MARAC / MARAC PLUS

*(this document has been updated in line with COVID-19)*

**MARAC co-ordinators:**

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**What is expected of you at MARAC if you are presenting a case you have referred to MARAC or if are calling in to share information?**

* If you are referring a case into the MARAC, then you or your colleague, preferably a manager, should attend or call into the meeting. You will be sent a report template (fig.2) by the MARAC Co-ordinator who will confirm the time your case is being heard – this will assist you in completing your report for MARAC (we do also request this report is sent to the MARAC co-ordinators prior to the meeting).
* **If you intend to call in for the MARAC, please ensure the MARAC coordinator is aware of which case so the MARAC chair can be advised and will be expecting you.**
* Come prepared and with an open mind
* Know your case or read the report you have been given, understand it, and give your self-time to: check accuracy, clarify anything, identify gaps in the information and check any recent updates.
* Summarise your risk focussed information, all cases are time led.
* Please don’t switch off after you have given your information, think about what actions your service might be able to do to reduce risk.

**Where is a MARAC meeting held and how often?**

* All Cambs MARACs are currently conference call only via **TEAMS**

**All correspondence emails or reports to:**

**Idva.referrals@cambridgeshire.gov.uk**

* **MARAC’s** are held 3 days a week on Tuesdays, Wednesdays, and Fridays from **9.25 – 12.30** depending on how many cases (maximum of 8) allowing 20 minutes per case.  *If you are dialling in, please be prompt.*
* **A MARAC Plus** is held on an ad hoc basis for more complex cases that have already been heard at the main MARAC.
	+ These cases are unanimously agreed to be of such a complex nature that more time is needed to collate further information and create a robust safety plan, in order to more effectively safeguard the victim and household family members. 20 -30 minutes per case.

 **MARAC meeting format**

* Introductions – Chair will go round and ask partners/agencies to introduce themselves and which agency they are calling from.
* Confidentiality declaration is read out at the start of each meeting by the chair and participants are asked to sign. (see fig.1); if an agency is calling at a specific time then this document must be read by them prior to them calling into the meeting (this would have been emailed out).
* Each case is allocated approximately twenty minutes
* Information is heard in an appropriate batting order.
	+ Police / Agency who referred to MARAC
	+ IDVA
	+ SOCIAL CARE
	+ EDUCATION
	+ PROBATION
	+ DRUGS & ALCOHOL SERVICE
	+ HOUSING
	+ MENTAL HEALTH
	+ HOSPITAL/HEALTH
* The MARAC Chair summarises all known risks from the information shared by partners. Chair invites partners to dispute or add to the known risks.
* Using the same batting order each agency is asked to propose any actions their organisation can implement in order to reduce or eliminate risk.
* Participants must be clear about SMART actions that they are able to delegate and implement within their service in the time frame given in the MARAC meeting (seven days).
* Completion of actions remains the responsibility of the individual partner or service the action is allocated to.
* If you have been allocated actions but don’t have access to MODUS then the MARAC Co-ordinator will email these to you to complete within seven days, once you have completed the actions please confirm with MARAC Co-ordinator who will update the MODUS system on your behalf.

(fig.2)

**MARAC: Cambridgeshire & Peterborough MARAC**

Cambs Conference Call

Date:

CONFIDENTIALITY DECLARATION

MULTI-AGENCY RISK ASSESSMENT CONFERENCE

**THE CHAIR OF THE MEETING REMINDS ALL CONCERNED OF THE PROTOCOLS WITHIN THE AGREED DOMESTIC ABUSE SHARING OF INFORMATION DOCUMENT.**

INFORMATION DISCUSSED BY THE AGENCY REPRESENTATIVE, WITHIN THE AMBIT OF THIS MEETING IS STRICTLY CONFIDENTIAL AND MUST NOT BE DISCLOSED TO THIRD PARTIES WHO HAVE NOT SIGNED UP TO THE ‘DOMESTIC ABUSE INFORMATION SHARING PROTOCOL’, WITHOUT THE AGREEMENT OF THE PARTNERS OF THE MEETING. IT SHOULD FOCUS ON DOMESTIC VIOLENCE AND CHILD PROTECTION CONCERNS AND A CLEAR DISTINCTION SHOULD BE MADE BETWEEN FACT AND OPINION.

ALL AGENCIES SHOULD ENSURE THAT THE MINUTES ARE RETAINED IN A CONFIDENTIAL AND APPROPRIATELY RESTRICTED MANNER. THESE MINUTES WILL AIM TO REFLECT THAT ALL INDIVIDUALS WHO ARE DISCUSSED AT THESE MEETINGS SHOULD BE TREATED FAIRLY, WITH RESPECT AND WITHOUT IMPROPER DISCRIMINATION. ALL WORK UNDERTAKEN AT THE MEETINGS WILL BE INFORMED BY A COMMITMENT TO EQUAL OPPORTUNITIES AND EFFECTIVE PRACTICE ISSUES IN RELATION TO RACE, GENDER, SEXUALITY AND DISABILITY.

