



Your Homes  
Newcastle

## Equality Impact and Needs Assessments (EINA) Form

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### Form One

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#### Stage One - Basic Equalities Impact and Needs Assessment

##### General Information

###### Directorate:

Tenancy Services

###### Business Service:

###### Lead Officers Name:

Head of Support and Care

###### Members of the Equality Impact Assessment Team:

- Helena Hammock (YHN), Martyn Burn (YHN), Amanda Roberts (YHN) and Tony Metcalfe (NCC)

###### Name of Policy, Procedure or Function being assessed:

Safeguarding Adults Policy

###### Is this a New or Existing Policy, Procedure or Function?

- New Policy, Procedure or Function
- Existing Policy, Procedure or Function
- Don't Know

**What is the main aim of the policy, procedure or function? (include any priorities that may be applicable)**

The aim of this policy is to support the Interagency Protocol in Newcastle which works in partnership to ensure that adults in Newcastle are safeguarded and protected. The policy will ensure that our staff are enabled, empowered and encouraged to recognise and respond to suspected abuse and allegations of abuse. It will ensure that we have in place an effective referral process to ensure that suspicions or cases of actual abuse are reported to Adult Services as efficiently as possible.

**What are the main policies, legislation or procedures that this policy, procedure or function complies with?**

- Newcastle's Safeguarding Adults Interagency Policy, Procedures and Practice Guidance
- The National Service Framework for Older People 2001
- The National Minimum Standards 2003
- Fair Access to Care Service Guidance 2003
- No Secrets 2000
- National Framework for Safeguarding Adults 2005
- The Vetting and Barring Scheme
- Care Quality Commission
- The Mental Capacity Act 2005

**Who is / would be affected by the policy or function, or by the way it is / will be carried out? who are the internal and external customers, group communities or any other stakeholders?**

- All employees
- Vulnerable customers/city residents at risk from abuse
- Customers/ city residents making an allegation of abuse
- Newcastle City Council - Adult Services
- Newcastle Safeguarding Adults Board
- Local support agencies

**What outcomes do you want to achieve, why and for whom? i.e. what are the changes, improvements or benefits for customers groups or communities?**

- The review has been carried out to improve the current referral process, making it as efficient and effective as possible. This is intended to benefit employees and all customers outlined above.
- The review has also resulted in the secure storage of safeguarding information, benefitting employees and all customers outlined above.

**Has the policy, procedure, or function been explained to those it might be affecting or currently affect, either directly or indirectly? if so, to whom?**

**indirectly? if so, to whom?**

- the Young People's Service.

**Have you consulted anyone on the policy, procedure or function? if so, with whom?**

- The policy was consulted upon by key YHN service managers, Youth Voice and NCC's Adult and Culture Services and their recommendations have been incorporated into the document.

**What information and data have you been able to use for Stage One? Have you identified any gaps? if so, what are these gaps?**

- YHN Demographic profile
- Newcastle census 2001
- National Centre for Social Research & King's College London (2007)

**AGE**

<b>Impact Against...</b>	<b>Impact Type</b>	<b>Detail of Impact Identified</b>
<u>Younger People</u>	<u>Positive</u>	Posters advertising the policy and informing customers that they can report concerns directly to Adult Services are displayed in areas accessed by the Young People's Service.
<u>All Age Groups</u>	<u>Neutral</u>	A paragraph is included within the policy which outlines that it is applicable to all regardless of sex, race, disability, sexual orientation, religion or belief or age.

**DISABILITY**

<b>Impact Against...</b>	<b>Impact Type</b>	<b>Detail of Impact Identified</b>
<u>All</u>	<u>Neutral</u>	Allegations or suspicions of abuse can be reported to any member of staff through a variety of methods, in person, over the telephone or in writing.
<u>Mental Health issues</u>	<u>Positive</u>	All staff are required to assess the mental capacity of any customer suspected of being abused.
<u>All</u>	<u>Neutral</u>	A paragraph is included within the policy which outlines that it is applicable to all regardless of sex, race, disability, sexual orientation, religion or belief or age.

**RACE / ETHNICITY**

<b>Impact Against...</b>	<b>Impact Type</b>	<b>Detail of Impact Identified</b>
<u>All</u>	<u>Neutral</u>	All staff receiving an allegation or suspicion of abuse can access Language Line.
<u>All</u>	<u>Neutral</u>	A paragraph is included within the policy which outlines that it is applicable to all regardless of sex, race, disability, sexual orientation, religion or belief or age.

**RELIGION, FAITH OR BELIEF**

<b>Impact Against...</b>	<b>Impact Type</b>	<b>Detail of Impact Identified</b>
<u>All</u>	<u>Neutral</u>	A paragraph is included within the policy which outlines that it is applicable to all regardless of sex, race, disability, sexual

orientation, religion or belief or age.

**SEXUAL ORIENTATION**

<b>Impact Against...</b>	<b>Impact Type</b>	<b>Detail of Impact Identified</b>
<u>All</u>	<u>Neutral</u>	A paragraph is included within the policy which outlines that it is applicable to all regardless of sex, race, disability, sexual orientation, religion or belief or age.



**Form Three - Improvement Plan**

**AGE**

<b>Identified Actions</b>	<b>Impact Type</b>	<b>Equality Area</b>	<b>Lead Officer</b>	<b>Completion Date</b>	<b>Resource Implications</b>
<p>There have been no negative impacts identified across the equality strands when conducting this EINA. Therefore completion of the improvement plan is not a requirement.</p>					

Date EINA Form Completed

26 April 2010

Proposed Date of Next Review

26 April 2013

Identified Person for the Next Review

Head of Support and Care

\_\_\_\_\_  
Signed and Agreed - Responsible Lead Officer

\_\_\_\_\_  
Signed and Agreed - Diversity Manager

\_\_\_\_\_  
Reviewed Signed and Agreed - Director

Date Agreed and Published

19-April 2011