Highland Violence Against Women Partnership Group

2 May 2018

Minute

Present

Jacquelyn Jennett, Area Care & Learning Manager North, Highland Council (Depute Chair) Peter Rawlinson, Head of Offender Outcomes, Scottish Prison Service

Kate Blowers, Manager, Caithness & Sutherland Women's Aid

Craig Thomson, T/Detective Inspector, Police Scotland

Moira Paton, Manager, Rape & 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 & Policy Manager, Violence Against Women Partnership

Debbie Stewart, Coordinator, Highland Alcohol & Drugs Partnership

James Maybee, Principal Officer, Criminal Justice Social Work Services

Lorraine Revitt, Manager, Lochaber Women's Aid

Apologies

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 & Protection), Scottish Fire & Rescue Service Elaine Fetherstone, Manager, Inverness Women's Aid

2 Previous Minute and Matters Arising	Action
The previous minute was agreed as a true and accurate record. Sexual Entertainment Venue Licencing 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.	GG
3 Update on Implementation of New Structure	Action
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.	
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: Reviewing the action plan Setting and reviewing the outcomes for the action plan	

•	to respond to emerging issues opment of and driving of the strategy	GG
meetings, es year. It was as they become	how Chairs of the groups could raise issues more rapidly between specially now as the Partnership was only meeting three times a agreed that all sub group Chairs should be able to escalate issues ome apparent between meetings and that they could expect these in tasked by the Partnership's Chair to the various agency leads to	
	odate the paper and circulate with the minute. It was noted that typo within the section on the Sexual Violence Sub Group, this will nded.	GG
_	d that at the next meeting there would be a full update and review with the Plan.	GG
4 Revi	ew of Group Membership	Action
It was agree paper on the representative Jacquelyn ag	d that a named person be allocated to each agency included in the Partnership structure. It was agreed that an additional we should be identified from within Highlife Highland. Peter and greed to speak with their contacts to identify who may be the most son to approach.	PR/JJ
5 2018/	19 Budget Proposal	Action
monies for V some volunt activities cor contributions	the budget on behalf of the Partnership, along with the NHS fiolence Against Women, including the MARAC contribution and ary organisation monies. Money available to spend on Partnership mes from The Highland Council, NHS Highland and the smade to Highland for the MARAC Co-ordination service from that and the Western Isles:	
Income 46,500 7,208 16,800 7,786	The Highland Council NHS Highland MARAC Islands MARAC Islands deferred from 17/18 (for training post in 19/20)	
£78,294	TOTAL	
Expenditure 62,947 8,081 5,000	Staff costs Training post costs for 19/20 MARAC Admin costs & travel to Islands	
£76,028	TOTAL	
Available Budget 18/19 = <u>£2266</u>		
means that t Gillian also e currently no	Partnership budgets £2,500 per year for training costs. This he Partnership has no additional funding in 18/19 to allocate. Emphasised that these costs are based on the fact that there is Administrator in post (the budget only includes 10 months salary s post), so in 19/20 the costs will be higher and there will not be	

enough money to cover the salary costs. The Partnership has managed to have a budget for several years due to reduced salary costs from maternity leave and also from the Islands money, which has now been allocated for the training post and MARAC administration. However, salary costs have increased with no additional funding.	
It was noted that the Operational Group had a discussion about funding earlier in the day as there is no budget to reproduce MARAC information. It was agreed that this be escalated to the Chief Officer's Group.	JJ/GG
6 Development of VAWP Risk Register	Action
The group considered what form the risk register should take. Donald felt that it should be linked to the group's strategic priorities. Donald, Lorraine and Kate will send Gillian a copy of a model risk register. The group considered what the current risks were. These were identified as themes around: • Financial	DB/LR/ KB
AccountabilityReputationalPolitical	
Some mitigations were identified, such as the new governance structure and reporting to Chief Officer's Group, ability to escalate issues to Chair between meetings, and the potential with Scottish Government funding.	
Gillian will draft up and circulate to the group for discussion at the next meeting.	GG
7 2017/18 Data – Performance Framework	Action
The National Performance Framework for Violence Against Women Partnerships is due to be issued. There is likely to be a national return template for the data. The group has already agreed what data it will collect and those responsible for submitting data were asked to get this to Gillian by the end of May. Moira discussed the waiting times for services for RASASH. Chrissie suggested that they could work together to provide some initial support through Victim Support to people on the waiting list. Chrissie and	AII CC/MP
Moira will discuss this further.	
8 2018 Priorities – Progress Reports from Sub Groups	Action
Kirsty, Kate and Moira gave updates on behalf of the Groups they are involved in. Written reports will be circulated with the draft minute. The only group without a report is the Perpetrators Group, which has yet to be established. James had left the meeting, so Gillian gave a brief update on the invitation by Scottish Government to bid for money to support the Caledonian system, which is a court mandated programme for working with perpetrators of	GG
domestic abuse. A decision will be made shortly as to whether it is feasible for Highland to bid for money to introduce this programme	
	Action

10 Feedback from/to Chief Officers Group	Action
It was agreed that the issues relating to third sector funding decisions and the wider VAW Partnership funding be raised at Chief Officers Group.	JJ
11 AOB	Action
Minimum Unit Pricing 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.	AII
12 Dates of Future Meetings	Action
13:00 – 15:00, 15 th August 2018, Divisional Police HQ 13:00 – 15:00, 21 st November 2018, Divisional Police HQ	