



STAFF EXPERIENCING DOMESTIC ABUSE

OCTOBER 2022

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The on-line version is the only version that is maintained. Any printed copies should therefore be viewed as 'uncontrolled' and as such may not necessarily contain the latest updates and amendments.



Document Amendments

Amendments to the document will be issued from time to time.

A new amendment history will be issued with each change.

New Version Number	Issued by	Nature of Amendment	Approving Body	Approval Date	Date Published on Website
N/A	Head of Safeguarding	N/A	Executive committee	July 2020	December 21
0.1	Humber & North Yorkshire ICB	Amendment of North Yorkshire CCG Policy to meet requirements of H&NY ICB	ICB Quality Committee	October 2022	October 2022

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POLICY FOR STAFF EXPERIENCING DOMESTIC ABUSE

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This policy has been assessed using an Equality Impact Assessment and Sustainability Impact Assessment. These assessments are recorded in the relevant registers and are available to view on the ICB website.



1. INTRODUCTION

- 1.1 The Humber Coast North Yorkshire Integrated Care Board (ICB) recognises that its employees will be amongst those affected by domestic abuse; for example, as a survivor of domestic abuse, an individual who is currently living with domestic abuse, someone who has been impacted upon by domestic abuse or as an individual who perpetrates domestic abuse.
- 1.2 The ICB is committed to developing a workplace culture in which there is a zero tolerance for abuse, and which recognises that the responsibility for domestic abuse lies with the perpetrator. By developing an effective domestic abuse policy and working to reduce the risks related to domestic abuse, we will create a safer workplace and we will also send out a strong message that domestic abuse is unacceptable.
- 1.3 The ICB recognises that domestic abuse is an equalities issue and undertakes not to discriminate against anyone who has been subjected to domestic abuse in terms of current employment or future development.
- 1.4 Under the Health and Safety at Work Act (1974) and the Management of Health and Safety at Work Regulations (1992), the ICB recognises its legal responsibilities in promoting the welfare and safety of all staff.

THIS POLICY SHOULD BE READ IN CONJUNCTION WITH ASSOCIATED DOCUMENTATION

This policy should be read in conjunction with:

- Safeguarding Adults Policy
- Safeguarding Children Policy
- Managing Allegations Against Staff Policy
- Attendance Management Policy
- Other Leave Policy.
- Disciplinary Policy

2. SCOPE

- 2.1 This policy applies to all staff employed by the ICB. This includes all employees (including those on fixed-term contracts) and any ICB temporary staff, bank staff, locums, agency staff, contractors, volunteers (including celebrities), students, apprentices and any other learners undertaking any type of work experience or work-related activity across the geographic location at place and at Humber Coast and York Vale Region.
- 2.2 Due to the statutory responsibilities of safeguarding, the consequence of non-compliance with this policy could result in disciplinary action being taken.



3. THE POLICY

3.1 Policy Statement

3.1.1 The ICB has a 'zero tolerance' position on domestic abuse and is committed to ensuring that any employee who is the victim of domestic abuse has the right to raise the issue with their employer in the knowledge that they will receive appropriate support and assistance. This policy also covers the approach the ICB will take where there are concerns that an employee may be the perpetrator of domestic abuse. The ICB is committed to supporting any employee who is experiencing or surviving domestic abuse and recognises that anyone can experience or be a survivor of domestic violence or abuse regardless of their gender identity or sexual orientation.

3.2 Policy Purpose

3.2.1 The purpose of this policy is to:

- Enable the support of members of staff experiencing problems at work arising from domestic violence and abuse.
- Ensure confidentiality and sympathetic handling of situations at work arising from domestic violence and abuse.
- Remove fears of stigmatisation at work for members of staff experiencing domestic violence and abuse.
- Provide guidance for managers supporting 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.
- Support identification of any safeguarding issues for children, and adults (with care and support needs).
- Demonstrate the ICB commitment to challenging the social issue of domestic abuse.

This Domestic Abuse policy is not a definitive document and should be read in conjunction with The Domestic Abuse Act 2021, Domestic Abuse: A Resource for Health Professionals (DHSC 2017), Working Together to Safeguard Children (DfE 2018), The Care Act 2014, Local Safeguarding Children Partnership's (LSCP) Guidelines and Procedures and Local Safeguarding Adult Board (LSAB) Guidelines and Procedures.

4. DEFINITIONS

4.1 **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. Domestic abuse is best understood as a pattern of behaviour characterised by the misuse of power and control which commonly includes:



- psychological
- physical
- sexual
- financial
- emotional
- coercive control

Domestic abuse occurs in all groups and sections of society. The impact may be experienced differently, due to, and compounded by, race, sexuality, disability, age, religion, culture, class, or mental health. Domestic abuse has a very high social and financial impact on society.

