

Cheviot HR

# HR FOCUS

February 2024 / Vol 2

## Happy Tribe = Thriving Business

Our monthly newsletter focuses on hot topics in the modern workplace, key employment law changes and useful tips to help you to get the very best out of your employees.

At Cheviot HQ, our motto is "Happy Tribe - Thriving Business". After all, a business is only as successful as it's people right?

This month, we focus on how to prevent discrimination claims following the implementation of new guidance from the EHRC on menopause in the workplace.

### 5 tips to help prevent harassment and discrimination:

1. Deliver regular training
2. Carry out Equality Impact Assessments
3. Have a bullying and harassment policy
4. Carry out a staff survey
5. Have a menopause policy

Discrimination claims arise when an employee is treated adversely because they have a protected characteristic.

Discrimination can be direct or indirect and can be unintentional, and the repercussions of being discriminated against can be very costly for the employer.

A word to the wise: ensure you know what your legal responsibilities are and what discrimination may look like and how it can occur.

The right to protection against discrimination is a day 1 right and from October 2024, employers must ensure that appropriate strategies are in place to protect against discrimination and harassment.

Menopause in the workplace has been a hot topic for some time now, with recent case law bringing to light that the menopause may well be a disability under the Equalities Act, and has given rise to successful disability discrimination claims.



# 5 Tips to prevent harassment and discrimination

## Deliver regular training

Provide regular training on what harassment and discrimination is, and ensure you provide regular refresher training. You should ensure that the training covers the subject fully. Case law has found that brief and irregular training does not meet the requirement to ensure that the employer must take reasonable steps to prevent harassment.

## Carry Out Equality Impact Assessments

Many practices or decisions may result in direct or indirect discrimination. Before you implement a practice, policy, process or procedure, make sure you assess whether it is likely to result in discrimination. Recruitment practices for example, may indirectly discriminate against women in the language in the job advert is aimed towards a male audience, or if the interview panel is all male.

## Bullying and Harassment Policy

Having a bullying and harassment policy strengthens your commitment to anti bullying and discriminatory practices.

In your policy you should highlight what bullying and harassment is, how to report it and what are the consequences. It should also highlight your commitment to regular training.

## Staff Survey

Carrying out a staff survey to find out areas for improvement can be a very useful way to highlight any issues arising from discriminatory practices and harassment, following which an action plan can be implemented.

## Menopause Policy

Having a menopause policy strengthens your commitment to supporting employees experiencing adverse menopausal symptoms and highlights the support you will provide, complying with new employment law changes.



*"Employers must take reasonable steps to prevent harassment."*

# EMPLOYMENT LAW REVIEW

## To-Do List

Last month we highlighted several changes to employment law, including changes to flexible working requests, carers' leave, right to request flexible working as well as the increase in the minimum wage.

Here is a reminder of things you should be actioning this month to ensure you remain compliant with these employment law changes as well as recent guidance published by the EHRC on menopause in the workplace.

### To Do List:

1. Implement minimum wage increases
2. Amend employment contracts and policies
3. Implement a Menopause Policy
4. Implement anti discriminatory and harassment practices
5. Implement practices to review flexible working and predictable working requests

### Statutory Pay Increases

In preparation for the minimum wage increases, you need to consider pay parity and affordability.

Minimum wage increases affect all roles, not just those on the minimum wage.

You need to plan ahead for how you will review and afford this.

### Amend Employment Contracts and Policies

Amend employment contracts in line with recent changes in employment law i.e. changes to paternity leave, flexible working requests, right to request a flexible work pattern and carers' leave and their associated policies.

### Menopause Policy

In light of new guidance from the EHRC on menopause at work and new legal obligations for employers to make adjustments, you should implement appropriate changes and support, documenting this in a policy statement.

### Anti discriminatory and harassment practices

Review practices, policies and procedures to help protect your business against discrimination and harassment claims and implement training in advance of changes later this year enforcing protection against harassment.





**CHEVIOTHR**  
HAPPY TRIBE, THRIVING BUSINESS

## Happy Tribe = Thriving Business

Cheviot HR is an HR consultancy based in Northumberland.

We provide outsourced HR support for SMEs nationwide, typically on a retained basis.

Our retained packages provide expert HR advice and support 24/7 as well as provision of HR documentation to ensure you are always compliant.

This provides our clients with peace of mind and much needed time back.

This Newsletter was written by our Operations Director, Heidi Turner.

You can connect with Heidi on LinkedIn:

[LinkedIn](#)

Find out more about Chevior HR here:

[Chevior HR](#)



## Get In Touch:



01668 497 016



hello@cheviothr.co.uk