

Diversity impact assessment

TITLE
Name/description of the issue being assessed

Shared Parental Leave policy and guidelines

DATE
Date the DIA is completed

28 January 2015

LEAD OFFICER
Name of person responsible for carrying out the DIA.

**Carrie Mckenzie
Head of HR and Organisational Change**

- 1 Summary description of the proposed change**
- *What is the change to policy/service/new project that is being proposed?*
 - *How does it compare with the current situation?*

The policy has been introduced to meet the statutory right for a qualifying employee of the council to share parental leave as introduced into statute in December 2014, through The Shared Parental Leave Regulations 2014.

- Summary of evidence used to support this assessment**
- *Eg: Feedback from consultation, performance information, service user records etc.*
 - *Eg: Comparison of service user profile with Medway Community Profile*

Consultation was invited from the Trade Unions and Staff Forum's between the period 11 November 2014 to 9 January 2015.

The chair of the LGBT forum asked if the date of presentation to EMC could be delayed to allow for the draft policy to be discussed at their next meeting which was later than the closing date for consultation feedback.

The chair was advised that the policy followed closely the principles and detail of the legislation and that there was unlikely to be any significant matters for consultation, but that any comment would be considered post EMC approval and if necessary the policy would be re-submitted.

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The policy was drafted as an output from a internal working group whose members included a representative from the GMB union

3 What is the likely impact of the proposed change?

Is it likely to :

- Adversely impact on one or more of the protected characteristic groups?
- Advance equality of opportunity for one or more of the protected characteristic groups?
- Foster good relations between people who share a protected characteristic and those who don't?

(insert ✓ in one or more boxes)

Protected characteristic groups	Adverse impact	Advance equality	Foster good relations
Age			X
Disability			X
Gender reassignment			X
Marriage/civil partnership			X
Pregnancy/maternity			X
Race			X
Religion/belief			X
Sex			X
Sexual orientation			X
Other (eg low income groups)			X

4 Summary of the likely impacts

- Who will be affected?
- How will they be affected?

The policy covers all Medway employees.

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5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- *Are there alternative providers?*
- *What alternative ways can the Council provide the service?*
- *Can demand for services be managed differently?*

Not applicable

6 Action plan

- *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence*

Action	Lead	Deadline or review date
Not applicable		

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7 Recommendation

The recommendation by the lead officer should be stated below.

This may be:

- *to proceed with the change implementing action plan if appropriate*
- *consider alternatives*
- *gather further evidence*

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

Not applicable

8 Authorisation

The authorising officer is consenting that:

- *the recommendation can be implemented*
- *sufficient evidence has been obtained and appropriate mitigation is planned*
- *the Action Plan will be incorporated into service plan and monitored*

**Assistant
Director**

Date

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC: phone 2443 email: annamarie.lawrence@medway.gov.uk
C&A: phone 1031 email: paul.clarke@medway.gov.uk
BSD: phone 2472 or 1490 email: corppi@medway.gov.uk
PH: phone 2636 email: david.whiting@medway.gov.uk

Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication