

REPORT TITLE: THE EXTENSION OF THE EXISTING WASTE AND RECYCLING  
COLLECTION CONTRACT

12 MARCH 2026

REPORT OF CABINET MEMBER: Cllr Steve Cramoysan Cabinet Member for  
Recycling and Public Protection

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WARD(S): ALL

PURPOSE

The Council is committed to providing waste and recycling services that residents can rely on every week, while accelerating delivery of the Greener Faster priority within the Council Plan.

This report reviews options for these services at the end of the existing contract in February 2029 and recommends seeking approval to extend the current waste and recycling collection contract with Biffa under its terms for a further eight years.

Extending the existing waste and recycling collection contract with Biffa for a further eight years provides the confidence and stability for a reliable service and delivers the ability to go 'greener faster.'

A contract extension safeguards service continuity during a period of local government reorganisation and major national reform in the waste sector, ensuring residents continue to receive a consistent, dependable service without disruption. For residents, this means certainty, familiarity, and confidence that collections will continue to operate smoothly while improvements are planned and introduced in a managed way.

A longer-term arrangement gives the Council and its waste partner the ability to plan and deliver change well. It allows future service improvements to be aligned with the national Simpler Recycling programme and the opening of the new Materials

Recycling Facility (MRF), expected in 2028, ensuring that changes are introduced at the right time and clearly, well-communicated, and easy for residents to understand.

The extension also supports confident delivery by strengthening operational resilience and managing risk proactively. This creates a stable platform for improving recycling performance, reducing residual waste, and supporting residents to recycle more, without compromising service reliability.

By maintaining the current arrangements, the council is prioritising delivery confidence, a positive resident experience, and long-term environmental outcomes — ensuring services remain reliable today whilst being well positioned to deliver greener, more efficient waste services in the years ahead.

RECOMMENDATIONS, that Cabinet:

1. Approve, an extension of council's existing waste and recycling collection contract with Biffa, in line with the extension provisions contained within the current contract, (CAB3202 November 2019) for a period of eight years, which is compliant with the Public Contracts Regulations 2015.
2. Delegate authority to the Strategic Director, in consultation with the Director of Finance and Director of Legal, to finalise the contract extension and secure the necessary provisions to ensure the Council can fully comply with the national Simpler Recycling programme.
3. Agree to include, in light of the local government reorganisation, a clause into the existing contract allowing the novation of the existing contract to a new organisation, and to ensure that any contact extension allows the same.

## IMPLICATIONS:

### 1. COUNCIL PLAN OUTCOME

#### **1.1. Greener Faster**

- 1.1.1. Extending the waste and recycling collection contract will support the council's ambition to become greener faster by ensuring continuity of service during a period of significant change in the waste sector and the wider transition associated with local government reorganisation.
- 1.1.2. The extension provides stability while the new Materials Recycling Facility (MRF) and Simpler Recycling reforms are introduced. These reforms will expand the range of materials recycled in the district, helping reduce waste, increase recycling rates and support the council's goal to be carbon neutral by 2030.
- 1.1.3. The MRF's indicative operational date of 2028 means that maintaining the existing contract ensures the council can transition to the new system without disruption. This will help reduce contamination, improve recycling quality and divert more waste from landfill and incineration.
- 1.1.4. By safeguarding service continuity, the extension enables the council to plan for future low carbon operations and more efficient collection routes. This supports the wider ambition to reduce emissions associated with waste operations and contributes to the district's net zero targets.

#### **1.2. Thriving Places**

- 1.2.1. The extension supports the council's ambition for attractive, well maintained places by ensuring that waste and recycling services remain stable and are undertaken in an effective and efficient manner.
- 1.2.2. A clean, well-serviced environment supports strong footfall, encourages investment and contributes to thriving high streets and local centres.

#### **1.3. Healthy Communities**

- 1.3.1. Reliable waste and recycling services are essential to maintaining clean, safe neighbourhoods. The contract extension ensures that residents continue to benefit from consistent collections during a period of national reform.
- 1.3.2. Cleaner public spaces support physical activity, outdoor play and use of green spaces, contributing to improved health and wellbeing across the district.

