

General Purposes Committee

22 January 2025

Part 1 - Public

Delegated



Cabinet Member	Not Applicable
Responsible Officer	Adrian Stanfield, Director of Central Services and Deputy Chief Executive
Report Author	Mathew Brooks, Head of HR & Development

Adoption of the 'Menopause in the Workplace Policy'

1 Summary and Purpose of Report

- 1.1 The aim of implementing a new Menopause in the Workplace policy is to demonstrate the Council's commitment to advocating menopause awareness within the workplace.

2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 The implementation of a workplace policy on the menopause will help ensure that women are not disadvantaged in the workplace. The aim of the new policy is to ensure that the Council continues to provide a supportive and inclusive working environment for all.

3 Recommendations

- 3.1 Members are asked to consider and comment on the proposed new policy.
- 3.2 Members are asked to recommend the new policy for implementation.

4 Introduction and Background

- 4.1 A draft Menopause in the Workplace policy (Annex 1) has been developed by Human Resources in liaison with members of the Corporate Safety and Wellbeing Officer Steering Group.

5 Proposal

- 5.1 By adopting a specific policy around Menopause in the Workplace, the policy will provide advice and guidance to those both directly and indirectly affected by the menopause, allowing those experiencing symptoms of the menopause to continue to be effective in their job roles.
- 5.2 The policy also aims to improve line manager's awareness of how menopause can affect employees and help managers to understand how they can support those experiencing menopausal symptoms at work.
- 5.3 The policy also sets out practical information and guidance on self-help measures and signposts staff to seeking further advice on managing and understanding the menopause.

6 Financial and Value for Money Considerations

- 6.1 There is no financial risk associated with the implementation of this policy.

7 Risk Assessment

- 7.1 The risk posed by the implementation of this policy is judged to be minimal.

8 Legal Implications

- 8.1 The Council has ensured that the recommendations outlined in this report are legally compliant and have been undertaken in accordance with recognised best practice thus continuing to foster the Council's constructive approach to employee relations with its workforce.

9 Consultation and Communications

- 9.1 The policy has been drafted in liaison with members of the Corporate Safety and Wellbeing Officer Steering Group.
- 9.2 The policy has been shared with and has the approval of the Council's Management Team.
- 9.3 The policy has been shared and presented to the Council's Joint Employee Consultative Committee and with UNISON.

10 Implementation

- 10.1 The Council will adopt and implement the new policy once approved.

11 Cross Cutting Issues

11.1 Climate Change and Biodiversity

11.1.1 A moderate source of emissions is likely to be maintained at current levels or increased.

11.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

11.2 This proposal does not negatively impact on climate change and/or biodiversity issues.

11.3 Equalities and Diversity

11.3.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users. The impact has been analysed and varies between groups of people. The results of this analysis are set out immediately below.

11.3.2 The Equality Act 2010 protects employees from discrimination based on protected characteristics, including age, sex, disability, and gender reassignment. While menopause is not a specific protected characteristic, unfavourable treatment related to menopause symptoms could be considered discrimination if it's based on one of these characteristics.

11.4 If menopause symptoms have a substantial and long-term impact on an employee's ability to work, they may be considered a disability. In this case, the employer must make reasonable adjustments and not discriminate against the employee.

11.5 Other If Relevant

- Human Resources
- Business Continuity / Resilience
- Health and Safety
- Healthy Lifestyles

11.5.1 The proposed policy is a new Human Resources policy.

11.5.2 The purpose of the policy is to ensure that staff affected by issues related to the menopause can be openly discussed and reasonable adjustments can be made to the working environment.

11.5.3 Health and Safety at Work Act 1974: Requires employers to ensure the health, safety, and welfare of their employees. This includes assessing workplace risks and taking action to remove or control them. The aim of the new policy is to improve awareness of the Menopause and to have a positive impact on the welfare of staff.

11.5.4 The policy promotes a number of different initiatives related to Health and Wellbeing and Healthy Lifestyles.

Background Papers	None
Annexes	Annex 1 Draft Menopause in the Workplace Policy