

HIGHLAND COUNCIL/NHS HIGHLAND JOINT MONITORING COMMITTEE

Minutes of the Meeting of the Highland Council/NHS Highland Joint Monitoring Committee held remotely on Wednesday, 29 March 2023 at 10.30am.

Present:

Highland Council

Mr David Fraser (Vice Chair)
Mr Raymond Bremner
Ms Fiona Duncan
Mr Ian Kyle
Mrs Kate Lackie
Mr Derek Loudon
Mrs Angela MacLean (substitute)
Ms Fiona Malcolm
Mr Brian Porter

NHS Highland

Prof Boyd Robertson (Chair)
Dr Tim Allison
Mr Alex Anderson
Ms Heledd Cooper
Ms Pamela Cremin
Ms Pamela Dudek
Mr Gerry O'Brien

Staff Representatives

Ms Elspeth Caithness (NHS Highland)

Third Sector, Carer and Service User Representatives

Ms Sandra Brown (Inspiring Young Voices)
Mr Campbell Mair (Scottish Care - Care at Home)
Mr Ian McNamara (Highland Senior Citizen's Network)
Ms Mhairi Wylie (Highland Third Sector Interface)
Mr Christopher Allan (Scottish Care Highland Branch Chair – Care Homes)

Also Present

Ms Sarah Compton-Bishop, Chair-Designate, NHS Highland

Officers Present

Ms G Grant, Interim Head of Commissioning, NHS Highland
Ms E Ward, Deputy Director of Finance, NHS Highland
Ms R Boydell, Head of Service, Community Directorate, NHS Highland
Mrs L Dunn, Principal Administrator, Highland Council
Mr A MacInnes, Committee Officer, Highland Council

Prof Boyd Robertson in the Chair

Preliminaries

The Chair welcomed new committee members to the meeting and introduced Ms Sarah Compton-Bishop, Chair-Designate of NHS Highland, who would be joining the Committee officially from the following meeting.

1. Apologies for Absence

Apologies for absence were intimated on behalf of Ms L Bussell, Mr A Christie, Ms A Clark and Mr J Gibson.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of Previous Meeting**

There had been circulated and were **APPROVED** minutes of the meetings of the Joint Monitoring Committee held on 5 October 2022, 18 January 2023 and 24 February 2023.

Due to the urgency and immediacy of Item 10, the Committee **AGREED** to consider items 9 and 10 at this point.

9. **Exclusion of the Public**

The Committee **RESOLVED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public should be excluded from the meeting for the following item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 & 9 of Part 1 of Schedule 7A of the Act.

10. **Independent Sector Care Home Sustainability: Current Situation Overview and Forward Framework**

There had been circulated to members of the Committee only Joint Report No. JMC/**11**/23 by the NHS Highland Chief Executive and the Highland Council Chief Executive.

The Committee **AGREED** the recommendations as set out in the report.

4. **Highland Partnership Commission Assurance Reporting**

a. **Adult Social Care Assurance Report**

There had been circulated Report No. JMC/**05**/23 by the NHS Highland Chief Officer, North Highland Health and Social Care Partnership.

During discussion, the following issues were raised:

- the new format for the report was welcomed, as were the slides informing how the system was being progressed to develop appropriate data measures and understand performance;
- the NHS Highland Chief Executive clarified that, in relation to the statement at paragraph 4.3 of the report, the focus had to be on integration to achieve improved outcomes for the Highland population, and that performance monitoring going forward should reflect this, and inform the committee of progress on the direction of travel;
- in response to a query on the wellbeing of carers, it was clarified that one of the nine national Health and Wellbeing outcomes related to carers, and intelligence would be gathered on this for inclusion in the annual Plan, which would be intended as a public assurance document;
- in relation to Adult Social Care indicators, a data set was being developed within NHS Highland for the Health and Social Care Committee, and engagement undertaken with communities. The annual Plan, as part of the integration model, would report against Adult Social Care indicators;

- it was important the vacant carers representative position on the Committee was filled, and representation from across third sector carers and users required strengthening;
- a glossary of acronyms should be circulated with future reports; and
- it was proposed that a reference group be created to consider the metrics around financial outturns in the context of activities to facilitate proper scrutiny.

Thereafter, the Committee:-

- i. **NOTED** the contents of the report;
- ii. **NOTED** the ongoing sustained pressures across Adult Social Care services;
- iii. **NOTED** the performance report, that it was proposed that future assurance reports would be presented in this format, and any additional key areas of activity and performance;
- iv. **AGREED** that the vacancy for the Carer representative on the Committee be filled;
- v. **AGREED** that a glossary of the acronyms be circulated with future reports; and
- vi. **AGREED** to investigate the creation of a reference group to consider the metrics around financial outturns in the context of activities.

b. Integrated Children's Services Assurance Report

There had been circulated Report No. JMC/06/23 by the Highland Council Head of Integrated Children's Services.

