

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: decision making arrangements in the Flexible Working Policy
Service Area: All employees who are members of the Local Government Pension Scheme
Directorate: All

2. Does the initiative affect:

	Yes	No
Service users		X
Staff	X	
Wider community		X
Internal administrative process only	X	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	X				L	This policy will impact on our employees who are over 55 years of age. It will however have a positive impact as they will have the ability to flexibly retire which will give them the opportunity to ease into retirement, whilst accessing their pension and still being active in the workplace.
Disability		X				
Gender Reassignment		X				
Marriage/Civil Partnership		X				

Pregnancy/Maternity		X				
Race		X				
Religion/Belief		X				
Sex		X				
Sexual orientation		X				

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				
Treating the Welsh language no less favourably than English		X				

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				

To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				
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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	X		This policy will support the long term wellbeing of our employees as they will be in a better position financially when they retire as they will have the opportunity to access their pension, whilst still earning a salary which will enhance their quality of life both by having improved work-life balance and a more secure financial future. It will also help them ease into retirement.
Integration - how the initiative impacts upon our wellbeing objectives		X	N/A
Involvement - how people have been involved in developing the initiative	X		Joint Trade Unions, Corporate Directors and Heads of Service have been involved in the revision of this Policy.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions		X	N/A

Prevention - how the initiative will prevent problems occurring or getting worse		X	N/A
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7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	X
Reasons for this conclusion	
<p>A full impact is not required as there is no impact on any protected group. It also has no negative impact on bio-diversity or the Welsh Language.</p>	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

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	Name	Position	Signature	Date
Completed by				
Signed off by	Sheenagh Rees	Head of People & OD	<i>Sheenagh Rees</i>	22 nd May 2025