



West Hampshire
Clinical Commissioning Group

DOMESTIC VIOLENCE AND ABUSE POLICY FOR CCG STAFF

Version 1.3

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CCG owner:	Chief Officer
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Review date:	May 2021
For action by:	All CCG staff
Policy statement:	West Hampshire CCG is committed to promoting a zero tolerance of domestic violence and abuse. It will ensure that the working environment promotes the view that domestic violence is unacceptable and will not be tolerated. The Policy aims to enable employees experiencing problems at work arising from domestic violence and abuse to be supported, provide guidance for managers and raise awareness and understanding amongst all members of staff.
Responsibility for dissemination to new staff:	All managers are to make new staff aware of the policy as part of their induction.
Mechanisms for dissemination:	All new and revised policies are published on the CCG website and promoted to staff through the CCG staff newsletter.
Training implications:	All staff will be offered relevant safeguarding training commensurate with their duties and responsibilities. In addition to this, staff can access a variety of courses with the Hampshire Safeguarding Children Partnership (LSCP) and Hampshire Safeguarding Adults Board (HSAB). Staff requiring support should speak to their line manager in the first instance.

Resource implications	There are resource implications in relation to training requirements for staff.
Further details and additional copies available from:	Website: https://westhampshireccg.nhs.uk/document-tag/hr-policies/ WHCCG Safeguarding Team administrators
Equality analysis completed?	Yes
Consultation process	Safeguarding Teams (adult, children and looked after children) Human Resources Quality Team Staff Forum CCG Executive Clinical Governance Committee Policy Sub Group
Approved by:	Policy Sub Group
Date approved:	15 May 2019

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Website	Location in FOI Publication Scheme	https://westhampshireccg.nhs.uk/document-tag/hr-policies/
Keywords:	<i>Insert helpful keywords (metadata) that will be used to search for this document on the intranet and website</i>	

Amendments summary:

Amend No	Issued	Page(s)	Subject	Action Date
1	Apr 2019	5, 14, 17, 21 and appendix 2	Minor amendments to wording, addition of section 3.11, addition of new Hampshire Domestic Abuse Service and update to appendix 2 contact details	Apr 2019
2	Oct 2019	2, 21 (section 5.2), 22, 24 and 26	LSCB changed to HSCP, LSAB changed to HSAB, HSCP, HCC & Men's Advice links added and safeguarding team contact details (V1.03).	Oct 2019
3				
4				

Review log:

Include details of when the document was last reviewed:

Version Number	Review Date	Reviewer	Ratification Process	Notes
1.02	April 2019	Designated Nurse Safeguarding Children and Consultant Nurse, Safeguarding Adults	Policy Sub Group	See amend 1 above.
1.03	Oct 2019	Administrator Safeguarding Team	Minor changes; do not require review via Policy Sub Group	See amend 2 above

DOMESTIC VIOLENCE AND ABUSE POLICY FOR CCG STAFF

SUMMARY OF KEY POINTS TO NOTE

West Hampshire Clinical Commissioning Group (CCG) is committed to promoting a zero tolerance of domestic violence and abuse. It will ensure that the working environment promotes the view that domestic violence is unacceptable and will not be tolerated.

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

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”
(Home Office, 2013, p.2).

As employers, the CCG will inevitably employ individuals who are affected by domestic violence and abuse. Domestic violence and abuse will affect 1 in 4 women and 1 in 6 men in their lifetime and therefore the CCG will make all reasonable efforts to provide staff with the support they need and want to protect themselves and family members.

This policy outlines the definition of what constitutes domestic violence and abuse and includes other harmful practices such as forced marriage, honour based violence and female genital mutilation (FGM).

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.

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DOMESTIC VIOLENCE AND ABUSE POLICY FOR CCG STAFF

1. INTRODUCTION AND PURPOSE

- 1.1 West Hampshire CCG is committed to supporting employees who are experiencing domestic abuse and to providing guidance for employees and management to address the occurrence of domestic abuse and its effects on the workplace.
- 1.2 Everyone has the right to a life free from abuse in any form. Domestic abuse is wholly unacceptable and inexcusable behaviour, and responsibility for domestic abuse lies with the perpetrator. West Hampshire CCG strives to create a working environment that promotes the view that violence against people is unacceptable and that such violence will not be condoned.
- 1.2 West Hampshire CCG will ensure that any employee who is a victim of domestic abuse is able to raise the issue in the knowledge that they will receive appropriate support; and any employee who is a perpetrator is provided with appropriate information on how they can be supported to change.

2. SCOPE & DEFINITIONS

2.1 Scope

- 2.1.1 This policy applies to all members of staff that are directly employed by West Hampshire CCG.
- 2.1.2 For those staff covered by a letter of authority / honorary contract or work experience this policy is also applicable whilst undertaking duties on behalf of West Hampshire CCG or working on West Hampshire CCG premises. As part of good employment practice, agency workers are also required to abide by West Hampshire CCG policies and procedures, as appropriate, to ensure their health, safety and welfare whilst undertaking work for West Hampshire CCG.

2.2 Definitions

- 2.2.1 The UK's 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 (Home Office, 2013, p.2).