- assurance was sought and provided that, in relation to participation in the development of the Children's Services Plan, the complexity of public and third sector workforce needs were being taken into consideration, as well as those of children, young people and families;
- it was important to benchmark services against other areas and ensure this was included in future reports noting, for example, that the relatively high referral rate to Children's Hearings in Highland was not reflected in the report. This had been a focus of the Joint Leads Assessment;
- it was disappointing that after several requests and a wait time of around five years, the provision of a statutory service for children who had been sexually abused was not yet in place. A summary was provided of specialist services which could be used as and when required, including a clinic at Raigmore, Children and Adolescent Mental Health Services, and the Children and Young People's Centre for Justice. Assurance was provided that the matter would be considered at the next meeting of the Integrated Children's Services Planning Board and feedback provided to the JMC;
- clarity and meaning on key indicators was requested for future reports including, for example, which were statutory, regulatory, national or local;
- information was sought on a variety of issues, some of which were explained and others were contained within the Plan or would be responded to outwith the meeting, as follows:
 - assurance was sought and provided that the third sector was involved in the development of the Integrated Children's Services Plan;
 - a trauma-informed approach was across all services, not only Children's Services;
 - it was queried whether there were sufficient staff in post to deal with Local Child Protection Procedures;
 - information was sought on the training mentioned in the report on the why and the how of including Children's Rights and Participation;

- in relation to the monitoring of the Whole Family approach, including the Lochaber pilot, this project was being led by the Community Planning Board and a programme manager was being appointed;
- in relation to the delivery of child poverty outcomes, there was a Highland Outcome Improvement Group exclusively related to poverty which was gathering data from a wide range of sources, with third sector and local groups at the centre;
- assurance was provided that work to reduce the financial barriers to families in relation to child poverty included many third sector organisations;
- it was suggested that when projects were being started or piloted, it was important to start in communities with groups already undertaking the work in question;
- assurance was provided that there were a relatively low number of school nurse vacancies at present and that school nurse time had been released by the removal of delivery of the immunisation programme to NHS Highland;
- it was important that lived experience was included in reports and workstreams; and
- in relation to Perinatal Advice Meeting Professional Reflection meetings, of 170 engagement sessions between January and October 2022, only 50 had led to direct follow ups with clients.

Thereafter, the Committee **NOTED**:-

- i. the work undertaken by the children's services planning partnership in delivering the Highland Integrated Children's Services Plan 2021 – 2023; and
- ii. the work undertaken in other partnership areas; and
- iii. that a detailed response would be circulated to the Committee regarding the provision of service for children that had been subject to sexual abuse.

5. Highland Health & Social Care Partnership Finance Reports

a. Highland Health & Social Care Partnership Finance Report

There had been circulated Report No. JMC/**07**/23 by the NHS Highland Director of Finance.

The Committee **NOTED** the financial position at the end of Month 11 2022/2023.

b. Highland Council Finance Report

There had been circulated Report No. JMC/**08**/23 by the Highland Council Head of Corporate Finance.

The Committee **NOTED** the contents of the report and the outlook for 2022/23 and 2023/24.

6. Strategic Plan – Update

Pam Cremin, Chief Officer, NHS Highland, gave a verbal update on progress with the Strategic Plan. There was ongoing engagement with the Strategic Planning Group, with the next meeting scheduled for 13 April 2023 and, while the draft was being prepared, there was ongoing participation and engagement, workshops were being scheduled, and a quality impact assessment was being undertaken. The Plan would be presented to the Committee in September 2023.

During discussion, information was sought and provided on specific plans for community engagement. It was anticipated that dates and locations would be collated and published after the next meeting of the Strategic Planning Group. It was clarified that good practice involved actively going out to communities, with activities in Caithness being a good example of this. The possible role of supermarket cafes was highlighted and examples cited of late opening supermarkets being used as a safe space on occasion.

The Committee **NOTED** the update.

7. Future Reporting – Performance Management, Assurance and Audit

There had been circulated Joint Report No. JMC/10/23 by the NHS Highland Chief Executive and the Highland Council Chief Executive.

The future approach was summarised, with a further, more specific report due to be presented at the next meeting. Topics for consideration included a possibly themed approach detailing progress with achieving outcomes to provide assurance and scrutiny opportunities for both organisations, and greater consistency in reporting across the partnership, including outcome and performance measurement, benchmarking and risk monitoring.

