

**Bolsover District Council**

**Union/Employee Consultation Committee**

**8th June 2015**

<b>Adoption Policy and Procedures</b>
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**Report of the Assistant Director – Human Resources**

This Report is Public

**Purpose of the Report**

To ask UECC to consider the attached Adoption Policy and Procedures document and recommend it for adoption by the Council.

**1 Report Details**

- 1.1 The policy attached at **Appendix A** reflects the latest position in respect of legislation and conditions of service governing adoption leave and pay.
- 1.2 The policy pulls together all of the provisions contained in the existing Adoption Leave Policy and Adoption Leave Guidance, and replaces these two documents.

**2 Conclusions and Reasons for Recommendation**

- 2.1 Where policies reflect the legislative position, it is important to review these regularly to ensure they remain fit for purpose. In addition, it is proposed to pull together the contents of two existing documents to aid clarification.

**3 Implications**

**3.1 Finance and Risk Implications**

- 3.1.1 None.

**3.2 Legal Implications including Data Protection**

- 3.2.1 None.

**3.3 Human Resources Implications**

- 3.3.1 None.

**4 Recommendations**

- 4.1 UECC are asked to agree to the proposed policy and procedures document so that it can be approved for adoption.

## 5 Decision Information

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	N/A
<b>District Wards Affected</b>	N/A
<b>Links to Corporate Plan priorities or Policy Framework</b>	N/A

## 6 Document Information

Appendix No	Title
A.	Adoption Policy and Procedures
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
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