



DOMESTIC VIOLENCE AND ABUSE POLICY FOR CCG STAFF

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Executive Summary

NHS Leeds Clinical Commissioning Group (referred to as the CCG), as with all other NHS bodies, have a statutory duty to ensure that it makes arrangements to safeguard and promote the welfare of children and young people and to protect adults at risk from abuse or the risk of abuse.

The CCG has a statutory responsibility for ensuring that organisations they commission provide safe systems that safeguard children and adults at risk, ensuring that comprehensive single and multi-agency policies and procedures are in place to safeguard and promote the welfare of children and to protect adults at risk from abuse or the risk of abuse.

All NHS funded services and employees have a responsibility to ensure children and adults in vulnerable circumstances are kept safe, by early detection and responding quickly when problems are identified. The CCG should also ensure that health providers are linked into the local safeguarding children and safeguarding adult boards and that all health workers contribute to multi-agency working.

Leeds is a city that has a zero tolerance approach to domestic violence and abuse, where individuals, families and communities are supported to reach their potential and lead safer, healthier and happier lives (Leeds Domestic Violence and Abuse Strategy and Action Plan 2014-15)

The Home Office Violence Against Women and Girls Strategy (VAWG) 2016-2020 makes clear that the health sector, as both an employer and service provider, has a crucial role to play in responding to domestic abuse.

This CCG policy is written in accordance with the Leeds Domestic Violence and Abuse Policy, Procedure and Guidance.

The cross-government definition of domestic abuse is:

“Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality.”

As employers, the CCG will inevitably employ individuals who are affected by domestic abuse. As a result, the CCG needs to make all reasonable efforts to provide staff with the support they need and want.

This policy outlines the definition of what constitutes domestic abuse ensuring both victims and perpetrators of domestic abuse are aware of the support that is available within the organisation. It also provides guidance to line managers when supporting staff who are affected by domestic abuse.

1. Introduction

1.1 The CCG has a responsibility to provide all staff with a safe and effective working environment. For some staff, the workplace is a safe haven and the only place that offers routes to safety.

1.2 The CCG acknowledges that domestic abuse is a significant problem which has a devastating impact on victims and their families. This policy represents a commitment to take all reasonable steps possible to combat the reality and impact of domestic abuse on those being abused and to challenge the behaviour of perpetrators.

1.3 This policy ensures that both victims and perpetrators of domestic abuse are aware of the support that is available within the organisation. It also provides guidance to line managers when supporting staff who are affected by domestic abuse.

1.4 It is important to note that domestic abuse is not condoned under any circumstance and all staff must adhere to the available standards of professional behaviour.

2. Purpose

2.1 This Policy aims to:

- Enable employees experiencing problems at work arising from domestic violence and abuse to be supported
- Ensure confidentiality and sympathetic handling of situations at work arising from domestic violence and abuse
- Remove fear of stigmatisation at work for employees experiencing domestic violence and abuse
- Provide guidance for managers on how to support victims of domestic violence and abuse
- Provide guidance for managers on how to deal with perpetrators of domestic violence and abuse
- Raise awareness and understanding amongst all members of staff in the workplace of the effects of domestic violence and abuse.

3. Scope

3.1 This policy aims to ensure that all staff and managers are aware of the impact that domestic violence and abuse can have on an individual, a family or wider society, and that all staff know where to seek help and support if they or a colleague are affected by it. This policy applies to all employees of Leeds CCG.

4. Definitions

4.1 Domestic abuse is defined by the Home Office (2013) as:

“Any incident of controlling, coercive or threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults, aged 16 and over, who are or have been intimate partners or are family members, regardless of gender and sexuality.”

4.2 This definition includes honour-based violence, forced marriage and female genital mutilation.

4.3 The impact of domestic abuse can range from loss of esteem to loss of life.

4.4 Domestic abuse happens in all communities, regardless of gender, age, disability, gender reassignment, race, religion or belief, sexual orientation, marriage or civil partnership and pregnancy. When dealing with domestic abuse it is important to recognise differences between all protected characteristics. It follows that different approaches and resources are needed when addressing domestic abuse with different groups.

See Appendix 1 - Types of domestic abuse.