2.2.2 This abuse can encompass, but is not limited to:

- **Psychological** includes: Intimidation, threats to harm, threats to kidnap children, blackmail, destruction of pets, property, mind games and stalking
- **Physical** includes: Inflicting or attempting to injure, grabbing, pinching, biting, kicking, stabbing, weapons, withholding medications, food, funds
- **Sexual** includes: Marital rape, acquaintance rape, forced sex after physical beating, fondling, forced prostitution
- **Financial** includes: Maintaining control of earned income, withholding money and running up debt in the victim's name
- **Emotional** includes: Undermining or attempting to undermine the victims' sense of worth, constant criticism, name calling, insults, put downs, silent treatment, repeatedly making and breaking promises, harming or making threats to harm pets.

2.2.3 Controlling behaviour is described as 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.

2.2.4 Coercive behaviour is described as 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 (Home Office, 2013).

2.2.5 Recent Domestic Homicide Reviews have challenged the common assumption that domestic violence occurs predominantly between a heterosexual couple in a household with young children. Findings from these reviews have highlighted domestic violence between older people, towards a parent, between adult siblings and within a range of different family kinships.

2.2.6 Domestic abuse in the lesbian, bisexual, gay and transgender (LGBT) community is also a serious issue. About 25% of LGBT people suffer through violent or threatening relationships with partners or ex-partners which is about the same rates as in domestic abuse against heterosexual women. There are many parallels between LGBT people's experience of domestic abuse and that of heterosexual women, including the impact on the abused partner and the types of abuses such as emotional bullying, physical aggression, threats to harm the victim or other loved ones, social isolation, control of finances, extreme jealousy. However, there are a number of aspects that are unique to LGBT domestic abuse;

- **Outing' as a method of control** – The abuser may threaten to 'out' the victim to friends, family, religious communities, co-workers, and others as a method of control. The abuser may use the close-knit dynamic of the gay and lesbian community and the lack of support for LGBT people outside the community to further pressure the victim into compliance
- **Abuse associated with sexual orientation or gender identity** – For many people, their sexual orientation or gender identity becomes associated with the abuse so that they blame the abuse on being lesbian, gay, bisexual or transgender.

2.2.7 Domestic abuse isn't well recognised in the LGBT community. There is not much information or discussion in the LGBT communities about domestic abuse. Most information on domestic abuse relates to experiences of heterosexual women. This lack of understanding means that some people may not believe it happens in these relationships, not recognise it as domestic abuse and not be clear about how to respond if someone sees this happening to a friend.

2.2.8 In recent years, a strong correlation between animal abuse and family violence has been established. Animal cruelty is one of the earliest and most dramatic indicators that an individual is developing a pattern of seeking power and control through abuse of others and therefore is something to be aware of.

2.3 Forced Marriage

2.3.1 Forced marriage is a form of domestic violence. Where one or both of the parties is under 18 years, it is a form of child abuse and must be referred to Children's Social Care (see Safeguarding Children Policy).

2.3.2 Where the marriage involves a vulnerable adult, it is also deemed as adult abuse and must be managed under local safeguarding adult procedures (See Safeguarding Adults Policy).

2.3.3 West Hampshire CCG aims to create an open and supportive environment where forced marriage can be discussed openly and where women know that they will be listened to and their concerns treated seriously.

2.4 Female Genital Mutilation

2.4.1 WHO (2018) defined Female Genital Mutilation (FGM) as "procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs whether for cultural, religious or other non-therapeutic reasons".

2.4.2 FGM is against the law in the UK, and the cultural context in which it takes place is complex. It is vital that practitioners who come into contact with women, children and their families from communities that practise FGM have adequate knowledge and understanding of the issues to be able to respond appropriately and meet their needs and also to act within contemporary law and policy. Anyone knowing or suspecting that a girl is to be, or has been, subjected to FGM should make a referral to Children's Services Department.

2.4.3 Mandatory reporting duty - regulated health and social care professionals and teachers are required now to report cases of FGM in girls under 18s which they identify in the course of their professional work to the police.

2.5 Honour Based Violence

2.5.1 The terms "honour crime" or "honour based violence" or "izzat" embrace a variety of crimes of violence (mainly, but not exclusively, against women), including assault, imprisonment and murder where the person is being punished by their family or community. They are being punished for actually, or allegedly, undermining what the family or community believes to be the correct code of behaviour, the person shows they have not been properly controlled to conform by their family and this is to the "shame" or "dishonour" of the family.

3. PROCESS / REQUIREMENTS

3.1 Domestic Violence / Abuse and the Workplace

3.1.1 Survivors of domestic abuse are often reluctant to discuss their situation with their employer or work colleagues. However, there are some signs which might indicate that they are experiencing such problems. It is important to remember that not all survivors behave in the same way, and the following will not be applicable in all cases. Similarly, it is important to note that staff who demonstrate some of the characteristics noted will not always be victims of domestic abuse. Managers should respond sympathetically and confidentially to an employee who is experiencing domestic violence and abuse. If an employee alleges abuse they should be believed unless there is clear evidence to the contrary.

