

Equality Impact and Needs Assessment (INA) Form



Name of the policy, function or project:

Service: Domestic Violence

Complete this form for any existing/proposed policy/function/project regardless of whether it is aimed at external customers or internal staff. Please also be aware that equality policy applies to staffing/human resources issues as much as to external service delivery issues. Please note that existing policies/functions will be assessed as per an agreed annual programme.

Answer every question – even if it is negative.

If you conclude that there is a negative impact you will need to review the policy/function/project to improve the equalities performance and minimise or remove the impact. This should be done using the 'Improvement Actions Planned' table. Where appropriate such actions should be included in your Service Plan for the following year.

If the Corporate Equalities Group (CEG) feels this impact assessment needs further consideration, **you will be asked to review your conclusions.**

As a result of this exercise, you will have checked that your policy/function/project does not have negative/adverse impacts in terms of Gender, Race, Disability, Age, Sexual Orientation, Religion or Belief (equality target groups) or if it does you will have identified relevant actions needed to minimise or remove such impact and their likely resource implications.

This is not simply a paper exercise – it is designed to make sure that your policy/function/project and service (development) is delivered fairly and effectively to all sections of our local community, and our employees!

Please note that the Council is required to publish the results of these assessments, and update; therefore **your completed form may be a public document.**

Once completed, please pass this form, together with documentation describing both the policy/function/project it concerns and any evidence relating to assessed impacts, to Alison Moran, Performance Manager in the first instance. *(If this is a new policy/service/procedure/function/project this form will also need to be attached to your Cabinet or Council report)*

To complete the form using 'check marks' in the boxes, position the cursor over the box you require, left double click, then select 'checked' in the 'check box form field options' box that appears on screen.

a. Preparation

The work on this section should be done in advance and be used as part of your INA. Please attach examples of available evidence, including monitoring information, research and consultation reports.

1a. Do you have relevant data available on the number of people within the scope of your policy/function/project? E.g. whole population of the district/ward or employee data.

In relation to:

	Yes	No
• Women and men		*
• Black and minority ethnic communities		*
• People with disabilities		*
• Age groups		*
• Sexual orientation		*
• Religion or belief		*

1b. Do you have relevant data available on the number of people subject to or impacted by your policy/function/project? E.g. numbers of disabled people using the service.

In relation to:

	Yes	No
• Women and men	*	
• Black and minority ethnic communities	*	<input type="checkbox"/>
• People with disabilities	*	<input type="checkbox"/>
• Age groups	*	<input type="checkbox"/>
• Sexual orientation	*	<input type="checkbox"/>
• Religion or belief		*

- If you have answered 'yes' to the above questions your monitoring data should be compared to the current available census data to see whether a proportionate number of people are taking up your service. Please make any comments regarding service take up if relevant:

No data provided for comparison

If you have answered 'no' please explain reasons for lack of relevant data:

Domestic violence is a hidden crime therefore we do not know the number of people within the population of Blaby that are affected by crime. There are national figures which say 1 in 3 women and 1 in 5 men. We also know that 90% of children are either in the same room or in the house when abuse/violence take place.

2. Are you aware of any relevant equality or diversity related consultation, research, or good practice guidance in relation to this area? If so then please list and attach here:

Yes

No

*

b. Your policy, service, function or project

1. What is the main aim or purpose of the policy/function/project?

The purpose of this project is to raise awareness around domestic violence, to develop effective reporting of domestic violence which will increase reporting to the Police and reduce reoffending in conjunction with the LAA targets.

2. List the areas of activity of the policy/function/project, e.g. the recruitment strategy might have advertising, interviewing, short listing etc. as activity areas.

3. Who are the main intended beneficiaries of the policy/function/project?

Residents within the Blaby district.

3. Which people may be affected by the policy/function/project – whole population or particular groups?

Those suffering domestic violence

4. Are you expecting to make any changes during the next year?

- Policy
- Function
- Project
- Procedure

Employer policy	Yes	No
Elder Abuse	Yes	No
Freedom Programme	Yes	No
	Yes	No

c. Impact Assessment

1. Complete the following tables for each equality target group, by inserting a check mark or tick in one of the 3 options columns - Positive impact, Negative impact, Neutral.