4.2 **Controlling behaviour is** a range of acts designed to make a person subordinate and/or dependent 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.

4.3 **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. This definition includes so called 'honour' based violence, female genital mutilation (FGM) and forced marriage, and is clear that victims are not confined to one gender or ethnic group.

The Serious Crime Act (2015) created a new offence of controlling or coercive behaviour in intimate or familial relationships. The new offence closes a gap in the law around patterns of controlling or coercive behaviour control in an on-going relationship between intimate partners or family members.

The Crown Prosecution Service (2019) definition of "honour" based abuse is "an incident or crime involving violence, threats of violence, intimidation coercion or abuse (including psychological, physical, sexual, financial or emotional abuse) which has or may have been committed to protect or defend the honour of an individual, family and/or community for alleged or perceived breaches of the family and/or community's code of behaviour."

5. DUTIES, ACCOUNTABILITIES AND RESPONSIBILITIES

5.1 The CEO of the Integrated Care Board duties and accountabilities:

- include a responsibility for ensuring the provision of high quality, safe and effective services being delivered by the ICB.
- has overall responsibility and is accountable for ensuring the ICB effectively contributes to the multi-agency partner response to support people living with domestic abuse.
- has a legislative duty within the Domestic Abuse Act 2020 to co-operate with any request from the Domestic Abuse Commissioner.



5.2 The Director of Nursing and Quality (Executive Lead for Safeguarding)

Provides the Integrated Care Board (ICB) with a strategic overview of domestic abuse issues:

- ensures there is a named responsible domestic abuse champion on the ICB.
- ensures that domestic abuse/safeguarding is included in ICB discussions with the rest of the Senior Leadership Team.
- ensures that all staff are aware of their responsibility to safeguard domestic abuse victims/survivors and associated children and adults.
- ensures that all staff have access to domestic abuse support and advice.
- ensures there is a robust process in place for escalating concerns externally or through a named non-executive director if the alleged perpetrator might be a senior member of the organisation.

5.3 Designated Safeguarding Professionals

- The Designated Nurses / Professionals Safeguarding Adults and/or Children will as required ensure safeguarding issues are managed appropriately and support is made available to staff experiencing domestic abuse, including signposting to local domestic abuse support services at place.
- Offer advice and support to HR and all staff and volunteers on domestic abuse and safeguarding issues; including links to the Local Area Designated Officer and the Persons in Positions of Trust/DASM referrals, coordination, and processes.

5.4 All Staff and Volunteers

In completing their duties all staff:

- Have access to managerial and occupational health support and/or counselling if experiencing domestic abuse.
- Staff have a responsibility to complete training and maintain their competency appropriate to their role.
- All staff should be aware of this policy, and know how to escalate appropriately to seek advice, guidance, and support when they are unsure what to do.
- Staff should seek advice from their line manager or the Safeguarding Team if they have concerns of domestic abuse or any other type of abuse in relation to colleagues or service users.



5.5 Line Managers/Supervisors

- All managers should be aware of this Policy and be able to apply it when they suspect or have identified staff suffering from domestic abuse, including issues escalated to them from other sources.
- The role of a manager is not to deal with the abuse itself but to make it clear that employees will be supported and to outline what help is available and from where, and to escalate the concern as appropriate. Line managers are strongly advised to seek support from HR Advisory Team and the Designated Safeguarding Team regarding any disclosures of domestic abuse.
- Managers will maintain the confidentiality of any information relayed to them concerning cases of domestic violence and abuse. The ICB will only involve other agencies; or divulge information with the consent of the person concerned, unless required to do so by law or duty. For example, if there is concern that a child is living in a household where there is domestic abuse, or there is disclosure of violence and abuse towards a child or adult with care and support needs. If the staff member is the perpetrator of domestic abuse, the Local Area Designated Officer/Person in Position of Trust Lead and HR should be contacted for advice. Please refer to the ICB Managing Allegations Against Staff Policy.

5.6 Human Resource Team

The ICB Human Resources Team will act to:

- Advise staff and managers regarding the support available for staff experiencing domestic abuse within the organisation.
- Liaise with the Designated Nurses / Professionals Safeguarding Adults and/ or Children as required to ensure safeguarding issues are managed appropriately and support is made available to staff experiencing domestic abuse, including external signposting, and referral to the Local Area Designated Officer/Person in Position of Trust Process.
- Provide advice for managers on formal HR action under organisational policies e.g., disciplinary and flexibilities to support victims e.g. under special leave policies.

5.6 Responsibilities for Approval

The Humber and North Yorkshire ICB Board will approve the first iteration of this policy. The ICS Quality Committee will approve subsequent versions thereafter.



