

Aberdeenshire Council

Integrated Impact Assessment

Budget Pressure 24/25 - Waste Management (Waste Collection Supervisor Posts x 2 (New Staffing Request))

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|------------------------|--------------------------|
| Assessment ID | IIA-001904 |
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| Approved By | Ewan Wallace |
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1. Overview

This document has been generated from information entered into the Integrated Impact Assessment system.

There is a requirement for an additional 2 Waste Supervisor posts to be based at Inverurie and Mintlaw which cannot be funded within the existing waste budget. This is due to the high number of front line staff for both collections and street cleansing being managed under one supervisor at each of these depots which is becoming unmanageable due to the line management responsibilities. There is also an increase in management of vehicles and routes being covered from these depots due to an increase in demand/households for both of these areas with an increase in households for these depot areas. This has created too many responsibilities and tasks for supervisor with the risk of key responsibilities not being undertaken and potential for staff not being supported due to too many staff under same line management.

During screening 2 of 10 questions indicated that detailed assessments were required, the screening questions and their answers are listed in the next section. This led to 2 out of 5 detailed impact assessments being completed. The assessments required are:

- Equalities and Fairer Scotland Duty
- Sustainability and Climate Change

In total there are 0 positive impacts as part of this activity. There are 4 negative impacts, of these negative impacts, 0 have been mitigated and 4 cannot be mitigated satisfactorily.

A detailed action plan with 1 points has been provided.

This assessment has been approved by ewan.wallace@aberdeenshire.gov.uk.

The remainder of this document sets out the details of all completed impact assessments.

2. Screening

| | |
|---|-----|
| Could your activity / proposal / policy cause an impact in one (or more) of the identified town centres? | No |
| Would this activity / proposal / policy have consequences for the health and wellbeing of the population in the affected communities? | No |
| Does the activity / proposal / policy have the potential to affect greenhouse gas emissions (CO2e) in the Council or community and / or the procurement, use or disposal of physical resources? | Yes |
| Does the activity / proposal / policy have the potential to affect the resilience to extreme weather events and/or a changing climate of Aberdeenshire Council or community? | No |
| Does the activity / proposal / policy have the potential to affect the environment, wildlife or biodiversity? | No |
| Does the activity / proposal / policy have an impact on people and / or groups with protected characteristics? | No |
| Is this activity / proposal / policy of strategic importance for the council? | Yes |
| Does this activity / proposal / policy impact on inequality of outcome? | No |
| Does this activity / proposal / policy have an impact on children / young people's rights? | No |
| Does this activity / proposal / policy have an impact on children / young people's wellbeing? | No |

3. Impact Assessments

| | |
|-------------------------------------|--------------------------------------|
| Children's Rights and Wellbeing | Not Required |
| Climate Change and Sustainability | No Negative Impacts Can Be Mitigated |
| Equalities and Fairer Scotland Duty | No Negative Impacts Identified |
| Health Inequalities | Not Required |
| Town Centre's First | Not Required |

4. Equalities and Fairer Scotland Duty Impact Assessment

4.1. Protected Groups

| Indicator | Positive | Neutral | Negative | Unknown |
|-------------------------------|----------|---------|----------|---------|
| Age (Younger) | | Yes | | |
| Age (Older) | | Yes | | |
| Disability | | Yes | | |
| Race | | Yes | | |
| Religion or Belief | | Yes | | |
| Sex | | Yes | | |
| Pregnancy and Maternity | | Yes | | |
| Sexual Orientation | | Yes | | |
| Gender Reassignment | | Yes | | |
| Marriage or Civil Partnership | | Yes | | |

4.2. Socio-economic Groups

| Indicator | Positive | Neutral | Negative | Unknown |
|--------------------------|----------|---------|----------|---------|
| Low income | | Yes | | |
| Low wealth | | Yes | | |
| Material deprivation | | Yes | | |
| Area deprivation | | Yes | | |
| Socioeconomic background | | Yes | | |

4.3. Evidence

| Type | Source | It says? | It Means? |
|------|--------|----------|-----------|
|------|--------|----------|-----------|

| Type | Source | It says? | It Means? |
|----------------|---|--|---|
| Other Evidence | Support Leader - Assessment of Workload | Assessing the duties/ workload of Collection Supervisors in 2 depots by the Support Leaders it was evident that key duties were unable to be undertaken in relation to the post as they had no time to carry these out with each Supervisor having line management for 50-60 front line workers. This means that staff are not being adequately supported, and resources/workload not being managed effectively. | This means that staff are not being adequately supported, and resources/workload not being managed effectively in these depots. There is a requirement for an additional Supervisor in each of these depots to ensure that resources, workload and front line staff are being effectively managed. This additional workload cannot be managed through working overtime as key duties are not being able to be undertaken. This budget pressure relates to staffing and the need for additional staff. |

4.4. Engagement with affected groups

No engagement carried out externally as this budget pressure relates to the requirement for additional staffing to reduce the impact on existing staff. Support Leaders have identified this issue through discussions with their Supervisors.