#### **1.4. Good Homes for All**

- 1.4.1. Reliable waste and recycling services are fundamental to ensuring that all homes remain clean, safe and well-maintained.
- 1.4.2. A stable contract allows the Council to plan for future improvements, including the decarbonisation of waste operations, which aligns with the ambition for homes and neighbourhoods to be resilient to climate change.

### **1.5. Efficient and Effective**

- 1.5.1. The extension provides operational stability and avoids the need for a complex procurement exercise during a period of local government reforms and national waste-sector reform.
- 1.5.2. Legal advice confirms that the extension, being within the scope of the original terms of the contract, is compliant with the Public Contracts Regulations 2015 reducing risk and ensuring the Council remains fully compliant with public procurement law.
- 1.5.3. Proceeding with an extension, without service changes at this stage, ensures the council can adopt Simpler Recycling when the MRF is fully operational.

### **1.6. Listening and Learning**

- 1.6.1. The extension provides the council with the time needed to engage residents on future service changes, including the introduction of Simpler Recycling and the MRF.
- 1.6.2. It supports improved satisfaction by ensuring that waste services remain reliable and responsive while the council prepares for future organisational and waste reforms.
- 1.6.3. Engagement is being undertaken with residents throughout 2026 to inform the introduction of Simpler Recycling requirements.

## **2. FINANCIAL IMPLICATIONS**

- 2.1. The existing contract was awarded following a full and robust competitive tendering process, and that it explicitly provides for an extension of up to eight years. Biffa has delivered and improved the waste and recycling collection service since winning that tender.
- 2.2. It should also be noted that direct comparisons of waste and recycling collection contract costs across authorities are inherently difficult due to differing local, geographical and social factors, however financial benchmarking shows Winchester's collection costs per household are broadly similar to comparable councils.
- 2.3. The current contract specifies the service and how the annual cost is determined based upon the number of properties and frequency of

collections. An extension of the contract means that future year costs will be in line with recent years but will be inflated based on a formula set out in the contract which allows for inflation, wage and fuel cost fluctuations.

### 3. Contract discussions with BIFFA

- 3.1. Discussions regarding a contract extension have taken place with Biffa and the city council has received an offer from them. This is still subject to their board approval, however the key points of their offer are;
- 3.2. BIFFA are willing to extend the contract for a further eight years. Eight years represents the lifetime of a collection vehicle. After this length of time any service would become unreliable, and shorter than eight years would significantly increase the annual cost.
- 3.3. We would jointly need to review existing prices in the contract and ensure that the costs and services offered reflect the financial position now in terms of wages, inflation, and housing numbers.
- 3.4. BIFFA are proposing to offer a small percentage contract saving per year compared to the current contract value.
- 3.5. The experience of BIFFA will enable their expertise to support a significant shift in recycling rate to 60%, in line with other contracts they run. Whilst not of any financial value now to the city council, once Local Government Re-organisation occurs and costs of disposal fall to the new unitary authority, a change of this scale will save significant sums, and a shared programme incentivising both partners is available.

### 4. LEGAL AND PROCUREMENT IMPLICATIONS

- 4.1. Legal advice confirms that the current contract with Biffa which was the subject of a competitive tendering process allows for a single extension of up to eight years.
- 4.2. The Biffa contract has an initial term of eight years from 1 February 2021 to 31 January 2029. Clause three addresses potentially extending the contract beyond that initial term. This may be as one single extension of up to eight years but not by multiple extensions having a cumulative extended period of up to eight years. The council can therefore choose to seek an extension for eight years or for a shorter extended period. To trigger an extension the council must serve written notice on Biffa to that effect at least 18 months before 31 January 2029 (so by 31 July 2027 at the latest). As drafted, the contract does not allow the council to propose an extension period with a related break clause added so the contract would continue for that full duration unless terminated with cause. Biffa may, by serving notice within three months of the Council's notice, reject the proposed extension if it is unable or unwilling to continue the contract beyond its initial eight-year term.

## 5. WORKFORCE IMPLICATIONS

- 5.1. The internal project team will manage the contract extension process, ensuring that the work remains within the agreed scope, timescales and budget.
- 5.2. The contract extension itself does not require immediate changes to operational staffing levels. Operational staff delivering the waste and recycling service will continue to be employed by Biffa under the existing arrangements. However, as the council moves closer to adopting Simpler Recycling and the expanded range of materials, additional operational and administrative capacity may be required, and this will be planned in partnership with Biffa as part of future service design.
- 5.3. A full retendering of the waste and recycling collection contract would have staffing implications and would require a project budget to be allocated to undertake the necessary work to retender.

