

EQUALITY IMPACT ASSESSMENT

SCREENING DOCUMENT

Name of Proposal

Agile Working / Accommodation Review

Lead Department/Service

Resources / Transforming Angus

What is the aim of the proposal?

To create a sustainable property estate, improve service delivery and improve our organisational effectiveness through the successful adoption of agile working practices and workplace design.

Is this a new or a review of an existing policy, procedure, function or report?

This is a review of the Equality Impact Assessment submitted with Report 48/15 to the Policy and Resources Committee

Screening Process

1. Has the proposal already been assessed for its impact on age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? **If yes, go to 1 a. If no, go to 1 b.**

1 a. Unless there have been significant changes, no further action is required. **Please add your name, position and date below at 3.**

1 b. Does the proposal involve or have consequences for the people the council serves or employs? **If yes, go to 2. If no, go to 1 c.**

1 c. Please state why not

The proposal is not relevant and no further action is required. Sign and date below at 3.

2. Is the proposal relevant to one or more of the protected characteristics? **If yes, go to 2 a. If no, go to 2 b.**

2 a. **Proceed to Step 1 of the Full Equality Impact Assessment on page 2.**

2 b. Please state why not

The proposal not relevant and no further action is required. Add your name, position and date below at 3.

3. Name: Malcolm Cameron

Position: Programme Lead

Date: 24th January 2017

FULL EQUALITY IMPACT ASSESSMENT

Step 1

Are there any statutory legal requirements affecting this proposal? If so please describe.

No

Step 2

What data/research is available to assess the likely impact of the proposal?

Research from the Scottish Futures Trust has indicated that there are benefits for the organisation as well as the employees from adopting a successful agile working scheme.

Step 3

Is there any reason to believe the proposal could affect people differently due to their protected characteristic ie age; disability; gender; gender re-assignment; pregnancy/maternity; marriage and civil partnership; race; religion and belief; and sexual orientation? Please **place a cross** in each box that applies, and give details alongside.

Age	<input type="checkbox"/>	_____
Disability	<input checked="" type="checkbox"/>	aim to ensure the adaptations/reasonable adjustments are maintained for the employee
Gender	<input checked="" type="checkbox"/>	Positive effect – due to flexibility in working locations
Gender Re-assignment	<input type="checkbox"/>	_____
Pregnancy/maternity	<input checked="" type="checkbox"/>	Positive effect – due to flexibility in working locations
Marriage and civil Partnership	<input type="checkbox"/>	_____
Race	<input type="checkbox"/>	_____
Religion and belief	<input type="checkbox"/>	_____
Sexual orientation	<input type="checkbox"/>	_____

Step 4

Is there evidence to suggest that any part of the proposal could unlawfully discriminate against people? If so, how?

No

Step 5

Can the proposal be seen to favour one section of the community

Yes No

or deny opportunities to another?

Yes No

If yes, please give details.

Step 6

Does the proposal advance or restrict equality?

Yes No

If yes, give details

It could in some cases advance the protected characteristic of gender and pregnancy/maternity

Step 7

Are there any other actions which could have been taken to enhance equality of opportunity?

If so please state

No

Step 8

Based on the work you have done, rate the level of relevance being allocated to this proposal.

High Medium Low Unknown

Step 9

If during **Steps 3 - 6** there has been an adverse impact identified, consider whether this can be justified.

Yes No

If yes please give details.

If no, consider alternative ways of delivering the proposal to minimise negative impact or eliminate unlawful discrimination. Give details of the changes to be made to the proposal.

Step 10

Do you need to carry out a further impact assessment?

Yes No

If yes, what actions do you need to take?

Step 11

Make arrangements to monitor and review the impact assessment.

Step 12

Publish impact assessment.

Where will the Equality Impact Assessment be published?

As an appendix to the Committee Report **XXX/17**

Please state your name, position and date, and forward this pro forma either to your designated Equality Impact Assessment Co-ordinator, or if it refers to a committee report, it should be forwarded with the report to committee services.

Name: Malcolm Cameron

Position: Programme Lead

Date: 24th January 2017

For additional information and advice please contact:
the Equalities Officer - Tel: 01307 476058 or E-mail: Equalities@angus.gov.uk