>	Welsh language	<input checked="" type="checkbox"/>

What information do you know about your service users and how is this information collected?

A profile of site users was achieved via an online and site based consultation process with residents who use the Council’s Household Waste and Recycling Centres. See attached summary of the consultation results.

Any Actions Required?

N/A

Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Thinking about your answers above, please explain in detail why this is the case? including details of any consultation (and/or other information), which has been undertaken to support your view?

An online and site based consultation exercise carried out in June and July 2015 with residents who use the Council's Household Waste and Recycling Centres indicated that the Council would not directly impact on any sections of the community as a result of the proposed closing times, therefore no action is required. See attached summary of the consultation results.

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view?

See above - during June and July 2015 the Council undertook an online and site based consultation process with residents who use the Council's Household Waste and Recycling Centres.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)

No actions are required.

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

Foster good relations between different groups	Advance equality of opportunity between different groups
Elimination of discrimination, harassment and victimisation	Reduction of social exclusion and poverty

(Please see guidance for definitions)

Please explain any possible impact on each of the above.

No impact

What work have you already done to improve any of the above?

N/A

Is the initiative likely to impact on Community Cohesion?

No

How will the initiative treat the Welsh language in the same way as the English language?

Bilingual literature and signage (with equal priority given to both Welsh/English languages).

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

- No actions required

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Section 5 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements: Data collection for performance indicators and periodic meetings with Service Provider, along with a review after 6 months of any adverse customer contact.

Actions:

As above

Section 6 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

Outcome 1: Continue the initiative...



Outcome 2: Adjust the initiative...



Outcome 3: Justify the initiative...



Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

Section 7 - Publication arrangements:

On completion, please contact the Corporate Strategy Team for advice on the legal requirement to publish the findings of EIAs.

Action Plan:

Objective - What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome - How will we know we have achieved our objective?	Progress
Amend opening times of HWRC to enable the authority to continue to discharge its responsibility as a waste disposal authority and meet budget requirements.	Andrew Lewis	6 months after service change	Data collection for performance indicators, a meeting with the service provider and analysis of any adverse customer contacts.	To be monitored as per review of outcome.