6. RESPONDING TO STAFF WHO MAY BE VICTIMS OF DOMESTIC ABUSE

6.1 Identification

6.1.1 Whilst it is for the individual themselves to recognise, they are a victim of domestic abuse, there are signs which may indicate an employee may be a victim. These may include:

- The member of staff may confide in their colleagues/manager.
- Staff may inform their manager that a colleague is suffering from domestic abuse.
- There may be obvious effects of physical abuse (it is important not to make assumptions).
- It may come to light because of enquiries into a drop in performance or a significant change in behaviour via supervision.
- It may reveal itself as the background to poor attendance.

6.1.2 It is essential to understand that any of the above may arise from a range of circumstances of which domestic abuse may be one. Managers/ Supervisors who support staff in such matters should address the issue positively and sympathetically ensuring that the employee is aware that support and assistance can be provided. Routine enquiry should be covered where appropriate in supervision where there are causes of concern.

6.1.3 The ICB respects employees' right to privacy. Whilst the ICB strongly encourages victims of domestic abuse to disclose domestic abuse for the safety of themselves and all those in the workplace, it does not force them to share this information if they do not want to.

6.2 Confidentiality and right to privacy

6.2.1 Employees who disclose experiencing abuse can be assured that the information they provide is confidential and will not ordinarily be shared with other members of staff without their permission.

6.2.2 There are, however, some circumstances in which confidentiality cannot be assured. These occur when there are safeguarding concerns about children or vulnerable adults or where the employer needs to act to protect the safety of employees. HR will be consulted if wider disclosure is required.

6.2.3 In circumstances where the ICB has to breach confidentiality it will seek specialist advice before doing so. If it decides to proceed in breaching confidentiality after having taken advice, it will discuss with the employee why it is doing so, and it will seek the employee's agreement where possible.

6.2.4 As far as possible, information will only be shared on a need-to-know basis.

6.2.5 All records concerning domestic abuse will be kept strictly confidential. No local records will be kept of absences related to domestic abuse and there will be no adverse impact on the employment records of victims of domestic abuse.

6.2.6 Improper disclosure of information i.e., breaches of confidentiality by any member of staff will be taken seriously and may be subject to disciplinary action.



6.2.7 Where domestic abuse in a same sex relationship is disclosed, due regard will be paid to the double disclosure of confidential information particularly where the individual recipient of abuse may not be out at work.

6.3 Support for individuals

6.3.1 The ICB recognises that developing a life free from abuse is a process not an event and the ICB will provide ongoing support for employees who disclose abuse.

6.3.2 The ICB and Union/Professional Organisation Representatives will work together cooperatively to help staff experiencing domestic abuse.

6.3.3 The ICB will respond sympathetically, confidentially, and effectively to any member of staff who discloses that they are experiencing domestic abuse.

6.3.4 Where domestic abuse has been reported line managers will treat unplanned absences and temporary poor timekeeping sympathetically.

6.3.5 Line managers may offer employees experiencing domestic abuse a broad range of support. This may include, but is not limited to:

- Special paid leave for relevant appointments, including with support agencies, solicitors, to rearrange housing or childcare, and for court appointments.
- Temporary or permanent changes to working times and patterns.
- Changes to specific duties, for example to avoid potential contact with an abuser in a customer facing role.
- Redeployment or relocation.
- Measures to ensure a safe working environment, for example changing a telephone number to avoid harassing phone calls.
- Using other existing policies, including flexible working.
- Access to counselling/support services in paid time.
- Access to courses developed to support female survivors of domestic abuse, for example The Freedom Programme or Assertiveness Training.

6.3.6 Line managers will respect the right of staff to make their own decision on the course of action at every stage.

6.3.7 Other existing provisions (including occupational health, independent counselling service & others) will also be signposted to staff as a means of support.

6.4 Safety Planning

6.4.1 The ICB will prioritise the safety of employees if they make it known that they are experiencing domestic abuse.

6.4.2 When an employee discloses domestic abuse, the ICB will encourage its employees to contact a specialist support agency (or suitably trained specialist member of staff) who can undertake a Domestic Abuse Stalking and Harassment (DASH) risk assessment and make appropriate referrals where necessary.

6.4.3 The ICB will work with the employee and a specialist agency (with the employee's consent) to identify what actions can be taken to increase their personal safety at work and at home as well as address any risks there may be to colleagues.



7. RESPONDING APPROPRIATELY TO EMPLOYEES WHO PERPETRATE DOMESTIC VIOLENCE: -

7.1 Harassment and intimidation by an ICB employee, whether of a partner or ex-partner who works for the ICB or not, will be viewed seriously and may lead to disciplinary action being taken in accordance with the ICB Disciplinary processes.

