

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	Electoral Services Annual Canvass Proposed Budget Savings
Please outline the proposal.	<ul style="list-style-type: none"> • Reduce the number of canvasser visits per household to the statutory minimum of one. • Send only one letter to any property that is matched with council tax as void. • Send Invitation To Register (ITR) forms via email where possible. • Stop sending canvass 4th non response letter
What savings will this proposal achieve?	£31,000 saving
Name of Lead Officer	Yvonne Dawes

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.
<p>Action: Send Invitation To Register (ITR) forms via email where possible.</p> <p>Impact: This will only be sent to people who provide their e-mail address ie a self- selecting group, so they should be happy to respond by e-mail and will do so, thereby having a positive impact on these citizens.</p>
Please outline where there may be significant negative impacts, and for whom.
<p>Access to the democratic process -</p> <ul style="list-style-type: none"> • Action: Reduce the number of canvasser visits per household to the statutory minimum of one. <p>Impact: Some residents may not receive a personal visit and therefore may not respond to be included in the electoral register.</p>

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.

None
Please outline where there may be negative impacts, and for whom.
<p>Electoral registration actions undertaken are uniform across Bristol– ie every property is communicated with four times ie three forms and a house visit. Any free publicity is targeted where possible to lower-responding wards.</p> <p>National studies – eg Electoral Commission ‘Accuracy and Completeness of the Electoral Register 2016’ - show that the strongest characteristics that result in underrepresentation are:</p> <ul style="list-style-type: none"> • Age (the young). The younger the person (attainers and those of voting age), the less likely they are to be on the register. • Transient populations (those who have moved within 3 months). <p>Other impacts are tenure of property – tenants are less likely to be represented. However local research has not been undertaken.</p> <p>Electoral register information does not include protected characteristics.</p> <p>Any potential drop-off in response levels is expected to be overcome by enforcing that canvassers only visit at optimal times of the day for their area and that a higher rate of pay is maintained for obtaining details of occupants.</p> <p>People who do not respond to the canvass have further opportunities every month to be included later.</p>

Is a full Equality Impact Assessment required?	
<p>Does the proposal have the potential to impact on people with protected characteristics in the following ways:</p> <ul style="list-style-type: none"> • access to or participation in a service, Not known • levels of representation in our workforce, or No • reducing quality of life (i.e. health, education, standard of living) ? No 	
<p>Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.</p>	No.
<p>Service Director sign-off and date:</p>  <p>10 January 2018</p>	<p>Equalities Officer sign-off and date: Wanda Knight 21/8/17</p>