

CUNNINGHAME HOUSING ASSOCIATION LTD

EQUALITY IMPACT ASSESSMENT FORM

1. Information	
Document/Policy/ Strategy being created or updated	Worklife Balance Policy
Purpose of creation or update / Executive Summary:	The purpose of this policy is to promote a healthy work-life balance by providing employees with a range of flexible working options that support individual needs while maintaining organisational effectiveness. It outlines how Cunninghame Housing Association Group will manage flexible work requests made under employee's statutory right to request.
2. Protected Characteristics	
	Commentary on impact. Positive/neutral/negative as well as mitigations
Age	Positive This policy is expected to have a positive effect on employees across all age groups. By promoting flexible working this may support retention of older workers allowing them to reduce their hours or support younger workers who are for example undertaking further education. Will ensure that there is awareness of the policy across all age groups.
Disability	Positive The policy will have a positive effect as offering employee's flexibility can support individuals managing their conditions or assist with reasonable adjustments. Will ensure that the Group of Companies provides reasonable adjustments and tailored arrangements where necessary.
Gender identity/ reassignment	Positive This policy will have a positive effect on employees as inclusive flexibility can support wellbeing during a transition period. Employees can for example take sabbaticals during this time. Will ensure confidentiality and supportive management processes.
Marriage/civil partnership	Neutral No part of the policy treats people differently due to marriage / civil partnership. Mitigations: none required.
Pregnancy/ maternity	Positive This policy will have a positive effect as it will support employees return to work after their maternity leave and with ongoing childcare needs. Will ensure that the Group of Companies promote flexible options and that managers have adequate training.
Religion or Belief	Positive This policy will have a positive effect as it may accommodate cultural or religious beliefs and support the observance of religious practices. Will ensure that fairness of access is monitored and flexible scheduling where possible.
Race	Neutral No part of the policy treats people differently due to Race. Mitigations: none required.
Sex/Gender	Positive This policy will have a positive effect as it supports gender equality, particularly around caring responsibilities.

	Will ensure equal access for all genders.		
Sexual Orientation	Neutral No part of the policy treats people differently due to Sexual Orientation as it's an inclusive policy and benefits all employees equally. Mitigations: none required.		
Children's Rights	Positive This policy is expected to have a positive impact on children's wellbeing by enabling parents and carers to better balance work and family responsibilities, supporting stronger relationships, stability, and overall development. However, there is a potential risk of inequality where certain roles have less access to flexible working arrangements, which may limit benefits for some families. Will ensure fair and consistent application, manager guidance, and the promotion of inclusive flexible working practices.		
Other			
3. Sign Off			
Lead Assessor:	Lynne Fitzpatrick, People and Culture Manager		
Co- Assessor:	Lauren Finnie, H&S Officer Carolann Rennie, Estates Officer		
Date initiated:	09/04/2026		
Consultation:	Consulted with staff when assessing the policy on 09/04/2026		
Research:	Equality Act 2010, ACAS Code of Practice on Requests for Flexible Working, Employment Rights Act 1996 (as amended)		
Signature:	Joanne Martin	Date:	19/05/2026