7.2 Conduct outside of work (whether or not it leads to a criminal conviction) may also lead to disciplinary action being taken against an employee due to the impact it may have on the employee's suitability to carry out their role and/or because it undermines public confidence in the ICB. Factors that will be considered are:

- The nature of the conduct and the nature of the employee's work.
- The extent to which the employee's role involves contact with other employees or the general public.
- Whether the employee poses a risk to other members of staff or the public.

If any of the circumstances set out in the above paragraphs are brought to a manager's attention, advice should be sought in the first instance from the HR Department.

7.3 Risks to children, or adults with care and support needs

7.3.1 Where the behaviour of a member of the ICB staff indicates that they may pose a risk to children or an adult with care of support needs, the ICB will ensure that this will be managed in accordance with the relevant locality Safeguarding Children Partnership or Safeguarding Adult Board procedures as appropriate. Further details of the processes to be followed in this circumstance are included in the ICB Safeguarding Adults or Children's Policies.

7.4 If the victim and the perpetrator work for the organisation

7.4.1 In cases where both the victim and the perpetrator of domestic abuse work in the organisation, the ICB will take appropriate action.

7.4.2 In addition to considering disciplinary action against the employee who is perpetrating the abuse, action may need to be taken to ensure that the victim and perpetrator do not come into contact in the workplace.

7.4.3 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 for one or both employees or withdrawing the perpetrators access to certain computer programmes or offices.

7.4.4 The ICB encourages all employees to report if they suspect a colleague is experiencing or perpetrating abuse. Employees should speak to their line manager about their concerns in confidence. In dealing with a disclosure from a colleague, employers should ensure that the person with concerns is made aware of the existence of this policy.

7.5 Perpetrators of domestic abuse

7.5.1 Domestic abuse perpetrated by employees will not be condoned under any circumstances nor will it be treated as a purely private matter. The ICB recognises that it has a role in encouraging and supporting employees to address violent and



abusive behaviour of all kinds. Employees should report if they suspect a colleague is a perpetrator of abuse with the Designated Professional for Safeguarding, in line with Managing Allegations Against Staff Policy.

- 7.5.2 If an employee approaches the ICB about their abusive behaviour, the ICB will provide information about the services and support available to them.
- 7.5.3 The ICB will treat any allegation, disclosure, or conviction of a domestic abuse related offence on a case-by-case basis with the aim of reducing risk and supporting change.

8. **CONSULTATION**

This Domestic Violence and Abuse Policy has been shared with the ICB Safeguarding Children and Adults Teams for consultation and agreement. The Safeguarding Children Partnerships, Safeguarding Adult Boards and Local Provider of Domestic Abuse Support Services policies and procedures have been considered in writing this policy.

9. **TRAINING & AWARENESS**

Training regarding Domestic Abuse is included within both Safeguarding Children and Safeguarding Adults training packages, which form ICB staff mandatory training package.

Staff will be made aware of this policy through briefing within the staff newsletter, and the document will be available on the website. The availability of the policy will be included in briefings and training delivered within the ICB.

10. **MONITORING & AUDIT**

Information on monitoring of, and compliance with, this policy will be included in report(s) from portfolio lead Safeguarding. H&NY ICB Designated Professional Safeguarding Team will review any incidents that may have occurred which are related to this policy. Any subsequent issues identified will be incorporated in the new version of the policy.

It is the responsibility of the following staff groups to comply with this policy and report any issues to the Designated Professionals for Safeguarding Children and Adults.

- CEO of the ICB
- Executive Safeguarding Lead
- Designated Safeguarding Professionals
- Line Managers
- Human Resources
- All Staff



11. ARRANGEMENTS FOR REVIEW.

This policy will undergo a full review by the Executive Lead for Nursing and Quality every two years and when required in accordance with any of the following:

- Legislative changes.
- Good practice guidance.
- Case law.
- Significant incidents reported.
- New vulnerabilities; and
- Changes to organisational infrastructure.

12. DISSEMINATION

The ICB Director of Nursing and Quality is responsible for the effective dissemination of this policy and should make arrangements for the dissemination of policies as follows:

- ensure the policy is added to the ICB website
- ensure the policy is added to the ICB intranet
- staff will be notified of the policy via email, and staff bulletins and briefings

13. REFERENCES

- Children Act 1989 <http://www.legislation.gov.uk/ukpga/1989/41/contents>
- Children Act 2004 <http://www.legislation.gov.uk/ukpga/2004/31/contents>
- Crime Survey for England and Wales (2020) <https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/domesticabuseinenglandandwalesoverview/november2020>
- Department of Health and Social Care (2017) Domestic abuse: a resource for health professionals <https://www.gov.uk/government/publications/domestic-abuse-a-resource-for-health-professionals>
- HM Government (2018) Working Together to Safeguard Children <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>



