

VAW Partnership Meeting
17th August 2020 @ 1pm-3pm
Remote Access (Microsoft Teams)

- Present:**
- Jacquelyn Jennett, THC, Chair JJ
 - Catherine Russel, VAW CR
 - Maggie Hume, VAW MH
 - Kate Blowers, CASWA KB
 - Elaine Fetherston. IWA EF
 - Adele Newlands, RWA AN
 - Lorraine Revit, LWA LR
 - Gwen Harrison, RASASH GH
 - Helen Eunson, NHS HE
 - Ann Galloway NHS, AG
 - Sharon Holloway, NHS SH
 - Richard Baird, Police Scotland RB
 - James Maybee, THC JM
 - Debbie Delonnette, THC DD
 - Jacqui Hutchinson, THC, JH
 - Naomi Hyslop, Highland Highlife NH

- Apologies:**
- Eilidh Moir, VAW Marac Co-ordinator
 - Donald Buntain COPFS
 - Suzie Calder NHS
 - Alan Coyne, Prison Services

1	<p>WELCOME AND APOLOGIES</p> <p>Apologies as above.</p>	Action
2	<p>NOTES OF PREVIOUS MEETING AND ACTIONS REVIEW</p> <p>Nothing arising from the previous minutes - Minutes approved.</p> <p>All items for action on the agenda apart from:</p> <p>Third Sector Grant process – JJ will ensure that the third sector partners are kept informed on the Highland Councils processes as things are progressed over the next months.</p> <p>VAW Training & Development Officers first 6 months report to VAWP to be put on the agenda for the October meeting.</p>	
3	<p>COVID-19 ACTION PLAN FOR LOCAL VAWP'S</p> <p>The action plan had been updated to record information obtained through partners and via the VAWP Partnership meetings. The plan highlighted the “Suggested actions that local authorities may wish to consider taking to mitigate the effects of the COVID-19 situation”. The plan also aligned its responsive actions against the current VAWP 18-21 plan aims as well as incorporating additional Highland actions.</p> <p>It was agreed all partners will email Catherine by the end of Friday 28th August with updates, changes and information to help complete any gaps (reference numbers to be included for ease of amendment). Catherine will then re-circulate the updated COVID-19 plan.</p>	ALL
4	<p>HIGHLAND VAWP PLAN</p> <p><u>Outcomes Update</u></p> <p>A meeting of Sub Group Chairs had taken place to update the plan as of July 2020. Other updates had been provided on an individual basis. The plan had been updated to show:</p> <ul style="list-style-type: none"> • All completed actions now on a separate sheet. 	

	<ul style="list-style-type: none"> • All updates in blue • Suggested completed actions in red • All old SG's replaced with new names • Any actions that were against people that had left had been reverted to the SG Chairs. In turn these would be reallocated to other SG members or sit with the SG as a whole. The named chair was not responsible for dealing with the action. It was agreed all changes to be emailed to Catherine by 28th August who would input them into the plan and re-circulate early September. <p>The Prevention and Education Group Chair reported that their updates still needed to be carried out as she had only last week returned to work due to COVID-19 furlough.</p> <p>Most suggested completed updates on the plan were approved with the exception of 1d and 3h which will be changed to ongoing. Item 2d5, developing VAW Advisor role, no one knew what this was. CR to clarify with Gillian and if she didn't know to delete it or update on the Highland VAW Plan.</p> <p>All Chairs of sub groups to email CR with updates on any other priorities that the SG's feel will be achievable by March 2021. These priorities to be put in a different colour on the plan for ease of reference and updates will be provided on progress to the VAWP and COG.</p> <p>The plan to be re-circulated once all above updates have been received and incorporated.</p> <p>It was agreed that an event (virtual or in a large enough place to accommodate everyone with social distancing in place) would take place in January 2021 to discuss and agree the priorities for the next 3 year Highland VAWP plan. Further discussion to be held at the VAWP October meeting.</p> <p><u>TORS</u></p> <p>These had all been updated apart from the Prevention and Education subgroup as explained above. Discussions around the need for further members to fulfil vital roles on the VAWP and sub groups:</p> <ul style="list-style-type: none"> • RB to try to provide names for a police rep on the subgroups which need it • JJ & JM to try to provide names for the SW and Adult Services reps where needed • JH & JJ to try to provide a name for the Education rep for the Prevention & Education Subgroup • KB Highlighted the vacancies still for the Marac Steering Group • JM Highlighted he should be Chair for the Perpetrators subgroup and still had vacancies on the group. <p>Agreed that new member names will be sent to CR so TORS can be finally updated and then the membership would be agreed at the October meeting. The 2020/21 priorities listed on the TORS from the sub groups who had provided updates were all agreed. These were the MARAC Steering Group, VAW Training Group, Service Provision Group and Addressing Perpetrators Group.</p>	<p>CR</p> <p>SG Chairs</p> <p>CR</p> <p>SG Chairs</p> <p>CR</p> <p>RB JJ & JM JH & JJ</p>
5	<p>SUB GROUP REPORTS</p> <p><u>Training SG</u></p> <p>Main points from the report were:</p> <ul style="list-style-type: none"> • Training Programme – trying to progress but difficulties encountered as the NHS Teams software is currently felt unreliable to deliver digital training during COVID-19 although 	

some smaller trials are planned. Very limited training is therefore being currently delivered but on-line resources have been expanded. A Public Health SBAR was delivered to the Leadership Group highlighting the impact of non-delivery of training and further work is now underway. Maggie asked for the support of VAW partners were possible.