3.1.2 Special attention may be warranted when for example behaviour changes significantly or if uncharacteristic behaviour is demonstrated for a sustained period.

Workplace performance

- Absenteeism without proper explanation
- Frequent arriving at work late or needing to leave early

- Uncharacteristic displays of anxiety, depression, distraction or problems with concentration
- Change in the quality of work with no apparent explanation
- Receiving upsetting telephone calls, text messages, emails etc or being the victim of vandalism or threats
- Obsession with time
- Significant changes in an employee's dress sense
- Increase in hours worked for no apparent reason

Physical

- Repeated burns, bruises or other injuries (often with attempts to hide these)
- Injuries in areas of the body inconsistent with falls, walking into doors or other explanations given
- Injuries to the chest, breast and abdomen (women are more likely to be injured in these areas and are common injuries in pregnancy)
- Injuries to the face, head or neck
- Evidence of sexual abuse, or frequent gynaecological problems in women
- Frequent unexplained visits to the doctor or explained with vague symptoms
- Frequent use of pain medication
- Significant weight loss or gain

Emotional

- Panic attacks, anxiety and / or depression
- Exhibiting severe stress reactions
- Emotional exhaustion, lack of emotional control
- Impaired thinking
- Decreased concentration / attention span
- Eruptions of aggressiveness, anger out of control
- Alcohol or drug misuse
- Frequent use of minor tranquilisers
- Preoccupied with or distracted by the welfare of their children

- Reports or concerns about being stalked – both physically or on social media

Behavioural

- Displays of fright
- Elevated startled response
- Withdrawal or personal isolation
- Low self-esteem

Other

- Secretive about home life
- Partner may attempt to limit their work or social contacts
- Partner may ridicule them in public
- Partner exerts unusual amount of control over their life

3.1.3 Whilst the above characteristics can be common in those that experience domestic abuse, it is also possible that survivors may demonstrate minimal or occasionally no disruption to their usual behaviour. Where a member of staff suspects that domestic abuse may be affecting a colleague, the provision in this policy should be followed.

3.2 Confidentiality

3.2.1 West Hampshire CCG respects an employee's right to confidentiality. West Hampshire CCG recognises that employees that have been or are a victim of domestic abuse normally have the right to complete confidentiality. However, in circumstances of safeguarding children or adults from abuse, the child and adult safeguarding services may need to be involved to prevent significant harm in the public interest. Complete confidentiality cannot be guaranteed in these situations (see Safeguarding Children Policy and Safeguarding Adults Policy).

3.2.2 Any records must be stored in accordance with the General Data Protection Regulations (GDPR).

3.3 Right to Privacy

3.3.1 West Hampshire CCG respects an employee's right to privacy in the event a survivor does not wish to inform their organisation or department that they have been or are experiencing domestic abuse.

3.4 Anti-Discrimination

- 3.4.1 West Hampshire CCG will not discriminate against anyone who has been or is experiencing domestic abuse, in terms of his or her existing employment or career development.

3.5 Absence Options for Employees Experiencing Domestic Violence

- 3.5.1 West Hampshire CCG will make every effort to assist an employee experiencing domestic violence. If an employee needs to be absent from work due to domestic violence, the length of the absence will be determined by the individual's situation through collaboration with the employee, line manager, human resources, and occupational health where appropriate. The employee can choose to be accompanied at all discussions by either a work colleague or a member of a recognised trade union if required.

3.6 Support

- 3.6.1 The manager should provide information, not advice, about domestic violence and abuse support services or helplines and also advice of workplace support such as occupational health services, counselling services and the **Employee Assistance Programme (EAP) 0800 1116 387** which is available 24-hours a day and is confidential and anonymous. It should be noted that it may not always be appropriate for support services to be Hampshire services and services nearer to an employee's home address should be sourced. The manager should contact the designated professionals within the CCGs safeguarding team who will be able to offer advice and support. See appendix 2 for details.
- 3.6.2 The employee should be asked if they want to report the abuse to the police and if they need to see their GP for medical attention. This decision is up to the employee. If the employee is injured they should be encouraged to seek medical attention to have the injury/injuries assessed, treated and documented.
- 3.6.3 In some circumstances a decision may be made to report an incident to the police where a crime has been committed or to refer to a Multi-Agency Risk Assessment Conference (MARAC) where there it is believed an individual is at risk.
- 3.6.4 The employee should be offered 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. A record will be maintained on the number of times a staff member comes

forward as repeat incidents and escalation of seriousness are risk factors which may require referral to MARAC.

- 3.6.5 It is important to remember that pressurising employees experiencing domestic abuse to leave the abuser is not helpful. In most cases the employee will want to remain in their home and be safe. In many cases violence escalates after an attempt to leave and therefore managers and colleagues aware of an individual's circumstances should be extra vigilant particularly with regard to absence from work. Leaving the situation either temporarily or permanently is a step that should be planned carefully with support from specialist services.

3.7 Arrangements where others may be put at risk

- 3.7.1 Managers have a duty of care for all employees. Where there is an immediate risk to colleagues of the employee experiencing domestic violence and abuse the manager must agree with the employee what will be disclosed. Details disclosed must be kept to an absolute minimum and the recipients must be informed they must treat the information confidentially and that there are risks to the employee if disclosed.

