

**Fife Violence Against Women Partnership  
Executive Committee  
2:00pm, Tuesday 16 March 2021. Microsoft Teams**



**PRESENT:** Danielle Archibald, Adult Protection Committee Lead Officer  
 Heather Bett, Clinical Services Manager, NHS Fife (Chair)  
 Elizabeth Butters, Co-ordinator, Fife ADP  
 Scott Davidson, Detective Chief Inspector, Police Scotland  
 Cllr Sharon Green Wilson, Elected Member, Fife Council  
 Cllr Judy Hamilton, Elected Member, Fife Council  
 Annette Keogh, Area Personal Support Officer (North) Army Welfare Service  
 Kate McCormack, Manager, Fife Women’s Aid  
 Nina Munday, Manager, Fife Centre for Equalities  
 Sheila Noble, Co-ordinator, Fife Violence Against Women Partnership  
 David Paterson, Area Services Manager, Housing and Communities  
 Karen Pedder, Service Manager, Education and Children’s Services  
 Zahida Ramzan, Equalities Co-ordinator, Community & Corporate Development  
 Paul Short, Service Manager - Housing, Health & Social Care & Older Persons  
 Patricia Spacey, Team Manager, Safer Communities  
 Penny Turnbull, Assistant Director Student Services, St Andrews University  
 Dianne Williamson, Equality and Human Rights Officer, NHS Fife

**APOLOGIES:** Vicki Greig, HR Lead Officer, Human Resources  
 Steve Hopton, Service Manager, Criminal Justice Service  
 Joy Patrick, Manager, Kingdom Abuse Survivors Project  
 Jan Swan, Manager, Fife Rape and Sexual Assault Centre  
 Rona Weir, Education Manager, Education Service

Also in Attendance Louise Radcliffe, Learning & Development Officer, Fife Violence Against Women Partnership

**Minute prepared by** Mary MacIntyre, Support Assistant, Business Support,

| Item |                                    | Main Points of Discussion  | Decision      | Responsible | Timescale |
|------|------------------------------------|--|---------------|-------------|-----------|
| 3.   | <b>Minutes of previous meeting</b> | Heather Bett welcomed everyone to the meeting and thanked them for attending | Noted         |             |           |
|      |                                    | <b>Minutes of meeting 07 December 2020</b>                                   | Minute agreed |             |           |

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| 4.   | <b>Matters arising/Task Register</b>     | <b>Task Register 07 December 2020</b><br>Register to be updated and circulated with minute   |  |             |           |
| 5    | <b>FVAWP Restructure and Action Plan</b> | <p><b>Revised FVAWP Action Plan</b><br/>Action plan agreed and circulated as agreed at previous meeting.</p> <p><b>Terms of reference</b><br/>circulated previously for comment/feedback. No feedback received</p> <p>Nina suggested that some of the 3<sup>rd</sup> sector agencies who have a lot of public sector experience could be vice chair.</p> <p><b>Provision / Early Intervention and Prevention Working Groups</b> - final meetings were held in February 2021. Partners were keen to continue to meet in some form – agreed practitioners’ network would be beneficial. Invites will be sent to these two groups initially then extended from there to practitioners /sectors across Fife. MOD asked to be included</p> <p><b>Priority Groups</b><br/>Sheila reported that all four priority groups have been established and groups 2-4 have had their first meetings</p> <p><b>FVAWP Structure</b><br/>Circulated. Sheila reported that the structure has been redrafted to link up with Equally Safe.</p> | <p>Agreed:</p> <ul style="list-style-type: none"> <li>• aims of the partnership</li> <li>• Chair of Executive to be considered every three years.</li> <li>• Membership may be reviewed as priority working groups are established</li> <li>• vice chair to be agreed on annual basis</li> </ul> <p>Noted</p> <p>Noted</p> <p>Agreed</p> |             |           |

