

Bristol City Council Equality Impact Relevance Check



This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

What is the proposal?	
Name of proposal	Improved Debt Management
Please outline the proposal.	Review of structures, systems and processes to improve debt collection, including collection rates and time taken, delivering savings through more effective cash management, fewer write-offs, more cost-effective structures and processes
What savings will this proposal achieve?	£25k in 18/19 and £200k over the period of the medium term financial plan
Name of Lead Officer	Chris Holme/Martin Smith

Could your proposal impact citizens with protected characteristics? (This includes service users and the wider community)
Please outline where there may be significant opportunities or positive impacts, and for whom.
N/A
Please outline where there may be significant negative impacts, and for whom.
N/A

Could your proposal impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
N/A
Please outline where there may be negative impacts, and for whom.
N/A

Is a full Equality Impact Assessment required?	
Does the proposal have the potential to impact on people with protected characteristics in the following ways:	
<ul style="list-style-type: none"> • access to or participation in a service, • levels of representation in our workforce, or • reducing quality of life (i.e. health, education, standard of living) ? 	
Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is	This is not a change of policy, it is an improvement of systems and process, and so the target audience would not affect the target

no, please provide a justification.	audience already identified.
Service Director sign-off and date: Chris Holme 12 February 2018	Equalities Officer sign-off and date: Cherene Whitfield 12 February 2018