**Equality Impact Assessment - Full Assessment Form**

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| *Title of the strategy, policy, procedure or project:* | | Menopause Policy |
| *Service Area:* | Organisation Development and Performance | |
| *Lead Officer:* | Rachel Thompson | |
| *Date of assessment:* | 31/03/24 |
| *Is the strategy, policy, procedure or project:* | |  |
| *Changed* | 🞎 |
| *New* | × |

**Section 1 – Clear aims and objectives**

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| **1.** What is the aim of the strategy, policy, procedure or project? |
| Aim of this policy is to:  Support employees affected by the menopause and support them in remaining effective in their roles.  Objectives of this policy is to:   * Raise awareness of the menopause and how it can impact on employees, * Encourage open conversations between staff and managers, * Encourage consideration and implementation of reasonable adjustments that support employees at work and in remaining effective in their roles |
| **2.** Who is intended to benefit from the strategy, policy, procedure or project and how? |
| Employees feel supported and remain effective. Further supports the Council’s commitments within the Equality in Employment Policy |
| **3.** What outcomes do you want to achieve? |
| * Employees affected by the menopause are supported at work and remain effective in their roles |
| **4.** What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved? |
| None. |
| **5.** Any other relevant background information |
| None |

**Section 2 – Collecting your information**

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| **6.** What existing data sources do you have to assess the impact of the *strategy, policy, procedure or project*?  South Derbyshire equality data can be found [*here*](http://www.southderbyshire.gov.uk/equality-diversity-and-inclusion/equality-data) |
| Equality Act 2010 - legislation;  NHS Guidance on Menopause and the Workplace  Managing Menopause in the workplace – Health and Safety at work  Trade Union Policies |

**Section 3 – Additional engagement activities**

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| **7.** Please list any additional engagement activities undertaken when developing the proposal and completing this assessment. Have those who are anticipated to be affected by the strategy, policy, procedure or project been consulted with? | | |
| Date | Activity | Main findings |
|  |  | The policy will seek feedback from Trade Unions colleagues |
|  |  | The policy will seek feedback from Equality, Diversity Steering Group. |
|  |  | The policy will seek feedback from Employee Forum |
|  |  | The policy will be approved by Elected Members |

**Section 4 – What is the impact?**

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| **8. Summary of anticipated impacts.** *Please tick at least one option per protected characteristic. Think about barriers people may experience in accessing services, how the policy is likely to affect the promotion of equality, knowledge of customer experiences to date. You may need to think about sub-groups within categories e.g. older people, younger people, people with hearing impairment etc.* ***Hyperlinks to supporting information about the protected characteristics listed below can be found*** [***here***](https://southderbyshiregovuk.sharepoint.com/sites/Connect_Hub/Shared%20Documents/Equality,%20Diversity%20and%20Inclusion/3%20Definitions%20to%20support%20the%20Equality%20Impact%20Assessment%20Forms.docx)***.*** | | | |
|  | Positive impact | Negative impact | No disproportionate impact |
| Age | x | 🞎 | 🞎 |
| Disability and long-term conditions | X | 🞎 | 🞎 |
| Gender reassignment | x | 🞎 | 🞎 |
| Marriage or civil partnership | 🞎 | 🞎 | x |
| Pregnant women and people on parental leave | 🞎 | 🞎 | x |
| Sexual orientation | 🞎 | 🞎 | x |
| Race | x | 🞎 | 🞎 |
| Religion or belief | 🞎 | 🞎 | x |
| Sex (Gender) | x | 🞎 | 🞎 |

