

## IMPACT ASSESSMENT QUESTIONNAIRE

### Identify the aims of the policy and how it is to be implemented:

Aim of the Function / Policy:	<p>The Policy sets out how all individuals and agencies with responsibility for the well being and protection of vulnerable adults should work together to protect vulnerable adults from abuse, exploitation and/or mistreatment. It is addressed to those who work in the health and social care services, the police, voluntary and independent sector agencies, and others whose work brings them into contact with vulnerable adults.</p> <p>The Policy is intended to apply to all individuals and agencies that have a part to play in the support and protection of vulnerable adults.</p>
Who is the policy intended to benefit and how?	<ul style="list-style-type: none"><li>• People with a mental health problem (including dementia);</li><li>• People with a physical disability;</li><li>• People with drug and alcohol related problems;</li><li>• People with a sensory impairment;</li><li>• People with a learning disability;</li><li>• People who have a physical illness;</li><li>• People with an acquired brain injury;</li><li>• People who are frail and/or are experiencing a temporary illness.</li></ul> <p>Who may be:</p> <ul style="list-style-type: none"><li>• Living in their own home</li><li>• In hospital;</li><li>• In a residential care and/or nursing home;</li><li>• Attending a day centre;</li><li>• Attending a social club;</li><li>• Without a permanent home;</li></ul>

<p>How will the policy be put into practice?</p>	<p>In order to achieve positive outcomes for vulnerable adults who are experiencing abuse, or at risk of abuse, agencies will actively work together within an inter agency framework to:</p> <ul style="list-style-type: none"> <li>• Identify the abuse of vulnerable adults where it is occurring and</li> <li>• Respond effectively to any circumstances giving grounds for concern or formal complaints or expressions of anxiety</li> <li>• Ensure the active participation of individuals, families, groups and communities wherever possible and appropriate</li> <li>• Raise awareness of the extent and impact of abuse on vulnerable adults</li> <li>• Promote and strengthen partnerships and actions designed to reduce abuse and the fear of abuse as experienced by vulnerable adults</li> <li>• Gather information relating to the abuse of vulnerable adults in Blackpool in accordance with the Data Protection Act 1998</li> <li>• Regularly monitor and evaluate the way in which policies, procedures and practices for the protection of vulnerable adults are working</li> <li>• Regularly review and update policies, procedures and practices to reflect the current state of knowledge in relation to the protection of vulnerable adults, and learning gained from experience</li> <li>• Ensure that the law and statutory requirements are known and used appropriately where necessary so that vulnerable adults receive the protection of the law and access to the judicial process.</li> </ul>
<p>Who is responsible for it?</p>	<p>Blackpool Vulnerable Adults Committee which includes representatives from:</p> <ul style="list-style-type: none"> <li>• Blackpool Borough Council Housing and Social Services Department</li> <li>• Lancashire Constabulary</li> <li>• Blackpool Primary Care Group</li> <li>• Blackpool Primary Care Trust</li> <li>• Age Concern Blackpool and District</li> <li>• National Care Standards Commission</li> <li>• Lancashire Care Association</li> <li>• Blackpool Advocacy</li> <li>• Lancashire Care Trust</li> <li>• Blackpool Fylde and Wyre Hospitals Trust</li> <li>• Lancashire Probation Service</li> </ul>

How does the Policy fit in with the Council's wider aims?	Community Plan Theme 3: Safer Communities Community Plan Cross Cutting Commitment 2: To support vulnerable people Corporate Performance Plan Actions: 3. Improve Adults' Services ( <i>Local Priority</i> ) 4. Promote safer communities and tackle the anti-social agenda ( <i>Local Priority</i> ) 12. Improve health and safety ( <i>CPA Priority</i> )
How does the Policy relate to other policies and practices within the Authority?	Policy is in keeping with strategic vision and purpose of Social Services.

### Consider all available data and research

Gather all available quantitative and qualitative data. <b>(list here)</b> (could include databases, monitoring data, complaints, comments or feedback from customers, consultation or survey results, census information etc.)	Vulnerable Adult Incident Reports	Blackpool Council	2004/2005
	Vulnerable Adult Annual Report	Blackpool Council	2004/2005
	Key Health Statistics	Department Of Health	1998
	The North West In Figures	NOS	2001
	Ward Profiles Report	BBC SSD	2005
	Neighbourhood Statistics	NOS	2001
	Can We Have Trust & Diversity	MORI	1998
	Citizenship 21 Profiles Of Prejudice	MORI	2001
	Peoples Panel 04	MORI	2000
	Peoples Panel 06	MORI	2000
	Peoples Panel 07	MORI	2000
	Public Want More Control	MORI	1998
	Race Equality In Public Services	Home Office	2004
	Population And Age	NOS	2001
	Marital Status	NOS	2001
	Ethnic Group	NOS	2001
	Religion	NOS	2001
	Health And Provision Of Care	NOS	2001
	Blackpool Crime Statistics	Home Office	2003/2004
	No Secrets	LAC(2000)7	2000
	Care Standards Act		2000
Centre for Policy on Ageing (CfPA) report	DH	2002	
Devon Vulnerable Adult Committee Annual Report		2002/2003	
West Sussex Adult Protection Committee Annual Report		2001/2003	

