

**VAW Partnership Meeting**  
**15<sup>th</sup> June 2020 @ 1pm-3pm**  
**Remote Access (Microsoft Teams)**

<b>Present:</b>	<ul style="list-style-type: none"> <li>• Jacquelyn Jennett, THC, Chair <b>JJ</b></li> <li>• Catherine Russell VAW <b>CR</b></li> <li>• Maggie Hume VAW <b>MH</b></li> <li>• Kate Blowers CASWA <b>KB</b></li> <li>• Elaine Fetherston IWA <b>EF</b></li> <li>• Adele Newlands RWA <b>AN</b></li> <li>• Gwen Harrison RASASH <b>GH</b></li> <li>• Helen Eunson NHS <b>HE</b></li> <li>• Lorraine Revitt Lochaber Women's Aid <b>LR</b></li> <li>• Ann Galloway NHS <b>AG</b></li> <li>• Sharon Holloway NHS <b>SH</b></li> <li>• Richard Baird Police Scotland <b>RB</b></li> <li>• James Maybee THC <b>JM</b></li> </ul>
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<b>Apologies:</b>	<ul style="list-style-type: none"> <li>• Eilidh Moir, VAW Marac Co-ordinator</li> <li>• Donald Buntain COPFS</li> <li>• Suzie Calder NHS</li> </ul>
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<b>1.</b>	<b>Welcome and Apologies</b>	<b>Action</b>
	<p>Important to note that Teams worked well for this meeting and no partner had any issues logging in.</p> <p>Helen Eunson was only able to stay for the first hour of the meeting.</p>	
<b>2.</b>	<b>Notes of previous meeting and Actions Review</b>	
	<p>Nothing arising from the previous minutes</p> <p>Minutes approved</p> <p>Actions Review:</p> <p>Equally Safe Fund applications – CR circulated the information to the group – Due to covid-19 it has been postponed until the end of the year more information to follow soon.</p> <p>Update on the scoring matrix – Sharon Holloway and Catherine Russell have created a scoring Matrix for ESF that was circulated with the papers.</p> <p>They have reflected the priority areas;</p> <ol style="list-style-type: none"> <li>1) Meeting ES Priorities</li> <li>2) Meeting ES Fund Guidance</li> <li>3) Meeting over-arching aims of VAW Action Plan</li> <li>4) Achievable Project plan and goals</li> </ol>	

	<p>5) Improved Outcomes  6) Innovation  7) Engagement, Inclusion and Equality  8) Added Value  9) Monitoring and Evaluation</p> <ul style="list-style-type: none"> <li>• Each application is to be scored on the above criteria using the weighted system</li> <li>• Scoring Method – 0 (Unacceptable) - 4 (Excellent)</li> <li>• Each agency will supply info on the proposal and it will be assessed by the panel. There is also a section where each can add extra notes on the reasons behind each decision so that all thoughts are shared freely and fairly.</li> </ul> <p><b>Comment from JM</b>  The process needed work and needed to be far more objective – needs to be a level playing field.  It was agreed previously to only submit a proposal of one page of A4, some proposals stuck to that and other didn't.  In order to conduct a fair approach and ensure consistency the above scoring matrix is welcome.</p>	
<p><b>3.</b></p>	<p><b>Covid-19</b></p> <p>Round the 'table' update from all agencies on Covic-19 impact</p> <p><b>RB Police Scotland</b></p> <p>Continuing to see a normalized reporting around DA and violence  Since start of financial year across highland 257 crimes logged DA  Previous year 246 at this time  Detection rates – crimes resulting in someone being charged 70.6% is the national figure, and in highland it is just under 75%  Have seen some progress on forensic medical exam suite; however no set date yet for an opening but it's a really positive move as it's person centred  Virtual courts – moved again to a presumption that GBV offenders appear at a custody court – they are moving away from what they were previously doing.  If bailed, offenders will be under court bail rules and not police.  Over the last few months some were seeing prolonged court dates months down the line  Social Media – is encouraging those who may be at risk to come forward to report during lockdown.</p> <p><b>JM CJS</b></p> <p>Caledonian system – Social workers working at home remotely – phone contact and some virtual platforms being used  Caledonian can be delivered 1-1 but it will have a significant impact on capacity  Group settings cannot be delivered anytime soon  Rory MacCrae – is issuing lots of guidance nationally and it is ongoing  Substantial backlog of sheriff and high court sessions</p> <p><b>EF IWA</b></p> <p>Referrals are still low  Refuge is fuller than this time last year</p>	