During discussion the following issues were raised:

- progress to improve reporting was welcomed but work was still required to fine tune the processes for the Committee and which information it considered;
- it was queried who would undertake the audit requirements and clarified this would depend on the work to be audited, according to strategic priorities;
- the scope and performance of commissioned services was queried, including the effect of a risk-based approach on commissioning ambitions and to what extent external and third sector organisations would be involved. This would be looked at in terms of remit and scope by the Joint Officer Group (JOG);
- it was queried how co-production (for working with communities) and early intervention upstream fit into the monitoring of this work, and it was explained that if these were outcomes which the Committee decided were to be measured, they would be included in the performance framework by the JOG; and
- in relation to how climate change and carbon clever initiatives fitted into the proposals, noting that no implications were indicated on the report, it was for the JMC to look at measures relevant to the work of the Committee. It was important to take the status of various indicators into consideration, for example whether they were statutory, when considering them. Some outcomes were already being measured elsewhere and this could be considered by the JOG, with appropriate engagement, and possible involvement of the reference group referred to earlier in the meeting.

Thereafter the Committee **NOTED** the update and the refreshed template and future content for reporting to the Committee and **APPROVED** the next steps

8. Chair

The Committee **NOTED** that Mr David Fraser would take over as Chair from 1 April 2023 to 31 March 2024. Mr Fraser thanked Prof Boyd Robertson for his work as Chair and wished him well for the future.

The meeting was closed at 12.52pm.

Date of next meeting – Wednesday 21 June 2023 at 10.30am



Highland VAW Partnership Meeting

7 March 2023

1pm - 3pm (MS TEAMS)

PRESENT: Peter Mackenzie – **Chair**
Cathy Steer, Head of Health Improvement, NHS - **Depute Chair**
Catherine Russell, Manager, VAWP Team
Elaine Fetherston, Manager, Inverness Women’s Aid
Fiona Mackintosh, Training Officer, Child Protection Committee
Hollie Drever, UHI
Iver Forsyth, Housing, The Highland Council
Karen Wilks, CASWA
Lorraine Revitt, Lochaber Womens Aid
Margaret McIntyre, Head of Children & Justice Social Work Services,
The Highland Council
Mike Mawby, Safe & Together Coordinator, The Highland Council
Molly Gilbert, Adult Protection
Myra Ross, HVAWP Training Officer
Naomi Hyslop, Area Youth Service Officer, Highlife Highland
DI Peter Dingwall, Police Scotland

APOLOGIES: Debbie Stewart, Coordinator, HADP
Mhairi MacDonald, Shores Forensic Facilities, NHS
Romy Rehfeld, Manager, Rape & Sexual Abuse Service Highland
Jacquie Hutchinson, Children’s Services Manager, The Highland Council
Isla Barton, Director of Midwifery, NHS
T/DCI Calum Smith, Police Scotland
Kerry O’Hagan, Scottish Prison Service
Lyndsey Mateer, Housing Services, The Highland Council
Maria Cano, CJSW Team Manager, The Highland Council
Wendy Van Riet, Lead Psychologist, NHS

		ACTIONS
1	Welcome and Apologies	
2	<u>Minutes of previous meeting</u>	
a.	The Minutes - approved with amendments previously circulated with the agenda.	
b.	Action Tracker – Updated	
3	<u>HVAWP Terms of Reference</u> The new draft Terms of Reference has been discussed at all the Subgroup meetings and further additional changes had been suggested. The membership had been updated as best as possible with a view to review this further at the next meeting. The final version will be circulated with the minutes of this meeting. Final ratification will be at the May HVAWP meeting and a copy submitted to HPPCOG thereafter.	VAWP Team
4	<u>Highland VAWP Priority Action Plan 21-24</u> The plan is being updated from subgroup meetings and the changes to the TORS, and this will be circulated before the May meeting.	VAWP Team
5	<u>Financial</u> The financial information normally presented to the meeting were not available: <ul style="list-style-type: none"> • Financial expenditure analysis as at 28.2.23 – now approved by the accountant and to be sent with the minutes. • Year End Financial Position as at 31.3.23 – To be progressed and presented to the MAY HVAWP meeting Budget for 23/24 - To be progressed and presented to the May HVAWP meeting. Summary Financial reporting – CS and CR to ask NESH Finance for simpler reports as well as standard financial monthly reports which are apparently now available for partnerships.	VAWP Team VAWP Team CS/CR

