

# Business Bulletin



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Co-operative & Social  
Enterprise Development  
Agency

## *Topics covered in this issue:*

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*Welcome to the Business Bulletin  
from CaSEda, which gives you  
information on business related matters.  
Please contact us for further information,  
or follow the links provided.*

## Changes to Maternity and Paternity Rights from April 2007

### Maternity / Adoption

All pregnant employees and those adopting a child now qualify for 12 months maternity or adoption leave.

Pregnant employees with 6 months or more service are entitled to Statutory Maternity Pay (SMP), which is now payable on a daily basis and can begin on any day of the week.

SMP has been extended from 26 weeks to 39 weeks. The government intends to increase SMP to 52 weeks by 2009, bringing it into line with Statutory Maternity Leave.

Keeping in Touch (KIT) days allow women on maternity leave to work up to 10 days during their maternity leave without compromising maternity pay or maternity leave entitlement.

Notice of early return from maternity leave and extension of maternity leave has been extended from 28 to 40 days.

### Additional Paternity leave for Fathers

Consultations are taking place to allow eligible fathers to be entitled to take up to 26 weeks' additional paternity leave, which will be paid leave if certain criteria are met.

### Rates of pay

From 2007 the rate of Statutory Maternity Pay from the employer is:

90% of earnings for the initial 6 weeks, followed by 33 weeks at £112.75 per week or 90% of the average weekly earnings for the full 39 weeks if this is less than £112.75 per week.

More in-depth information is available from:

[www.direct.gov.uk](http://www.direct.gov.uk)  
[www.worksmart.org.uk](http://www.worksmart.org.uk)  
[www.is4profit.com](http://www.is4profit.com)

change  
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# CaSEda

CaSEda is a trading name of LCCDA Management Co-operative Ltd Registered in England and Wales, Company number 1811633

## Guidance on Flexible Working

### For Carers of Adults...

From 6 April 2007, carers of adults now have the right to request flexible working hours.

The cared for person must be aged 18 or over and be the spouse, partner or civil partner of the employee, a near relative of the employee, or living at the same address as the employee.

Enter: Flexible working for carers of adults in the search box for more information on this website:

### For Parents...

Parents of children aged under 6 (or under 18 if the child is disabled) and their partner or civil partner, have a statutory right to make a written request to their employer for more flexible working arrangements.

Flexible working might include, for example, compressed hours, flexitime, home working, job sharing, teleworking, term-time working, shift working, staggered or annualised hours.

[www.acas.org.uk](http://www.acas.org.uk)  
Type in flexible working into the search box to access an advice leaflet called: 'The right to apply for flexible working.'

[www.cipd.co.uk](http://www.cipd.co.uk) for more on flexible working.



## CaSE notes

### SMOKING

Legislation to ban smoking in virtually all enclosed public spaces comes into effect at 6.00am on 1st July 2007. Find out your obligations at: [www.smokefreeengland.co.uk](http://www.smokefreeengland.co.uk)

### NEW MINIMUM WAGE RATES

From October 2007 national minimum rates will rise to:  
£5.52 for over people aged over 22  
£4.60 for people aged 18—21  
£3.40 for people aged 16—17  
[www.dti.gov.uk/employment/pay/national-minimum-wage](http://www.dti.gov.uk/employment/pay/national-minimum-wage)

### WORKPLACE TEMPERATURES

For more information on comfortable working conditions, both summer and winter, visit: [www.hse.gov.uk/temperature/index.htm](http://www.hse.gov.uk/temperature/index.htm)



## It pays to get yourself qualified..

Many jobs depend on certain qualifications. If you left school without them and now want to return to education, you may be eligible to apply for the **Adult Learning Grant (ALG)**.

The ALG can pay up to £30 per week whilst you study and help with things like travel, books and materials. You need to be 19 or over, studying at least 12 hours per week, attending regularly and doing your first full level 2 or 3 qualification (including GCSEs, A Levels and NVQs).

To earn as you learn, call 0800 100 900 or [www.adultlearninggrant.com](http://www.adultlearninggrant.com)

CaSEda is supported by:



## Enterprising Solutions Awards

Could you win the **Social Enterprise of the Year Award**, with first prize of **£10,000**?  
Closing date Friday 1 June.

[www.enterprisingsolutions.org](http://www.enterprisingsolutions.org)