



Wales Accord on the Sharing of Personal Information

Information Sharing Protocol for Multi Agency Risk Assessment Conference (MARAC) – Denbighshire

Version V4.0

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Quality Assurance Group North Wales

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1 Introduction to this ISP

- 1.1 This Information Sharing Protocol (ISP) is supplementary to the Wales Accord on the Sharing of Personal Information (WASPI) and has been agreed following consultation between the participating partner organisations.
- 1.2 This ISP is intended to help practitioners understand what information can be shared between the listed partners for the stated purpose(s). It also provides assurance that the partners have considered the requirements of data protection legislation.
- 1.3 This ISP has been prepared to support the regular sharing of personal information for dealing with high-risk cases of domestic abuse through the Multi Agency Risk Assessment Conference (MARAC) process in the Denbighshire area.
- 1.4 Personal information is shared to enable appropriate actions to be taken to increase public safety. The responsibility to take appropriate actions rests with individual agencies; it is not transferred to the MARAC. Personal information is shared for the following purpose:
 - To increase the safety, health and well-being of victims and their children;
 - To determine whether the perpetrator poses a significant risk to any particular individual or to the general community;
 - 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;
 - To reduce repeat victimisation;
 - To improve agency accountability; and
 - To improve support for staff involved in high risk Domestic Abuse cases.

2 The information sharing partner organisations

- 2.1 The table below sets out the organisational partners to the ISP, the key contact points and the departments, divisions and teams typically involved in sharing information for the purposes described in this ISP.

Information Sharing Partner Organisations	Owner / Point of contact	Departments / Divisions / Teams
North Wales Police	Detective Inspector, Crime Services Protecting Vulnerable Persons Unit	Protecting Vulnerable Persons Unit
Betsi Cadwaladr University Health Board	Associate Director of Safeguarding Assistant Director of Nursing Assistant Area Director Childrens Central	Safeguarding Substance Misuse Service Mental Health Team CAMHS

Denbighshire CC	Lead Officer – Community Housing	Housing
	Head of Children and Family Services	Education Children’s Services Single Care Pathway Youth Justice Services
	Head of Community Support Services	Adult Services
HMPPS (Probation Service in Wales)	Head of North Wales Probation Delivery Unit	North Wales Probation Delivery Unit
BAWSO	Head of Regional Services	North Wales
ADFERIAD	Safeguarding Lead	Safeguarding Lead MARAC reps
Domestic Abuse Safety Unit (DASU)	Senior Manager, Wrexham and Flintshire	Wrexham and Flintshire DASU
	Senior Manager, Conwy and Denbighshire	Conwy and Denbighshire DASU
Grwp Cynefin	Head of Communities	Housing
Kaleidoscope	Senior Resilience Worker	Conwy and Denbighshire
North Wales Women’s Centre	Managing Director	North Wales Women’s Centre Ltd
Relate Cymru	National Manager	Relate Cymru
Victim Support	Operations Manager	North Wales Victim Support
Wales and West Housing Association	Housing Officer	Housing
North Wales Housing Association	Communities Neighbourhood Officer	Housing

- 2.2 The ISP owners / points of contact have overall responsibility for this ISP within their respective organisations and must therefore ensure the ISP is disseminated, understood and acted upon by relevant practitioners.
- 2.3 The owners / point of contact for each partner organisation will regularly monitor and review the use of this ISP to ensure information is shared effectively and appropriately.
- 2.4 Once the ISP has been assured, each partner organisation will nominate a signatory to sign the ISP at Appendix C. The signatory will be an appropriate person from the partner organisation who can sign on behalf of the organisation.

3 Specific organisational / practitioner obligations

- 3.1 Any breaches of security, confidentiality and other violations of this ISP must be reported in line with each partner organisation’s incident reporting procedures.

Consideration should be given to sharing the outcome of any investigation, where appropriate, with other partners to the ISP.

- 3.2 Practitioners who share information in line with this ISP should make themselves aware of, and adhere to, their organisation's Information Governance and records management procedures; in particular the provisions that relate to collecting, processing and disclosing personal information.
- 3.3 Every reasonable step should be taken to ensure that inaccurate personal data are erased or rectified without delay. Consideration must be given to advising partner organisations that they may have received inaccurate information. In circumstances where partner organisations cannot be informed, advice should be taken from an Information Governance lead (or equivalent).