3.8 Personal Safety at Work Plan

- 3.8.1 West Hampshire CCG has a duty to ensure the safety of its employees. West Hampshire CCG will actively provide support to employees to minimise the risk to their safety while at work, if they make it known to the CCG that they are experiencing domestic abuse.
- 3.8.2 All employees must be aware that under no circumstances should the personal details of an individual be divulged unless consent is given by the individual concerned. This is applicable to all employees.
- 3.8.3 In order to ensure personal safety at work consideration should be given to the following, and in discussion with a domestic abuse specialist:
- Improving security, changing keypad numbers or reminding employees of any restricted access arrangement which may apply
 - Changing duty arrangements such as reception or answering the telephone
 - Changing the layout of the office environment so that the victim cannot be seen from an entrance or window
 - Agreeing with the victim what to tell colleagues and how they should respond when dealing with any contact from the abuser
 - Providing colleagues with a photograph and or other relevant details of the abuser, e.g. car make and registration
 - Ensuring robust lone working arrangements are in place

- Providing a car parking space near to the exit point of the building or arranging for the individual to be accompanied to their vehicle
- 3.8.4 If possible a method of contacting the employee outside of work should be agreed, contacting them at home may not be appropriate.
- 3.8.5 The CCG has a duty of care to protect both the individual and other employees. Therefore, any manager/staff member may decide to call the police if they feel that staff safety may be compromised.

3.9 Perpetrators of Domestic Violence

- 3.9.1 Harassment and intimidation by a CCG employee whether of a partner or ex-partner who is employed by the CCG or not, will be considered misconduct and may lead to disciplinary action being taken.
- 3.9.2 Conduct outside of work (whether or not it leads to a criminal conviction) may also lead to disciplinary action being taken because of the impact it may have on the employees suitability to undertake their role and/or because it undermines public confidence in the CCG. Advice must be sought from human resources and the CCG safeguarding team.

3.10 Safeguarding Children

- 3.10.1 West Hampshire CCG has a statutory duty to safeguard and promote the welfare of children and young people. The impact that the domestic violence and abuse has on children must not be underestimated and thinking that children are not affected if they do not observe the abuse, is incorrect.
- 3.10.2 The identification of need and early intervention/work with families can significantly reduce risk of ongoing harm and is important not only for the wellbeing of the child but to the health and well-being of the children and families affected.
- 3.10.3 CCG staff members must know how to refer children and young people to child protection services and they should also know how to contact safeguarding leads to discuss whether or not a referral would be appropriate. See **Appendix 2 - Safeguarding Children Essential Contact Details** across the five Hampshire CCGs and consult the Safeguarding Children Policy for more information regarding recognition and response to safeguarding children.

3.11 Safeguarding Adults

- 3.11.1 West Hampshire CCG also has a statutory duty to safeguard adults and situations of domestic violence can include compounding factors such as

mental health concerns and substance abuse known as the trigger trio. The duty is to safeguard adults in the setting where they have care and support needs.

4. ROLES AND RESPONSIBILITIES

4.1 All Staff

4.1.1 West Hampshire CCG will make support available to employees involved in domestic abuse. The CCG will provide support through our line managers, human resources, occupational health and referral to external agencies if appropriate

4.2 Directors and Line Managers

4.2.1 West Hampshire CCG has a duty of care to its employees and should take all steps which are reasonably possible to ensure their health, safety and wellbeing. The requirements in relation to domestic abuse are wide-ranging and may manifest themselves in many different ways, such as:

- Ensuring a safe work environment
- Protecting staff from bullying or harassment, either from colleagues or third parties
- Protecting staff from discrimination
- Providing communication channels for employees to raise concerns

4.2.2 It is important to create a safe environment for employees to disclose domestic abuse i.e. a working environment where abuse against people of all ages is not tolerated or condoned and which is committed to challenging negative attitudes, as outlined within the CCG's Dignity and Respect Policy.

4.2.3 The range of support that the line manager may provide will depend on the individual circumstances of the case and it is important that they take advice from human resources and the CCG safeguarding team. The support may include:

- Paid/unpaid leave to attend relevant appointments (with support agencies, solicitors, to rearrange housing or childcare, or at Court) in accordance with the CCG's Leave and Flexible Working Policy or following agreement of extenuating circumstances requiring paid leave
- Temporary or permanent changes to working times and patterns
- Changes to specific duties

- Measures to ensure a safe working environment, for example changing a telephone number to avoid harassing phone calls
- Using other existing supportive policies
- Access to counselling/support services in paid time through our occupational health provider or the employee assistance programme (EAP)

4.2.4 The line manager will respect the employee's right to make their own decision on the course of action and should avoid being judgemental. It must be recognised that the employee may need some time to decide what to do and may try many different options during this process due to the complex dynamics involved in domestic abuse.

4.2.5 West Hampshire CCG will make every effort to assist an employee experiencing domestic abuse. Each case will be considered on its merits and managers and employees should agree on a combination of annual leave/ flexi-time and paid/unpaid absence; where agreement cannot be reached, managers have the right to treat it as sickness absence. Advice should be sought from human resources in relation to managing the needs of the service whilst ensuring that there is appropriate support for the individual.

