

Dunbartonshire and Argyll & Bute Valuation Joint Board

Right to Request Flexible Working 2014

Equality Impact Assessment

This summary report proforma summarises the issues and actions identified in the impact assessment.

1	Title of Policy or function	Right to Request Flexible Working
2	Responsible Officer	David Thomson
3	Staff involved in impact assessment screening	DAB Management Team
4	Other staff / services / community groups involved	Policy developed by the Management Team following advice from West Dunbartonshire Council's HR&OD Business Manager
5	Brief summary of any consultation carried out.	Research of similar policies, particularly the WDC Flexible Working policy. Draft Policy shared with relevant trade union.
6	Summary of (potential) impacts identified	The extension of the existing policy in line with legal requirement should ensure that all employees have equal access to the right to request Flexible Working.
7	Summary of actions identified	The availability of the policy to <u>all</u> staff, rather than just a sub-set, supports the commitment of both the Assessor and the Board to the promotion of equal opportunities. As with all HR policies, fair operation will be aided by good organisational and managerial understanding of the Policy.
8	What 'equalities' monitoring is required for this policy / service?	Applications for Flexible Working, and their outcomes, will be monitored and reported to the Management Team
9	Date of completion of assessment	October 2014