

## IMPACT ASSESSMENT – SUMMARY REPORT

<b>Diversity Ref No.</b>	<b>09/07</b>	<b>Date Allocated</b>	<b>19/03/07</b>
<b>Document Name:</b>	<b>Flexible Working Policy</b>		
<b>Document Type:</b>	<b>Policy</b>		
<b>Owner:</b>	<b>HR Manager</b>		
<b>Reviewing Officer:</b>	<b>Flexible Working Review Group</b>		
<b>Policy Grading</b>	<b>Low</b>		

**NOTE: When a policy is referred to in this document it encompasses a proposed, current or amendment to a policy/force standing order/function.**

What is the purpose of the policy?

Dumfries & Galloway Constabulary recognises the contribution of all its employee/officers' and also understands that at some time in their working lives, individuals may find it difficult to fulfil domestic, family and work commitments due to having a young family, adopting, caring responsibilities or some other reason. Where this occurs, the Constabulary will always consider practical help through this flexible working policy for both Police Officers and Support Staff.

Who is intended to benefit from the policy and how?

This policy applies to all Employees and Officers of Dumfries and Galloway Constabulary who wish to make an application for flexible working.

Give a description of how the policy was assessed against the potential of discriminating against a group or individual on the grounds of colour, race, gender, transgender status, marital or civil partnership status, nationality, ethnic or national origins, disability, age, sexual orientation, religion or belief?

Application form checked for potential discriminatory questions. Statistics on current application profile established. Refer to Flexible Working group minutes, July 2006, extract figures attached.

Reasons for refusal match legislative guidelines as 'genuine business grounds'.

Policy document approved by force solicitors as being neutral.

Consultation methods used and summary of findings

This policy has been written in consultation with employee/Police representatives, unions and Police Federation. The content has been screened by the force solicitors and all of their recommendations adopted. The policy extends flexible working beyond legislative requirements and has no restrictions on the reason for the application.

Conclusions reached from assessment and consultation

Policy complies with legislative requirements and Police Regulations and extends the opportunity to all employees/officers who wish to be considered for flexible working.

Amendments made to the policy or amendments following consultation. Please state why these changes were made.

Recommendations made by solicitors consisted mainly of structure and comment. No discriminative practices have been identified and no alterations required.

How the policy is to be monitored, how often and by whom

Legislative References:  
Employment Act 2002  
Employment Rights Act 1996  
The Flexible Working (Procedural Requirements) Regulations 2002 (SI 2002/3207)  
The Flexible Working (Eligibility, Complaints and Remedies) Regulations 2002 (SI 2002/3236)  
Work and Families Act 2006 expected implementation April 2007  
Draft Flexible Working (Eligibility, Complaints and Remedies) (Amendment) Regulations 2006

A review of the effects of the policy is required to ensure that it does not discriminate against any group or individual on the grounds of colour, race, gender, transgender status, marital or civil partnership status, nationality, ethnic or national origins, disability, age, sexual orientation, religion or belief.

<b>Recommended Review Date:</b>	<b>Annually April</b>
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This summary contains details of the Impact Assessment carried out relating to this policy. Under Dumfries & Galloway Constabulary's Freedom of Information Publication Scheme a copy of the full report and consultation are available on request.

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