4.3 Disclosure to a colleague

4.3.1 If the employee is uncomfortable discussing the situation with their line manager, consideration must be given to offering an appropriate point of contact, possibly of the same gender, to advise and support the employee directly and on a confidential basis. This might be a colleague from human resources, the safeguarding team or an employee assistance programme. The contact could also advise the line manager on how to manage sensitive disclosures and proceed safely.

5. TRAINING

5.1 Dissemination

5.1.1. The effective implementation of this procedural document will support openness and transparency. West Hampshire CCG will:

- Ensure all staff and stakeholders have access to a copy of this procedural document via the organisation's website
- Develop a culture where employees can discuss concerns they may have regarding domestic violence and abuse and report feeling supported and not judged

- The CCG will raise awareness and support employees who wish to access help and support regarding Domestic Violence and Abuse.

5.2. Training

5.2.1. All staff will be offered relevant safeguarding training commensurate with their duties and responsibilities. In addition to this, staff can access a variety of courses with the Hampshire Safeguarding Children Partnership (HSCP) <https://www.hampshirescp.org.uk/> and Hampshire Safeguarding Adults Board (HSAB). Staff requiring support should speak to their line manager in the first instance.

6. EQUALITY ANALYSIS

- 6.1 This policy supports the upholding of the Human Rights of each individual working within the CCG.
- 6.2 In line with CCG policy, an equality analysis has been completed (see Appendix 3). It is understood that no employee will receive less favourable treatment on the grounds of disability, age, sex, race, religion or belief, gender reassignment, pregnancy or maternity, marriage or civil partnership, working patterns or trade union membership or non-membership in relation to the application of this policy.

7. SUCCESS CRITERIA / MONITORING THE EFFECTIVENESS OF THE POLICY

- 7.1 The West Hampshire CCG safeguarding team will review any incidents that may have occurred which are related to this policy and discuss the policy at team meetings. Any subsequent issues identified will be incorporated in the new version of the policy.
- 7.2 The CCG Safeguarding Team will undertake an annual audit of contacts made with the team to establish key themes and trends including establishing if the Domestic Violence and Abuse Policy was followed. This will also include cases whereby the team have provided advice and guidance regarding the management of alleged perpetrators of domestic violence and abuse.

8. REVIEW

- 8.1 This document may be reviewed at any time at the request of either the staff forum or management, but will automatically be reviewed after twelve months and thereafter on a biennial basis.

9. REFERENCES AND LINKS TO OTHER DOCUMENTS

- HM Government. *Ending Violence against Women and Girls Strategy 2016-2020* (2016).
- Home Office. *Information for Local Areas on the change to the Definition of Domestic Violence and Abuse* (2013).
- World Health Organisation. *Female Genital Mutilation: Fact Sheet* (2018).
<http://www.who.int/mediacentre/factsheets/fs241/en/>
- Safeguarding Children Policy
- Safeguarding Adults Policy
- Leave and Flexible Working Policy
- Dignity and Respect Policy
- Conduct, Performance, Grievance and Absence Management Policy
- <https://www.hants.gov.uk/socialcareandhealth/adultsocialcare/domesticabuse>

Appendix 1 Domestic Abuse Service Contact Numbers

Domestic Abuse Services for Hampshire

A confidential help service for women, men, children and young people experiencing domestic abuse in Hampshire.

Tel: 03300 165 112

Stop Domestic Abuse

Stop Domestic Abuse will be delivering a new domestic abuse victim service across Hampshire from 1 April 2019.

This service has been commissioned by Hampshire County Council and The Office of the Police Crime Commissioner for Hampshire and the Isle of Wight and will provide:

1. Support for victims

The Service will deliver core services including a variety of both accommodation and community-based support, responding to all levels of risk as appropriate.

2. The Domestic Abuse Front Door

Stop Domestic Abuse will act as the first point of contact, information, advice, assessment and triage for victims, their children, perpetrators and professionals.

3. Early intervention and prevention

Work to identify and address domestic abuse early and to prevent the escalation of risk and repeat incidents of abuse.

4. Children/young people and adults at risk support

The Service will deliver a dedicated children/young people's support and appropriate mechanisms for supporting adults at risk.

5. Links with Perpetrator Services

The Service will work closely with the commissioned perpetrator service - The Hampton Trust.

Contact details:

- Domestic Abuse Front Door: 03300 165 112
- advice@stopdomesticabuse.uk (non-secure email)

24-hour National Domestic Violence Helpline

A service for women experiencing domestic violence, their family, friends, colleagues and others calling on their behalf. It is run in partnership between Women's Aid and Refuge. Callers may first of all hear an answerphone message before speaking to a person.

Tel: 0808 2000 247

www.nationaldomesticviolencehelpline.org.uk

Men's Advice Line

A confidential helpline for all men experiencing domestic violence by a current or ex-partner. This includes all men – in heterosexual or same-sex relationships. Offers emotional support, practical advice and information on a wide range of services for further help and support.