Unsure if it's strictly Covid-19 related as IWA were busy prior to lockdown also  
Only 2 spaces left in the Refuge  
Staff are kept stable and they are monitoring referral rates and reasoning's  
Team still homeworking but phasing in more staff in the building  
Waiting for more government guidance  
Blended working models will be considered going forward

**KB CASWA**

Similar to IWA in their area also  
Police referrals are as normal  
Self-referrals are down  
More email referrals rather than phone  
Other agency referrals are down  
CYP support is down to 25% before lockdown  
School was their safe place and no longer feel they can connect  
Trying to push their support to young people  
Phasing more staff into the offices from next week  
Looking into some form of f2f contact – they recognise that they have worked on a lot of different blended mediums but f2f is always preferred

**LR LWA**

All staff are home working  
June is currently on 3 referrals  
Very little agency contact or referrals  
Real concerns about how they can get back into schools to support  
Looking at doing outdoor walks with them  
Their office has been 'Fogged'  
*Fogging releases an incredibly fine mist through the atmosphere to land on all surfaces and disinfect them killing viruses and ensuring your areas are completely sanitised.*  
Only 1-3 members of staff are allowed in the office at a time  
Post June – if not all the team are back in the office they will look into more virtual f2f contact solutions

**AN RWA**

In May they saw 29 referrals (17 Marac referrals) a few from GP's  
Concern over CYP (42% engagement)  
Looking into how they can do more virtual sessions

**QH RASASH**

The team are not going back to f2f contact for some time  
They are currently exploring as to what the 'inbetween plans' could be  
They have extended their support line  
Contact rate on support line is up from first stage of lockdown – higher level than normal  
They have had some police referrals  
Newer cases are going on waiting list as only short term support available  
Looking at online resources

Social media campaign launching on Thursday 18<sup>th</sup> June – online image sharing, targeting young people  
They are currently advertising 2 jobs – they have funding for 2 posts and the information will be shared around - Outreach Co-ordinator and Advocacy Worker

**HE NHS (Mental Health and Learning Disabilities)**

No concerns raised

**AG NHS (Physiological Services)**

Currently they are looking at referral rates – there is a slight increase

**SH NHS (Alcohol and Drugs Partnership)**

All staff are working from home

Social media Campaign – Scottish Government released a lot of guidance for drugs and alcohol awareness

New website was required

Anything that the partners would like shared on their site they are happy to do so – get in touch

RASHASH helped put together a parent guide

Trying to get their staff back into the office gradually – over next few months

**JJ THC (Children’s Services)**

Child protection registrations have gone up to over 100

Does happen sometimes so may not be linked to Covid-19 or DA

Mainly they are seeing a lot of general neglect

Vulnerable children have been without the help of nursery’s and schools

Also there is a concern about what will happen once people regain freedom – how will challenges be met trying to keep people safe

**RB Commented**

**Police** share the concern – however, not everyone will come out of ‘lockdown’ at the same time

The easing will be more structured, different work patterns and returning to school will be drip fed

People will therefore come to all agencies at different points in time due to a staggered approach based on individuals circumstances

**KB CASWA**

Have recently completed a highland wide campaign on MFR

The full run down of the statistics will be sent with these minutes to all

**KB/FN**

**4. Proposed Budget 20/21**

**CR VAW**

NHS system is more focused on accountancy and CR had to speak to a few different people to gain all the information required

She has based this budget on the previous budget and has laid out in the same way to make it easy – Proposed budget below:

<b>INCOME</b>	
NHS Health Board (Includes Marac Contribution)	81,662.00
Highland Council	46,500.00
Highland Council MARAC Contribution	20,000.00
Police Marac Contribution	20,000.00
Islands x 3 MARAC Contribution	16,800.00
Carry forward from 19/20	73,086.00
	<b>258,048.00</b>
<b>EXPENDITURE</b>	
Salaries	120,426.00
Travel, Training, Printing, IT, Phones, Meetings etc	6,750.00
Purchase of Healthcare - RASASH & RWA Contracts	34,909.00
Payment of remaining MARAC DB purchase	1,674.00
MARAC Action Plan Delivery Budget	5,000.00
MARAC Admin	8,500.00
VAW Training Budget	4,000.00
	<b>181,259.00</b>
<b>BALANCE FOR YEAR</b>	<b>76,789.00</b>