- ★ Consider the information gathered in Section (a) of this form, compare monitoring information with census data, and considering any other evidence, research or consultations, identify any instances where you believe people in different equality groups could be impacted differentially.
- ★ This is particularly important where you think that the policy/function/project could have a **negative impact** on any of the equality target groups, i.e. it could disadvantage them, but also
- Where you think that the policy/function/project could have a **positive impact** on any of the equality target groups or contribute to promoting equality, equal opportunities or improving relations within equality target groups
- Otherwise, if you think that neither negative nor positive apply, then choose **neutral impact** – likely to apply quite often
- Note that only **one** type of impact can be applicable for any particular equality group category eg male or female.
- **In all cases, please state briefly the reason/rationale for your assessment.**

a) How will the policy/function/project/procedure impact on men and women? e.g. flexible working arrangements might have a positive impact on women with caring responsibilities

Gender	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Male	*	<input type="checkbox"/>	<input type="checkbox"/>	If a person is suffering DV they may need more flexibility to deal with a very negative situation, as they are more likely to suffer from mental health, poor health and often need more support.
Female	*	<input type="checkbox"/>	<input type="checkbox"/>	As above

b) How will the policy/function/project/procedure impact on people from different or minority ethnic communities? This may involve using Council services differently, e.g. will Muslim women use the Council's swimming pool more often if separate sex swimming arrangements are in place?

Ethnicity	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
White	*	<input type="checkbox"/>	<input type="checkbox"/>	Service available to all
Mixed (White & Asian)	*	<input type="checkbox"/>	<input type="checkbox"/>	as above
Asian	*	<input type="checkbox"/>	<input type="checkbox"/>	as above
Black	*	<input type="checkbox"/>	<input type="checkbox"/>	as above
Other ethnic group	*	<input type="checkbox"/>	<input type="checkbox"/>	as above

c) How will the policy/function/project/procedure impact on people with disabilities, e.g. if information about Council Tax benefits are not made available in large print or alternative formats, access to such benefits might be denied to people with a visual impairment or learning disability.

Disability/Health	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Visually impaired	<input type="checkbox"/>	*	<input type="checkbox"/>	No specialist leaflets in large print
Hearing impairment	<input type="checkbox"/>	*	<input type="checkbox"/>	No specialist hearing loop in interview rooms
Physically disabled	*	<input type="checkbox"/>	<input type="checkbox"/>	Council can be accessed via a wheel chair etc
Learning difficulty	*	<input type="checkbox"/>	<input type="checkbox"/>	Service available for people with learning difficulty and usually delivered with a key partner agency
Mental health problem	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Other longstanding health problem which limits day to day activities	*	<input type="checkbox"/>	<input type="checkbox"/>	Service does not discriminate against health problems and is available to all, even if its delivered to someone in a hospital bed.
None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

d) Does the policy/function/project/procedure impact on people differently based on their age, e.g. a job advertisement that requires at least ten years post qualification experience would clearly prevent people in their twenties from applying

Age Group	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Children (under 16)	*	<input type="checkbox"/>	<input type="checkbox"/>	Referral to therapist and groupwork programmes
(16 to 29)	*	<input type="checkbox"/>	<input type="checkbox"/>	Service available to all age groups
(30 – 44)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As above
(45 – 59)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As above
(26 to 55)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As above
(60 – 74)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is no age limit to being a victim of domestic violence or a perpetrator .
Older (over 75)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As above

e) Does the policy/function/project/procedure impact on people differently based on their sexual orientation, e.g. if housing policy is only to offer temporary accommodation to couples of different sex a gay or lesbian couple would be unable to be housed

Sexual Orientation	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Heterosexual	*	<input type="checkbox"/>	<input type="checkbox"/>	Service available to everyone from all groups of the

				community
Gay or Lesbian	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Bisexual	*	<input type="checkbox"/>	<input type="checkbox"/>	As above

f) Does the policy/function/project/procedure impact on people differently based on their religion or belief e.g. would a person of the Hindu religion be able to give a binding affirmation if a procedure requires the swearing of an oath on the Bible?