THE PURPOSE OF THE MEETING IS AS FOLLOWS:

1. **To share information to increase the safety, health and well-being of victims – adults and their children;**
2. **To determine whether the perpetrator poses a significant risk to any particular individual or to the general community;**
3. **To construct jointly and implement a risk management plan that provides professional support to all those at risk and that reduces the risk of harm;**
4. **To reduce repeat victimisation;**
5. **To improve agency accountability; and improve support for staff involved in high risk DV cases.**

The responsibility to take appropriate actions rests with individual agencies; it is not

transferred to the MARAC. The role of the MARAC is to facilitate, monitor and evaluate

effective information sharing to enable appropriate actions to be taken to increase public

safety.

BY SIGNING THIS DOCUMENT WE AGREE TO ABIDE TO THESE PRINCIPLES.

 **(Fig.2)**

**Cambridgeshire/ Peterborough MARAC Partner Report Template**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of MARAC** | **Date of Meeting** | **Case Number** | **Time Slot** |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

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| **REPORT AUTHOR’S DETAILS** |
| Name | Click here to enter text. |
| Partner Agency  | Click here to enter text. |
| Role | Click here to enter text. |
| E-mail address | Click here to enter text. |
| Work phone number | Click here to enter text. |
| Mobile phone number | Click here to enter text. |

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| **CLIENT’S DETAILS** |
| Name (Inc. alias) | Click here to enter text. |
| Date of birth | Click here to enter text. |
| Current Address: | Click here to enter text. |
| Safe contact number: | Click here to enter text. |
| Safe Contact times: | Click here to enter text. |
| Children’s details: Inc. name/date of birth/address. | Click here to enter text. |
| Pregnancy: estimated delivery date | Click here to enter text. |
| Consent to share given | Choose an item. |

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| **PERPETRATOR’S DETAILS** |
| Name (Inc. alias) | Click here to enter text. |
| Date of birth | Click here to enter text. |
| Current Address | Click here to enter text. |

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| **MARAC PARTNERS INFORMATION** |
| **Please note: your report should take about 3 minutes to present** |

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| 1 | Current involvement with the victim/perpetrator/children. Including: |
| 1a | How long have you worked with your client? |
| Click here to enter text. |
| 1b | How were they referred to your service? |
| Click here to enter text. |
| 1c | What services have been offered and completed? |
| Click here to enter text. |
| 1d | Details of recent incidents or relevant domestic abuse (DA) disclosures made? |
|  |  |
| Click here to enter text. |
| 1e | What safeguarding work is planned and ongoing with the client? |
| Click here to enter text. |
| 1f | Detail any known historic DA behaviours with former partners. This may highlight concerning patterns of behaviour that may impact on risks to victim/children or of entrenched perpetrator behaviours. |
| Click here to enter text. |

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| --- | --- |
| 2 | Please detail any medical diagnosis, disability or care need that may relate to risk of DA.  |
| Click here to enter text. |

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| --- | --- |
| 3 | Provide any other information relating to risk of DA including undiagnosed mental health conditions, situational couple violence or perpetrator’s propensity for violence? |
| Click here to enter text. |

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| --- | --- |
| 4 | Planned appointments (times/dates/places) which may assist with windows of opportunity for engagement with the victim or assist with an outstanding arrest of the perpetrator. |
| Click here to enter text. |

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| --- | --- |
| 5 | Details of any particular vulnerability that relate to risk e.g. security of property, isolated location, victim behaviours/lifestyle. |
| Click here to enter text. |

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| --- | --- |
| 6 | Are there any other vulnerable persons living in the home, provide full details? |
| Click here to enter text. |

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| --- | --- |
| 7 | Suggested MARAC actions from your service that will help in reducing risk. |
| Click here to enter text. |

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| 8 | Any questions or observations for the MARAC? |
| Click here to enter text. |

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| **If you are joining the MARAC by conference call, please use this report as your guide to the information that will be required and bring it to the conference call or face to face meeting.****------** |
| **Please check the time that your case is due to be presented.****------** |
| **If you are not able to attend in person please e-mail this report to** **idva.referrals@cambridgeshire.gov.uk** **by 2pm the day before the meeting.****------** |
| **If you have allocated a deputy to join the call/meeting then please ensure they have a copy of your report(s).****------** |
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