**CR comment regarding Training budget**

Not able to deliver training currently – so VAWP is working with other areas of the Public Health team to consider different digital platforms so that colleagues can combine knowledge and information – but it is highlighted that we need to be able to deliver our own VAW training plan so extra monies have been added in to cover that as we don't know what that could look like post Covid-19

Balance for the year will be available to do project work

**JJ commented**

Thank you to CR for a comprehensive account

Looks like we won't go over budget

Marac Admin cover – very good to have highlighted and have money set aside for covering the Marac Co-ordinator holiday's

**JM commented**

Asking for clarification on the extra amount to cover Marac holidays

CR explained that the VAWP team are covering for the Marac Co-ordinator just within our own team at the moment but it isn't a long term solution  
The figure is based on 7 weeks (roughly) of Marac salary and also added sickness and training cover

**LR commented**

- Given the difficulties we have seen gaining all relevant information - could the partnership have a quarterly report of monies in and out?
- Do you have clarification of your own monies without having to get approval from partnership?

**CR commented**

Accountant at NHS is very helpful and Catherine has managed budgets previously but this is more complicated has lots of different info feeds into it  
CR feels she can update at every meeting on the outgoings etc so that we can make sure we are working along the correct trajectory  
The limit that she personally can sign off on the NHSH PECOS System is £30,000, which is the same as Gillian Gunn's, to ensure any contracts can be approved etc.

CR

**KB commented**

The Marac Co-ordinator's holiday cover has been a big issue and she is very thankful that it is becoming resolved  
On the budget balance for the year – at the next meeting could the partnership look at the balance so that we aren't playing catch up at the end of the year?  
KB highlighted that we need to make sure we are spending our monies

**QH commented**

Very useful to see the figures  
Agree with Kate so that we should start monitoring the budget  
Contract between us and VAWP needs some clarity

- The process is the 'whole' third sector grant process – are we applying into the wider grant system, or is it earmarked for VAW?
- Should we be looking at a different process therefore?

Looking for some discussion for clarity. Catherine confirmed she has spoken to Jacqueline Paterson about the NHSH voluntary sector contracts. It had been confirmed that monies directly from the NHSH for these contracts were currently placed in the VAWP budget but that this was simply a conduit to effect the direct payment, this money was not VAWP monies.

It was agreed that future reports to the VAWP would take this out of the sheet and an adjustment of the same amount be removed from the NSHS contribution so only actual VAWP monies was discussed.

CR

**EF commented**

Underspend from last year – it was agreed last meeting it would be paid before year end for their project  
They have only received 60% of what they were going to be allocated  
Should they invoice for the reminder?

**CR commented**

The difference in the Action for Children's invoice and the Inverness Women's Aid invoice that had been agreed as a reduction at the EGM in March which wasn't currently included as