- HM Government (2015) The Serious Crime Act 2015
<https://www.legislation.gov.uk/ukpga/2015/9/contents/enacted>
- H.M. Government Forced Marriage: Guidance (2013, Last updated: September 2020)
<https://www.gov.uk/guidance/forced-marriage>
- Home Office (2018) Victims of domestic violence and abuse
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/680977/victims-of-domestic-violence-v14.pdf
- Home Office (2016) The Violence against Women and Girls Strategy (2016-2020) <https://www.gov.uk/government/publications/strategy-to-end-violence-against-women-and-girls-2016-to-2020/ending-violence-against-women-and-girls-strategy-2016-to-2020-accessible-version>
- The Care Act (2014) <http://www.legislation.gov.uk/ukpga/2014/23/contents>
- The Crown Prosecution Service (2019) So-Called Honour-Based Abuse and Forced Marriage: Guidance on Identifying and Flagging cases
<https://www.cps.gov.uk/legal-guidance/so-called-honour-based-abuse-and-forced-marriage-guidance-identifying-and-flagging>
- The Domestic Abuse Act 2021
<https://www.gov.uk/government/publications/domestic-abuse-bill-2020-factsheets/domestic-abuse-bill-2020-overarching-factsheet>
- The North East Lincolnshire Domestic Abuse Strategy
<https://www.safernel.co.uk/abuse-neglect/domestic-abuse/>
- The Royal College of Nursing (2018) Adult Safeguarding: Roles and Competencies for Health Care Staff. <https://www.rcn.org.uk/professional-development/publications/pub-007069>
- The Royal College of Nursing (2019) Safeguarding Children and Young People: Roles and Competencies for Healthcare Staff.
<https://www.rcn.org.uk/professional-development/publications/pub-007366>



14. APPENDICES

- Appendix 1 – Safeguarding Contact Information
- Appendix 2 – Local and National Support Services
- Appendix 3 – How can I support
- Appendix 4 – Safety Planning
- Appendix 5 – Integrated Impact Assessment



APPENDIX 1 – SAFEGUARDING CONTACT INFORMATION

Local Safeguarding Children Partnerships	
North Yorkshire	www.safeguardingchildren.co.uk
City of York	www.saferchildrenyork.org.uk
East Riding	www.erscb.org.uk
Hull	https://www.hullscp.co.uk/
North East Lincolnshire	https://www.safernel.co.uk/safeguarding-children-partnership/
North Lincolnshire	North Lincolnshire Children's Multi-Agency Resilience and Safeguarding Board (C-MARS. <u>CMARS Children's resilience and safeguarding board (northlincscmars.co.uk)</u>)
Local Safeguarding Adults Boards	
North Yorkshire	https://safeguardingadults.co.uk
City of York	www.safeguardingadultsyork.org.uk
East Riding	www.ersab.eastriding.gov.uk
Hull	https://safeguardingadultshull.com/
North East Lincolnshire	https://www.safernel.co.uk/safeguarding-adults-board /
North Lincolnshire	North Lincolnshire https://www.northlincssab.co.uk/
Safeguarding Children Referrals	
North Yorkshire	Phone: 01609 780780 Out of hours: 01609 780780 Email: social.care@northyorks.gov.uk



City of York	Phone: 01904 551900 Out of hours: 01609 780780 Email: MASH@york.gov.uk
East Riding	Phone: 01482 395500 Out of hours: 01377 241273 Email: childrens.socialcare@eastriding.gov.uk
Hull	https://childrensportallive.hullcc.gov.uk/web/portal/pages/home <ul style="list-style-type: none">EHASH - 01482 448 879 option fourEmergency Duty Team - 01482 300 304 (Out of hours)
North East Lincolnshire	Phone 01472 326292 (option 2) Email: NELCChildrensFrontDoor@nelincs.gov.uk https://www.safernel.co.uk/report-a-concern/
North Lincolnshire	<u>CMARS Children's resilience and safeguarding board</u> <u>(northlincscmars.co.uk)</u> 01724 296500
Safeguarding Adults Referrals	
North Yorkshire	Phone: 01609 534527 Out of hours: 01609 780780 Email: social.care@northyorks.gov.uk
City of York	Phone: 01904 555111 Out of hours: 01609 780780 Email: adult.socialsupport@york.gov.uk
East Riding	Phone: 01482 396940 Out of hours: 01377 241273 Complete online form: http://www.ersab.org.uk/reporting-abuse
Hull	https://safeguardingadultshull.com/pdfs/HSAPB-Alerter-Form.doc EHASH - 01482 448 879 option four Emergency Duty Team - 01482 300 304 (Out of hours)
North East Lincolnshire	Phone: 01472 256 256 (available 24 hours a day)
North Lincolnshire	North Lincolnshire Safeguarding Adult's Board (NLSAB) <u>Policy and Procedures</u> Adult Protection Team on 01724 297000 . Email



	address: adultprotectionteam@northlincs.gov.uk
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APPENDIX 2 – LOCAL AND NATIONAL SUPPORT SERVICES