## 6. PROPERTY AND ASSET IMPLICATIONS

- 6.1. The proposed eight-year extension to the waste and recycling collection contract does not require any immediate changes to property or assets, as the service will continue to operate from the existing Barfield Close Depot under the current lease arrangement.

## 7. CONSULTATION AND COMMUNICATION

- 7.1. Preparation of this report has involved engagement with the waste contractor, the portfolio holder, senior Cabinet Members, and officers from Legal, Finance, Procurement and the Senior Leadership Team to ensure the recommendations are robust and fully informed.

## 8. ENVIRONMENTAL CONSIDERATIONS

- 8.1. A contract extension would support long-term environmental improvements across the district. This includes the transition to more sustainable waste systems, aligning with the Local Area Energy Plan, enabling future investment in lower-carbon fleet technologies as they become viable, and ensuring the service remains adaptable to national reforms in the waste sector, including the introduction of Simpler Recycling and related policy changes over the coming years.
- 8.2. Maintaining a reliable and consistent waste collection service contributes to a cleaner and healthier environment, supporting the council's wider objectives for nature recovery, improved air quality and reduced pollution in local watercourses. The contract extension ensures these environmental protections remain in place while providing the flexibility and resilience needed to respond to future national waste reforms without compromising service quality or resident experience.

## 9. PUBLIC SECTOR EQUALITY DUTY

- 9.1. An Equality Impact Assessment has been completed for the waste and recycling collection contract extension and is available at Appendix A.
- 9.2. The Assessment concludes that mitigation to address potential equality impacts have been built-in to the main waste and recycling service provision and these arrangements, such as assisted collections for residents who require them, will continue to be delivered as part of the contract extension.
- 9.3. Mitigation has been built into the contract to strengthen fair and inclusive employment practices and maximise social value. The contractor is required to demonstrate equitable recruitment, training and progression opportunities and to promote an inclusive working environment. These measures support wider social value over the life of the contract.

## 10. DATA PROTECTION IMPACT ASSESSMENT

- 10.1. The current contract conditions relating to data protection would continue under this extension. There would be no additional sharing of personal data or addresses above or beyond what is set out in the contract.

## 11. RISK MANAGEMENT

- 11.1. Key considerations are summarised below.

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
Financial Exposure	Financial modelling, scenario planning, early negotiation, inclusion of price adjustment clauses	Opportunity to benchmark costs and secure value-for-money through proactive planning
Local government re-organisation	Extend contract to ensure service deliver continues	Able to learn from others and benchmark.
Exposure to challenge	Legal advice, compliance with public procurement law	Demonstrate robust governance and transparency
Innovation	Include innovation clauses in extension; monitor technology trends	Ability to adopt new recycling technologies and improve efficiency
Reputation	Clear communication strategy, FAQs, press releases, crisis comms plan. Less risk of impact on service through stable service.	Maintain public confidence through transparency and engagement
Achievement of outcome	Strong project governance, early	Deliver improved recycling service aligned

	planning, monitoring KPIs, engagement with current contractor.	with national policy through engagement with Biffa
Community Support	Public consultation, engagement loops, clear messaging	Increased resident buy-in and smoother implementation
Timescales	Adjusted timetables, milestone tracking, reminders for deadlines	Opportunity to demonstrate efficient project delivery
Project capacity	Dedicated programme lead, resource monitoring	Build internal capability for future projects
Other	Policy flexibility clauses, contingency planning for supplier workforce stability	Ability to adapt to policy changes without major disruption

## 12. SUPPORTING INFORMATION:

12.1. The existing waste contract ends in February 2029, eight years after its start date of February 2021. The contract was originally tendered in late 2019, with the start date delayed by four months due to Covid (Cab 3203 Nov 2019).