	<p>Investment Plan – New proposals for consideration either presented verbally at this meeting or circulated in written format with the agenda:</p> <p><u>IWA Proposal (Victim Home Security Project: £5,000)</u> – installation of home security equipment for victims of DA. This was unanimously agreed to pay for the units and initial installation but no ongoing maintenance or replacement costs could be committed to.</p> <p><u>IWA Proposal (Relocation Costs: £4,700)</u> – As previously reported, IWA are now in the final negotiations of moving to a new premises. The meeting felt that this was not a project that they could agree to support financially but wished IWA well in their new venture. CR asked to speak to the Accountant as to any restrictions in place on HVAWP/Public money expenditure to incorporate in the draft HVAWP financial Governance Document for assisting future decision making. Also CR asked to report back to the May meeting on this aspect.</p> <p><u>UHI Proposal (Awareness Raising workshops and Videos for students - – for GBV for UHI sites across Highlands)</u> - HVAWP felt that at this stage there was some duplication with the work already agreed on promotional materials, videos etc, which was part of the ongoing Learning, Development & Prevention subgroup work and already financed by HVAWP. This would cover all services and the whole of Highlands and possibly the Islands. Estimated costs so far from UHI:</p> <p>Promotional materials - £1,500 to £2,000 Videos £4,000</p> <p>HD to provide more information for the May meeting so this can be further considered once discussions on what can be achieved centrally as a joint partnership project.</p> <p><u>Wellbeing Centre Proposal (RR/MR)</u> – RASASH are looking for new premises as their current one is not suitable due to a wide variety of reasons, including accessibility to their service. A property had been found for rental which RASASH could meet half the costs for £17k approx. They are asking for 1 year’s rental for the other half to develop the premises into a partnership facility/wellbeing centre/social enterprise cafe. After 1 year funding will be sourced for ongoing rental and overheads. Whilst this proposal was agreed as interesting and could benefit many GBV victims, it was felt the</p>	<p>CR</p> <p>CR</p> <p>HD</p>
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	<p>timescale to commit to the property was too tight to formulate/research a business plan proposal. It was agreed:</p> <ul style="list-style-type: none"> a) A small working group be formed to research the viability, need and costs for such a venture and report back to HVAWP. b) It was suggested that RASASH could speak to the Scottish Land Fund HIE The Scottish Land Fund is a programme which supports community organisations across Scotland to own land, buildings and other assets. Delivered in partnership between HIE and the National Lottery Community Fund, they have a team of advisers to help develop projects. Also they could contact Community Asset Transfer DTAS Community Ownership Support Service. c) CR to speak to the Accountant to seek guidance on what HVAWP monies can be used for. d) VAWP Team to progress the Financial Governance Document for HVAWP consideration as soon as they can. <p><u>Safe & Together Trainers Project (MM)</u> – DES funding for the Highland joint project with the Child Protection Committee ceases in September 2023. The proposal is for funding our own Trainers to continue to support the S&T model within Highlands. MM was asked to provide more details of what the proposal is, costings (set up ones and recurring) to be discussed further at the May meeting. The HVAWP are committed to supporting the ongoing S&T project and would want to support any future funding applications for its continuance.</p> <p><i>Post meeting note on the S&T Project</i> - The Delivering Equally Safe fund for this project has been extended until 31 March 2025 as per previous correspondence. A further grant offer letter will be issued prior to the final year of funding covering the period 1 April 2024 to 31 March 2025. Funding for future years (1 April 2024 – 31 March 2025) is dependent upon the Annual Spending review and the Scottish Budget.</p> <p>Others still outstanding to be reported on at the May Meeting:</p> <p>Hospital IDAA Social Media Expertise</p>	<p>MR</p> <p>RASASH</p> <p>CR</p> <p>VAWP Team</p> <p>MM</p>
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<p>6</p>	<p><u>Sub Group Updates</u></p> <p>All reports had previously been circulated and only items for HVAWP consideration were discussed:</p> <p>a. <u>Addressing Perpetrators</u> -as per report previously circulated.</p> <p>b. <u>Learning, Development & Prevention</u> – Report to be circulated with the minutes on this new pilot group. The Chair asked that the minutes reflect the high praise for the training MR delivers for HVAWP, received from a variety of sources, and in particular from the recent elected members of THC Licencing Committee.</p> <p>c. <u>MARAC</u> – as per report previously circulated. In particular, a new chair was urgently needed which HPPCOG was still progressing. We had a temporary police Chair for this last meeting. Also the MARAC Coordinator post vacancy was raised as a concern but an update was provided that the vacancy was successfully recruited to and Karen Peteranna will be joining the team from NHS Western Isles in early March. The Chair thanked the NHS for their support in progressing the recruitment process speedily and for NHS Health Improvement/VAWP Support team for stepping in to work to cover the vacancy to ensure the 7 local MARACs continued to run throughout this period.</p> <p>d. <u>Service Provision</u> – As circulated in the report. Discussions around the possible cuts in funding to WA groups from Highland Council funding. HVAWP had submitted a letter of support and a productive meeting was held with THC. The outcome is awaited.</p> <p>Working Groups/Other Reports:</p> <p>Safe & Together – as per report previously circulate.</p> <p>Communications – A small working group has been formed from the LD&P subgroup involving key personnel within a variety of organisation who action promotional materials. This is to work together to maximise potential, skills and resource usage to produce a range of awareness raising information along HVAWP agreed parameters to meet the needs of GBV issues within Highlands. Anyone wanting to be part of this group is welcome – contact MR.</p>	
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7	<p><u>COG Report</u></p> <p>To be agreed by the Chair and Vice Chair outside of the meeting, due to time constraints to meet the agenda deadline, from information discussed at today’s meeting. To be circulated to HVAWP members with the minutes. Feedback from COG to be asked for, in particular about reporting formats as HVAWP would like to discuss the potential of a “performance related” reporting format to help us evidence impact in Highlands.</p>	
8	<p><u>HVAWP Self-Evaluation</u></p> <p>Agreed to set a day aside to go through the findings, forward planning to include performance related measures. It was agreed the HVAWP team would set this up for Autumn 2023 and the opportunity for a blended day of both face to face and on line day would be appreciated.</p>	HVAWP team
9	<p><u>Risk Register</u></p> <p>LR asked for it to be noted that WA Funding from Highland Council had not been confirmed.</p> <p>Draft update to be presented to May meeting.</p>	
10	<p>Any other Competent Business</p> <p>a. GBV Awareness delivery within Prison Services – a joint pilot project with the prison service and HVAWP Training/partners was progressing which would see the delivery of perpetrator awareness raising and GBV sessions within the Inverness Prison service. MR asked to liaise also with PD the Chair of the Addressing Perpetrator Subgroup and MC from CJSW for their input and support now the project proposal has been developed. From this pilot project further work involving the Children’s Reporter, Police Scotland and others will be undertaken to assess viability and impact of a longer project.</p> <p>b. Safe & Together have developed a new On Line Mapping Tool and MM to provide further details to Partners in due course.</p> <p>c. CR to provide MMc with a list of Education Representatives on the HVAWP.</p>	<p>MR</p> <p>MM</p> <p>CR</p>

