

Equality Impact Assessment Summary

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Policy/Service: Maternity, Adoption, Paternity, Parental and Fertility Treatment Leave Policy

Background

- Description of the aims of the policy
- Context in which the policy operates
- Who was involved in the Equality Impact Assessment

The aims of the policy are:

- To provide the fair, consistent and effective application of maternity, maternity support (paternity), adoption, parental leave and fertility treatment leave provisions
- To ensure that employees entitled to the above are informed of their rights surrounding maternity, maternity support (paternity), adoption, fertility treatment, parental leave and their employment.

The policy operates within Agenda for Change NHS Terms and Conditions, current employment legislation such as the Work and Families Act 2006, the Trusts Single Equality Scheme and other Trust policies such as the Flexibility in Employment Policy. This policy impacts on all staff, line managers and Trust Union representatives.

The Equality Impact Assessment involved the following:

- HR Department Professionals
- Payroll Department
- Trust Policy Group
- Occupational Health Department

Methodology

- A brief account of how the likely effects of the policy was assessed (to include race and ethnic origin, disability, gender, culture, religion or belief, sexual orientation, age)
- The data sources and any other information used
- The consultation that was carried out (who, why and how?)

The following data source was used:

- ESR report on the number of staff who had maternity leave, adoption leave, paternity leave and parental leave last year
- ESR report on the number of grievances raised last year relating to application of maternity leave or returning from maternity leave on flexible working arrangements
- Article on maternity leave and subsequent career progression.

The following consultation was carried out:

- HR professionals were asked to comment on the policy in particular on the compliance with current legislation, ease of usage for staff and also whether any issues had arise in the past year that are not addressed in the policy.
- Payroll department was asked to comment and put forward suggestions in relation to the paperwork needed by that department in order for maternity, adoption and paternity

- pay and KIT days to be paid.
- Payroll were also asked to clarify entitlement for payment by the Trust for SMP, SAP and SPP
- OH were asked to comment and update the risk assessment information and checklist for pregnant employees

Key Findings

- Describe the results of the assessment
- Identify if there is adverse or a potentially adverse impacts for any equalities groups

The assessment highlighted that the maternity section of the policy benefits all female staff in the Trust of child bearing age and adversely affects men, same sex couples and those who may not be able to have children.

However adoption leave and paternity leave are available for same sex couples.

A separate section has been added with regards to fertility treatment however more leave days are granted to the female partner who is undergoing the treatment.

The policy is available for all staff but accessibility is restricted for those staff who do not have access to the Trust intranet therefore there is more responsibility on managers to provide the staff member with a copy of the policy.

Access is also restricted for those staff whose understanding of English, because it is a second language to them, is not so good compared to other staff therefore it is important that these staff can ask for the policy to be translated into their first language.

It has been highlighted that there is no data available on career progression of those staff who have taken maternity leave.

Conclusion

- Provide a summary of the overall conclusions

As per UK legislation currently there are more entitlements for women than men however this may change in the future. There are also other types of leave available to men, same sex couples and those couples who may not be able to have children. For Trust male staff they are entitled to 2 weeks Paternity Leave. For those in same sex couples and couple who may not be able to have children, they are entitled to Adoption Leave which has virtually the same entitlements as Maternity Leave.

This policy promotes good relations between Trust staff, line managers and staff side representatives.

Further monitoring is needed on the career progression of those staff who have taken maternity leave

Recommendations

- State recommended changes to the proposed policy as a result of the impact assessment
- Where it has not been possible to amend the policy, provide the detail of any actions that have been identified
- Describe the plans for reviewing the assessment

To merge Adoption Leave, Maternity Support (Paternity) Leave and Parental Leave into the Maternity Leave Policy.

Ensure wording is included about translating the policy into other formats (ie Braille, another

language) for those staff requiring this.

To ensure monitoring of the number of staff taking maternity, adoption, paternity and parental leave.

To survey those staff who have taken maternity leave to see whether they have had access to career progression.

Guidance on Equalities Groups

Race and Ethnic origin (includes gypsies and travellers) (consider communication, access to information on services and employment, and ease of access to services and employment)	Religion or belief (include dress, individual care needs, family relationships, dietary requirements and spiritual needs for consideration)
Disability (consider communication issues, access to employment and services, whether individual care needs are being met and whether the policy promotes the involvement of disabled people)	Sexual orientation including lesbian, gay and bisexual people (consider whether the policy/service promotes a culture of openness and takes account of individual needs)
Gender (consider care needs and employment issues, identify and remove or justify terms which are gender specific)	Age (consider any barriers to accessing services or employment, identify and remove or justify terms which could be ageist, for example, using titles of senior or junior)
Culture (consider dietary requirements, family relationships and individual care needs)	Social class (consider ability to access services and information, for example, is information provided in plain English?)