4 Legislative / statutory powers

STAFF SHOULD NOT HESITATE TO SHARE PERSONAL INFORMATION IN ORDER TO PREVENT ABUSE OR SERIOUS HARM, IN AN EMERGENCY OR IN LIFE-OR-DEATH SITUATIONS.

IF THERE ARE CONCERNS RELATING TO CHILD OR ADULT PROTECTION ISSUES, THE RELEVANT ORGANISATIONAL PROCEDURES MUST BE FOLLOWED

- 4.1 The sharing arrangements described in this ISP takes into account the relevant data protection legislation, the Human Rights Act 1998 and the common law duty of confidence.
 - 4.2 Before sharing personal information, partner organisations must have identified a clear legal basis for doing so.
 - 4.3 Data protection legislation includes the concept of:
 - **'personal data'**; any information relating to an identified or identifiable (living) natural person, and
 - **'special categories of data' / 'sensitive processing'**; personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation
- Whilst information about deceased people is not covered by data protection legislation, data about deceased people is covered by a similar level of confidence.
- 4.4 Further information and guidance on lawful processing of personal information can be found on the Information Commissioner's website; www.ico.org.uk
 - 4.5 Partner organisations also need to ensure they take into account the Data Protection Act 2018 and any additional requirements it places on the use of the legal bases set out in Articles 6, 9 and 10 of UK GDPR (see Part 2 of the Act) and processing for the 'law enforcement purposes' (see Part 3 of the Act). The ICO has guidance on this matter and queries about the relevance of any legal basis should be raised with an Information Governance lead.
 - 4.6 Consent to process personal data should not be confused with consent to receive the service. The two are separate and should not be confused or merged.

HOW TO USE THE TABLES

The following tables are designed to allow partners to this agreement to highlight the lawful bases relevant to the sharing described in this ISP. Please consider the guidance below, and take advice from your Data Protection Officer or equivalent. Definitions of terms can be found at Appendix A.

TABLES 1 & 2 – personal data and special categories of personal data

In most cases, information sharing partners will need to:

- Select at least one lawful basis from table 1 (sharing personal data), **and**
- Select at least one lawful basis from table 2 (processing special categories of data).

Notes: Usually, only one lawful basis should be selected in table 1 and one in table 2. If more than one lawful basis is selected in either table (for example if partner organisations are relying on different lawful bases), please add an explanatory note.

TABLE 3 – personal data about criminal convictions, offences etc.

- The lawful basis for sharing personal data about criminal convictions, offences or related security measures should be recorded in table 3.
- You **will always** have to complete table 1.
- If you are sharing special categories of personal data, you will also have to complete table 2.

TABLE 4 – processing by competent authorities for law enforcement purposes (as defined by Part 3 of the Data Protection Act 2018).

- Complete table 4 only if personal data is being processed by competent authorities **and** only for law enforcement purposes.
- If information is being shared for law enforcement and other purposes you may also need to complete tables 1, 2 & 3.

Table 1 - Article 6 - Personal Data

Legal basis	Check box / Notes
Necessary for compliance with a legal obligation – Art 6(1)(c)	<input checked="" type="checkbox"/> <p>Social Services & Wellbeing (Wales) Act 2014 Part 7 – strengthens safeguarding responsibilities of organisations in relation to adults and children and the duty to report concerns. Part 9 requires local authorities to promote co-operation with relevant partners in relation to adults, children and carers and specifies arrangements for information sharing</p> <p>Local Authority, Registered Social Landlords</p>
Task carried out in the public interest or in the exercise of official authority – Art 6(1)(e)	<input checked="" type="checkbox"/> <p>Section 8 of the Data Protection Act 2018 Lawfulness of processing: public interest etc.</p> <p>In Article 6(1) of the UK GDPR (lawfulness of processing), the reference in point (e) to the processing of personal data that is</p>

	<p>necessary for the performance of a task carried out in the public interest or in the exercise of the controller's official authority</p> <p>The Crime and Disorder Act 1998 Section 115 states 'Relevant authorities' have the power to share information if it is necessary for the purposes of any provision under the Crime and Disorder Act. Relevant authorities include Police, Probation providers, Health, Local Authorities and Registered Social Landlords.</p> <p>The Offender Management Act Section 14 Disclosure for Offender Management Purposes NWP, HMPPS, BCUHB</p>
Legitimate Interest – Art 6(1)(f)	<p><input checked="" type="checkbox"/></p> <p>Legitimate Interest will be the lawful basis for processing of personal data for the MARAC process for the third sector partner organisations, where they cannot rely on the Social Services & Wellbeing Wales Act 2014, and aren't classed as Competent Authorities</p> <p>Consideration is given by each partner organisation to the three part test:-</p> <ul style="list-style-type: none"> ▪ The purpose test ▪ The necessity test ▪ The balancing test <p>3rd Sector Partner Organisations</p>