- Mapping of training across the partnership is progressing.
- Highlighted the current difficulties faced through lack of VAW team admin support which is being progressed but slowly due to internal procedures.

MARAC Steering Group

Main points from the report:

- Gaps in agency representatives noted
- MARAC Information Sharing Protocol and Operation Protocol – final version agreed by MSG.
- Agency toolkits refreshed
- MARAC action plan for 20/21 agree by SG
- Issues in finding Chairs for meetings when DI Ross is not available. The meeting was updated that Richard Baird had identified 2 additional people within the police who would be able to Chair in Richard's absence, along with those already trained to Chair. Kate to check if Safer Lives is currently providing on-line Chairs training.
- MARAC Oasis Software. The meeting was updated that the final contract had come through and needed signing before training and final implementation of the new database. JM confirmed that Matt Smith THC Contracts Officer is checking the contract for the partnership. It was agreed by the meeting that the continued cost of £1,800 for annual provision of the database be agreed and this to be itemised in the current budget and future ones. The meeting also agreed that unless Matt Smith came back with any issues on the contract, as the purchase of the database was already agreed, that the Chair of the Partnership could sign the agreement. This will allow for the continued implementation of the database outside of the VAWP meetings. CR to contact IT works to re-assure things are in progress and that we are keen to continue.

KB

CR

CR

Data Gathering Working Group

The report contents were noted. It was agreed that another meeting of the working group be convened and that they report to the next VAWP options on possible work to be undertaken during the rest of this financial year to look at the Highland VAWP reporting processes. Nationally it was felt that ES reporting would probably not change until the Scottish Government review in the autumn of 2021. SWA were still working on their reporting requirements. Impact Funding Partnership had felt that there would be further information to support third sector funding applications when the ES funding process is re-opened later this year.

Perpetrators Subgroup

- JM confirmed there was an SG meeting on 10 August and CR to ensure that the comments sent by JM are incorporated into the TORS and VAWP Plan review. JM went through his report which had not been previously circulated. CR to circulate with the minutes.
- Caledonian court mandated programme and employment policies actions are complete.
- An unpaid work 'other activity' module has been developed by the Caledonian team. It is ready for implementation but delayed by Covid-19
- An action was raised by the Highland COG to re-consider Safe and Together proposal once

CR

CR

	<p>internal processes were in place.</p> <ul style="list-style-type: none"> • Work continues to progress the Action for Children (AfC) Preventing Abuse in Relationships programme further but delayed due to COVID-19 • COVID-19 is also delaying the SPS Relationships programme • SPS are support WA/RASASH involvement in prisons and is planning work around the 16 days of action. • Agency representatives still needed from some areas. <p><u>Prevention and Education Subgroup</u></p> <p>The Chair confirmed she is now back off Furlough and has arranged a meeting of the SG for 2 Sept. She will work with CR to update priorities and VAWP Plan. Police representative is needed for the group along with a Vice Chair.</p> <p><u>Service Provision Subgroup</u></p> <p>The Chair confirmed a meeting was being arranged and Gwen Harrison from RASASH had agreed to be Vice Chair of the Service Provision Subgroup</p>	
6	<p>FINANCIAL UPDATE</p> <p>Report was noted. It was agreed that the VAWP needed to agree expenditure against the budgeted predicted underspend. SG chairs to submit to CR, in advance, a list of items to be considered at the next VAWP meeting.</p> <p>JM confirmed he would check with THC why the £46,500 for the partnership was not yet reported as received as it had been passed for payment a while ago. JJ and JM to look at implementing confirmed contractual arrangements for these monies to the Highland VAWP for the future.</p> <p>It was agreed by the meeting that the VAW Training and Development Manager was authorised to pay invoices and expenses on behalf of the partnership up to a limit of £2.5k per invoice/expense. Anything higher that wasn't already agreed for payment in previous meetings or the annual budget would go back to the VAWP for additional approval The approval for contract payments was agreed at £30k.</p> <p>It was confirmed that the additional underspend from last year agreed to go to AFC and IWA had been actioned and payment was in progress.</p>	<p>SG Chairs</p> <p>JJ & JM</p>
7	<p>16 DAYS OF ACTION PLANS</p> <p>An email from RASASH was noted. Plans to be considered outside of the VAWP meeting by individual partners and reported on at the next meeting in October.</p>	ALL
8	<p>AOB</p> <p>RASASH will email all partners separately with information about on-line sharing of images.</p> <p>School return plans discussed. It was reported that until the October break no agencies would be allowed into schools, only pupils and staff to protect against COVID-19. Things will be reviewed in time. National Guidelines to PH still not received. It was agreed that partners should contact individual schools for information as needed.</p>	GH

9	DATE OF NEXT MEETING 19 th October 2020, 1pm – 3pm (by remote access via Teams) * This is the last date set in the diary so future dates will be arranged for Mondays at the same time for the rest of the financial year.	
---	---	--