

North View Housing Association Equality Impact Assessment Tool



Name of the policy / proposal to be assessed	Flexible Working Policy	Is this a new policy / proposal or a revision?	Revision
Person(s) responsible for the assessment	Alison Main		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	The purpose of this Policy is set out the Association's approach to dealing with flexible working requests.		
2. Who is intended to benefit from the policy / proposal? (<i>e.g. applicants, tenants, staff, contractors</i>)	The Policy is intended to benefit staff. It will also benefit Management Committee members as it sets out processes and responsibilities.		
3. What outcomes are wanted from this policy / proposal ? (<i>e.g. the benefits to customers</i>)	The intended outcome is to ensure that all requests for flexible working are made by eligible employees and dealt with in a consistent manner.		
4. Which protected characteristics could be affected by the proposal? (tick all that apply) <div style="display: flex; flex-wrap: wrap; margin-top: 10px;"> <div style="width: 25%;"><input type="checkbox"/> Age</div> <div style="width: 25%;"><input type="checkbox"/> Disability</div> <div style="width: 25%;"><input type="checkbox"/> Marriage & Civil Partnership</div> <div style="width: 25%;"><input type="checkbox"/> Pregnancy/Maternity</div> <div style="width: 25%;"><input type="checkbox"/> Race</div> <div style="width: 25%;"><input type="checkbox"/> Religion or Belief</div> <div style="width: 25%;"><input type="checkbox"/> Gender</div> <div style="width: 25%;"><input type="checkbox"/> Reassignment</div> <div style="width: 25%;"><input type="checkbox"/> Sexual Orientation</div> </div>			

5. If the policy / proposal is not relevant to any of the **protected characteristics** listed in part 4, state why and end the process here.

The Policy is not relevant to any of the protected characteristics as any eligible employee can submit a request for a change to their working pattern to be considered.

	Positive impact(s)	Negative impact(s)
6. Describe the likely positive or negative impact(s) the policy / proposal could have on the groups identified in part 4		
7. What actions are required to address the impacts arising from this assessment? <i>(This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts).</i>		

Signed: _____ (Job title): Director

Date the Equality Impact Assessment was completed: 2nd June 2025