

Equality Screening -Menopause Policy and Guidance

Part 1: Introduction

CCEA is committed to providing an inclusive and supportive working environment for everyone and to ensuring that all individuals are treated fairly and with dignity and respect in the workplace.

Information about the policy

The policy and guidance sets out CCEA's commitment to supporting women in the workplace. The Policy recognizes that women may need additional consideration, support and adjustments during the time of change before, during and after the menopause.

The policy acknowledges that there is no 'one-size-fits-all' solution to the menopause and so it is intended as a support guide for all employees.

There will be no adverse impact on any of the 9 equality categories. Alternately this policy will have a positive impact on equality of opportunity for women in the workplace.

On very rare occasions where symptoms cause a severe impact on the daily life of a woman then this could be classed as a disability. In these cases reasonable adjustments may need to be pursued.

CCEA understands that others apart from women i.e. transgender men and some non-binary people may experience menopause-type symptoms, this support is designed for all colleagues.

Name of the policy: Menopause Policy

Is this an existing, revised or a new policy? New

What is it trying to achieve? (intended aims/outcomes)

To support colleagues experiencing menopausal and perimenopausal systems and where additional consideration is needed, support and provide reasonable adjustments.

To ensure compliance with relevant legislation in providing support for employees experiencing symptoms of menopause including the Health and Safety at Work (NI) Order 1978, Sex Discrimination (NI) Order 1976, Disability Discrimination Act 1995, Employment Equality (Age) Regulations (NI) 2006 and Section 75 of the Northern Ireland Act 1998.

Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how.

Women including transgender men and some non-binary people.

Who initiated or wrote the policy? Human Resources

Who owns and who implements the policy? Human Resources

Implementation factors

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

If yes, are they:

- Financial
- Legislative
- Other, please specify

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

- Staff
- Service users
- Other public sector organisations
- Voluntary/community/trade unions
- Other, please specify

Other policies with a bearing on this policy

What are they?

Absence Policy
Flexible Working Arrangements

Who owns them? Human Resources

Available evidence

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Please specify details for each of the Section 75 categories.

Section 75 category	Details of evidence/information
Religious Belief	None
Political Opinion	None
Racial Group	None
Age	None
Marital Status	None
Sexual Orientation	None
Men and Women generally	<p>CCEA statistics: -gender profile i.e. 55% of workforce are women. -15.6% of women are between the ages of 45-50 years which is the period typically when menstruation ceases and menopause symptoms occur.</p> <p>Consultation and approval through the following: WoMan Committee Menopause Policies of other organisations Case law on menopause in the workplace Trade Union Executive Team</p>
Disability	None
Dependants	None

Needs, experiences and priorities

Taking into account the information referred to previously, are there different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Please specify details as appropriate for each of the Section 75 categories.

Section 75 category	Yes/No/ Not sure	If yes, please provide details of needs/experiences/priorities
Religious Belief	No	
Political Opinion	No	
Racial Group	No	
Age	No	
Marital Status	No	
Sexual Orientation	No	
Men and Women generally	No	
Disability	No	
Dependants	No	

Part 2: Screening Questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories (minor/major/none)?

Section 75 category	Details of policy impact	Level of impact? Minor/major/none
Religious belief	None	None
Political opinion	None	None
Racial group	None	None
Age	The definition of the menopause is the period in a woman's life (typically between the ages of 45 and 50) menstruation ceases. menstruation ceases. It is important to note that women can suffer from menopause symptoms at both a younger and an older age and therefore it is key to be mindful of the circumstances of the staff member themselves	None
Marital status	None	None
Sexual orientation	None	None
Men and women generally	Only positive implications of implementing this Policy.	None
Disability	This policy aims to keep those who acquire a disability in the workplace.	None
Dependents	None	None

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 categories?

Section 75 category	Is <u>Yes</u>, provide details	If <u>No</u>, provide reasons
Religious belief	No	Policy applies to all CCEA staff irrespective of S75 characteristics.
Political opinion	No	As Above
Racial group	No	As Above
Age	No	As Above
Marital status	No	As Above
Sexual orientation	No	As Above
Men and women generally	No	As Above
Disability	No	As Above
Dependents	No	As Above

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group (minor/major/none)?

Good relations category	Details of policy impact	Level of impact minor/major/none
Religious belief	None	None
Political opinion	None	None
Racial group	None	None

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good relations category	If <u>Yes</u>, provide details	If <u>No</u>, provide reasons
Religious belief	No	Policy applies to all CCEA staff/contractors irrespective of S75 characteristics. As such any opportunities would benefit all staff.
Political opinion	No	As above
Racial group	No	As above.

Additional considerations

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities?

(For example: disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

None.

Part 3: Screening decision

Decision	Please tick ✓ as appropriate
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The policy has been 'screened in' for equality impact assessment.

The policy has been 'screened out' for equality impact assessment. x

If the decision is to subject the policy to an equality impact assessment, please provide details of the reasons.

If the decision is not to conduct an equality impact assessment, please provide details of the reasons.

This policy applies to all CCEA staff irrespective of Section 75 characteristics.

Mitigation

If the decision is not to conduct an equality impact assessment you may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality or opportunity and/or good relations?	Yes	No
		x

If yes, give the reasons to support your decision, together with the proposed changes/amendments or alternative policy.

Timetabling and prioritising

If the policy has been 'screened in' for equality impact assessment, then please answer the following questions to determine its priority for timetabling the equality impact assessment.

On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority criterion	Rating (1-3)
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Effect on equality of opportunity and good relations	N/A
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Social need N/A

Effect on people's daily lives N/A

Relevance to CCEA's functions N/A

The total rating score will be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist CCEA in timetabling.

Part 4: Monitoring

The policy will be revisited in 3 years. However, feedback on the success the Policy will be monitored and any change will be made earlier where required.

Part 5: Approval and authorisation

Screened by: Rosemary Bryans

Position: Employee Experience Manager

Date: 18/4/2024

Approved by: Kelly McBride

Position: Head of Resources

Date: 25/4/2024