5. The impact of domestic abuse in the workplace

5.1 It should be noted that there may be incidents which occur in the workplace or specifically affect the work of a member of staff. Possible signs of domestic abuse include:

- changes in behaviour including uncharacteristic depression, anxiety, distraction or problems with concentration
- changes in the quality of work for no apparent reason
- arriving late or leaving early
- poor attendance or high absenteeism without an explanation
- needing regular time off for appointments
- inappropriate or excessive clothing particularly if a significant change

6. The impact of domestic abuse on work colleagues

6.1 Domestic abuse also affects people close to the victim and this can include work colleagues. Some effects may include:

- being followed to or from work
- being subject to questioning about the victim’s contact details or locations
- covering for other workers during absence from work
- trying to deal with the abuse and fear for their own safety
- Being unaware of the abuse or not knowing how to help.

7. The impact of domestic abuse on the employer

7.1 Some effects may include:

- Negative impact on performance and morale
- Staff turnover, as employees may have to leave work or move away to escape abuse.

7.2 The CCG expects all staff to report their concerns if they suspect a colleague is experiencing or perpetrating abuse. A member of staff should speak to their line manager in

the first instance about their concerns. If the concern involves a line manager, the staff member should speak to their direct manager.

7.3 Alternatively a confidential reporting line is now available through Crime Stoppers 0800 111 4444. This is a 24 hour hotline that allows any member of staff to report any concern they may have about a colleague or practices in the workplace. The hotline can be used anonymously.

8. Confidentiality and right to privacy

8.1 Staff who disclose that they are a victim of domestic abuse can be assured that the information they provide is confidential and will not be shared with other colleagues without their permission.

8.2 There are however, some circumstances in which confidentiality cannot be assured. This may occur when there are concerns regarding children, adults at risk or where the organisation is required to protect the safety of their staff.

8.3 In these circumstances, the member of staff will be informed by the line manager as to the reasons why confidentiality cannot be maintained. As far as possible, information will only be shared on a need to know basis.

8.4 However confidentiality cannot be assured for staff who disclose that they are a perpetrator of domestic abuse

9. Support for staff

9.1 There are a number of ways in which staff experiencing domestic abuse can be supported by the organisation such as;

- Through offering practical support (see section 11)
- Raising awareness generally of the issues and in particular amongst managers and staff
- Providing training opportunities to line managers
- Signpost to an appropriate counselling service if appropriate
- Taking a clear anti-abuse stance against perpetrators.

9.2 It is essential staff feel able to disclose this personal information and are encouraged to discuss this with their line manager. However if they feel unable to raise this with their line manager, support is available from the Safeguarding Team, telephone 0113 8431713

9.3 Within the CCG confidential advice and support is available from the contacts identified in the appendices.

10. Support for line Managers

Identifying domestic abuse

10.1 Domestic abuse is unlikely to be disclosed easily by victims or perpetrators. There are a number of steps that can be taken to address the workplace effects of domestic abuse including how to recognise the problem, respond, provide support and refer to the appropriate help.

10.2 See appendix 2 - Ten steps to address the effects of domestic abuse.

10.3 See appendix 3 - Guidance for line managers. If line managers require further advice or assistance before speaking to a member of staff, further support is available from Human Resources (HR) Advisers/ managers or the Safeguarding Team.

10.4 See Appendix 4 Asking difficult questions

11. Support available

11.1 Line managers may consider offering a broad range of support to staff experiencing domestic abuse including:

- annual leave, flexi-time or lieu time for relevant appointments, including with support agencies, solicitors, to rearrange housing or childcare, and for court appointments.
- special leave provisions (e.g. compassionate leave or unpaid leave) where the member of staff's annual leave entitlement has been exhausted. (Annual and Special Leave Policy, LCCGHR06)
- temporary or permanent changes to working times and patterns using existing procedures i.e. flexible working.
- changes to specific duties, for example to avoid potential contact with the perpetrator in a customer facing role.
- measures to ensure a safe working environment, for example blocking emails / screening telephone calls; alerting reception / security if the perpetrator is known to come to the workplace; and ensuring arrangements are in place for safely travelling to and from work.
- with the member of staff's consent:
 - advise colleagues on a need-to-know basis and agree a response if the perpetrator contacts the workplace.
 - provide a photograph of the perpetrator to line management, security staff and reception.
 - review the security of personal information held, such as temporary or new address and bank details.

11.2 The right of staff to make their own decision about the course of action at every stage will be respected. It is recognised that a member of staff may need some time to decide what to do and may try different options during this process.

12. Perpetrators

12.1 Domestic abuse perpetrated by staff will not be condoned under any circumstance nor will it be treated as a purely private matter. Staff should be aware that domestic abuse is a serious matter which can lead to criminal convictions.