Table 2 - Article 9 - Special Categories of Personal Data

Legal basis	Checkbox / Notes
Necessary for reasons of substantial public interest - Art 9(2)(g)	<p><input checked="" type="checkbox"/></p> <p>Section 10 of the Data Protection Act 2018 Special Categories of personal data and criminal convictions UK GDPR Art 9(2)(g) requires a basis in UK law, which is provided by Section 10(3) of the Data Protection Act 2018.</p> <p>This in turn refers to the need to meet a relevant condition in Part 2 of Schedule 1 of the DPA 2018. The relevant condition is: Condition 10 – preventing or detecting unlawful acts Condition 18 - safeguarding of children and of individuals at risk</p> <p>All partners other than NWP, HMPPS, BCUHB and Local authority</p>
Provision of preventative or occupational medicine, health or social care or treatment, or the management of health or social care systems – Art 9(2)(h)	<p><input checked="" type="checkbox"/></p> <p>Section 10 of the Data Protection Act 2018 Special Categories of personal data and criminal convictions In Article 9(2) of the UK GDPR (Processing of special categories of data), the reference in point (h) that processing is necessary for the provision of health or social care</p> <p>BCUHB and Local authority</p>

Table 3 - Article 10 - Personal Data about criminal convictions, offences or related security measures

The sharing of personal data relating to criminal convictions, offences or related security measures	Processing is (select one): <input checked="" type="checkbox"/> Carried out under the control of an official authority / competent authority NWP & HMPPS _____ and/or _____
	<input checked="" type="checkbox"/> Meets a relevant condition in Part 1, 2 or 3 of Schedule 1 of the Data Protection Act 2018. The relevant condition is: Schedule 1 Part 2 (10) preventing or detecting unlawful acts. All other partners

Table 4 - Competent authorities for Law Enforcement Purposes

Processing personal data for law enforcement purposes	The Data Protection Act 2018, Part 3, Chapter 2, Section 35(2) outlines the legal bases for sharing personal data for law enforcement purposes. The processing is based on law and (select one): <input type="checkbox"/> 35(2)(a) The data subject has given consent. _____ or _____
	<input checked="" type="checkbox"/> 35(2)(b) The processing is necessary for the performance of a task carried out for that purpose by a competent authority. NWP and HMPPS
Sensitive processing / processing special categories of personal data for law enforcement purposes	The Data Protection Act 2018, Part 3, Chapter 2, Section 35(3) outlines the legal bases for sharing sensitive / special categories of data for law enforcement purposes. The legal basis is (select one): <input type="checkbox"/> 35(4) The data subject has given consent _____ or _____
	<input checked="" type="checkbox"/> 35(5) The processing is strictly necessary for the law enforcement purpose, and Meets a relevant condition in Schedule 8. The relevant condition is: Condition 1 – statutory etc purposes Condition 4 – safeguarding of children and individuals at risk NWP and HMPPS

5 Personal information to be shared

- 5.1 Only the **minimum necessary** personal information consistent with the purposes set out in this document can be shared. Anonymised and pseudonymised information should be used where possible.
- 5.2 Information provided by partner organisations will not generally be released to any third party without prior consultation with the originating partner organisation.


- 5.3 An information reference table at Appendix B provides details of the information exchanges associated with this ISP, including the typical categories of information shared, the organisations involved and the parts of the organisation typically involved. As controllers in their own right, partner organisations are responsible for ensuring the appropriate staff have access to personal information that is adequate, relevant and limited to what is necessary for the intended purpose.
- 5.4 The following table sets out the personal information commonly shared to identify data subjects and ensure partner organisations are referring to the same data subject:


Personal identifiers	Select all that apply
Name (including aliases)	<input checked="" type="checkbox"/>
Date of birth	<input checked="" type="checkbox"/>
Address	<input checked="" type="checkbox"/>
Postcode	<input checked="" type="checkbox"/>
NHS number	<input checked="" type="checkbox"/>
PNCID	<input checked="" type="checkbox"/>