IDAS North Yorkshire and York

<https://www.idas.org.uk/>

Call: 03000 110 110 (North Yorkshire and Barnsley) or 0808 808 2241 (Sheffield)

0808 2000 247 (National 24 hours helpline)

Hull

Hull Domestic Abuse Partnership: 01482 318 759

To access support online www.hulldap.co.uk

Hull Women's Aid: 01482 446099

Women's Aid: 01482 474 133 (Local Children's Services)

To access live chat www.hullwomensaid.org

Preston Road Women's Centre: 01482 790310

Strength to Change – Helping men find the strength to stop Domestic Abuse: 01482 613403

www.hullstrengthtochange.org

Male victim support Hull City Council: 01482 613 978

Hull rape crisis: 01482 329 990

SARC (sexual assault referral centre): 01482 305 037

East Riding

North Lincolnshire

The Blue Door

North East Lincolnshire

Women's Aid: <https://www.womensaid.org.uk/domestic-abuse-directory/>

North East Lincolnshire Women's Aid (supporting men and women) – 01472 575757

Police Domestic Violence Officer (9am – 5pm) – 01472 721224 / 721227



North Yorkshire Police

<https://northyorkshire.police.uk/>

<https://northyorkshire.police.uk/news/police-raise-awareness-clares-law-order-help-protect-potential-victims-domestic-abuse/>

Humberside Police

<https://www.humberside.police.uk/>

<https://www.humberside.police.uk/Domestic-Violence-Disclosure-Scheme>

National Support and Services

National Domestic Abuse Helpline – 0808 2000 247 – (run by Refuge)

www.nationaldahelpline.org.uk/

The Men's Advice Line, for male domestic abuse survivors – 0808 8010 327 (run by Respect)

<https://mensadviceline.org.uk/>

The Mix, free information and support for under 25s in the UK – 0808 808 4994

<https://www.themix.org.uk/>

National LGBTQ + Domestic Abuse Helpline – 0800 999 5428 (run by Galop)

<http://www.galop.org.uk/domesticabuse/>

<https://www.stonewall.org.uk/domestic-violence-and-abuse-resources-lgbt-people>

SaferLives: Ending Domestic Abuse <https://safelives.org.uk/>

Samaritans (24/7 service)

<https://www.samaritans.org/how-we-can-help/contact-samaritan/>

Forced Marriage and Honour Based Abuse – Karma Nirvana - 0800 5999 247

<https://karmanirvana.org.uk/contact/>

Muslim Women's Network UK – 0800 999 5786

<http://www.mwnuk.co.uk/>

Muslim Youth Helpline – 0808 8082008

<https://www.myh.org.uk/>

National Revenge Porn Helpline – 0845 6000 459

<https://swgfl.org.uk/services/revenge-porn-helpline/>

UK Says No More – National Pharmacy Safe Spaces for people experiencing domestic abuse

<https://uksaysnomore.org/safespaces/>

Future NHS Platform – Domestic Abuse Resources from NHS Professionals



Humber and North Yorkshire
Health and Care Partnership

NHS
Humber and North Yorkshire
Integrated Care Board (ICB)

<https://future.nhs.uk/safeguarding/view?objectId=13267120>

NHS Safeguarding App

<https://www.england.nhs.uk/safeguarding/nhs-england-safeguarding-app/>

Bright Sky App - a free app providing support and information for anyone who may be in an abusive relationship or those who are concerned about someone they know.

<https://www.hestia.org/brightsky>



APPENDIX 3: HOW CAN I SUPPORT SOMEONE EXPERIENCING DOMESTIC ABUSE?

If a member of staff comes to you and is alleging abuse they should be believed unless there is clear evidence to the contrary.

