

## Equality Impact Assessment (EIA)

<b>Policy/activity or service area to be assessed:</b>	Family Friendly, incorporating Maternity, Paternity, Adoption, Fostering, Parental and Shared Parental Leave	<b>Person completing assessment:</b>	Sue Wilkinson
<b>Reason for this assessment:</b> <i>(new policy / review etc)</i>	Amendments to existing policies and New policy in respect of Shared Parental and Parental Leave	<b>Date of assessment:</b>	14.4.15

An EIA involves analysing the effect, or potential effect, of the way we do our business upon groups that share protected characteristics as defined in the Equality Act 2010. This requires us to look at the equality data which we capture or have access to and to consider the outcome of our community engagement. We need to assess whether our policies and practices show ‘due regard’ for the three aims (see below) of the Public Sector Equality Duty (PSED). The analysis should highlight effects that *increase* equality, *decrease* equality or have *no impact* upon equality across the protected characteristics. Its purpose is not just to paint a picture, but to *identify practical steps* to improve our performance by:

- (a) Eliminating any unlawful discrimination,**
- (b) Advancing equality of opportunity and**
- (c) Fostering good relations between different groups.**

1. Briefly describe the purpose, aims and objectives of the policy/activity: <sup>1</sup>	To provide a framework for the operation of HR policies which reflect the Service’s commitment to supporting employees who are or intend to have parental or carer responsibilities for children, where the caring responsibilities render them eligible to certain leave and payment benefits as a statutory right
2. Who is the policy/activity aimed at: (communities, staff, partners etc)	All staff of SFRS who have or intend to have parental or carer responsibilities for children where the circumstances deem them eligible for certain statutory rights under these policies.
3. Who is responsible for the policy/activity:	

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2. Socio economic is not a Protected Characteristic under the Equality Act 2010. We will however demonstrate due regard to it because as a risk factor poverty has a significant contributor to inequality indicators. Also when present alongside a PCs or multiple PCs the risk increases exponentially

(Directorate/Department/individual)

Human Resources / Line management

## Equality Statement

Clearly explain and provide supporting evidence to show how the policy/activity satisfies the three aims of the Public Sector Equality Duty (PSED) and **DOES NOT** cause or have the potential to cause a **NEGATIVE** (detrimental) effect:

The notion of family friendly policies aims to support employees during the time preceding childbirth, adoption or fostering and continuing this support in their responsibilities in caring for their own children or adopted or foster children.

The policies outline the rights of employees who are parents or respective parents or carers and processes to be followed to access the support and benefits available.

The policies will aim to eliminate unlawful discrimination by ensuring that appropriate information is provided to both employees and managers advocating best practice management of requests for support and adjustments as a result of parental or caring responsibilities.

During pregnancy mothers are supported by adjustments to their working arrangements where this is necessary and only in full consultation with them to ensure that no discrimination occurs or detriment experienced and they remain fully engaged with the workplace during their pregnancy. Payment during maternity or adoption leave is significantly enhanced over the statutory rate to ensure that the economic pressures of early parenthood are minimised. On a return to work where the mother is still breastfeeding, the Service is willing to support a period during which modifications to their role are made to allow for the adjustment of returning to work. (This period is up to 6 months after the mother returns to work or until the child is 15 months of age, whichever is the later – see 18.2 of the policy). Where the mother wishes to continue breastfeeding and the Service are unable to continue to support the modifications to the role, the facility to take an unpaid leave of absence is available for up to a further 6 months which facilitates the mother returning to work in the same role with no loss of pay or status.

Shared Parental leave is an area of legislation introduced in 2015 and enables parents to share the 52 week period of maternity leave. This has been raised as a separate policy to assist in eliminating unlawful discrimination by ensuring that the terms of the parental leave outlined in the policy are applied equally to all employees irrespective of gender. The Service has enhanced the period during which pay will be afforded in line with the period of payment offered under the maternity policy at 52 weeks from the statutory right which at the time of writing stands at 39

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weeks.

The policy aims to advance the equality of opportunity for employees who are absent from work on leave relating to parenting by advocating the establishment of contact details and contact arrangements during their leave to enable them to be made aware of opportunities which may arise in their absence. Additionally the policies provide for Keeping In Touch (KIT) days or Shared Parental Leave in Touch (SPLIT) days to enable employees keep in touch with their colleagues, changes and events during their absence.

The benefits of the policies in relation to adoption, fostering parental and shared parental leave are extended to all employees with due regard of their sexual orientation.

Where the policy/activity **DOES** or has the **POTENTIAL TO** have a **NEGATIVE** (detrimental) effect indicate which of the Protected Characteristics **MUST** be considered:

Describe the <b>NEGATIVE</b> (detrimental) effect and provide supporting evidence for your rationale *	
<b>Age</b>	
<b>Disability</b>	Staff moved away from their normal workplace during pregnancy may feel uncomfortable and suffer some detriment to their mental ill health as a result.
<b>Gender reassignment</b>	
<b>Marriage or civil partnership</b>	
<b>Pregnancy or maternity</b>	Failure of the manager to properly manage adjustments to the workplace may lead to the employee feeling disadvantaged by their working arrangements. The policy sets out the guidance on this and therefore allows employees to challenge under the policy if they feel they have been unfairly or inappropriately treated.
<b>Religion or belief</b>	

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<b>Race</b>	
<b>Sex</b>	There may be a challenge from male employees who feel that they are disadvantaged when taking shared parental leave compared to a female on maternity leave. The purpose of the shared parental leave policy is to ensure that employees are both paid the same rate when on shared parental leave thus avoiding any discrimination. Consideration was given to payment terms for SPL being matched with maternity leave. However for the Service recognises that the specific protection afforded for maternity and pregnancy only applies to women by definition due to the physiological difference and demand placed on women. Therefore the benefits in relation to maternity are enhanced and the benefits for shared parental leave are equal for men and women.
<b>Sexual orientation</b>	
<b>Socio-economic disadvantage 2</b>	

\* **NOTE:** Where any **NEGATIVE** (detrimental) effects are likely to occur:

- (a) For the policy/activity to continue corrective actions/amendments **MUST** be taken to prevent/minimise unlawful discrimination
- (b) An action plan **MUST** be completed (next section)
- (c) Where a negative (detrimental) effect can not be avoided, continuation of the policy/activity (with or without amendment) **MUST** be justified

## Action plan

This action plan **MUST** accompany the policy/activity and be used continually to assess any negative (detrimental) effects resulting from the delivery of or amendments to the policy/activity based on customer feedback and evaluation.

Negative/detrimental effect	Action needed to prevent/minimise it	By who	By when	Complete (tick)
	Contact monitoring by the line manager to keep them up to date	Line	Monitored	

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Mental ill health due to work location away from the norm	with events and monitor the well being of the staff member.	Manager	by HR	
Improper management of modifications to role due to pregnancy	HR to be consulted before any decision is made in respect of adjustments and advised on notification of pregnancy	Line Manager/HR	On each case on notification of pregnancy	
Challenge re unfair terms of SPL vs maternity leave	Implementation of Shared Parental Leave Policy	HR	<b>asap</b>	

**All Completed EIA's should be submitted to E&D team for approval.**

**Signed:** \_\_\_\_\_ **(E&D)**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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