

**Equality and Human Rights Impact Assessment (EqHRIA)**

**Summary of Results**

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| **Policy / Practice** | **Flexi-time (Officers)** |
| **Owning Department** | **People and Development** |
| **Date EqHRIA Completed** | 19/06/2023 |
| **Purpose of Policy / Practice** | To guide users and enable them to record flexi-time appropriately. |

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| 1. **Summary of Analysis / Decisions** -What the assessment found and actions already taken.
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| The assessment has found that overall the impact on individuals with the outlined protected characteristics will be minimal and more likely positive in nature. The expansion of the flexi-time system to officers of Inspecting and Superintending Ranks means that part time and flexible officers can now utilise the system.The procedure itself is simple and easy to follow with clear instructions on how to access record and make changes to flexi-time records. The EqHRIA has identified a couple of points raised around accessibility to those who may require assistance in order to follow the instructions or operate the recording systems being used. |

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| 1. **Summary of Mitigation** **Actions** - What else we plan to do and how we are going to check that it has been done.
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| As this is a new procedure there will be a requirement to review to assess the impacts that the procedure has and if any further adjustments are required.Plans to support colleagues identified as requiring assistance with understanding or utilising the procedure will be progressed and reviewed in a shorter timeframe.  |

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| **Management Log – Policy Support Dept. Use Only** |
| **Review Date** |       | **Review Date** |       |
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