Tel: 0808 801 0327 (days and times of phone support vary)

<http://www.mensadvice.org.uk/>

Respect Phone Line

A confidential helpline for people who are abusive and/or violent towards their partners. Offers information and advice to support perpetrators to stop their violence and change their abusive behaviours. The main focus is to increase the safety of those experiencing domestic violence.

Tel: 0808 802 4040 (days and times of phone support vary)

www.respectphoneline.org.uk

Appendix 2 Safeguarding Team Contact Details

Safeguarding Adults Contact Details (for advice and support)				
Title	Name	Telephone Number	Email	Address
Designated Professionals:				
Consultant Nurse	Jacqueline Metcalfe	07474 005305	Jaki.metcalfe1@nhs.net	NHS West Hampshire Clinical Commissioning Group Omega House 112 Southampton Road Eastleigh Hampshire SO50 5PB www.westhampshireccg.nhs.uk
Deputy Designated Nurse	Debbie McGregor	023 8062 7693	Debbie.mcgregor@nhs.net	
Hampshire Multi-Agency Safeguarding Hub:				
Adults		0300 555 13846		

Safeguarding and Looked after Children Contact Details (for advice and support)

Title	Name	Telephone Number	Email	Address
Designated Professionals:				
Designated Doctor	Simon Jones	07545 444299	Sjones19@nhs.net	NHS West Hampshire Clinical Commissioning Group Omega House 112 Southampton Road Eastleigh Hampshire SO50 5PB www.westhampshireccg.nhs.uk
Designated Doctor for Rapid Response	Sheila Peters	DD: 023 8062 7645	Sheila.peters1@nhs.net	
Designated Nurse (covers West Hampshire & North Hampshire CCG areas)	Kim Jones	DD: 023 8062 7876 Mob: 07785 494406	Kim.jones10@nhs.net	
Designated Nurse (covers North East Hampshire, South East Hampshire and Fareham & Gosport CCG areas)	Cynthia Condliffe	DD: 023 8062 7427 Mob: 07785 270613	cynthiacondliffe@nhs.net	
Designated Doctor for Children in Care	Melissa Phillips		melissa.phillips2@nhs.net	
Designated Nurse for Children in Care	Naomi Black	DD: 023 8062 2740 Mob: 07920 250768	Naomi.Black1@nhs.net	
Safeguarding Children Administrators		DD: 023 8062 7645 DD: 023 8062 7602	Whccg.safeguardingchildren@nhs.net	
Named Professionals:				
Named GP (covers West Hampshire CCG)	Clare Harris	Mob: 07506 734285	Clare.harris6@nhs.net	NHS West Hampshire CCG
Named GP (covers North Hampshire CCG)	Stella Cartwright		Stella.cartwright@nhs.net	NHS West Hampshire CCG
Named GP (covers North East Hampshire & Farnham CCG)	Ayithri Sahadevan		Ayithri.sahadevan@nhs.net	NHS West Hampshire CCG
Named GP (covers South Eastern Hampshire and Fareham & Gosport CCGs)				NHS West Hampshire CCG

Hampshire County Council	Office Hours	Out of Hours	Email	Website
Children's Services Professional's Number (for referrals, follow up on cases)	01329 225379	0300 555 1373	csprofessional@hants.gov.uk	www.hants.gov.uk
Children's Services PUBLIC number	0300 555 1384		Childrens.services@hants.gov.uk	
Children's Services Referral Form			http://www3.hants.gov.uk/child-protection	
Dorset – Children First (Fordingbridge & Ringwood Practices)	01202 458101	01202 657279	childrenfirst@bournemouth.gov.uk	
Southampton Social Services	023 8083 3336	023 8023 3344		www.southampton.gov.uk
Portsmouth Portsmouth Joint Action Team	0845 671 0271	0845 600 4555		
Isle of Wight Children's Social Care	0845 650 0097	0845 600 4555		

Equality impact assessment

Title of policy, project or proposal:
DOMESTIC VIOLENCE AND ABUSE POLICY FOR CCG STAFF

Name of lead manager: Kim Jones
Directorate: Nursing and Quality

What are the intended outcomes of this policy, project or proposal?
<p>West Hampshire Clinical Commissioning Group (CCG) is committed to promoting a zero tolerance of domestic violence and abuse. It will ensure that the working environment promotes the view that domestic violence is unacceptable and will not be tolerated.</p> <p>The UK’s cross-government definition of domestic abuse is:</p> <p><i>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</i> (Home Office, 2013, p.2).</p> <p>This abuse can encompass, but is not limited to:</p> <ul style="list-style-type: none"> • Psychological includes: Intimidation, threats to harm, threats to kidnap children, blackmail, destruction of pets, property, mind games and stalking • Physical includes: Inflicting or attempting to injure, grabbing, pinching, biting, kicking, stabbing, weapons, withholding medications, food, funds • Sexual includes: Marital rape, acquaintance rape, forced sex after physical beating, fondling, forced prostitution • Financial includes: Maintaining control of earned income, withholding money and running up debt in the victim’s name • Emotional includes: Undermining or attempting to undermine the victims’ sense of worth, constant criticism, name calling, insults, put downs, silent treatment, repeatedly making and breaking promises, harming or making threats to harm pets <p>The 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.

