

Equality Impact Assessment Form

About the function, policy, project or decision being assessed

What is being assessed?	<input type="checkbox"/>	Function
	<input checked="" type="checkbox"/>	Policy
	<input type="checkbox"/>	Project
	<input type="checkbox"/>	Decision
Title of the function, policy, project, or decision	Menopause Policy (revised)	
What is this function, policy, project, or decision aiming to achieve?	<p>There are five aims of this policy:</p> <ol style="list-style-type: none"> 1. We support a respectful and inclusive environment in which staff can openly and comfortably have conversations about menopause. 2. We will support staff in a way that is appropriate to their needs. Recognising that symptoms related to menopause may occur over several years, can differ from person to person and vary in severity. 3. We will raise awareness and provide training to all staff and Managers about the potential symptoms of menopause and how they can appropriately support their team members. 4. We will explore options to help staff maintain a healthy work life balance and offer wellbeing support through our wellbeing provisions. 5. We will ensure that any personal information you share with your Manager will be treated in the strictest confidence. <p>The intended impact is that staff will be more knowledgeable about the menopause, including the support available, and have confidence that we can meet their needs.</p>	
Who is affected by this function, policy, project, or decision?	<p>Staff currently experiencing the menopause or likely to experience the menopause in the future</p> <p>Their managers and colleagues</p>	
Who should be consulted about this function, policy, project, or decision?	Staff (consultation completed)	
Who is conducting this impact assessment?	<p>Marilyn Maidment</p> <p>Ania Rolewska</p>	
	Date: 3/11/2022	Version: 1.0

Initial screening

Question	Y	N	If 'YES', briefly explain why
Does this policy, project or decision relate to our functions or areas of work within those functions for which EIA has identified equality impacts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Conditions linked to the menopause may place certain equality groups under disadvantage (see below). They may also fall within the requirement under the Equality Act to offer reasonable adjustments.
Does this policy, project or decision relate to our Equality Objectives?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes, to the extent that it relates to supporting staff well-being and awareness of equality issues.
Is there a risk that this policy, project, or decision could disadvantage any group of people?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes – the conditions linked to the menopause can place under specific disadvantage women (particularly in the 40-50 age group) and trans men or non-binary people.

If you answered 'yes' to any of the questions above, proceed to the full impact assessment.

Impact Assessment

Characteristic	Potential impact			Please explain this impact	Can this impact be mitigated or enhanced? If so, how?	Impact after actions		
	Negative	Neutral	Positive			Negative	Neutral	Positive
Cross-cutting considerations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The menopause can have significant and debilitating effects on certain groups of people. The provisions of this policy (awareness raising, procedures to help people raise issues about their experience of the menopause, and the support that PSOW can offer) are expected to have high positive impact on the staff who have or will have the experience of the menopause as well as all PSOW staff.</p> <p>To enhance that impact, as this policy was being developed, all staff completed training about the menopause and additional training was delivered to management team.</p>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The menopause can negatively affect people of different ages. However, it is most likely to affect people in the 40-50 age group. The provisions of this policy (see above) are expected to significantly mitigate any negative impacts on this group. They are also expected to have positive impacts by improving the well-being of this protected group.</p>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Experiencing menopause could lead to being considered as having a disability if symptoms last beyond 12 months. The policy clearly states that in such circumstances managers can consider making reasonable adjustments.</p>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender (sex)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>With 73% of our staff identifying as female, the experience of the menopause is likely to affect a large proportion of our staff. The provisions of this policy (see above) are expected to significantly mitigate any negative impacts on this group. They are also expected to have positive impacts by improving the well-being of this protected group.</p>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>There is a risk that menopause support excludes trans people. This policy specifically states that the focus of the policy extends also to trans men. Currently this protected group is not represented in our workforce. However, for any future staff who identify as trans men, the provisions of this policy (see above) are</p>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Characteristic	Potential impact			Please explain this impact	Can this impact be mitigated or enhanced? If so, how?	Impact after actions		
	Negative	Neutral	Positive			Negative	Neutral	Positive
				expected to significantly mitigate any negative impacts. They are also expected to have positive impacts by improving the well-being of this protected group.				
Marriage & civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Although we acknowledge that the menopause affects not only the person experiencing it but also their family and partners, we identified no specific impacts related to people's marital status.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy & maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Being related to reproductive health, experience of the menopause is clearly relevant to people who can become pregnant. We understand that the psychological impact of the menopause may vary depending on the person's individual circumstances and wishes regarding pregnancy and maternity. The policy as currently formulated states that menopausal symptoms vary greatly and can be physical or psychological. This reference, as well as the general cross-cutting provisions of the policy can potentially mitigate potential negative psychological impacts related to pregnancy and maternity.	The policy encourages an open dialogue for staff to raise any concerns that may be impacted by anxiety regarding menopause. In addition, the introduction of Menopause Mentors will provide support to those who are experiencing anxiety surrounding menopause or symptoms.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Research shows that the experience of the menopause can vary for different ethnic and national groups, with symptoms for some groups more severe, occurring sooner or lasting for a longer time. However, the cross-cutting positive impact of this policy is expected to mitigate that disadvantage.	People may experience the menopause differently depending on their ethnicity, nationality and culture. Management awareness training as part of this policy has reinforced the need for managers to be mindful and alert to that.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We identified no specific impacts related to religion. However, we note that there is research linking the experience of the menopause to cultural factors.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is a risk that menopause support excludes non-binary people. This policy specifically states that the focus of the policy extends also to that group.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh language	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We identified no specific impacts related to the use of the Welsh language.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socio-economic characteristics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is a risk that the experience of the menopause will be negatively affected by those experiencing economic disadvantage		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Characteristic	Potential impact			Please explain this impact	Can this impact be mitigated or enhanced? If so, how?	Impact after actions		
	Negative	Neutral	Positive			Negative	Neutral	Positive
<ul style="list-style-type: none"> • rurality • low/no income • caring duties 				<p>(poorer nutrition, limited family support, lower educational attainment, unemployment)</p> <p>The advice and support structures outlined in this policy seek to mitigate some of these possible negative impacts.</p>				