	<p>monies to be spent in this year’s budget.  This was a misunderstanding and the meeting agreed that the difference in invoice sums be confirmed with both organisations so that they could submit another invoice.  These would then be deducted of the current budgeted balance.</p> <p>On questions regarding the NESH Voluntary contracts and grant processes CR had communication from Jacqueline Paterson in the NHS contracts unit that will help clarify some historical background on this process as below:</p> <p><b>“The NHS Board agreed the need for a review of all third sector contracts to ensure they meet NESH strategic priorities, this was due to the historical nature of the vast majority of them. Both the RASASH and RWA contracts fell/fall within the scope of the review. A project team and board was set up to progress matters. A new funding application process was introduced around April 2019, where third sector providers, including RASASH and RWA could submit an application for funding below £50Ka. The applications were evaluated by a panel and funds awarded for the funding period 1 April 2020 to 31 March 2021. Existing funding continued to be paid up to 31 March 2020 meantime. RASASH and RWA were awarded funding. The intention of the Project Board was to have already started considering the funding process for next year i.e. beyond 31 March 2021 but this was deferred for 12 weeks due to COVID. The Project Board is next due to meet at the beginning of July, it is likely that this will be raised at that meeting”</b></p> <p><b>It was suggested if any further clarification is needed that organisations involved contact Jacqueline Paterson direct</b></p> <p><b>GH commented</b>  The process hasn’t actually been clarified for longer term so does require more discussion</p> <p><b>EF commented</b>  They also got some of the grant funding – it was new to them  Agree it makes sense to separate it out of the budget for ease going forward</p> <p><b>LR commented</b>  There should be an adjustment when a payment is made on expenditure and the income  Budget should come out with the papers before every meeting</p>	
<p><b>5.</b></p>	<p><b>Subgroup reports</b></p> <p><b>MH commented</b>  Main points from report:  Positive meeting of the ‘Learning and Development Sub-Group’ very energised to get things moving forward  Still working with priorities for 19/20 hoping that they are able to bring into 20/21</p> <p>Summary:  1 – Thinking in more detail how they can imbed a trauma informed level without it being a bolt on  It’s about raising awareness about trauma informed practice  Seeking more support and guidance from Ann Galloway – hold the same values – it’s not heavy clinical based training</p>	