11	Date of Next Meeting Monday 22 May – 1pm Thursday 10 August – 10am Wednesday 8 November, 10am Everyone was happy for Calendar meetings to be sent with MS Teams Links and Agendas/papers being sent 1 week prior to each meeting.	
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Highland VAW Partnership Meeting

22 May 2023

1pm - 3pm (MS TEAMS)

PRESENT: Peter MacKenzie - **Chair**
Cathy Steer, Head of Health Improvement, NHSH - **Depute Chair**
Catherine Russell, Manager, VAWP Team
Elaine Fetherston, Manager, Inverness Women's Aid
Maria Cano, CJSW Team Manager, The Highland Council
Romy Rehfeld, Manager, Rape & Sexual Abuse Service Highland
Hollie Drever, UHI
Margaret McIntyre, Head of Children & Justice Social Work Services,
The Highland Council
Lorraine Revitt, Lochaber Womens Aid
Molly Gilbert, Adult Protection
Mike Mawby, Safe & Together Coordinator, The Highland Council
Myra Ross, HVAWP Training Officer
Isla Barton, Director of Midwifery, NHSH
DI Peter Dingwall, Police Scotland
Emma Fraser, CASWA
Karen Peteranna, MARAC Coordinator
Mhairi MacDonald, Shores Forensic Facilities, NHSH
James Martin, HLH Director of Corporate Services
Donna Munro, Social Work

APOLOGIES: Gary Goddard, Scottish Prison Service
Wendy Van Riet, Lead Psychologist, NHSH
Claire Marcello, Manager, Ross-shire, Skye & Lochaber Women's Aid
Elaine Lyall, Administrator, VAWP Team