12.2. The current contract has now completed five years of the eight originally agreed and has delivered significant improvements in waste and recycling for the residents of Winchester. It is fully supporting the move to carbon neutrality that is at the heart of the city council's operations. Key activities currently underway include

- An estimated 140,000 collections each week of waste or recycling.
- Delivered using vehicles powered by hydrotreated vegetable oil except for one truck powered using 100% renewable electricity
- Operation of a bulky waste collection service for residents
- Delivery and replacement of an estimated 240,000 containers for food waste, recycling, residual, garden and glass.
- Operation throughout all seasons and weathers

12.3. Improvements introduced as part of or since the contract started including

- A full re-route to support a more balanced collection system and save an estimated 13,000 miles per year.
- The introduction of food waste recycling across Winchester
- The introduction of a charged for garden waste service
- The introduction of the collection of small waste electrical equipment and batteries

12.4. In addition to what they do, how BIFFA operate is also important, and they make a significant contribution to social value in Winchester through

- 12.4.1 Education and Schools Engagement: Delivery of 30 school visits, providing educational sessions focused on environmental responsibility, sustainability, and road safety awareness in relation to our fleet operations.
- 12.4.2 Community Volunteering: Quarterly volunteer days within local communities, with funded resources and employee participation to support projects that improve and enhance local environments.
- 12.4.3 Community Engagement and Events: Attendance at or hosting of six community events, including interactive recycling education initiatives designed to improve recycling behaviours in an accessible and engaging way.
- 12.4.4 Employment and Skills Development: Delivery of quarterly Employment Academies, supporting unemployed individuals into sustainable employment, based on cohorts of eight participants per programme.
- 12.4.5 Investment in Skills and Qualifications: Funding for three HGV licences and one driving licence to support the development and progression of operational colleagues.
- 12.4.6 Workforce Development: Investment in colleague development, including five employees enrolled on the Accelerate development programme and one fully funded apprenticeship.
- 12.4.7 Health and Wellbeing: Delivery of quarterly wellbeing initiatives, providing free wellbeing support to promote a healthier, more resilient workforce.
- 12.5. Whilst the city council is still awaiting the effect of the complete roll out of the food waste service. It is on track to see an increase of our recycling rate, and the residual waste tonnage per household is falling.
- 12.6. In terms of customer service, the current services are operating consistently, to a high standard, and is subject to levels of missed bins and complaints which are well within target operating levels.
- 12.7. Alongside local government reorganisation there are once in a generation changes to the waste and recycling national systems which will affect residents in Winchester.
  - 12.7.1 In October 2027 a Deposit Return Scheme is scheduled to be implemented across England, seeing a small deposit charged on all non-glass drinks packaging. This makes up a small percentage of tonnage collected, but is high volume and high value, and is often visible when deposited as litter.

- 12.7.2 The Council is required to implement Simpler Recycling to align with national waste policy and improve recycling performance. The new disposal infrastructure being built by Hampshire is due to open in the Spring / Summer of 2028 and will see the collection from the kerbside of pots, tubs, trays and cartons for the first time.
- 12.7.3 In 2028 the existing emissions trading scheme is set for a major expansion, with the inclusion of the waste incineration and energy-from-waste (EfW) sectors. This has the potential to add significant costs to the disposal of residual waste within Hampshire, where the main final disposal is through the energy from waste incinerators run by the three current waste disposal authorities.
- 12.8. So whilst there have been significant advances in our recycling there remain several improvements and changes which need to be managed carefully. Maintaining the existing service through an extended contract, with the existing contractors, during period of significant change for local government appears to be the lowest risk option.
- 12.9. A decision is required on extending the contract, allowed under the existing contract for a further eight years, extending the contract for a shorter single period, retendering entirely or moving to an in-house service.
- 12.10. The waste contract is currently for eight years as this represent the working life of a collection vehicle, balancing the reliability of the service with the reduced annual cost.
- 12.11. To pursue a contract extension for eight years considers the benefits of service continuity, cost certainty and alignment with forthcoming national waste reforms. In the current global and national financial context, including inflationary pressures and volatility in fuel, labour and capital costs, there is no clear evidence to suggest that returning to market at this point would deliver savings over the existing contract, or that any potential benefit would outweigh the cost and risk of a full re-procurement exercise.
- 12.12. Due to local government reorganisation, the existing contract which does not include a novation clause, will need to have one inserted to enable it to transfer to a new organisation, and the extension will need to be written to allow for flexibility for a new organisation from April 2028.
13. CONCLUSION
- 13.1. A contract extension with Biffa is proposed to ensure continuity of service while preparing for future waste and recycling changes brought about by national legislation and the development of new recycling infrastructure. This represents the lowest risk for the continued excellent service for a core front line service, at a time of significant change in both local government and waste and recycling nationally.