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| **8** | | **Details of anticipated negative impacts.** | | | | | | | | | | | | | | | | | |
|  | | *Negative impact:* | | |  | | | | Those most likely to be affected are women in their late 40s and early 50s, although those in other age groups can be affected. Women who start their menopause earlier may be disadvantaged because of low awareness of the prevalence of menopause in this population. It has been estimated that 3-8% of women have early menopause (menopause starting between 40-44 years) and around 1% have premature ovarian insufficiency (menopause starting under 40 years).  Evidence: Information from the NHS website  It should also be noted that the peri-menopause can start up to ten years before and so symptoms may be experienced by those in their early forties too.  51% of the Council’s workforce is female so the potential number of staff who will be impacted is significant. | | | | | | | | | | |
| *Mitigating action:* | | |  | | | | Occupational Health referral. Stress Risk Assessment, Counselling Service, Flexible Working (if optional) Mental Health First Aiders | | | | | | | | | | |
| **x Age** | 🞎 Disability | | | | 🞎 Marriage or civil partnership | | | 🞎 Pregnancy and maternity | | 🞎 Sex (Gender) | | 🞎 Sexual orientation | | 🞎 Gender reassignment | | 🞎 Race | 🞎 Religion or belief |
|  | | *Negative impact:* | | |  | | | | Some symptoms of the menopause may fit the definition of a disability if they are long term and have an effect upon day-to-day activities. For some women with cognitive or physical disabilities, troublesome symptoms of menopause might be missed or misinterpreted. Women with disabilities (physical and cognitive) generally have more difficulties accessing services and may need support.  NHS information advice | | | | | | | | | | |
| *Mitigating action:* | | |  | | | | Occupational Health referral. Stress Risk Assessment, Counselling Service, Flexible Working (if optional) Mental Health First Aiders. Awareness training for managers.  NHS information advice  ACAS | | | | | | | | | | |
| 🞎 Age | **X Disability** | | | | 🞎 Marriage or civil partnership | | | 🞎 Pregnancy and maternity | | 🞎 Sex (Gender) | | 🞎 Sexual orientation | | 🞎 Gender reassignment | | 🞎 Race | 🞎 Religion or belief |
|  | | *Negative impact:* | | |  | | | | Trans people can be affected by the menopause. Most trans men or non-binary people who start their transition at pre-menopausal age will never go through menopause, however, trans men who have not taken testosterone will go through menopause. Trans men and non-binary people may be disadvantaged in relation to access to services. Specific support or information may be needed for trans men and non-binary people experiencing menopause. | | | | | | | | | | |
| *Mitigating action:* | | |  | | | | NHS guidance document, ACAS ‘Menopause at work  Occupational Health referral. Stress Risk Assessment, Counselling Service, Flexible Working (if optional) Mental Health First Aiders, Awareness Training for Managers | | | | | | | | | | |
| 🞎 Age | 🞎 Disability | | | | 🞎 Marriage or civil partnership | | | 🞎 Pregnancy and maternity | | 🞎 Sex (Gender) | | 🞎 Sexual orientation | | **X Gender reassignment** | | 🞎 Race | 🞎 Religion or belief |
|  | | *Negative impact:* | | |  | | | | More women than men are likely to be affected by the menopause  Men are more likely to not describe or declare it as menopause. | | | | | | | | | | |
| *Mitigating action:* | | |  | | | | NHS guidance document, ACAS ‘Menopause at work’  Occupational Health referral. Stress Risk Assessment, Counselling Service, Flexible Working (if optional), Mental Health First Aiders | | | | | | | | | | |
| 🞎 Age | 🞎 Disability | | | | 🞎 Marriage or civil partnership | | | 🞎 Pregnancy and maternity | | **x Sex (Gender)** | | 🞎 Sexual orientation | | Gender reassignment | | 🞎 Race | 🞎 Religion or belief |
| *Negative impact:* | | |  | | | Women from different ethnic backgrounds may experience different menopausal symptoms and some may be disadvantaged if healthcare professionals do not link their symptoms with menopause.  Research has shown that Black and minority ethnic women can experience that their concerns are not taken seriously, understood or listened to by healthcare professionals, which may include concerns related to menopause. The 2021 ‘Women’s Health – Let’s talk about it’ survey by the Department of Health and Social Care also reports that reliance on GPs and NHS to get health information tends be much lower in Black women compared to women from other ethnicities.  Trials related to menopause might not be representative of different ethnic groups. Average age of menopause tends to be lower in women of south Asian origin. | | | | | | | | | | | | | |
| *Mitigating action:* | | |  | | | NHS guidance document, ACAS ‘Menopause at work  Occupational Health referral. Stress Risk Assessment, Counselling Service, Flexible Working (if optional), Mental Health First Aiders | | | | | | | | | | | | | |
| 🞎 Age | 🞎 Disability | | | 🞎 Marriage or civil partnership | | | | 🞎 Pregnancy and maternity | | | 🞎 Sex (Gender) | | 🞎 Sexual orientation | | Gender reassignment | | **× Race** | 🞎 Religion or belief | |

\*There is no impact identified on Marriage and Civil Partnership, Pregnancy and Maternity and Sexual Orientation

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| **9. Have all negative impacts identified in the table above been mitigated against with appropriate action?** | | | |
| × *Yes* | 🞎 *No* | 🞎 N/A | *If no, please explain why:* |

**Section 5 – Recommendations and monitoring**

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| **10. How has the EIA helped to shape the strategy, policy, procedure, project or affected the recommendation or decision?** |
| The policy aims to support all employees affected by the menopause regardless of sex, age, gender reassignment or disability (or any of the other protected characteristics).  Engagement on the policy with key stakeholders will further explore any additional support required to support employees with menopause*.* |

**Section 6 Approval**

Please note the assessment should be reviewed and approved by the appropriate Head of Service **before** the Committee report (if required) is produced.

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| Reviewed by Head of Service | Name: | Fiona Pittam |
| Date: |  |

If further information regarding this assessment is required, please contact the Lead Officer who completed the assessment.