

<b>Highland Violence Against Women Partnership Group</b>	
<b>2 May 2018</b>	
<b>Minute</b>	
<b>Present</b>	
<p>Jacquelyn Jennett, Area Care &amp; Learning Manager North, Highland Council (Depute Chair)            Peter Rawlinson, Head of Offender Outcomes, Scottish Prison Service            Kate Blowers, Manager, Caithness &amp; Sutherland Women’s Aid            Craig Thomson, T/Detective Inspector, Police Scotland            Moira Paton, Manager, Rape &amp; Sexual Abuse Service Highland            Donald Buntain, VIA            Kirsty Baird, Health Development Officer, Highland Council            Hame Lata, Consultant, Sexual Reproductive Health, NHS Highland            Chrissie Campbell, Service Delivery Officer, Victim Support            Gillian Gunn, Training &amp; Policy Manager, Violence Against Women Partnership            Debbie Stewart, Coordinator, Highland Alcohol &amp; Drugs Partnership            James Maybee, Principal Officer, Criminal Justice Social Work Services            Lorraine Revitt, Manager, Lochaber Women’s Aid</p>	
<b>Apologies</b>	
<p>Karen McBey, Manager, Ross Shire Women’s Aid            Kimberley Philip, Children’s Service Manager, Barnardos            Elaine Mead, Chief Executive, NHS Highland (Chair)            Vince McLaughlin, Detective Chief Inspector, Public Protection, Police Scotland            Derek Wilson, Group Manager (Prevention &amp; Protection), Scottish Fire &amp; Rescue Service            Elaine Fetherstone, Manager, Inverness Women’s Aid</p>	
<b>2</b>	<b>Previous Minute and Matters Arising</b>
	<b>Action</b>
	<p>The previous minute was agreed as a true and accurate record.</p> <p><b><i>Sexual Entertainment Venue Licencing</i></b>            Jacquelyn requested that Gillian send round the link to the report from the national consultation on Sexual Entertainment Venue Licensing to the group when made available.</p>
	<b>GG</b>
<b>3</b>	<b>Update on Implementation of New Structure</b>
	<b>Action</b>
	<p>The paper outlining the new structure was circulated in advance of the meeting. Gillian updated the group on the progress of implementing the new structure. All but the Perpetrators Sub Group have been established and progress on the 2018 priorities is starting to be made. Each group will now issue a formal report on progress and any issues they are facing to the Partnership.</p> <p>It was suggested that the paper on the structure be used as the basis of the Partnership’s Terms of Reference. This was agreed, with the following additions to be included as the activity of the Partnership:</p> <ul style="list-style-type: none"> <li>• Reviewing the action plan</li> <li>• Setting and reviewing the outcomes for the action plan</li> </ul>

<ul style="list-style-type: none"> <li>• Ability to respond to emerging issues</li> <li>• Development of and driving of the strategy</li> </ul> <p>Moira asked how Chairs of the groups could raise issues more rapidly between meetings, especially now as the Partnership was only meeting three times a year. It was agreed that all sub group Chairs should be able to escalate issues as they become apparent between meetings and that they could expect these to have been tasked by the Partnership's Chair to the various agency leads to resolve.</p> <p>Gillian will update the paper and circulate with the minute. It was noted that there was a typo within the section on the Sexual Violence Sub Group, this will also be amended.</p> <p>It was agreed that at the next meeting there would be a full update and review of progress with the Plan.</p>	<p><b>GG</b></p> <p><b>GG</b></p> <p><b>GG</b></p>																		
<p><b>4 Review of Group Membership</b></p>	<p><b>Action</b></p>																		
<p>It was agreed that a named person be allocated to each agency included in the paper on the Partnership structure. It was agreed that an additional representative should be identified from within Highlife Highland. Peter and Jacquelyn agreed to speak with their contacts to identify who may be the most suitable person to approach.</p>	<p><b>PR/JJ</b></p>																		
<p><b>5 2018/19 Budget Proposal</b></p>	<p><b>Action</b></p>																		
<p>Gillian holds the budget on behalf of the Partnership, along with the NHS monies for Violence Against Women, including the MARAC contribution and some voluntary organisation monies. Money available to spend on Partnership activities comes from The Highland Council, NHS Highland and the contributions made to Highland for the MARAC Co-ordination service from Orkney, Shetland and the Western Isles:</p> <p><b>Income</b></p> <table border="0"> <tr> <td>46,500</td> <td>The Highland Council</td> </tr> <tr> <td>7,208</td> <td>NHS Highland</td> </tr> <tr> <td>16,800</td> <td>MARAC Islands</td> </tr> <tr> <td>7,786</td> <td>MARAC Islands deferred from 17/18 (for training post in 19/20)</td> </tr> <tr> <td><b>£78,294</b></td> <td><b>TOTAL</b></td> </tr> </table> <p><b>Expenditure</b></p> <table border="0"> <tr> <td>62,947</td> <td>Staff costs</td> </tr> <tr> <td>8,081</td> <td>Training post costs for 19/20</td> </tr> <tr> <td>5,000</td> <td>MARAC Admin costs &amp; travel to Islands</td> </tr> <tr> <td><b>£76,028</b></td> <td><b>TOTAL</b></td> </tr> </table> <p><b>Available Budget 18/19 = <u>£2266</u></b></p> <p>Usually, the Partnership budgets £2,500 per year for training costs. This means that the Partnership has no additional funding in 18/19 to allocate. Gillian also emphasised that these costs are based on the fact that there is currently no Administrator in post (the budget only includes 10 months salary costs for this post), so in 19/20 the costs will be higher and there will not be</p>	46,500	The Highland Council	7,208	NHS Highland	16,800	MARAC Islands	7,786	MARAC Islands deferred from 17/18 (for training post in 19/20)	<b>£78,294</b>	<b>TOTAL</b>	62,947	Staff costs	8,081	Training post costs for 19/20	5,000	MARAC Admin costs & travel to Islands	<b>£76,028</b>	<b>TOTAL</b>	
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<b>10 Feedback from/to Chief Officers Group</b>	<b>Action</b>
It was agreed that the issues relating to third sector funding decisions and the wider VAW Partnership funding be raised at Chief Officers Group.	<b>JJ</b>
<b>11 AOB</b>	<b>Action</b>
<p><b><i>Minimum Unit Pricing</i></b></p> <p>Debbie updated the group on the recent introduction of minimum unit pricing for alcohol and the impact this was likely to have on the health of people living in Scotland. Debbie has information leaflets that can be distributed. If any group member would like some, they can contact Debbie directly.</p>	<b>All</b>
<b>12 Dates of Future Meetings</b>	<b>Action</b>
<p>13:00 – 15:00, 15<sup>th</sup> August 2018, Divisional Police HQ</p> <p>13:00 – 15:00, 21<sup>st</sup> November 2018, Divisional Police HQ</p>	