



**RECORD OF DECISION TAKEN UNDER DELEGATED
AUTHORITY
(Not a Key Decision)**

Date of Decision: 22 May 2015

**Executive Decision or 'Other Decision' to be
published?: Yes**

TITLE: REVISIONS TO THE PATERNITY AND MATERNITY POLICY

**DECISION: That the revisions to the Paternity and Maternity Policy are approved
as detailed in Appendix 2.**

1.0 BACKGROUND

- 1.1 In December 2014 amendments were made to the Councils' Paternity and Maternity Policy. These included details about the right to take shared parental leave and receive statutory shared parental pay for qualifying parents of babies due on or after 5 April 2015.
- 1.2 Shared parental leave has also been extended to apply to adoptive parents. However, additional rights came into effect on 5 April 2015. Adoptive parents' rights have been further enhanced to be more closely aligned with those of mothers taking maternity leave. From 5 April 2015, there is no continuous service requirement for adoption leave. Further, the amount of statutory adoption pay will increase and adopters will be entitled to paid time off work to attend appointments to have contact with the child.
- 1.3 Additionally from 5 April 2015, ordinary parental leave has been extended to 18 weeks' unpaid parental leave (which applies to employees with at least one year's continuous employment) to apply to all parents of children under 18 in all cases.

2.0 CURRENT POSITION

- 2.1 The Paternity and Maternity Policy has been revised once again to reflect these

new provisions and legislative changes. These are shown as tracked changes in the revised policy at Appendix 2.

2.2 A summary of the changes that have been made to the policy are listed below:

CHANGE Page/section	RATIONALE
5	Rate of SMP amended to reflect 6 April 2015 change
8	Point of clarification on process for claiming MSL/SPP (resulting from queries)
9	Note moved re above to a more prominent position from p12 (see above)
12	Section 4.3 removed. Additional Paternity Leave abolished from 5 April 2015.
12	Section 5.0 wording slightly revised to reflect post 5 April 2015 changes are now effective
17	Clarification of differences in the case of adoptions
27	Pre April 2015 information removed
28	Pre April 2015 information removed and rate of SAP from April 2015 clarified
30	Age limit for parental leave increased. Wording revised slightly to reflect post 5 April 2015 change now effective

2.3 As these changes reflect legislative changes the Trade Unions have been made aware of the changes and advised of the policy revisions. No comments have been received.

3.0 ALTERNATIVE OPTIONS CONSIDERED (IF ANY):

3.1 The changes that have been made to reflect legislative changes and so an alternative was not possible.

4.0 FINANCIAL AND RESOURCE IMPLICATIONS

4.1 There are no direct financial or resources implications associated with this policy revision.

5.0 REASONS FOR DECISION

5.1 The reasons for the decision are as set out above and are in accordance with legislative changes.

6.0 COMMUNITY STRATEGY/SUSTAINABILITY IMPLICATIONS

6.1 N/A

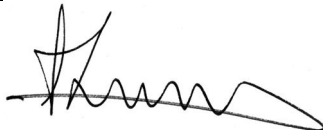
7.0 EQUALITY IMPACT ASSESSMENT

7.1 There is a significant direct impact on members of the public, employees, elected members and / or stakeholders. Therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix 1 to this report, the results of which have been taken into account when making this decision.

8.0 BACKGROUND DOCUMENTS

8.1 There are no background documents (as defined in the 2012 or 2014 Regulations) in making this Decision.

In accordance with Section 4.2B Para 1, 4. of the Scheme of Delegation the Managing Director (Transformation) in consultation with the Portfolio holder for Transformation and Economic Regeneration approves the revised Paternity and Maternity Policy at Appendix 2 to be introduced with immediate effect.

Name	Title	Signature	Date
Kim Webber	Managing Director (Transformation)		22.05.15

In consultation with:

Name	Title	Signature	Date
Cllr I Moran	Leader and Portfolio Holder Transformation and Economic Regeneration		

NOTES

(Executive Decisions)

1. ANY CONFLICT OF INTEREST DECLARED BY THE PORTFOLIO HOLDER (Only required where decisions taken in consultation with):

(Executive Decisions)

2. IF CONFLICT OF INTEREST EXISTS, DETAILS OF DISPENSATION GRANTED BY THE HEAD OF THE PAID SERVICE:

(‘Other Decisions’)

3. THE NAMES OF ANY COUNCILLOR WHO HAS DECLARED A CONFLICT OF INTEREST IN RELATION TO THE DECISION

3. FOR FURTHER INFORMATION PLEASE CONTACT:
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***Exempt Information** (To be included only on those Decisions covered by Schedule 12a ie. Exempt information.)

*In all the circumstances of the case the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

Appendices

- Appendix 1 Equality Impact Assessment
- Appendix 2 Revised Paternity and Maternity Policy