Evidence

Who will be affected by the policy, project or proposal?

CCG employees and those staff covered by a letter of authority / honorary contract or work experience whilst undertaking duties on behalf of West Hampshire CCG or working on West Hampshire CCG premises.

Agency workers are also required to abide by West Hampshire CCG policies and procedures, as appropriate, to ensure their health, safety and welfare whilst undertaking work for the CCG.

Age

West Hampshire CCG has a statutory duty to safeguard and promote the welfare of children and young people. The impact that the domestic violence and abuse has on children must not be underestimated. The identification of need and early intervention/work with families can significantly reduce risk of ongoing harm and is important not only for the wellbeing of the child but to the health and well-being of the children and families affected.

CCG staff members must know how to refer children and young people to child protection services and they should also know how to contact safeguarding leads to discuss whether or not a referral would be appropriate.

Evidence suggests that older women experience domestic abuse at similar rates to younger women (Blood, 2004; Femicide Census, 2016 and 2017; Mouton et al, 2004)

Disability

Disabled survivors often face additional challenges in getting support, escaping abuse and receiving justice for the abuse they have experienced (Women's Aid, Survival and Beyond: The Domestic Abuse Report 2017).

Dementia

No identified concerns.

Gender reassignment (including transgender)

See section on sexual orientation.

Marriage and civil partnership

Forced Marriage

Forced marriage is a form of domestic violence. Where one or both of the parties is under 18 years, it is a form of child abuse and must be referred to Children's Social Care (see Safeguarding Children Policy). Where the marriage involves a vulnerable adult, it is also deemed as adult abuse and must be managed

under local safeguarding adult procedures (See Safeguarding Adults Policy).

West Hampshire CCG aims to create an open and supportive environment where forced marriage can be discussed openly and where women know that they will be listened to and their concerns treated seriously.

Pregnancy and maternity

No identified concerns.

However, it is evidence based that Domestic Abuse may increase during pregnancy and there is a risk therefore to the mother and unborn.

Race

People from all ethnic groups experience domestic violence.

Black and minority ethnic survivors often face additional challenges in getting support, escaping abuse and receiving justice for the abuse they have experienced (Women's Aid, Survival and Beyond: The Domestic Abuse Report 2017).

One study of black and minority ethnic (BME) domestic abuse service users found that a large number of survivors from a BME background were trapped in relationships by violent perpetrators for a long time; 26% (n=48) had been in a violent relationship for 20 years or more; 18% (n=33) for five years or more (Thiara & Roy, 2012).

Religion or belief

Good practice [guidance](#) (Imkaan and Rights of Women 2016), encourages agencies and practitioners to relate to forced marriage, female genital mutilation and other so called harmful practices as gendered issues, which need to be understood and addressed within the context of other forms of violence against women and girls as well as the wider inequalities experienced by women and girls.

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Female Genital Mutilation

The World Health Organisation (2018) defined Female Genital Mutilation (FGM) as "procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs whether for cultural, religious or other non-therapeutic reasons". FGM is against the law in the UK, and the cultural context in which it takes place is complex. It is vital that practitioners who come into contact with women, children and their families from communities that practise FGM have adequate knowledge and understanding of the issues to be able to respond appropriately and meet their needs and also to act within contemporary law and policy. Anyone knowing or suspecting that a girl is to be, or

has been, subjected to FGM should make a referral to Children's Services Department. Mandatory reporting duty - regulated health and social care professionals and teachers are required now to report cases of FGM in girls under 18s which they identify in the course of their professional work to the police.

Honour Based Violence

The terms “honour crime” or “honour based violence” or “izzat” embrace a variety of crimes of violence (mainly, but not exclusively, against women), including assault, imprisonment and murder where the person is being punished by their family or community. They are being punished for actually, or allegedly, undermining what the family or community believes to be the correct code of behaviour, the person shows they have not been properly controlled to conform by their family and this is to the “shame” or “dishonour” of the family.

Sex (gender)

The sexual inequality at the heart of domestic abuse intersects with other forms of discrimination, such as racism, homophobia, and disability discrimination (Women’s Aid, Survival and Beyond: The Domestic Abuse Report 2017).

All victims should be able to access appropriate support. There are important differences between male violence against women and female violence against men, namely the amount, severity and impact. Women experience higher rates of repeated victimisation and are much more likely to be seriously hurt (Walby & Towers, 2017; Walby & Allen, 2004) or killed than male victims of domestic abuse (ONS, 2017B). Further to that, women are more likely to experience higher levels of fear and are more likely to be subjected to coercive and controlling behaviours (Dobash & Dobash, 2004; Hester, 2013; Myhill, 2015; Myhill, 2017).

Domestic homicide and prosecution statistics highlight these differences in experiences of domestic abuse. In the year ending March 2017 the large majority of defendants in domestic abuse-related prosecutions were men (92%), and the majority (65%) of victims were recorded as female (13% of victims were male and in 21% of prosecutions the sex of the victim was not recorded) (ONS, 2017B).