- 13.2. This proposal offers continuity, cost control, and operational resilience, whilst mitigating risks through robust governance, legal compliance, and transparent communication, and it is recommended to;
  - 13.3. Approve an extension, to the council's existing waste and recycling collection contract with Biffa, in line with the extension provisions contained within the current contract, (CAB3202 November 2019) for a period of eight years, which is compliant with the Public Contracts Regulations 2015.
  - 13.4. Delegate authority to the Strategic Director, in consultation with the Director of Finance and Director of Legal to finalise the contract extension and secure the necessary provisions to ensure the Council can fully comply with the national Simpler Recycling programme.
  - 13.5. Agree to include, in light of the local government reorganisation, a clause into the existing contract allowing the novation of the existing contract to a new organisation, and to ensure that any contact extension allows the same.
14. OTHER OPTIONS CONSIDERED AND REJECTED
- 14.1. Retendering would require a full procurement exercise. Although this could have tested the market, the timing is unsuitable. With LGR underway, maintaining service stability is essential, and a new contract that was entered into now may need to be revisited when Simpler Recycling is introduced in Spring 2028 as the MRF becomes operational, creating unnecessary disruption. Given that the existing contract permits extensions of up to eight years, it was concluded that retendering was not appropriate and therefore not an option to pursue.
  - 14.2. The service could potentially be brought in-house, but the council is not in a position to pursue this option at present. Although bringing the service in-house may offer greater control in the longer term, the transition to a new unitary authority makes this a challenging time to undertake a complex, and high-profile service transfer. Extending the current contract provides stability while the new authority considers future delivery models. Some potential LGR partners have already brought their services in-house, so there may be scope to explore this option in the future once the new authority is established.
  - 14.3. A shorter extension would mean the new unitary authority would need to begin the retendering process soon after vesting, limiting its ability to take a strategic, long-term approach. It is also likely to be much more expensive as vehicles which would otherwise be depreciated over 8 years would then be depreciated over fewer years, significantly increasing the overall cost.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

CAB3202 November 2019. ENVIRONMENTAL SERVICES – AWARD OF CONTRACT

Other Background Documents:-

None

APPENDICES:

Appendix A - Equality Impact Assessment

Exempt Appendix B – BIFFA contact discussions

## Appendix A - Equality Impact Assessment

**Equality Impact Assessment (EqIA)**Section 1 - Data Checklist

When undertaking an EqIA for your policy or project, it is important that you take into consideration everything which is associated with the policy or project that is being assessed.

The checklist below is to help you sense check your policy or project before you move to Section 2.

		Yes/No	Please provide details
1	Have there been any complaints data related to the policy or project you are looking to implement?	No	
2	Have all officers who will be responsible for implementing the policy or project been consulted, and given the opportunity to raise concerns about the way the policy or function has or will be implemented?	Yes	Senior officers responsible for implementing the waste and recycling contract extension have been consulted and given the opportunity to raise concerns. Their input has helped shape the approach to ensure operational continuity, compliance with equality duties, and readiness for future legislative changes such as Simpler Recycling.
3	Have previous consultations highlighted any concerns about the policy or project from an equality impact perspective?	No	

		Yes/No	Please provide details
4	Do you have any concerns regarding the implementation of this policy or project?  <i>(i.e. Have you completed a self-assessment and action plan for the implementation of your policy or project?)</i>	No	
5	Does any accessible data regarding the area which your work will address identify any areas of concern or potential problems which may impact on your policy or project?	No	
6	Do you have any past experience delivering similar policies or projects which may inform the implementation of your scheme from an equality impact point of view?	Yes	The council previously extended contracts including the waste and recycling contract before entering the current contract. This provided insights into managing service continuity, and equality considerations during transitional periods.
7	Are there any other issues that you think will be relevant?	Yes	The Council must be aware of the contractor's employment practices, as these could, unintentionally, result in indirect discrimination against people with any of the nine protected characteristics under the Equality Act 2010. These were checked as part of tendering exercise.