<p>List here an data gaps you identify or where more information was been needed</p>	<p>Information about Age, Marital Status, Men And Women, Persons With A Disability, Persons With Dependants, Racial Group, Religious Belief, Sexual Orientation (Where this is the subject of the incident reported) is not captured on the VA1 referral form. It is therefore not possible to provide information about types of abuse relating to equality target groups within service user groups.</p> <p>Current definitions of abuse within the policy do not include racist abuse as a discreet category.</p> <p>There is little in the way of national research findings into the abuse of vulnerable adults.</p>
<p>What action is required to address this lack of data?</p>	<p>Amendment of reporting forms to capture information about target equality groups. Development of new data analysis tool to facilitate capture and reporting of equalities data.</p>

<b>Assessment of Impacts</b>	
<p>Examine the relevant data and analyse the likely impact of the policy or proposed policy on different equality groups.</p>	<p>The overwhelming majority of incidents reported over the year concerned service users of Learning Disability and Older Adult Services. The fewest number of incidents were reported concerning users of Physical Disability services. This is consistent with the national picture.</p> <p>The number of reported incidents concerning females was more than double that of males during the year 2004/2005. This is also consistent with the national picture of reported vulnerable adult abuse.</p> <p>Nearly half of all reported incidents occurred in Service User's homes, with Nursing/care Homes and Supported Tenancy being the next most frequent. Hospital Wards had the fewest reported incidents. The frequency of reporting was high in Nursing/Care homes, which may suggest that reporting mechanisms are working or that there are more opportunities for abusers in residential settings. The fact that such a high proportion of incidents were reported to have taken place in service user's homes would suggest that the public has a good understanding of what constitutes abuse and who to contact to report it.</p> <p>The majority of reported incidents involved physical abuse with financial abuse the next most reported. These two categories accounted for 70% of all reported incidents. Sexual abuse and neglect accounted for 30% of reported incidents over the year. There is no information available on the scale of the abuse and whether over the long or short term but the high percentage of physical and financial abuse may be indicative of the need for additional safeguards.</p> <p>Staff members and family members were reported as being perpetrators of alleged abuse most frequently with members of the public and other service users the least. 70% of alleged perpetrators were staff or family members. As these groups are likely to have the most contact with service users this would be expected.</p>

	<p>Staff Members reported the majority of alleged incidents and relatives and Service Users combined reported 36% of all incidents. The fact that staff have reported a high proportion of incidents would suggest that the policy and procedure is working well but the relatively low numbers of vulnerable people reporting incidents themselves may be indicative of a need increase work around empowering service users to report abuse. Neighbors and members of the public reported proportionately few incidents which may be indicative of a need to raise community awareness of the issues.</p> <p>Some form of action resulted in 62% of all reported cases. The most common forms of action were the moving of a Staff Member and increased monitoring. 15% of reports were found to be unsubstantiated and no action was taken in 19% of cases. 4% of Service Users who were the alleged victims of abuse refused help. These outcomes are in keeping with national trends.</p> <p>Comparison of the current policy with the CfPA report suggests that there are improvements that can be made that would make the policy more robust and the operation of the policy more effective.</p> <p>The Policy is aimed specifically at protecting all vulnerable adults and as such has a positive impact on vulnerable adults within the equality target groups. The Policy currently does not, however, reflect a recognition that people in the equality groups may be additionally vulnerable because of the characteristics of the equality group that they belong to or a combination of these characteristics with the characteristics of service user groups.</p>
Does this difference amount to an adverse impact or unlawful discrimination?	No

**Consideration of measures to mitigate or limit any adverse impact as well as alternative policies that might better achieve the promotion of equality of opportunity.**

If adverse impact has been identified how can this effect be removed or limited?

The policy and procedures currently fit the national profile of such documents in terms of content. The inward facing aspects of the document in the main follow suggested practice however there is scope to develop the outward facing aspects.

There are improvements that can be made in terms of following good practice examples.

Compared with best practice examples the current document is lacking in more detailed strategy and provision of summary information and supplementary documentation. This would increase effectiveness.