		ACTIONS
1	Welcome and Apologies	
2	<p><u>Minutes of previous meeting</u></p> <p>a. The Minutes - approved with amendments previously circulated with the agenda.</p> <p>b. Action Tracker – Updated</p>	
3	<p><u>HVAWP Terms of Reference</u></p> <p>The roles and aims of each subgroup have been reviewed. The chair and memberships have been updated and the memberships will continue to be constantly updated. The final version will be circulated with the minutes of this meeting. Once this has been approved by HVAWP a copy will be submitted to HPPCOG after the August meeting.</p> <p>Roles and activity to be reviewed every two years.</p>	VAWP Team
4	<p><u>Highland VAWP Priority Action Plan 21-24</u></p> <p>The team are currently updating this and it will be sent out once completed.</p>	VAWP Team
5	<p><u>Financial</u></p> <p>Final version will come out with the May minutes.</p> <p>a) Financial Expenditure against Income/Budget as at year end 31 March 2023 Year end and income analysis includes the back pay that went through for staffing. It was confirmed that NHS matches all pay increases each year as part of their committed budget contribution to VAWP. £142,392 carried forward and will go into next years' budget.</p> <p>b) Investment plan update for approval The Investment Plan was recirculated before the meeting with the new figures. Total income of £162,000. Total expenditure of £161,000. <u>16 days of activism event:</u> The budget is to remain £1000 and will be further reviewed by the Subgroup closer to the 16 days event in November 2023 and a new budget submitted for approval if required.</p>	

	<p><u>International Women’s Day:</u> £1000 allocated for this event, which run in March 2024. This budget will be reviewed closer to the event date by the working group.</p> <p><u>VAWP annual reports:</u> IWA victim home security project was agreed at the last VAWP meeting.</p> <p><u>Carry forward</u> from the last 16days of activism: £4000 for Development of digital format for training programmes. This was approved by VAWP previously and is still a priority for the Learning Development and Prevention subgroup Carry forward £1000 for digital work for Training Officer development time, which wasn’t used last year.</p> <p><u>Other proposals discussed</u></p> <ul style="list-style-type: none"> ▪ LWA Proposal MH Proposal is supported and approved. ▪ IWA Staff Supervision Proposal is supported and approved. ▪ IWA Service User MH Proposal is supported and approved. ▪ UHI Proposal is supported and approved. HD mentioned additions to the proposal and the introduction of the online disclosure tool by the end of 2023. The VAWP logo is to be added to the materials produced. <p>c) Budget 23/24 for approval</p> <ul style="list-style-type: none"> ▪ New carry forward amount is £142,000. ▪ Invoices for Police, Highland Council and Island groups will be sent out soon. ▪ Salaries: Budgets reflect the top of the staffing band to ensure it is always affordable. Salaries are matched by NHS and monies allocated through an internal transfer. ▪ Training budget: £4000 ▪ MARAC Budget: £5000. This includes the annual charge for Oasis database which is in process of been paid for this year. There is money aside for a pilot chairs network event to better support chairs of the different MARAC group areas. <p>LR questioned if there was a reserves policy for the carry forward budget – CR explained that there is not currently.</p> <p>The financial governance document is in progress and will be circulated with the agenda for the next meeting to provide an early input from the partnership in order to clarify any potential gaps.</p> <p>CS explained that some costs that are budgeted for may be outdated therefore needs checked before finalising but was happy to approve</p>	<p style="text-align: center;">HD</p>
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	<p>in principle.</p> <p>CS Clarified that NHS cannot carry forward any of its own money but can carry forward partnership money. CS expressed that the investment plan needs to be set against the action plan to identify the gaps where we might want to invest. The funding that is carrying forward is not recurring and can only be used for none recurring services.</p> <p>PM stated that benchmarking and learning best practice from other VAWP would be useful going forward.</p> <p>Budget is approved in principle by all VAWP members.</p>	
<p>6</p>	<p>HVAWP Policy Review <u>Forced Marriage Policy</u> CR briefly confirmed that this was one of four policies that sit as a joint policy on the VAWP website and is overdue for review. The VAWP administrator will work on a suggested update for these policies by including any input from the VAWP partners and will also explore what is currently been done nationally.</p> <p>This will be added to the VAWP support work plan and will be kept as a standing item.</p>	<p>EL VAWP Admin</p>
<p>7</p>	<p>Sub Group Updates</p> <p>To note updates & Chair/Chairs to raise any matters requiring HVAWP input:</p> <p><u>S&T Joint Project with CPC</u> Scottish government have agreed funding for Safe & Together through equally safe until March 2025. The group are confident to meet their original target. By the end of the 2023 with around 120 practitioners being fully trained on the Safe & Together Model. Future training of managers and supervisors will be cost effective. They are proposing to run two more overview programmes - One targeting Highland Council & third sector and the other open to all. The group wish to develop their own training team - there is money allocated in the budget to put forward five trainers across the different services. Three spots remain available. Anyone wanting to be part of this group is welcome to contact MM.</p>	

