

**Bolsover District Council**

**Meeting of the Executive on 15<sup>th</sup> April 2024**

**Menopause Policy**

**Report of the Portfolio Holder for Resources**

<b>Classification</b>	This report is public.
<b>Report By</b>	Peter Wilmot, HR Business Partner

**PURPOSE/SUMMARY OF REPORT**

This report outlines the necessity and benefits of implementing a Menopause Policy for the Council. With a growing understanding of the impact of the menopause on individuals in the workplace, it is imperative to create a supportive environment that addresses the needs of employees experiencing this transition.

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**REPORT DETAILS**

**1. Background**

- 1.1 Menopause is a natural stage in a woman's life, typically occurring between the ages of 45 and 55, marked by the cessation of menstruation. However, the effects of menopause extend beyond physiological changes, impacting mental health, productivity, and overall well-being.
- 1.2 The updated policy has been considered by the Council's Senior Leadership Team and the Trade Unions have been consulted.

**2. Details of Proposal or Information**

- 2.1 The purpose of the policy is for the Council to support employee well-being. The Menopause can bring physical and emotional challenges for individuals. The policy will also increase awareness, help with reducing the stigma and ensure less misunderstandings. It should help educate employees and managers and foster a more supportive and inclusive workplace culture.
- 2.3 The policy sets out the need to accommodate individual needs by acknowledging that the menopause affects each person differently. It provides guidance on adjustments such as more flexible working arrangements, providing the opportunity for temperature control in the workplace and identifies access to relevant health resources.

- 2.4 Supporting employees with the menopause can contribute to retaining experienced and valuable staff, thereby reducing turnover and recruitment costs.
- 2.5 Recent advice from the Chartered Institute of Personnel and Development suggests those going through the menopause are likely to be covered under equality legislation, placing obligations on the Council in relation to making reasonable adjustments and of supporting employees experiencing symptoms. Having a policy will help ensure the Council is compliant with relevant laws and regulations and reduce the risk of claims.
- 2.6 Overall, implementing a menopause policy demonstrates the Council's commitment to equality, diversity, and inclusion and it can positively impact both employees and the Council as a whole.
- 2.7 Key Components of the Policy:
1. Providing Awareness and Education: Providing comprehensive information about menopause to all employees to foster understanding and empathy.
  2. Ensuring Flexible Working Arrangements: Offering flexible working hours or remote work options to accommodate fluctuating energy levels and health concerns.
  3. Healthcare Support and Awareness: Ensuring access and awareness of healthcare resources.
  4. Advocating for a comfortable workplace environment with amenities such as temperature control, private rest areas, and access to cold water.
- 2.8 Implementation Plan:  
Following approval of the policy it is planned to launch the policy by engaging with our workforce, to gather feedback and support for the policy. The HR & Payroll team will also look to organise awareness sessions to educate managers and employees about menopause and the importance of the policy. The team will also look to integrate the Menopause Policy into existing HR policies and procedures, ensuring seamless implementation and enforcement. There will also be the opportunity to conduct some evaluation and feedback to establish mechanisms to assess the effectiveness of the policy and make necessary adjustments.
- 2.9 Conclusion:  
Incorporating a Menopause Policy aligns with the Council's ongoing commitment to create an inclusive and supportive workplace culture. By recognising and addressing the unique needs of employees experiencing menopause, we enhance employee well-being, productivity, and retention.

### **3. Reasons for Recommendation**

The implementation of this policy will foster a more equitable and accommodating work environment for all the Council's employees.

#### 4 Alternative Options and Reasons for Rejection

4.1 Not to implement the policy and rely on the Council's existing employment policies.

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#### RECOMMENDATION(S)

Implement the Menopause Policy

Approved by Councillor Clive Moesby, Portfolio Holder for Resources

#### IMPLICATIONS:

**Finance and Risk:**      Yes       No

**Details:** The likely cost of utilising an expert to deliver awareness sessions.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**      Yes       No

**Details:** Ensuring compliance with equality legislation.

On behalf of the Solicitor to the Council

**Environment:** Yes       No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

**Details:**

**Staffing:**      Yes       No

**Details:** Creating a more inclusive working environment.

On behalf of the Head of Paid Service

#### DECISION INFORMATION

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards, or which results in income or expenditure to the Council above the following thresholds:  <b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No

<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input checked="" type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

<b>Links to Council Ambition: Customers, Economy, and Environment.</b>

<b>DOCUMENT INFORMATION</b>	
<b>Appendix No</b>	<b>Title</b>
1	Menopause Policy

<b>Background Papers</b>
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>