Please record the evidence that you used to assess impact:

Staff equality profile (2021/22)

- Age: 3% under 25 and 1% over 65
- Gender: 73% female
- Trans: 0%
- Diverse nationalities: 3%
- Diverse ethnic backgrounds: 8%
- Welsh as main language: 14%
- Fluent or fairly good Welsh language skills: 27%-30%
- Disabled: 3%
- Married 56%
- Diverse sexual orientations: 4%
- Diverse religious beliefs: 4%
- Caring duties: 61% (most of which for child or children)

Gender breakdown of staff by role

Administrative and frontline staff: 88% female

Investigation Officers and Support Service Managers: 75% female

Improvement Officers and Managers: 64%

Senior Managers: 50%

Gender breakdown of staff by working arrangement

At 31 March 2022, there was 1 member of staff on a fixed term contract and 72 on permanent contracts. 23 members of staff worked part-time (19 female and 4 male).

Resources about the menopause

- <https://diverseinds.co.uk/black-women-in-menopause/>
- [What Experts Want Women of Color to Know About Menopause](#)
- [Menopausal Symptoms Among Four Major Ethnic Groups in the U.S](#)
- [Social Determinants of Health in Menopause: An Integrative Review](#)
- [Culture may influence how women experience menopause](#)
- [Nhs.uk/conditions/menopause](https://www.nhs.uk/conditions/menopause)
- [Nice.org.uk/guidance/ng23/ifp/chapter/about-this-information](https://www.nice.org.uk/guidance/ng23/ifp/chapter/about-this-information)
- [Menopausematters.co.uk](https://www.menopausematters.co.uk)
- [Thebms.org.uk](https://www.thebms.org.uk)
- [Macmillan.org.uk/information-and-support/coping/side-effects-and-symptoms/menopause](https://www.macmillan.org.uk/information-and-support/coping/side-effects-and-symptoms/menopause)
- [Nhs.uk/conditions/periods](https://www.nhs.uk/conditions/periods)

- Endometriosis-uk.org
- Verity-pcos.org.uk
- Womenshealth.gov/menstrual-cycle
- Diabetes.co.uk/menopause-and-diabetes

Please record any consultation and engagement undertaken

Staff consultation was undertaken by the HRBP as follows;

- 5 October 22 11 – 12 Face to face
- 6 October 22 2 – 3 Online
- 7 October 22 11 – 12 Online
- 11 October 3 – 4 Online
- 12 October 10 – 11 Online
- 13 October 10 – 11 Online
- 20 October 11 – 12 Online

Training for all staff has taken place through iHasco online training throughout October and a half day awareness training session through the Development Network for management team on 24 October 2022. We also engaged Chwarae Teg to give feedback on how we support staff.

Feedback from staff has been positive, having Menopause Mentors is perceived as particularly positive and also the Wellbeing Passport will be particularly useful to help staff feel supported. Staff have welcomed the opportunity to keep the dialogue open and to create a more open culture where symptoms can be discussed with all line managers. The policy has been well received and staff feel that this is a dialogue that needs to continue in order for them to continue to be supported.

Outcomes report

EIA stage completed	<input checked="" type="checkbox"/>	Initial screening
	<input checked="" type="checkbox"/>	Full assessment
Summary of negative impacts identified		
Decision	<input checked="" type="checkbox"/>	Proceed – no changes
	<input type="checkbox"/>	Proceed – actions needed
	<input type="checkbox"/>	Do not proceed
Action plan	n/a	
	Authorised by	Date
	MT.....	8/11/2022