	<p>On offer from DES has been made to work in partnership with Improvement Services and safe and together institute to do a full evaluation of the Safe and Together model roll out within local authority areas.</p> <p>CR agreed to be the VAWP representative at the discussions looking at time scales and the evaluation processes and what this will look like in Highland.</p> <p>DM advocated identifying the correct members, for the implementation group/Steering Group, who have VAW and violence against girls experience. PM confirmed this will be embedded in the VAWP action plan. MM will identify the correct leads and seek approval from VAWP and CPC.</p> <p>a) <u>Addressing Perpetrators Subgroup</u> Looking to expand the members in the group including a representative from Procurator Fiscal and from Education and raise awareness of other initiatives. It is hoped to create a cross over between the learning Development Subgroup.</p> <p>b) Meeting to be set up for planning the 16 days of activism. A guest speaker will be invited from the White Ribbon Project to provide a progress update.</p> <p>c) A discussion was had regarding promoting and sharing information on the DSDAS Scheme among the group.</p> <p><u>Learning, Development & Training Subgroup</u></p> <p>a) Appoint chair among the group before the next meeting.</p> <p>b) Note new membership to the group. The subgroup has expanded with members from various disciplines - Youth Highland, LGBTIA+ and Education to join the group.</p> <p>c) Meetings will begin soon for the 16 days Highland campaign.</p> <p>d) The group are looking for VAWP input relevant for the focus theme for the October meeting – service provisions for under 13 year olds, has been noted as a gap in Highlands</p> <p>e) Details of the gypsy traveller council development workers will be forwarded on to CR.</p> <p><u>MARAC SubGroup</u></p> <p>a) Agreed to change the title which has now been done.</p> <p>b) Chairs and Depute chair are now in place.</p> <p>c) 50% attendance at the last meeting</p> <p>d) It was agreed not to do a separate MARAC report and instead incorporate stats and data into the VAWP report due to timing. This</p>	<p>CR</p> <p>MM</p> <p>DM</p>
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<p>e)</p> <p>f)</p> <p>g)</p> <p>h)</p> <p>i)</p> <p>J)</p> <p><u>Service Provision Subgroup</u></p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p>	<p>will be reviewed in the future.</p> <p>A chairs network event is to take place for local support of Chairs, seeking potential new chairs as lack of chairs is still an ongoing issue.</p> <p>There are concerns with inconsistencies with training.</p> <p>IDAA training has taken place and now finished – now looking at ways to sustain the training in the future as funding is an issue.</p> <p>KP provided a robust report with statistics. Referrals are up and cases are becoming more complex. Serial perpetrators are been seen more frequently. MARAC referrals are up 33%, police referrals up 26% and IDA referrals are up 12%.</p> <p>At the next meeting the subgroup are looking for an update regarding the Orkney chair.</p> <p>PD clarified that MATAC is now run by the divisional command operations. Super intendant Davy Ross is the main contact.</p> <p><u>Service Provision Subgroup</u></p> <p>A productive meeting was held - discussions about front line service provision, funding, social media, safe & together. WA are keen to be included on the S&T Steering group.</p> <p>RASASH waiting list had decreased from 18months to 2-4weeks for initial support. RASASH raised a serious concern regarding children under age 13 who experience gender based violence issues and questioned, do they have access to services? What services are out there for this age group? RASASH wanted it raised at VAWP and to invite Marie Wylie from third sector HTSI to discuss at the autumn meeting.</p> <p>DM voiced that there should be a cross over with Child Protection services and Social Workers should have a place in the working groups for discussions about service recovery for under 13 year olds.</p> <p>MR and RR explained that there are some great programmes engaging in schools but there is not one general standardised programme/guide.</p> <p>It was agreed that the previous mapping exercise (involving services for under 13 year olds) within the prevention subgroup will be refreshed. The learning and development subgroup will link in with this and Child Protection.</p> <p>Women’s champions: contact women’s champions in England and Inverclyde to find out their job role and job describe to assess if it is worthwhile taking forward into highland? The aim is to have a women’s champion proposal written up for the next council meeting at the end of June 2023.</p> <p>NHS has started conversations about women champions. They will feedback anything on this topic to the Subgroup. CS and IB to discuss</p>	<p>All Subgroup Chairs</p> <p>Learning development subgroup</p> <p>LR</p> <p>IB</p>
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	this further.	
8	<p>HPP COG Report</p> <p>Not needed until the August meeting and will be drafted for agreement then.</p> <p><u>Latest COG Meeting</u> PM reported that the COG meeting was a Self-evaluation meeting. COG wants to know about HVAWP learning reviews. PM and CS discussed providing COG with the TOR and Risk Register and this was agreed after the August meeting. There are changes happening at COG and PM will keep the HVAWP updated on these changes.</p>	<p>HVAWP team</p> <p>PM</p>
9	<p>Equally Safe Annual returns</p> <p>CR will be contacting people for statistics and then the draft reports will be circulated to everyone for comment and agreement outside of the meetings as they are due back before the August meeting (deadline July 2023). Agreed to be approved offline. Offline approval deadline to be confirmed.</p>	CR
10	<p>Matters for Discussion</p> <p>a) <u>IWA Proposed Move</u> There is information out in the public domain which has highlighted problematic areas in that there appears to be a fundamental misunderstanding and misinformation about WA services and refuge models. IWA are undertaking the Council Review along with three other Women’s Aid services in highland and funding has been provided from April to September this year. As the review period concludes in September, and then a six month notice period would have to take place before moving, it is foreseen that the IWA will remain at Anderson Street for the remainder of this year. This has had a negative impact on IWA organisation, will increase the problematic issues around recruitment and retention and impact on service delivery planning. HVAWP asked IWA and the WA services to keep them updated on the review progress.</p> <p>b) <u>WA Funding</u> Council funding is on a yearly SLA. WA receives monies for the MARAC</p>	EF