4.5. Ensuring engagement with protected groups

No engagement carried out externally as this budget pressure relates to the requirement for additional staffing to reduce the impact on existing staff. Support Leaders have identified this issue through discussions with their Supervisors.

4.6. Evidence of engagement

This budget pressure for additional Supervisors is the outcome of discussions with staff regarding the issue of workload.

4.7. Overall Outcome

No Negative Impacts Identified.

This budget pressure is in relation to additional staffing to cover workload therefore does not impact on any of the Protected Groups.

4.8. Improving Relations

Not required as this budget pressure is in relation to additional staffing to share existing workload internally,

4.9. Opportunities of Equality

Not required as this budget pressure is in relation to additional staffing to share existing workload internally,

5. Sustainability and Climate Change Impact Assessment

5.1. Emissions and Resources

| Indicator | Positive | Neutral | Negative | Unknown |
|-----------------------------------|----------|---------|----------|---------|
| Consumption of energy | | | Yes | |
| Energy efficiency | | Yes | | |
| Energy source | | Yes | | |
| Low carbon transition | | Yes | | |
| Consumption of physical resources | | | Yes | |
| Waste and circularity | | | Yes | |
| Circular economy transition | | Yes | | |
| Economic and social transition | | Yes | | |

5.2. Biodiversity and Resilience

| Indicator | Positive | Neutral | Negative | Unknown |
|---------------------------|----------|---------|----------|---------|
| Quality of environment | | | Yes | |
| Quantity of environment | | Yes | | |
| Wildlife and biodiversity | | Yes | | |
| Infrastructure resilience | | Yes | | |
| Council resilience | | Yes | | |
| Community resilience | | Yes | | |
| Adaptation | | Yes | | |

5.3. Negative Impacts and Mitigations

| Impact Area | Details and Mitigation |
|------------------------|---|
| Quality of environment | <p>Impact with staff being taken off their substantive duties to provide cover for waste, recycling and trade collections e.g. street cleansing is not undertaken due to staff being used for collection duties therefore litter/flytipping becomes more of an issue impacting on the quality of the environment.</p> <p>Can be mitigated No</p> <p>Justification Cannot be mitigated as existing supervisory staff workload is already at full capacity.</p> |
| Consumption of energy | <p>Without the additional supervisory staff, we are unable to manage our vehicles efficiently and therefore impact with additional routes/additional mileage to provide the household and trade collection service.</p> <p>Can be mitigated No</p> <p>Justification Cannot be mitigated as existing supervisory staff workload is already at full capacity.</p> |

| Impact Area | Details and Mitigation |
|--|--|
| Consumption of physical resources | <p>Without the additional supervisory staff, we are unable to manage our vehicles efficiently and therefore impact with additional routes/additional mileage to provide the household and trade collection service which impacts on the consumption of fuel and also staffing resources.</p> <p>Can be mitigated No</p> <p>Justification Cannot be mitigated as existing supervisory staff workload is already at full capacity.</p> |
| Waste and circularity | <p>Without the additional supervisory staff, we are unable to manage missed collections as efficiently as possible and therefore households may recycle less.</p> <p>Can be mitigated No</p> <p>Justification Cannot be mitigated as existing supervisory staff workload is already at full capacity.</p> |

5.4. Evidence

| Type | Source | It says? | It Means? |
|-----------------------|-------------------------------|--|---|
| Internal Data | Confirm | Increased level of complaints, feedback, customer service enquiries | Customer level of satisfaction is decreasing which relates to not being able to manage waste and collection services effectively. |
| External Consultation | Reputation Tracker | Public satisfaction with waste and recycling collection services is decreasing. | Customer level of satisfaction is decreasing which relates to not being able to manage waste and collection services effectively. |
| Other Evidence | Regulatory Compliance (Fleet) | Driver debriefs not being undertaken timeously in relation to the Operators Licence due to lack of supervisory time. | Potential non-compliance with Operators Licence which could result in not being able to provide services - penalty could also impact on other Services. |

5.5. Overall Outcome

No Negative Impacts Can Be Mitigated.

Without the additional supervisory staff, duties are unable to be undertaken as existing workload is far too much for one supervisor in both the Inverurie and Mintlaw depots due to the high number of staff and resources (vehicles) in both these depots.

Waste collection is an essential statutory service which requires to be provided despite lack of adequate supervisory resources. As identified the impact will be on the ability to provide the service safely and efficiently.

6. Action Plan

| Planned Action | Details |
|---|--|
| <p>Gap analysis to identify the essential tasks that are not currently being undertaken by overworked supervisors and alternative options to undertake these tasks.</p> | <p>Lead Officer Andrew Sheridan</p> <p>Repeating Activity No</p> <p>Planned Start Wednesday January 03, 2024</p> <p>Planned Finish Sunday March 31, 2024</p> <p>Expected Outcome Clearer understanding of the gaps in service provision and potential options/ costs to provide a full service.</p> <p>Resource Implications Support Leaders and Team Manager time</p> |