<p>2 – Given Covid-19 and beyond they need to do more work on learning opportunities and approaches  MH to distribute key questions to all partners asking about their training  MH is keen to produce a quarterly report so will send round a spreadsheet for all partners to complete in order to find out what each agency is delivering and where  Everyone was in agreement that they are happy to give that information</p> <p>Sense within the group to prioritise blended training</p> <p>3 - Keen to maintain a training programme – should be quality and should fit all learning styles  Lot of hard work on it needed  All need to be trained to deliver online training effectively  Challenge is making sure we have a good online platform – working with colleagues in Public Health and doing a pilot on teams – to see what functionality is like and can feed back</p> <p>4 – More demand on MH’s training that she offers – from a-typical agencies</p> <p>5 – Support reflective practice – what about a case study approach? Sub-group are being invited to take part on a pilot</p> <p>This group don’t have representation from Health, Care and Learning and Police  There is a risk if there are gaps</p> <p><b>SH commented</b>  Substance misuse materials - still in writing stages so no update so far but could be useful  MH to follow up with her after the meeting</p> <p><b>JJ commented</b>  JJ to email Jane Park to ask who they could suggest as a possible rep for this sub-group (Mairi Macdonald could be an option)  Eilsa Vegus was previously in this role for education - to promote this training for staff in education (could be good to have a link to the probationers)  JJ to email Nicky for more help and info</p> <p><b>RB commented</b>  Previous Police rep in this sub group was Katy Duncan  RB to speak to PNI to find someone to take on the role</p> <p><b>MH commented</b>  Could the name of the sub group be changed to ‘Training’  Chair agreed and there were no objections  Can the ‘Training’ group amend their priorities to 20/21  Chair agreed and there were no objections</p> <p><b>JM commented</b>  There was no meeting of the perpetrator group due to Covid-19  Have agreed to have a meeting before next partnership meeting</p>	<p><b>MH</b></p> <p><b>JJ</b></p> <p><b>RB</b></p>
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<p><b>KB commented</b>  Main points from report:  Marac Steering sub group meeting focus was on Covid – 19 in-line with Cosla actions and government guidelines  Marac meetings are still being conducted through VC but is an expensive option  Agency toolkits have been approved and agreed  Action plan 20/21 will be slimmed down to 5 main priorities  Evaluation of Marac on it’s victims is being looked at so reporting can be captured  Identifying agencies to chair Marac’s or provide cover is being looked at  Linsey Macteer and Amy Fuerst are chair trained – but gap there as they are both on Mat leave  No training available for new Marac chair’s at the moment given Covid-19  EM (Marac Co-ordinator) can step up to Chair where needed but not a long term solution  Looking at Oasis software as a long term solution so information can be shared easily  Looking at Safe lives observation reports to gain consistency  Request from non-police agencies to chair the meetings  Health attendance is poor – Marac would benefit from their attendance  Skye specifically there is lack of agency referrals and no attendance  Health/Mental Health is a gap in the sub group along with Education, Children and Families social work , Child Protection and Adult Protection  Cathy Steer had looked into this and we await an update  JJ to check who could help in this sub-group and will speak to children services managers (Morven McAndrew has been suggested)</p> <p><b>MH commented</b>  Maggie Hume is also Marac chair trained so could help out if needed</p> <p><b>EF commented</b>  Update on service provision sub group - they haven’t met for some-time due to Covid-19  They will organise one as soon as they can  There is a feeling of a lack of clear strategy from the partnership</p> <p><b>JJ commented</b>  Need to look at the action plan again and re-prioritise  Capacity is an issue at present due to Covid-19</p> <p><b>CR commented</b>  The VAWP Action plan needs reviewing to highlight where changes need to be made.  A suggestion to possibly break it down into smaller chunks and look at it in small groups to make this process more manageable. Progress on this can then be reported to the next VAWP meeting.</p> <p>Covid-19 VAW guidance for VAWP responses was circulated a month ago CR had already started work on this to create a template for Highlands VAWP response to COVID-19. This will not only be a record of information but will help to progress this.</p> <p><b>EF commented</b>  Suggested the chairs of the sub-groups get together and look at the action plan</p> <p><b>CR commented</b>  Will email to arrange a team session to discuss the above</p>	<p style="text-align: center;">JJ</p> <p style="text-align: center;">CR</p>
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<p><b>6.</b></p>	<p><b>Any Ratification of the members of the VAWP and subgroups</b></p> <p><b>CR commented</b>  Steering and Training sub groups have identified gaps above  Can other chairs get in touch with CR (In lieu of new temporary worker) if they have gaps in their sub-group  Please send up-to-date Sub-group TORS to CR/New Temporary worker to circulate and file centrally</p> <p>Should soon have more of a clear picture so we can directly feed into the funds available</p>	<p><b>All chairs</b></p>
<p><b>7.</b></p>	<p><b>Any other Competent Business</b></p> <p><b>EF commented</b>  SLA's were discussed in manager group – no variation for the current new year</p> <p><b>JJ commented</b>  Lots of conversations being had about contracts  Agreed to be paid for first 3 months  JJ has made provision to have her contracts paid as normal despite Covid-19  No formal decisions been made re contracts</p> <p><b>EF commented</b>  Longer term – is there a plan for a revamp on SLA?</p> <p><b>JJ commented</b>  THC are unsure of financial situation going forward, so are unable to give any other information as yet</p> <p><b>KB commented</b>  All agencies are looking after staff wellbeing during this difficult time  New members on the partnership should be welcomed and helped as much as possible  She has suggested - Could we have an overview from CR on how things have gone in her first three months?  How can we all help with her priorities  Should we ground ourselves at the next meeting as we come out of lockdown and have a discussion?</p> <p><b>LR commented</b>  Supporting children through schools is difficult at the moment  Could we ask for space in the hubs as it would be a safe space?</p> <p><b>JJ commented</b>  The Hub's won't be run over the summer as they are run by education  Nikki Grant is leading on the meetings to discuss getting back to school safely and they are still at early stages and how they coordinate social distancing</p>	<p><b>CR</b></p>

	<p>Not at a stage where they can talk about additional support yet Not able to consider other services coming into the school at the moment</p> <p><b>EF commented</b> Are there likely to be local activities – do HLH run things over the summer So that kids they support can attend? Could they offer anything for respite?</p> <p><b>JJ commented</b> HLH are all on furloughed and unsure of all the plans</p> <p><b>CR commented</b> Data collection for ESF (mentioned as a suggested meeting for a sub-group of the VAWP at the last meeting) - How can we gather info in a consistent way? CR will email everyone to arrange</p> <p>COG report: CR to loop in with JJ and JM about what is required and report back Going forward the partnership will need to be more joined up with COG</p> <p><b>JJ commented</b> Closing note - Within THC it's a journey every day during Covid-19– no major decisions being made, can only work day by day Can't focus on the longer term We are now moving into a more relaxed lockdown but it will take a while for everyone to catch up For a big machine like the council and police it can be difficult</p>	<p>CR</p> <p>CR</p>
<p><b>8.</b></p>	<p><b>Date of Next Meeting</b></p> <p><b>17<sup>th</sup> August 1pm-3pm</b></p>	