	<p>IDAA services in Highlands on a yearly basis, which has remained static. Highland council funding has remained static since 2018-19 (these static funds have no uplift for staff salaries budgets). WA currently have some DES funding until March 2025 – each group bids on what each service needs. Both HC and DES funding are under review. DES review will be published in June 2023. WA review deadline has been extended in order to apply recommendations from the DES report.</p> <p>HC confirmed that they have given six month funding for the WA groups with an assurance there is a commitment to funding in October 2023. Funding is now in place. Dates are in place for meetings regarding the funding progress.</p> <p>A meeting was had with WA board and service managers. WA are not adverse to the funding review progress – there is a need for good contract monitoring in place for all WA groups as this has been lacking for several years. WA groups are eager to have a more robust structure in place for the future.</p> <p>HVAWP chair submitted an impartial letter from the HVAWP to the HC Chief Executive raising concerns about funding cuts across the Highlands and expressed support for all services within the membership. A letter of response was received stating HC would inform the partnership of any strategic changes to be made and offered to invite a HVAWP member along to the relevant meetings. CR has agreed to be an observer if required at the meeting to represent HVAWP.</p> <p>MM raised concerns to ensure that the conversation did not steer into commissioning territory which she felt was confidential between commissioners and parties involved. MM explained that there are other commission services in highland that are similar.</p> <p>MM agreed with LR that there has been a lack of commissioning cycle and commissioning frameworks in highland however this is currently been rectified. There is a full review available in relation to commission services.</p>	
<p>c)</p>	<p><u>Subgroup Membership and attendance</u> This has been covered in above discussions.</p>	<p>EL VAW Admin</p>

d)	<p><u>HVAWP Annual Report</u></p> <p>There is a rough draft in progress. Admin support for VAWP has now returned from maternity leave and will be working on this. There have been suggestions from the different subgroups as to what they would like to see in the report. Most of this will be progressed outwith main quarterly HVAWP meetings, with the aim of having a final version ready for approval at the August meeting.</p> <p>Updates will be noted to partners.</p>	CR
11	<p>Risk Register</p> <p>To note updates and agree to send to COG</p> <ul style="list-style-type: none"> ▪ The Risk Register needs reviewed and is worth reviewing on an annual basis; however some items do come up during meetings which will be added on an on-going basis. ▪ CR raised a question about the long term impact of COVID19 on staff and victims - what are others organisations doing in terms of COVID19? Is this on any risk registers? ▪ CS stated that NHS still has COVID19 on their risk register, monitoring the long term impact of the population as a whole. CS suggested monitoring the long term impact of COVID19 in relation to VAW and Violence against girls and to continue to monitor this. This will be reviewed further offline and confirmed at the august meeting. ▪ Additional note: NHS is currently undergoing a MS365 data migration. The full implication of security for our confidential information is uncertain. CR has raised this to the IT experts. We want to ensure the HVAWP is covered for any potential data breaches and therefore CR has added this item to the risk register (which will be circulated with the minutes). An update will be discussed in the August meeting. 	
12	<p>Any other Competent Business</p> <p>None.</p>	
13	<p>Dates of 2023 Meetings:</p> <p>Thursday 10 August, 10am Development Day – “Self-Evaluation” – Autumn (tbc) Wednesday 8 November, 10am</p>	