12.2 Conduct outside of work may lead to disciplinary action being taken against a member of staff; as such conduct may undermine the confidence and trust the organisation has in them. However, the CCG recognises that it has a role in encouraging and supporting perpetrators to address violent and abusive behaviour of all kinds.

12.3 If a member of staff discloses perpetrating domestic abuse, the police should be informed as well as the line manager with support from Safeguarding Specialist where appropriate, so that the disciplinary or other internal procedures can be considered. However, the member of staff will be provided with information about the services and support available to them.

12.4 This procedure can be applicable in cases where a member of staff has:

- behaved in a way that has harmed or threatened their partner
- possibly committed a criminal offence against their partner
- had an allegation of domestic abuse made against them
- disclosed concerns about their behaviour within an intimate relationship.

12.5 The CCG will ensure:

- allegations will be dealt with fairly and in way that provides support for the person who is the subject of the allegation or disclosure
- all staff will receive guidance and support
- investigations will be sufficiently independent.

12.6 The accused member of staff will be:

- treated fairly and honestly
- helped to understand the concerns expressed and processes involved
- kept informed of the progress and outcome of any investigation and the implications for any disciplinary process

13. Victims and perpetrators working for the CCG

13.1 In cases where both the victim and perpetrator of domestic abuse work for the CCG appropriate action will be taken. In addition to considering disciplinary action against the perpetrator, action may need to be taken to ensure that the victim and perpetrator do not come into contact in the workplace.

13.2 Action may also need to be taken to minimise the potential for the perpetrator to use their position or work resources to find out details about the whereabouts of the victim. This may include a change of duties or withdrawing the perpetrators access to certain computer programs. Further advice should be sought from the HR team.

14. Advice and Support

14.1 Further advice and support is available from the contact details which are provided in Appendix 5.

15. Equality Statement

15.1 In applying this policy, the CCG will have due regard for the need to eliminate unlawful discrimination, promote equality of opportunity, and provide for good relations between people of diverse groups, in particular on the grounds of the following characteristics protected by the Equality Act (2010); age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, and sexual

orientation, in addition to offending background, Trade Union membership, or any other personal characteristic.

15.2 This document has been assessed, using the EIA toolkit, to ensure consideration has been given to the actual or potential impacts on staff, certain communities or population groups, appropriate action has been taken to mitigate or eliminate the negative impacts and maximise the positive impacts and that the and that the implementation plans are appropriate and proportionate.

15.3 NHS Leeds Clinical Commissioning values the views and experiences of all employees and seeks such information through regular communication and staff surveys. In addition, the organisation encourages employees who are, or have been the victim or the perpetrator of domestic abuse has information and assistance.

15.4 The full EIA is attached as Appendix 6.

16. Monitoring and Review

16.1 The procedural document will be reviewed every three years, and in accordance with the following on an as and when required basis:

- Legislatives changes
- Good practice guidelines
- Case Law
- Significant incidents reported
- New vulnerabilities identified
- Changes to organisational infrastructure
- Changes in practice

The following procedures are also in place

- Flexible Working Policy reference – lccghr16
- Whistleblowing Policy reference – lwhr07
- Disciplinary Policy and Procedure reference – lccghr15
- Working Time Regulations Policy reference – lwhr22
- Annual and Special Leave Policy reference – lccghr06
- Acceptable Standards of Behaviour Policy and Procedure reference – lccghr09
- Managing Sickness Absence Policy reference – lccgphr04

17. References & Associated Documentation

Acts of Parliament.

Human Rights Act 1998

www.legislation.gov.uk/ukpga/1998/42/contents

Health and Safety at Work Act 1974

www.hse.gov.uk/legislation/hswa.htm

Freedom of Information Act 2000

<https://ico.org.uk/for-organisations/guide-to-freedom-of-information/what-is-the-foi-act/>

Equality Act 2010

www.gov.uk/guidance/equality-act-2010-guidance

Serious Crime Act 2015

www.legislation.gov.uk/ukpga/2015/9/section/67

www.gov.uk/government/collections/serious-crime-bill

Government Documents.

