



Title of policy/service/function/procedure/ programme/ or strategy being assessed: **HR017 Maternity Leave and Pay Policy**

Is it new  or revised

**(If revised, please attach a copy of the original Equality Impact Assessment.)**

Senior Manager Responsible Senior Human Resources Manager - South

Department Human Resources

Section Human Resources

**Equality Impact Assessment Screening Team**

Name	Department	Role
Hazel Smith	Human Resources	Human Resources Manager
Greta Jenkins	Human Resources	Human Resources Manager
Martyn Tillett	A&E Operations	DSO Tower Hamlets

Date of screening 23<sup>rd</sup> June 2010

Please summaries below the aims and objectives of this policy/service/function etc. including any intended outcomes.

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Date: 16/03/2010	Owner: Equality and Inclusion



The aim of this policy is to outline women’s eligibility for maternity leave and pay, provide guidance on safe working and detail sources of additional support

Please state below who is intended to benefit from this policy/service/function etc. and in what way.

This policy benefits pregnant females, women who have stillbirths and women with babies

Please state in the table below whether the policy/service/function etc. could have any potential impact on any of the equality strand groups, whether service users, staff or other stakeholders

Equality Strand Group	Is there likely to be a positive or neutral impact in regard to:	If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for an equality strand group or for another reason?
Age	Neutral	
Disability	Neutral	
Gender	Neutral	
Race	Neutral	
Religion or Belief	Neutral	
Sexual Orientation	Neutral	

Please provide and summarise below any relevant evidence for your declaration above – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.



All maternity records are kept on a local database.

Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?

No  Yes

If yes, please state below how you intend to acquire this evidence and your timescales for doing so.

If you have identified a positive or negative potential impact for any equality strand group, which is not legal or justifiable, then you must complete a full Equality Impact Assessment. Please insert below any issues you have identified/recommendations for the full Equality Impact Assessment.

If you have only identified a neutral or positive impact on any equality strand group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust's website.

Name of Director: Caron Hitchen

Signature:

Date: 18 January 2011

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