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| 6. | FVAWP Action Plan Progress (attached) | <p><b>Priority 1</b><br/> Note – Priority 1 group has not met yet. Rona Weir has agreed to lead on this priority. Louise Radcliffe updated the meeting.</p> <p>Primary Prevention Strategy is being revised to suit action plan. Progress ongoing.</p> <p>Working with CLD to identify priority groups of children &amp; young people, priorities have shifted due to Covid</p> <p>Public awareness –Fife Council are working with NHS Fife and Police Scotland to ensure a collaborative approach to campaigns. Key people identified. Campaigns should have a further reach with this approach</p> <p><b>Priority 2</b><br/> Zahida Ramzan reported that the group and discussed progress to the action plan.</p> <p>Equality and Diversity Scheme – is currently being updated and is out for consultation. <b>Note: Closing date for consultation 31/03/21</b></p> <p>Equally Safe at Work<br/> Heather Bett is interested in looking at the accreditation programme for NHS Fife.</p> <p>The Executive had planned to focus on each of the priorities in turn, which was put on hold after priority1 last year. It was agreed to return to this model and focus on priority 2 at the next meeting.</p> <p><b>Priority 3</b><br/> Karen Pedder updated on Priority 3<br/> Noted that this priority is the largest in the strategy</p> | <p>Members are encouraged to contribute to the consultation<br/> <a href="https://bit.ly/FifeCouncilEqOutcomes">https://bit.ly/FifeCouncilEqOutcomes</a></p> <p>Noted. Dianne Williamson to link up with new Deputy Director for NHS</p> <p>Agreed</p> | <p><b>Dianne W</b></p> <p><b>Zahida R</b></p> |           |

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|      | <p>Quarterly reports in relation to specialist services looking at trends around specialist services waiting lists will be brought to the Executive</p> <p>3.4. Support for additional vulnerabilities. Agreed previously to look at a research project with the ADP around survivors of domestic abuse and substance misuse.</p> <p>Sheila and Elizabeth to meet with a view to picking up the proposed research from prior to Covid. It was agreed that this research is more important with Covid exacerbating the problem.</p> <p>Elizabeth reported that the acceleration rate in women is much higher than in men. Women seem to disengage quickly from services. Unsure if this is due to policies in place (2 missed appointments will remove from service). Also women have a genuine fear of losing their children if services become involved.</p> <p>Discussions around looking at policies that will allow families to self-refer, look at keeping families together.</p> <p>3.5. There are gaps in services that may be helped via Community Mental Health and Wellbeing. Annual investment of £1 million across Fife. Important to make sure Mental Health services designed are relevant to all Children and Young People including minority groups/disadvantaged.</p> <p><b>Priority 4</b><br/>Steve gave apologies to the meeting. Sheila highlighted the progress and actions agreed at the meeting</p> | <p>Noted</p> <p>Elizabeth Butters, ADP, to be invited to next Priority 3 meeting</p> <p>Rona to update at next meeting.</p> | <p><b>Sheila N</b></p> |           |

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| 7.   | <p><b>FVAWP Covid 19 Update Report (Oct – Dec 2020) attached</b></p> | <p>Sheila reported that this is the second report since Covid looking at referral trends /waiting lists / adapting and changes</p> <p>These reports will be presented on a quarterly basis with the next one covering Jan – March 2021</p> <p>Reports have been circulated widely via agencies and also sent to COPSG, Housing &amp; Communities Committee, Child Protection Committee, Adult Protection Committee.</p> <p>Penny Turnbull reported that they are in talks with FRASAC with a view to providing funding for a counsellor. Post will be employed by FRASAC, funded by St Andrews University. Penny suggested that other colleges may want to be involved but not sure who to contact. Heather Bett suggested Mark Steven, NHS Fife as he does work with the colleges.</p> <p>Heather Bett – this is a moving piece of work and services should be commended for being able to support victims in what are extremely extenuating circumstances.</p> <p>Cllr Green-Wilson reiterated this</p> | <p>Report to be forwarded to Mike Enston and Lauren Bennet to inform their Covid recovery plans</p> <p>Danielle Archibald to provide a college contact to Penny Turnbull and FRASAC</p> <p>Noted</p>                   | <p><b>Sheila N</b></p> <p><b>Danielle A</b></p> |  |
| 8.   | <p>FVAWP training framework and training programme</p>               | <p>Training framework was agreed<br/>Louise was congratulated on her work.</p> <p>All face to face training has been cancelled due to Covid. Training Programme (e-learning and webinars) available to August 2021.</p> <p>MARAC training is being redeveloped</p>  | <p><a href="https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/violence-against-women/training">https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/violence-against-women/training</a></p> |   |  |