Call to end violence against women and girls: strategic vision. Home Office, 2010.

www.gov.uk/government/publications/call-to-end-violence-against-women-and-girls-strategic-vision

Commissioning services for women and children who experience violence or abuse – a guide for health commissioner. Department of Health 2011.

www.gov.uk/government/uploads/system/uploads/attachment_data/file/215635/dh_125938.pdf

Cross-government definition of domestic abuse.

www.gov.uk/guidance/domestic-violence-and-abuse

Crown Prosecution Service. Legal guidance on honour-based violence.

www.cps.gov.uk/legal/h_to_k/honour_based_violence_and_forced_marriage/

Forced Marriage Unit.

www.gov.uk/guidance/forced-marriage

Guidance for health professionals on domestic violence. Department of Health. 2013.

www.gov.uk/government/publications/guidance-for-health-professionals-on-domestic-violence

Home Office (2013) Information for Local Areas on the change to the Definition of Domestic Violence and Abuse

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/142701/guide-on-definition-of-dv.pdf

Home Office – Strategy to end violence against women and girls 2016-2020.

www.gov.uk/government/publications/strategy-to-end-violence-against-women-and-girls-2016-to-2020

Information sharing Advice for practitioners providing safeguarding services to children, young

people, parents and carers. HM Government 2018

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/721581/Information_sharing_advice_practitioners_safeguarding_services.pdf

Information sharing advice for safeguarding practitioners. Department for Education, 2015.

www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice

Multi-agency practice guidelines: handling cases of forced marriage. 2014.

www.gov.uk/government/uploads/system/uploads/attachment_data/file/322307/HMG_MULTI_AGENCY_PRACTICE_GUIDELINES_v1_180614_FINAL.pdf

Office for National Statistics.

www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/compendium/focusonviolenceandsexualoffences/yearendingmarch2015h

The Right to Choose: multi-agency statutory guidance for dealing with forced marriage. 2014.

www.gov.uk/government/uploads/system/uploads/attachment_data/file/322310/HMG_Statutory_Guidance_publication_180614_Final.pdf

Working Together to Safeguard Children. Statutory Guidance 2015, updated 2017.

www.gov.uk/government/publications/working-together-to-safeguard-children--2

Local Guidelines.

Leeds safeguarding Children Partnership. 2018.

www.leedsscp.org.uk/Home

<https://www.leedsscp.org.uk/Practitioners/training>

West Yorkshire Consortium Online Safeguarding Children Procedures

<http://westyorkscb.proceduresonline.com/index.htm>

Domestic Violence and Abuse Policy, Procedure and Guidance. Leeds City Council. May 2015.

<https://www.leeds.gov.uk/domesticviolence/Documents/LCC%20Domestic%20Violence%20and%20Abuse%20Policy.pdf>

Leeds Multi-Agency Risk Assessment Conference (MARAC) Operating Protocol.

<https://www.leeds.gov.uk/domesticviolence/maracs>

Additional Documents.

The cost of domestic violence by Professor Sylvia Walby. National Statistics, Women and Equality Unit, funded by DTI. 2004.

https://paladinservice.co.uk/wp-content/uploads/2013/07/cost_of_dv_research_summary-Walby-2004.pdf

NICE guidance on domestic violence.

www.nice.org.uk/search?q=domestic+violence

NICE guidance on domestic violence and abuse: multi-agency working.

www.nice.org.uk/guidance/ph50

NICE Domestic Violence and Abuse Quality Standards February 2016

www.nice.org.uk/guidance/qs116

Responding to violence against women and children, the role of the NHS. The report of the Taskforce on the Health Aspects of Violence against Women and Children. 2010.

www.health.org.uk/sites/health/files/RespondingtoViolenceAgainstWomenAndChildrenTheRoleofTheNHS_guide.pdf

Tackling FGM in the UK – intercollegiate recommendations for identifying, recording and reporting. Royal College of Midwives, November 2013.

www.nhs.uk/NHSEngland/AboutNHSservices/sexual-health-services/Documents/FGM_Report.pdf
<https://www.gov.uk/government/publications/domestic-abuse-a-resource-for-health-professionals>

Office of National Statistics Crime Survey results end of March 2017)
www.gov.uk/government/publications/safeguarding-women-and-girls-at-risk-of-fgm.

18. Appendices

Appendix 1.

Types of Abuse

Control & Coercive behaviour

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependant by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish or frighten their victim.

Emotional and psychological

Emotional or psychological abuse can be either verbal or nonverbal. This kind of domestic abuse chips away at the confidence and independence of the victim to make them compliant and limit their ability to leave their abuser.

Emotional abuse can include verbal abuse such as yelling, name-calling, blaming and shaming, isolation, intimidation, threats of violence and controlling behaviour.