6 Data Subjects' Rights

- 6.1 Data protection legislation provides various individual rights for data subjects. Advice on how these rights should be met should be sought from each organisation's Information Governance representative, Data Protection Officer or equivalent. Specific guidance on these rights is available on the Information Commissioner's website; www.ico.org.uk
- 6.2 The following paragraphs refer to key rights associated with sharing personal information.
- 6.3 Unless doing so would risk harm to them or others, or hinder any investigation or legal proceedings, data subjects should be informed how and why their personal information will be processed and who it is shared with (the Right to be Informed). Ideally, this information – often provided in what is commonly referred to as a privacy notice - will be provided at the first point of contact. It can be part of a registration / consent form or a standalone document.
- 6.4 A layered approach is often appropriate. This could involve a high level organisational statement supplemented by specific service level information; for example a website or leaflet and verbal information provided by a practitioner.
- 6.5 Information should be clear and particular care should be taken when relying on consent as the legal basis for sharing information, or where working with children, as there are additional requirements to consider. Further information on the 'Right to be Informed' is available on the Information Commissioner's website; www.ico.org
- 6.6 For the purposes of this ISP, partner organisations should set out below how they meet the requirements of the Right to be Informed. Ideally, a consistent message will be provided and it may be helpful to agree a standard service level privacy notice.

Name of Organisation	Method of Informing (select any that apply)	Name of document / website	Comments
	Website <input checked="" type="checkbox"/>		

North Wales Police	Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input checked="" type="checkbox"/> Other (specify in comments) <input type="checkbox"/>	https://www.north-wales.police.uk/accessing-information-1/data-protection/privacy-notice-2018	The referring organisation will provide the data subject with privacy information verbally
BCUHB	Website <input checked="" type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input type="checkbox"/> Other (specify in comments) <input type="checkbox"/>	https://bcuhb.nhs.wales/use-of-site/privacy-policy/	
Denbighshire CC	Website <input checked="" type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input type="checkbox"/> Other (specify in comments) <input type="checkbox"/>	https://www.denbighshire.gov.uk/privacy https://www.sirddinbych.gov.uk/preifatrwydd	
HMPPS	Website <input type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input type="checkbox"/> Other (specify in comments) <input checked="" type="checkbox"/>	 HMPPS Privacy Notice.pdf	Privacy Notice displayed in each offender waiting area.
BAWSO Adferiad	Website <input checked="" type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input type="checkbox"/> Other (specify in comments) <input type="checkbox"/>	https://bawso.org.uk/assets/Uploads/Bawso-Privacy-Policy.pdf Privacy Policy - Adferiad Recovery	
Domestic Abuse Safety Unit	Website <input checked="" type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/> Verbal <input type="checkbox"/> Other (specify in comments) <input type="checkbox"/>	https://www.dasunorthwales.co.uk/	
Grwp Cynefin Kaleidoscope	Website <input checked="" type="checkbox"/> Leaflet <input type="checkbox"/> Form <input type="checkbox"/>	http://www.grwpcynefin.org/en/about-us/policies/	

	Verbal <input type="checkbox"/>	https://www.kaleidoscopeproject.org.uk/privacy-notice/	
	Other (specify in comments) <input type="checkbox"/>		
North Wales Women's Centre	Website <input checked="" type="checkbox"/>	https://northwaleswomenscentre.com/privacy-policy	Clients are asked to complete an enrolment form which contains Privacy information, and they are also directed to the website
	Leaflet <input type="checkbox"/>		
	Form <input checked="" type="checkbox"/>		
	Verbal <input type="checkbox"/>		
	Other (specify in comments) <input type="checkbox"/>		
Relate Cymru	Website <input checked="" type="checkbox"/>	https://www.relate.org.uk/cymru/privacy	
	Leaflet <input type="checkbox"/>		
	Form <input type="checkbox"/>		
	Verbal <input type="checkbox"/>		
	Other (specify in comments) <input type="checkbox"/>		
Victim Support	Website <input checked="" type="checkbox"/>	 Full Service Delivery Fair Processing Notice	Privacy information provided using website, letter and also verbal.
	Leaflet <input checked="" type="checkbox"/>		
	Form <input type="checkbox"/>		
	Verbal <input checked="" type="checkbox"/>		
	Other (specify in comments) <input type="checkbox"/>		
Wales and West Housing Association	Website <input checked="" type="checkbox"/>	https://www.wwha.co.uk/en/legal/	
	Leaflet <input type="checkbox"/>		
	Form <input type="checkbox"/>		
	Verbal <input type="checkbox"/>		
North Wales Housing Association	Other (specify in comments) <input type="checkbox"/>	Data Protection – North Wales Housing (nwaha.org.uk)	

