

**Suggested agenda**

**Regional Marac Steering Group**

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| **Item**  | **Who is responsible?**  | **Purpose**  | **Frequency**  | **Notes**  |
| **Performance Management**  | MaracChairs  | To monitor and compare volume of cases reviewed at Maracs, breakdown by referring agency, repeat victimisation, number of children.  | Quarterly  | Prepared by Marac Coordinator(s).  SafeLives can support with interpreting data.  |
| **Partner** **Agency** **Review**  | All agencies  | Report on quality of contribution including referrals, attendance, information sharing, action planning.  | Each agency reviewed annually  | Focus on performance of two or three agencies at each meeting across all Maracs in region.  |
| **Engagement** **with the victim**  | Idva Service Managers  | Report on quality of response to victims in relation to Marac.  | 6 monthly  | Relates both to work of Idva services and other agencies when informing a victim of a Marac referral.  |
| **Equality and Diversity**  | Marac Chair  | Monitor equality of access to Maracs for all minority groups including Black, Asian and racially minoritised people, disability, LGBT+.  | 6 monthly  | Data from Marac report prepared by coordinator(s).  |
| **Administration**  | Marac Chair  | Report on effectiveness of administration.  | 6 monthly  | Includes review of minutes, timing of agendas, security of storage.  |
| **Funding**  | Chair of Steering Group  | To plan for sustainable funding for Idva services and Marac coordinators / administrators.  | Annually  | Vital for the Marac to be sustained.  |
| **Governance**  | Chair of Steering Group  | Review of any breaches of confidentiality or serious operational issues. Review of SafeLives reports when relevant. Review of LSCB report on Children at Marac. Review no. of cases jointly managed with MAPPA.  | Quarterly    Annually  | Allows partner agencies to address operational problems and give strategic direction.  |
| **Review of Governance documents**  | Chair of Steering Group  | Review Marac Operating Protocol, Info Sharing Protocol.  | Annually  | Ensure documentation is up to date and implemented.  |
| **Other**  | Chair of Steering Group  | Homicide Review, cost benefit analysis.  |   |   |