Physical

A wide range of different behaviour can come under the heading of physical abuse and can include punching, slapping, hitting, biting, pinching, kicking, pulling hair out, pushing, shoving, burning and strangling.

Sexual

Rape and sexual abuse is common in abusive relationships due to the victim's refusal of consent being ignored. Any situation where someone is forced to take part in unwanted, unsafe or degrading sexual activity is sexual abuse.

Financial

Economic or financial abuse limits the victim's ability to get help. The abuser controls finances; withholds money or credit cards; makes someone unreasonably account for the money they spend; exploits assets; withholds basic necessities; prevents someone from working or sabotages the victim's job and deliberately runs up debts.

Appendix 2

Ten steps to address the effects of domestic abuse

There are a number of steps that line managers can take to address the effects of domestic abuse. In many cases it is about being aware and signposting to the organisations that provide specialist support.

Below are ten steps that can be taken:

Recognise the problem

1. Look for sudden changes in behaviour and / or changes in the quality of work performance for unexplained reasons despite a previously strong record.
2. Look for changes in the way the member of staff dresses, for example excessive clothing on hot days, changes in the amount of make-up worn.

Respond

3. Believe a member of staff if they disclose experiencing domestic abuse – do not ask for proof.
4. Reassure the member of staff that the organisation has an understanding of how domestic abuse may affect their work performance and the support that can be offered.

Provide support

5. Divert phone calls and email messages and look to change a phone extension if a member of staff is receiving harassing calls.
6. Agree with the member of staff what to tell colleagues and how they should respond if their ex/partner telephones or visits the workplace
7. Ensure the member of staff does not work alone or in an isolated area and check that they have arrangements for getting safely to and from work.
8. Keep a record of any incidents of abuse in the workplace, including persistent telephone calls, emails or visits to the workplace.
9. Provide access to supportive literature i.e. leaflets and posters. Ensure these are placed in discrete locations e.g. putting up posters on the backs of toilet doors.
10. Have a list of the support services offered in your area that is easily accessible and refer staff to appropriate organisations that deal with domestic abuse.

Appendix 3

Good Practice Guidelines for Managers and Colleagues

- Do give priority to ensuring the employee's immediate safety
- Do ensure that the employee understands the confidentiality policy
- Do be sensitive and believe what the employee is telling you
- Do find out what the employee wants and see if you can help to achieve it
- Do help to explore ways of maximising the employee's safety.
- Do give up to date information on what support is available from other agencies.
- Do place the responsibility for the violence / abusive behaviour with the perpetrator. This is not the employees fault
- Do take personal responsibility for ensuring that appropriate information and support is offered
- Do use non-threatening, open questions (for example, "I hope you don't mind me asking, but I can see you have bruising on your face. Some people with that type of bruising might have been hurt by someone, if you need my help, please let me know")
- Do always allow time for the person to talk
- DO NOT ignore your intuition if you suspect an employee is being abused
- DO NOT ask her/him what she/he did to provoke the violence
- DO NOT just focus on what she/he alone can do in the situation
- DO NOT assume the perpetrator's age or sex
-
- DO NOT share your own experiences
-
- DO NOT never act as a go-between, between victim and perpetrator

Appendix 4

Asking difficult questions – guidance for line managers

If you suspect that a member of staff is experiencing domestic abuse, you should facilitate a conversation to discuss this and identify / implement appropriate support. Shying away from the subject can perpetuate fear of stigma and increase feelings of anxiety. Often staff will not feel confident in speaking up, so making the first move to begin a conversation can be key.

You should ask the member of staff indirect questions, to help establish a relationship and develop empathy.

Below are some examples of questions that could be used:

- How are you doing at the moment? Are there any issues you would like to discuss with me?
- I have noticed recently that you are not yourself. Is anything the matter?
- Are there any problems or reasons that may be contributing to your frequent sickness absence / under-performance at work?
- Is everything all right at home?
- What support do you think might help? What would you like to happen? How?

Avoid victim blaming. It is important that you are able to provide a non-judgemental and supportive environment. Respecting boundaries and privacy is essential.

Even if you disagree with the decisions being made regarding a member of staff's relationship, it is important to understand that a victim of domestic abuse may make a number of attempts to leave their partner before they are finally able to do so.

Your role is not to deal with the abuse itself but to make it clear that members of staff will be supported and outline what help is available.