You should:

- Listen carefully and provide a private space to talk. Assure them of your confidentiality unless there are child protection issues which must be reported.
- Ask the member of staff what they want to do, if anything, and respect their decision.
- Ask the member of staff if they want to report it to the police and/or need to see their General Practitioner for medical attention - again this is their choice. If the person is injured, they should be encouraged to see their GP or to access Accident and Emergency to have any injuries assessed and documented with their consent.
- Give information (not advice) about local domestic abuse support services or help lines. Remember inaccurate or bad information is worse than no information at all.
- Give information to the member of staff about Counselling Services or Occupational Health services.
- Support can be accessed via Occupational Health Department; this can be either self-referral or referral by line manager. See ICB website for contact details
- Be prepared to offer the same standard of support on all occasions no matter how many times the same member of staff comes forward. Because of the nature of persistent domestic violence and abuse, victims often find it very difficult to leave abusive relationships.
- Assist them in making contact with agencies who may be able to help (Appendix 2). Work with them to establish a personal safety plan at work.

Remember

Offering basic information about services is very helpful whether they are used immediately or not. Victims need a link to the larger community and may be unaware that they need or deserve the services because they may be minimising the abuse. Pressuring victims to leave the abuser is NOT helpful. Violence usually escalates after an attempt to leave. Leaving the situation is a step that should be carefully planned after support and must be taken at the victim's pace.



APPENDIX 4: SAFETY PLANNING

Consider security, changing keypad numbers or reminding staff of any restricted access arrangements which may apply.	
Remind members of staff not to divulge any information about any members of staff, especially personal details such as telephone numbers, addresses or shift patterns.	
Changing duty arrangements such as reception or answering the phone. Consider the layout of the room so that the individual cannot be seen from reception / entrances or through a window.	
Provide colleagues with a photograph and other relevant details of the abuser e.g., car make and registration.	
Systems for recording staff's whereabouts are adequate and if work requires going out of the office/department, consider how to minimize the risks	
Considering special arrangements for when a member of staff has to leave work at the end of their working day e.g., being given a parking space close to their work venue or arranging for the member of staff to be accompanied to their car.	
Ensuring that any incidents are recorded using the organisation's risk incident reporting mechanisms. Bear in mind that these reports may be used in court or civil proceedings. Details of all witnesses should be recorded.	
Ensuring that staff are aware of procedures for dealing with violence/threatening incidents.	
Ensuring that security arrangements have been considered for members of staff working alone.	
Reviewing work arrangements to accommodate individual circumstances which may include working at a different work base in the area where appropriate, a change in working hours or other temporary measures.	
Arrange safety for the member of staff outside of work; contacting them at home may not be appropriate.	



Appendix 5: Integrated Impact Assessment

1. Equality Impact Assessment											
Policy / Project / Function:	Staff Experiencing Domestic Abuse Policy										
Date of Analysis:	23/05/2022										
This Equality Impact Assessment was completed by: (Name and Department)	Charlotte Morton, Designated Nurse for Adults and Children Safeguarding, North Lincolnshire CCG										
What are the aims and intended effects of this policy, project or function?	<ul style="list-style-type: none"> To support staff who may be experiencing domestic abuse and provide guidance to their line manager 										
Please list any other policies that are related to or referred to as part of this analysis?	<ul style="list-style-type: none"> Annual Leave policy Flexible Working policy Violence and Aggression policy Health and Safety at Work policy Disciplinary policy Safeguarding Adults policy Safeguarding Children policy Managing Allegations Against Staff Policy 										
Who does the policy, project or function affect?	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Type</th> <th>Tick those affected</th> </tr> </thead> <tbody> <tr> <td>Employees</td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Service Users</td> <td></td> </tr> <tr> <td>Members of the Public</td> <td></td> </tr> <tr> <td>Other (List Below)</td> <td></td> </tr> </tbody> </table>	Type	Tick those affected	Employees	✓	Service Users		Members of the Public		Other (List Below)	
Type	Tick those affected										
Employees	✓										
Service Users											
Members of the Public											
Other (List Below)											
Please Tick ✓											



2. Equality Impact Assessment: Screening

	Could this policy have a positive impact on Employees, Members of Public		Could this policy have a negative impact on Employees, Members of Public		Is there any evidence which already exists from previous (eg from previous engagement) to evidence this impact
	Yes	No	Yes	No	
Race		√		√	Considered neutral impact
Age		√		√	Considered neutral impact
Sexual Orientation		√		√	Considered neutral impact
Disability		√		√	Considered neutral impact
Sex		√		√	Considered neutral impact
Gender Reassignment		√		√	Considered neutral impact
Pregnancy and Maternity		√		√	Considered neutral impact
Marriage and Civil Partnership		√		√	Considered neutral impact
Religion or Belief		√		√	Considered neutral impact
Reasoning	Earlier Policies and Procedures for members of staff experiencing Domestic Abuse adopted in constituent CCGs have also previously assessed this policy in line with assessment above.				