## Section 2 - Your EqIA form

<b>Directorate:</b> Place	<b>Your Service Area:</b> Environmental waste services	<b>Team:</b> Future of waste and recycling	<b>Officer responsible for this assessment:</b> Nadine Fox	<b>Date of assessment:</b> November 2025
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	<b>Question</b>	<b>Please provide details</b>
1	What is the name of the policy or project that is being assessed?	Waste and recycling contract extension.
2	Is this a new or existing policy?	Existing contract.
3	Briefly describe the aim and purpose of this work.	<p>The aim of this purposed work is to consider extending the existing waste and recycling contract for, up to, a further eight (8) years.</p> <p>The extension would ensure that the council retains local control and influence over the service during the LGR transition period, while maintaining financial stability, operational efficiency, and continuity of service delivery for residents.</p> <p>This approach helps the council make best use of its resources, keep services running smoothly, and giving reassurance to staff, residents, and the contractor while the organisation changes.</p>
4	What are the associated objectives of this work?	<ul style="list-style-type: none"> <li>To retain the council's ability to manage, oversee, and influence local waste and recycling priorities prior to and during the LGR.</li> </ul>

		<ul style="list-style-type: none"> <li>• Future readiness - To allow the council to align future procurement and service design with the outcomes of the Local Government Review, the Simpler Recycling legislation, and being compliant with national waste legislation.</li> <li>• Simpler Recycling - To allow sufficient time and flexibility within the extended contract to prepare for and implement the government’s Simpler Recycling legislation.</li> <li>• Service continuity - to ensure uninterrupted delivery of waste and recycling services for residents throughout the period of organisational change and during the transition to new local government arrangements.</li> <li>• Service quality and standards - to maintain service performance, customer satisfaction, and compliance with environmental standards while adapting to new recycling and waste reduction goals.</li> <li>• Operational efficiency - to continue working with an established and experienced contractor to ensure efficient, reliable service delivery.</li> <li>• Workforce and contractor stability - to provide reassurance for staff and contractors, maintaining service expertise through a period of structural and policy change.</li> <li>• Financial stability - to reduce financial uncertainty in waste and recycling services during a period of organisational change.</li> </ul>
5	Who is intended to benefit from this work and in what way?	<ul style="list-style-type: none"> <li>• Residents - ensuring uninterrupted and reliable waste and recycling services, including support for vulnerable groups.</li> </ul>

		<ul style="list-style-type: none"> <li>• The council - by maintaining local control, financial stability, and operational efficiency during LGR.</li> <li>• Staff and contractors - will gain employment stability and service continuity during organisational change.</li> <li>• Environment – benefits from sustained recycling standards in preparation for Simpler Recycling.</li> </ul>
6	What are the outcomes sought from this work?	<ul style="list-style-type: none"> <li>• Future proofing the service.</li> <li>• Consistent and reliable service delivery.</li> <li>• Financial stability.</li> <li>• Simpler Recycling policy implementation readiness.</li> </ul>
7	What factors/forces could contribute or detract from the outcomes?	<p><b>Contribute:</b></p> <ul style="list-style-type: none"> <li>• Established contractor knowledge of local services and routes.</li> <li>• Reduced risk of service disruption from changing contractors</li> <li>• Reduced operational and financial risk during a period of LGR uncertainty.</li> <li>• Time to prepare for Simpler Recycling implementation</li> </ul> <p><b>Detract:</b></p> <ul style="list-style-type: none"> <li>• Potential loss of innovation from other contractors by not going to the market.</li> </ul>
8	Who are the key individuals and organisations responsible for the implementation of this work?	Future of waste and recycling project team
9	Who implements the policy or project and who or what is responsible for it?	Future of waste and recycling project Board

		Please select your answer in <b>bold</b> . Please provide detail here.		
10a	Could the policy or project have the potential to affect individuals or communities on the basis of race differently in a negative way?	<b>Y</b>	<b>N</b>	
10b	What existing evidence (either presumed or otherwise) do you have for this?	<p>It could have an indirect negative effect on people from different racial or ethnic backgrounds. Language barriers may make it harder for some residents to get important service information, like recycling instructions, collection times, or how to make a complaint. This could lead to confusion, lower participation, or less satisfaction with the service.</p> <p>Accessible format information is provided and different language versions can be made available on request.</p>		
11a	Could the policy or project have the potential to affect individuals or communities on the basis of sex differently in a negative way?	<b>Y</b>	<b>N</b>	
11b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
12a	<p>Could the policy or project have the potential to affect individuals or communities on the basis of disability differently in a negative way?</p> <p><i>you may wish to consider:</i></p> <ul style="list-style-type: none"> <li>• <i>Physical access</i></li> <li>• <i>Format of information</i></li> <li>• <i>Time of interview or consultation event</i></li> <li>• <i>Personal assistance</i></li> </ul>	<b>Y</b>	<b>N</b>	