The document may benefit from a modular approach to its construction with a small number of documents fit for purpose in their own right combining to make up the definitive document. This would increase ease of use and therefore consistency and effectiveness of implementation. In improving effectiveness and consistency for all service users, target groups would gain a positive benefit.

An equalities statement is needed within the policy, which recognises that people in the equality groups may be additionally vulnerable.

What and how will you make changes to the policy or to the way the policy is implemented?

The legal status of the guidance issued under LAC(2000)7 means that there is no legal requirement to change current documentation but consideration should be given to doing so unless there are specific local reasons not to. Dealing as the document does with the protection of all vulnerable adults it would seem appropriate to seek to improve it continuously.

Revised document should include:

- Equalities statement
- Greater detail of functions, activities of Blackpool Vulnerable Adults Committee.
- Signatures of heads of partner agencies.
- Evidence of consultation with partners and staff in revised document.
- Names of responsible officers from each signatory agency to act as compliance officers and points of contact within their agency for guidance on policy.
- Commitment to report BVAC activities to senior officers on a regular basis
- Commitment to ensuring that training is provided in a planned and coordinated way
- Commitment to provide the public with information about policy.
- Commitment to ongoing liaison with local groups on the operation of policy.
- Commitment to disseminating policy widely and agreeing a strategy for dissemination.
- Commitment from agencies to use consultation activity and data collected in service development with an

	<p>emphasis on data driving service developments.</p> <p>Commitment to develop contracts/service specifications which take into account agreed policy.</p> <p>Commitment to align willful non compliance with code with disciplinary procedures.</p> <p>Commitment to align recruitment and selection activity with code.</p> <p>Reference to agency whistleblowing policy to promote the message that poor practice is unacceptable and staff acting in good faith should be encouraged to speak out and be supported in doing so.</p> <p>A user's guide</p> <p>Information about the availability of the code and procedure in other languages.</p> <p>Information about the availability of the code and procedure in Braille</p> <p>Amendment to reporting forms and data analysis.</p>
If the policy or the way it is to be delivered wont were changed note here what checks have you made to ensure this does not amount to unlawful discrimination?	There is nothing within current equalities or adult protection legislation that would prohibit the proposed changes.
List here the people / groups you have asked and consulted.	<p>Council staff who use the policy and procedures</p> <p>Partner agencies who use the policy and procedures</p> <p>The public, the statutory, voluntary and community sectors.</p>

<b>Formal consultation</b>	
List here which stages of the process you undertook consultation and who was involved	<p>Council staff were consulted on their operation of policies and procedures before revision in line with current good practice guidelines.</p> <p>Partner agencies were consulted on the policies and procedures before revision in line with current good practice guidelines.</p> <p>The public, statutory, voluntary and community sectors were consulted on the policies and procedures after revision in line with current good practice guidelines.</p> <p>Ethnic minority groups were consulted on the operation of adult protection policy.</p>
What was the outcome of the consultation?	Consultation with Council staff suggested improvements around the structure and format of the policy and procedure, and around training which would result in a more consistent approach to the protection of all vulnerable adults. In improving consistency for all service users, target groups would gain a positive benefit.
What effect did the consultation have on the impact assessment	No negative impacts were identified as a result of the consultation.

<b>Making a decision in the light of data, alternatives and consultation</b>	
How has the impact assessment (data, etc) and consultation affected your decision – list here what changes or measures have been put in place as a result	<ol style="list-style-type: none"> <li>1 Formal re-launch of Policy &amp; Procedure following review in line with best practice and survey of partner agencies.</li> <li>2 Re-launch should be extended beyond the Council to include BVAC partner agencies.</li> <li>3 Reformatting of Policy &amp; Procedure to include a desktop guide.</li> <li>4 Initial training should be provided to those areas of the department where it has not been.</li> <li>5 Make refresher training available at the time of re-launch and thereafter on a two-year cycle.</li> <li>6 Awareness of Policy &amp; Procedure and issues should be included at Departmental induction.</li> <li>7 All training should include practical examples and cover use of forms.</li> <li>8 All training should include an overview of the legislative framework.</li> </ol>
Summarise here how the policy was decided on and its intended benefits and effects are.	Policy is for the greater part dictated by central government and professional bodies.
<b>Monitor for adverse impact in the future and publication of the results of monitoring</b>	
List here monitoring arrangements	Monitoring of the policy is an integral part of quarterly and annual incident reporting.
List here review arrangements	Monitoring information is studied by the multi agency Blackpool Vulnerable Adults Committee.
<b>Publication of results</b>	
Set out how the results of the impact assessment will be published	Council Web Site
List here how you will ensure this is available in a user-friendly way	Translation available on request.