Religion or Belief	Positive impact	Negative impact	Neutral	Reason/Rationale for Assessment
Christian	*	<input type="checkbox"/>	<input type="checkbox"/>	Domestic Violence does not discriminate across culture and neither does the support.
Hindu	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Muslim	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Sikh	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Jewish	*	<input type="checkbox"/>	<input type="checkbox"/>	As above
Other		<input type="checkbox"/>	*	Asylum seekers/refugees – I have suggested that this is neutral because in proportion to the population of this group.
None believer	*	<input type="checkbox"/>	<input type="checkbox"/>	

If you conclude that there is a **negative impact** in one or more of the target groups you will need to **amend the policy/function/project and/or take further action, to minimise or remove the impact** This should be done using the 'Improvement Actions Plan' table overleaf. If you think that other actions could be taken **to increase any positive impacts**, please include these too. Where appropriate, such actions should be included in your current/proposed Service Plan.

Impact & Needs Assessment: Improvement Actions Plan

Please list below any recommendations for action to improve the equalities performance of the policy/function/project that you plan to take as a result of this impact assessment. This could be to change the policy itself or involve other initiatives. Where appropriate, these actions should also be included in your current/proposed Service Plan.

Issue/Link to INA question number	Action Required	Lead Officer	Time-scale	Resource implications	Comments
Provision of sufficient and independent interpreter service	BDC need to implement a structured system to access interpreter service.	HR	1 month	This should be in place.	A system should be easy to access to all
Demographic Data	Provision of census , population, deprivation and other social statistics				
Access to services	Leaflets should be available to suit different needs within the community eg develop leaflets in Braille, large print, different languages, make leaflets available to people with learning difficulties, different genders, children, age and same sex relationships.				Developments of training packages to reach other communities and target specific groups who we know are not seeking help. More emphasis should be given to children, work needs to be developed in schools which addresses healthy relationships, which has a sustained approach. This should incorporate that DV happens to other communities other than female. Produce workforce training packs for local agencies
Evaluation of customer feedback form	Use of both equalities data collected through flare and CMP as well as through equalities monitoring forms sent to most customers who				

	have received a service.				
There can be differences in how genders can experience domestic violence	Variance in approach towards men and women	Community Safety			Input from service users should be considered and other agencies we work with.
Lack of involvement from PCT	Difficulties with confidentiality/data protection, information sharing protocol needs to be developed.				
How do we distribute information on our services, so that we reach all communities in the district.	Contacts need to be established and forums need to be developed to represent the different communities. For example some people within the district access Leicester city for cultural/religious belief, information	Community Safety			There is concern that there could be a lack of reporting from certain communities and this could signify that any current data does not present an accurate picture of domestic violence in these communities. I am not aware of any data for BD that looks at forced marriage for female /male victims; male victims of forced marriage are often overlooked. Raising awareness around such topics does require a sensitive approach.
Introduction of floating support	This person could compliment the team and work as a sign posting service, the person would need a good knowledge of community safety and its strands.	Quin	3 months		
Risk of Provision ref Funding	Service that have been established will no longer exist and clients/communities will suffer and for some there will	BDC	ASAP		

	be a risk of harm.				
Provision of safe local accommodation that advocates a non gendered approach and that is suitable for people with disabilities.	It is recognised that currently local refuge provision does not offer a service to male service users fleeing domestic violence and although there are refuges in other districts for female service users, BD does not				Not all disability is a mobility problem and this is not always recognised. Mental health is complex and needs to be considered when dealing with survivors of domestic violence and the support package they may need.
	provide accommodation for both female/male survivors of domestic violence . Not all local refuges are suitable for those with a disability.	BDC			
Referral Forms	Web access to services provided by domestic violence outreach eg Home Security form.	Community Safety Team	3 months		
Domestic Violence Policy for staff	Staff members who are victims of domestic violence would have support from their employer in a difficult situation.	Community Safety	6 months		This responsibility should be shared between DV outreach and other relevant departments.

Please ensure that the section below is completed and signed by one or both NAMED officers as applicable:

NAME: _____

Signed: _____
(Corporate/Group/Service Manager)

Date: _____

NAME: _____

Signed: _____
(Completing Officer)

Date: _____

Please keep a copy on record to which the public could have full access. Also send or e-mail a copy of this completed form along with documentation describing the policy/function/project it concerns to:

Alison Moran, Performance & Audit Manager