	<ul style="list-style-type: none"> <li>• <i>Interpreter</i></li> <li>• <i>Induction loop system</i></li> <li>• <i>Independent living equipment</i></li> <li>• <i>Content of interview)</i></li> </ul>			
12b		<p>Some residents may face physical barriers when accessing waste and recycling services, particularly in areas with communal bins or kerbside collections.</p> <p>Others may find information difficult to access if it is not provided in suitable formats, such as large print, audio, or easy-read guides.</p> <p>The Council provides assisted collection services based on certain criteria to overcome this issue.</p>		
13a	Could the policy or project have the potential to affect individuals or communities on the basis of sexual orientation differently in a negative way?	Y	N	
13b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
14a	Could the policy or project have the potential to affect individuals on the basis of age differently in a negative way?	Y	N	Older people may face challenges accessing waste and recycling services due to mobility issues or difficulties using communal bins and online systems. The Council provides assisted collection services based on certain criteria to overcome this issue.
14b	What existing evidence (either presumed or otherwise) do you have for this?			
15a	Could the policy or project have the potential to affect individuals or communities on the basis of religious belief differently in a negative way?	Y	N	

15b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
16a	Could this policy or project have the potential to affect individuals on the basis of gender reassignment differently in a negative way?	Y	N	
16b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
17a	Could this policy or project have the potential to affect individuals on the basis of marriage and civil partnership differently in a negative way?	Y	N	
17b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
18a	Could this policy or project have the potential to affect individuals on the basis of pregnancy and maternity differently in a negative way?	Y	N	
18b	What existing evidence (either presumed or otherwise) do you have for this?	N/A		
19	Could any negative impacts that you identified in questions 10a to 15b create the potential for the policy to discriminate against certain groups on the basis of protected characteristics?	Y	N	<ul style="list-style-type: none"> <li>• Disabled individuals</li> <li>• Elderly</li> <li>• Non-English speakers (language access)</li> <li>• The incumbent contractor's employment practices could indirectly discriminate against people with any of the nine protected characteristics.</li> </ul> <p>Accessible format information is provided and different language versions can be made available on request.</p> <p>Contractors' employment policies are checked.</p>

20	Can this negative impact be justified on the grounds of promoting equality of opportunity for certain groups on the basis of protected characteristics? Please provide your answer opposite against the relevant protected characteristic.	Y	N	<p>Race (language): materials should be provided in accessible formats such as translated materials and use multilingual communications.</p> <p>Sex: N/A</p> <p>Disability: Assisted collection is available to residents with mobility issues. Communications can be provided in accessible formats (large print, audio, pictorial), telephone and face-to-face support where needed.</p> <p>Sexual orientation: N/A</p> <p>Age: Assisted collection is available to residents with mobility issues. Communications can be provided in accessible formats (large print, audio, pictorial), telephone and face-to-face support where needed.</p> <p>Gender reassignment: N/A</p> <p>Pregnancy and maternity: N/A</p> <p>Marriage and civil partnership: N/A</p> <p>Religious belief:</p>
21	How will you mitigate any potential discrimination that may be brought about by your policy or project that you have identified above?	<ul style="list-style-type: none"> <li>• Providing assisted collections and accessible information for disabled residents.</li> <li>• Offering clear, easy-to-read and non-digital options for older people.</li> <li>• Sharing key information in other languages and visual formats for non-English speakers.</li> </ul>		

		<ul style="list-style-type: none"> <li>Including equality and diversity requirements in the contractor's agreement and monitoring fair employment practices.</li> </ul>		
22	Do any negative impacts that you have identified above impact on your service plan?	Y	<b>N</b>	Potential negative impacts can be managed through targeted mitigation.

Signed by completing officer	Nadine Fox
Signed by Service Lead or Corporate Head of Service	Campbell Williams