

Community Impact Assessment (CIA)

Activity

Menopause at Work Policy

Description of what is being impact assessed

What is the activity? For example new policy review of policy, community event etc.

What are the aims of the activity?

Do you need to reference/consider any related activities?

Stakeholders; Who will be affected?

Which protected characteristics is it most relevant to? Consider the community, residents, service users, staff, Members, etc

It is advisable to involve at least one colleague in the preparation of the assessment.

The Council will be implementing a new Menopause at Work Policy for our workforce. The purpose of a Menopause at Work Policy is to educate and provide clarity to staff and managers, remove the taboo associated with the menopause and normalising it within the workplace. It confirms the support available from the Council (including reasonable adjustments), the expected training, information about menopause symptoms and provide guidance around the relevant employment legislation.

This policy will essentially support the wellbeing of women in the workplace and educate staff and managers to have a better understanding of the Menopause. It will also, enable all managers to be aware of what support/adjustments should be considered in these circumstances.

Evidence

What data/information have you used to assess how this policy/service/decision might impact on protected groups?

(include relevant national/local data, research, monitoring information, service user feedback, complaints, audits, consultations, CIAs from other projects or other local authorities, etc.). You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.

We understand that around 50% of the Council's workforce are women and approximately 70% of our staff are aged over 40 years old.

There has been an increase in cases where individuals have taken claims of discrimination to Employment Tribunals due to a lack of support and awareness of Menopause at their place of work. A Menopause survey of over 4000 women carried out in 2022 found that 1 out of 10 women who have worked while going through the menopause have had to leave their job directly because of their symptoms. It also discovered that 14% of women had to reduce their hours at work, 14% had to go part time and 8% felt they could not apply for a promotion.

The need derived from the Council's International Women's Day Forum in late 2022 and further discussions with staff have since taken place at the Gender Equity forum, EDI Reference Group and the Staff Engagement Forum.

Who have you consulted with to assess possible impact on protected groups? *If you have not consulted other people, please explain why? You should include such information in a proportionate manner to reflect the level of impact of the policy/service/decision.*

Various staff groups such as Council’s International Women’s Day Forum in late 2022 and further discussions with staff have since taken place at the Gender Equity forum, EDI Reference Group and the Staff Engagement Forum.

Consultation has also taken place with the TUs and the Council’s Corporate & Strategic Leadership Team.

Analysis of impact on protected groups (and others)

The Public Sector Equality Duty requires Dacorum BC to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service/decision will achieve these aims. Using the table below, detail what considerations and potential impacts against each of these using the evidence that you have collated and your own understanding. Based on this information, make an assessment of the likely outcome, **before** you have implemented any mitigation.

- *The PCs of Marriage and Civil Partnership and Pregnancy and Maternity should be added if their inclusion is relevant for impact assessment.*
- *Use “insert below” menu layout option to insert extra rows where relevant (e.g. extra rows for different impairments within Disability).*

| Summary of impact | | Negative impact / outcome | Neutral impact / outcome | Positive impact / outcome |
|------------------------|---|---------------------------|--------------------------|---------------------------|
| Protected group | <i>What do you know? What do people tell you? Summary of data and feedback about service users and the wider community/public. Who uses / will use the service? Who doesn't / can't and why? Feedback/complaints?</i> | | | |

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|----------------------------|---|---|---|---|
| Age | This policy will specially support staff who are experiencing menopause symptoms. The menopause is typically experienced by women who are over 40, however this policy will also take into consideration those who fall into a younger age bracket, who may experience early menopause due to a medical condition or surgery. They will be assured that their managers better understand menopause and know how to best support staff experiencing it. If the Council does not support staff experiencing the menopause, it could be seen as age discrimination as staff may perceive that they have been treated less favourably because of the menopause. | □ | □ | ☒ |
| Disability | In some cases, the menopause could be considered a disability under discrimination law. But by having a menopause policy in place, the Council will be able to demonstrate appropriate support for staff. | □ | □ | ☒ |
| Gender reassignment | Gender re-assignment is a protected characteristic under the Equality Act 2010. A person has the protected characteristic of gender reassignment if they are planning to go through or have gone through the process to reassign their sex. If the Council puts an employee or worker at a disadvantage or treats them less favourably because they have or someone thinks they have, the protected characteristic of gender re-assignment, this could be discriminatory. This policy will ensure staff under this protected characteristic are treated fairly and consistently. | □ | □ | ☒ |
| Race and ethnicity | This policy applies to all of the workforce. | □ | ☒ | □ |
| Religion or belief | This policy applies to all of the workforce. | □ | ☒ | □ |

| | | | | |
|--|---|--------------------------|-------------------------------------|-------------------------------------|
| <p>Sex</p> | <p>The policy sets out clear guidance to staff and managers about the importance of treating and supporting colleagues who may be experiencing menopause symptoms. Any unwanted behaviour associated to this could be seen as a conduct issue and can be addressed according to the appropriate Council Policy.</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <p>Sexual orientation</p> | <p>This policy applies to all of the workforce.</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <p>Not protected characteristics but consider other factors, e.g. carers, care leavers, veterans, homeless, low income, loneliness, rurality etc.</p> | <p>This policy applies to all of the workforce.</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Negative impacts / outcomes action plan Where you have ascertained that there will potentially be negative impacts / outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take. | | | |
|---|-------------|---------------------------|--------------------------|
| Action taken/to be taken <i>(copy & paste the negative impact / outcome then detail action)</i> | Date | Person responsible | Action complete |
| Nil | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |
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| | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |
| | Select date | | <input type="checkbox"/> |

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|--|---|
| <p>If negative impacts / outcomes remain you must justify why changes cannot be made. Due to potential legal implications please discuss this with the person responsible for signing off this CIA and with the EDI Lead Officer before completing the box below.</p> | |
| <p>Nil</p> | |
| <p>Completed by (all involved in CIA)</p> | <p>Priti Gohil (HR Manager)</p> |
| <p>Date</p> | <p>22 November 2023</p> |
| <p>Signed off by (Activity Sponsor)</p> | <p>Matt Rawdon (AD – People)</p> |
| <p>Date</p> | <p>23 November 2023</p> |
| <p>Entered onto CIA database - date</p> | <p>TBA</p> |
| <p>To be reviewed by (officer name)</p> | <p>EDI Lead Officer</p> |
| <p>Review date</p> | <p>TBA</p> |