If there is no positive or negative impact on any of the Nine Protected Characteristics go to Section 7 Equality Impact Analysis Findings



Equality Data

Each place area's equality data is attached here:



East%20Riding%20CCG.docx



Hull%20CCG.docx



North%20East%20Lincs%20CCG.docx



North%20Lincs%20CCG.docx



North%20Yorkshire%20CCG.docx



Vale%20of%20York%20CCG.docx

Race	
Age	
Sexual Orientation	
Disability	
Sex	
Gender Reassignment	
Pregnancy and Maternity	
Marriage and Civil Partnership	
Religion or Belief	
Race	



3. Equality Impact Analysis: Equality Data Available

Is any Equality Data available relating to the use or implementation of this policy, project or function?

Equality data is internal or external information that may indicate how the activity being analysed can affect different groups of people who share the nine *Protected Characteristics* – referred to hereafter as ‘*Equality Groups*’.

Examples of *Equality Data* include: (this list is not definitive)

1. Application success rates
Equality Groups
2. Complaints by *Equality Groups*
3. Service usage and withdrawal of services by *Equality Groups*
4. Grievances or decisions upheld and dismissed by *Equality Groups*
5. *Previous EIAs*

Yes	
No	X Identification of data to be sought post implementation.

Where you have answered yes, please incorporate this data when performing the *Equality Impact Assessment Test* (the next section of this document).

List any Consultation e.g. with employees, service users, Unions or members of the public that has taken place in the development or implementation of this policy, project or function

Consultation undertaken with the Designated Professionals across the ICS in the development of this policy.



Promoting Inclusivity
How does the project, service or function contribute towards our aims of eliminating discrimination and promoting equality and diversity within our organisation

This Policy does not directly promote inclusivity but is designed to assist all employees to practice in a way that supports eliminating discrimination and promoting equality and diversity.

5. Equality Impact Analysis: Assessment Test

What impact will the implementation of this policy, project or function have on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

As there is no positive or negative impact on any of the Nine Protected Characteristics this section is not required to be completed.

Protected Characteristic	No Impact	Positive Impact	Negative Impact	Evidence of impact and if applicable, justification where a <i>Genuine Determining Reason</i> exists
Race				
Age				
Sexual Orientation				
Disability				
Sex				
Gender Reassignment				
Pregnancy and Maternity				
Marriage and Civil Partnership				
Religion or Belief				



6. Action Planning

As a result of performing this analysis, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by *The Equality Act 2010*?

As there is no positive or negative impact on any of the Nine Protected Characteristics this section is not required to be completed.

Identified Potential Issue	Recommended Actions	Responsible Lead	Completion Date	Review Date



7. Equality Impact Analysis Findings

Analysis Rating:	Red		Red / Amber		Amber		Green	✓
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		Actions	Wording for Policy / Project / Function
<p>Red</p> <p>Stop and remove the policy / stop the project / stop the function</p>	<p>Red: As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. It is recommended that the use of the policy be suspended until further work or analysis is performed.</p>	<p>Remove the policy Stop the project Stop the function</p> <p>Complete the action plan above to identify the areas of discrimination and the work or actions which needs to be carried out to minimise the risk of discrimination.</p>	<p>No wording needed as policy / project / function stopped</p>
<p>Red / Amber</p> <p>Continue the policy / Continue the project / Continue the function</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. However, a genuine determining reason may exist that could legitimise or justify the use of this policy and further professional advice should be taken.</p>	<p>The policy / project / function can be published with the EIA</p> <p>List the justification of the discrimination and source the evidence (i.e. clinical need as advised by NICE).</p> <p>Consider if there are any potential actions which would reduce the risk of discrimination.</p> <p>Another EIA must be completed if the policy is changed, reviewed or if further discrimination is identified at a later date.</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. However, a genuine determining reason exists which justifies the use of this policy and further professional advice.</p> <p><i>[Insert what the discrimination is and the justification of the discrimination plus any actions which could help reduce the risk]</i></p>



		Actions	Wording for Policy / Project / Function
<p>Amber</p> <p>Adjust the Policy / adjust the project / adjust the function</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p>	<p>The policy / project / function can be published with the EIA</p> <p>The policy can still be published but the Action Plan must be monitored to ensure that work is being carried out to remove or reduce the discrimination.</p> <p>Any changes identified and made to the service/policy/ strategy etc. should be included in the policy.</p> <p>Another EIA must be completed if the policy is changed, reviewed or if further discrimination is identified at a later date.</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p> <p><i>[Insert what the discrimination is and what work will be carried out to reduce/eliminate the risk]</i></p>
<p>Green</p> <p>No major change</p>	<p>As a result of performing the analysis, the policy, project or function does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>	<p>The policy / project / function can be published with the EIA</p> <p>Another EIA must be completed if the policy is changed, reviewed or if any discrimination is identified at a later date</p>	<p>As a result of performing the analysis, the policy, project or function does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>