Appendix 5

Helplines and Contact Information

Providing information supports the person experiencing domestic abuse to make informed decisions towards a safer lifestyle and where they can receive further help.

Local Services

- Leeds Domestic Violence Service (LDVS): 24HR HELPLINE 0113 246 0401
- Occupational Health Service: 0113 2065228 or occupationalhealth@nhs.net
- Staff Counselling Service: Staff can self-refer confidentially to this service directly by ringing Heaton Ross Associates on 0113 2783124 (can be found on ESR)
- Human Resources:
- Extranet page: <https://extranet.leedssouthandeastccg.nhs.uk/>

National Services

- Women's Aid: 0808 2000247
- National Domestic Violence Helpline: 0808 2000247
- Men's Advice Line: 0808 8010327 Email: info@mensadviceline.org.uk
- Survivors UK: info@survivorsuk.org
- Refuge: 0808 2000247
- Respect: 0808 802 4040 (Helpline for Domestic Violence Perpetrators)
- Galop (Broken Rainbow) Tel: 0800 999 5428 Mail: help@galop.org.uk (Emotional and practical support for LGBT people experiencing domestic abuse)
- Mankind (National support line for male victims of domestic abuse). Tel: 01823 334 244
Web: www.mankind.org.uk
- Citizens Advice Bureau Tel: 08444 111 444

Appendix 6

Equality Impact Assessment

Title of policy	Domestic Abuse Policy	
Names and roles of people completing the assessment		
Date assessment started/completed		

1. Outline	
Give a brief summary of the policy	<p>The CCG has a responsibility to provide all staff with a safe and effective working environment. For some staff, the workplace is a safe haven and the only place that offers routes to safety.</p> <p>The CCG acknowledges that domestic abuse is a significant problem which has a devastating impact on victims and their families. This policy represents a commitment to take all reasonable steps possible to combat the reality and impact of domestic abuse on those being abused and to challenge the behaviour of perpetrators.</p> <p>This policy ensures that both victims and perpetrators of domestic abuse are aware of the support that is available within the organisation. It also provides guidance to line managers when supporting staff who are affected by domestic abuse.</p>
What outcomes do you want to achieve	<p>This Policy aims to:</p> <ul style="list-style-type: none"> • Enable employees experiencing problems at work arising from domestic violence and abuse to be supported • Ensure confidentiality and sympathetic handling of situations at work arising from domestic violence and abuse • Remove fear of stigmatisation at work for employees experiencing domestic violence and abuse • Provide guidance for managers on how to support victims of domestic violence and abuse • Provide guidance for managers on how to deal with perpetrators of domestic violence and abuse • Raise awareness and understanding amongst all members of staff in the workplace of the effects of domestic violence and abuse.

2. Evidence, data or research	
Give details of evidence, data or research used to inform the analysis of impact	Refer to section 17-References & Associated Documentation for evidence, data or research used to inform the analysis of impact

3. Consultation, engagement	
Give details of all consultation and engagement activities used to inform the analysis of impact	All staff within the Leeds CCG Safeguarding Team, references to the provider safeguarding teams similar policies, Leeds City Council and Safer Leeds Domestic Violence Team.

4. Analysis of impact			
This is the core of the assessment, using the information above detail the actual or likely impact on protected groups, with consideration of the general duty to; eliminate unlawful discrimination; advance equality of opportunity; foster good relations			
	Are there any likely impacts? Are any groups going to be affected differently? Please describe.	Are these negative or positive?	What action will be taken to address any negative impacts or enhance positive ones?
Age	Neutral impact		
Carers	Neutral impact		
Disability	Neutral impact		
Sex	Neutral impact		
Race	Neutral impact		
Religion or belief	Neutral impact		
Sexual orientation	Neutral impact		
Gender reassignment	Neutral impact		
Pregnancy and maternity	Neutral impact		
Marriage and civil partnership	Neutral impact		
Other relevant group	Neutral impact		

If any negative/positive impacts were identified are they valid, legal and/or justifiable? Please detail.	None
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5. Monitoring, Review and Publication	
How will you review/monitor the impact and effectiveness of your actions	Annually-Where review is necessary due to legislative change, this will happen immediately.
Lead Officer	Review date:

6. Sign off			
Lead Officer			
Director		Date approved:	

B Policy Consultation Process:

Title of document	Domestic Abuse Policy
Author	Mary Kearney Named Nurse safeguarding Children & Adults
Revised document	
Lists of persons involved in developing the policy List of persons involved in the consultation process:	