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|      |   | <i>“Engaging Safely with Male Perpetrators of Domestic Abuse”</i> will be piloted as a virtual seminar.  |  |                                      |           |
| 9    | Equally Safe Quality Standards Local Area Report / Three year update (Nov 2020) | For information  | To be considered by priority groups  | <b>Priority Leads</b>                |           |
| 10   | FVAWP webpages  | <a href="https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/violence-against-women">https://www.fife.gov.uk/kb/docs/articles/health-and-social-care2/violence-against-women</a><br>Feedback has been positive. Awaiting feedback from services users. Further feedback welcomed  | Agreed to add link to Fife Centre for Equalities<br><br>The group agreed to uploading the minutes from the Executive Committee starting from December 2020 | <b>Sheila N</b><br><br><b>Mary M</b> |           |
| 11   | Minutes of Meetings (attached for information)                                  | <ul style="list-style-type: none"> <li>• Provision / Early Intervention working group -03/02/2021</li> <li>• Prevention Working Group – 17/02/2021</li> <li>• MARAC SOG – 09/12/2020</li> </ul>  | Noted  |                                      |           |
| 12   | <b>AOCB</b>   | <p>The group discussed the recent events in London around the murder of Sarah Everard.</p> <p>Authorities need to recognise what has been happening and how unsafe women are feeling</p> <p>Patricia reported that she had been approached by the council media team enquiring about putting out a message to reassure women in Fife that they are safe. A message would need to be very carefully handled to ensure that the right message was circulated</p> | Agreed that there should be something from partnership   | <b>Sheila/Patricia</b>               |           |
| 13   | <b>MEETING DATES 2021</b>   | <b>All at 2:00pm,<br/>Tuesday 08 June<br/>Wednesday 15 September</b>   |  |                                      |           |

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|------|---------------------------|----------|-------------|-----------|
|      | Wednesday 08 December     |          |             |           |

### **Executive Committee Distribution List**

Danielle Archibald, Adult Protection Committee Lead Officer  
Heather Bett, Clinical Services Manager, NHS Fife  
Elizabeth Butters, Co-ordinator, Fife ADP  
Lynn Campbell, Lead Nurse, NHS Fife  
Scott Davidson, Detective Chief Inspector, Police Scotland  
Ann Donnan, Manager, Safe Space  
Vicki Greig, HR Lead Officer, Human Resources  
Cllr Sharon Green Wilson, Elected Member, Fife Council  
Cllr Judy Hamilton, Elected Member, Fife Council  
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Penny Turnbull, Assistant Director Student Services, St Andrews University  
Rona Weir, Education Manager, Education Service  
Dianne Williamson, Equality and Human Rights Officer, NHS Fife

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### **CC to deputies**

Lynda Carey, Operational Lead, Fife Women's Aid  
Sharon Dair, Lead Officer - Public Protection (Housing Services)  
Craig Fraser, Police Scotland  
Mairi McAllister, Support and Development Worker, Fife Rape & Sexual Assault Centre

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### **CC for information**

Sharon MacDonald, PA to Heather Bett, NHS Fife  
Mary MacIntyre, Support Assistant, Fife Violence Against Women Partnership (minutes)  
Gill Musk, Policy Officer, Health Inequalities Programme  
Alan Small, Independent Chair, CPC, APC, MAPPA SOG

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