Sexual orientation

Lesbian and bisexual survivors often face additional challenges in getting support, escaping abuse and receiving justice for the abuse they have experienced (Women’s Aid, Survival and Beyond: The Domestic Abuse Report 2017).

Domestic abuse in the lesbian, bisexual, gay and transgender (LGBT) community is also a serious issue. About 25% of LGBT people suffer through violent or threatening relationships with partners or ex-partners which is about the same rates as in domestic abuse against heterosexual women. There are many parallels between LGBT people’s experience of domestic abuse and that of heterosexual women, including the impact on the abused partner and the types of abuses such as emotional bullying, physical aggression, threats to harm the victim or other loved ones, social isolation, control of finances, extreme jealousy. However, there are a number of aspects that are unique to LGBT domestic abuse;

- **Outing’ as a method of control** – The abuser may threaten to ‘out’ the victim to friends, family, religious communities, co-workers, and others as a method of control. The abuser may use the close-knit dynamic of the gay and lesbian community and the lack of support for LGBT people

outside the community to further pressure the victim into compliance

- **Abuse associated with sexual orientation or gender identity** – For many people, their sexual orientation or gender identity becomes associated with the abuse so that they blame the abuse on being lesbian, gay, bisexual or transgender.

Domestic abuse isn't well recognised in the LGBT community. There is not much information or discussion in the LGBT communities about domestic abuse. Most information on domestic abuse relates to experiences of heterosexual women. This lack of understanding means that some people may not believe it happens in these relationships, not recognise it as domestic abuse and not be clear about how to respond if someone sees this happening to a friend.

Carers

No identified concerns.

Serving Armed Forces personnel, their families and veterans

No identified concerns.

Other identified groups

No identified concerns.

Involvement and consultation

For each engagement activity, briefly outline who was involved, how and when they were engaged, and the key outputs

How have you involved stakeholders with an interest in protected characteristics in gathering evidence or testing the evidence available?

The policy is applicable to members of staff; therefore the views from the CCG Staff Forum have been sought and included where applicable.

How have you involved/ will you involve stakeholders in testing the policy, project or proposals?

There have not been any tests of the policy.

Equality statement

Considering the evidence and engagement activity you listed above, please summarise the findings of the impact of your policy, project or proposal. Consider whether the evidence shows potential for differential impact, if so state whether adverse or positive and for which groups.

Impact summary (statutory considerations)		
Age	Positive	Neutral Negative
Disability	Positive	Neutral Negative
Sexual orientation	Positive	Neutral Negative
Race	Positive	Neutral Negative
Religion or belief	Positive	Neutral Negative
Gender reassignment	Positive	Neutral Negative
Sex	Positive	Neutral Negative
Marriage and civil partnership	Positive	Neutral Negative
Pregnancy and maternity	Positive	Neutral Negative
Other policy considerations		
Poverty	Positive	Neutral Negative
Place (Rural versus urban living)	Positive	Neutral Negative
Serving Armed Forces/ veterans	Positive	Neutral Negative
Other factors	Positive	Neutral Negative
Have you identified any positive or negative impacts?	Yes	No
	If 'Yes' please provide details below	

<p>Positive impacts</p> <p>Where there is evidence, provide a summary of the positive impact the policy, project or proposal will have for each protected characteristic, and any other relevant group or policy consideration. This should include outlining how equal opportunities will be advanced and good relations fostered between different groups.</p> <p>The evidence highlights that certain groups may be disproportionately impacted by domestic violence or certain forms of abuse. The policy has therefore been adjusted to have a positive impact for these groups.</p>
<p>Negative impacts</p> <p>Where there is evidence, provide a summary for each protected characteristic and any other relevant group or policy consideration. If the evidence shows that the policy, project or proposal will or may result in discrimination, harassment or victimisation this must be outlined.</p> <p>The evidence highlights that certain equality groups may be disproportionately negatively impacted by domestic violence, certain forms of abuse or face additional barriers to disclosing abuse or accessing support.</p>
<p>Health inequalities</p> <p>Please outline any health inequalities highlighted by the evidence (for example, differential access to services or worse health outcomes for particular groups or localities).</p> <p>The evidence highlights that domestic violence should be seen as part of wider inequalities experienced by women and girls.</p>

Action planning for improvement, and to address health inequalities and discrimination

Please give an outline of the key actions based on any gaps, challenges and opportunities you have identified. Include here any general action to address specific equality issues and data gaps that need to be addressed through consultation or further research.

Action	Person responsible	By date
1. To ensure the policy takes account of children and young people, marriage and civil partnership, pregnancy and maternity, religion or belief and sexual orientation, transgender, race and religion.	Designated Nurse: Safeguarding Children	Completed as part of policy drafting
2. Due to the impact domestic violence can have on children and young people, the policy needs to include information about how staff can refer to child protection services and how to contact safeguarding leads, and refer to Safeguarding Children Policy).	Designated Nurse: Safeguarding Children	Completed as part of policy drafting

For your records

Role(s) of person who carried out this assessment: Designated Nurse: Safeguarding Children

Date assessment completed: April 2018

Date to review actions: When policy is next up for review

Responsible Director: Chief Officer

Date assessment was approved: June 2018