- 6.7 All participating organisations will have in place policies and procedures to uphold the confidentiality, integrity and availability of personal information with specific reference to the retention, storage and disposal of records.
- 6.8 Requests for the information referenced in this ISP will be dealt with in accordance with each partner organisation's relevant policies and procedures.
- 6.9 Each partner organisation will put in place a formal procedure by which data subjects, partner organisations and practitioners can direct any complaints regarding the information sharing documented in this ISP.
- 6.10 There is an expectation that partners to this ISP will work together to keep all partners informed of any complaints or requests for information received from data subjects or third parties. The partners will also keep each other informed of any problems

associated with the information sharing practices documented in this ISP and there is an expectation that they will collaborate to develop and improve these practices.

7 Information security

- 7.1 Each partner organisation must have an appropriate and adequate security framework.
- 7.2 Practitioners carrying out the functions outlined in this ISP should make themselves aware of, and adhere to, their organisation's information security policies and procedures.
- 7.3 A detailed list of agreed methods for the safe and secure transfer of personal information is documented within Appendix B.
- 7.4 All partners must ensure adequate and appropriate training on the subjects of data protection and confidentiality is provided to all staff with access to personal data.

8 Review, Breaches and Termination of this Agreement

- 8.1 This ISP will be reviewed two years from signing this document or sooner if appropriate. There is guidance available on the WASPI website about the process for reviewing an ISP.

9 Appendix A – Glossary of Terms

Term	Definition
Data Protection Act 2018	<p>The UK's third generation of data protection law replaces the Data Protection Act 1998. The 2018 Act accepts the standards and obligations set by UK GDPR and, where UK GDPR allows, makes specific provisions relevant to the UK.</p> <p>The 2018 Act also transposes EU Data Protection Directive 2016/680 (Law Enforcement Directive) into domestic UK law.</p> <p>It is important the UK GDPR and the DPA 2018 are read side by side.</p>
Data Protection Officer	<p>Certain categories of organisation, including any public body or authority (except courts in their judicial capacity) are required to designate a suitably qualified Data Protection Officer (DPO). The tasks of the DPO are set out in Article 39 of UK GDPR.</p>
Data subject	<p>A 'data subject' is an identified or identifiable natural person. Organisations may refer to data subjects as service users, patients, clients, citizens, etc but for consistency, WASPI framework documentation refers to data subjects.</p>
UK GDPR	<p>The UK General Data Protection Regulation (UK GDPR) lays down laws relating to the protection of natural persons with regard to the processing of personal data and rules relating to the free movement of personal data. This Regulation protects fundamental rights and freedoms of natural persons and in particular their right to the protection of personal data.</p>
Law Enforcement Purposes	<p>The purposes of the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties, including the safeguarding against and the prevention of threats to public security. (DPA 2018 Part 3, Chapter 1, Section 31)</p>
Personal data	<p>'personal data' means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.</p>

Personal data about criminal convictions, offences or related security measures	This includes personal data which relates to the alleged commission of offences by the data subject, or proceedings for an offence committed or alleged to have been committed by the data subject or the disposal of such proceedings, including sentencing. (DPA 2018 Section 11(2))
Personal identifiers	A set of basic personal details that allow partner organisations to identify a data subject.
Personal information	Includes information falling within the definition of 'personal data' and information about deceased individuals. Data protection legislation does not apply to information about deceased individuals but such information needs to be treated confidentially and WASPI should be applied to this information.
Practitioner	An inclusive term that refers to those involved in the care, education, welfare of data subjects; ie those who provide a public service.
Processing personal data	'processing' means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.' (UK GDPR Art 4(2))
Special categories of data / sensitive processing	Processing of personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation. (UK GDPR Art 9(1))
PNCID	This relates to the Police National Computer Identification number, allocated to an individual when entered on PNC.

10 Appendix B – Information Reference Table for Denbighshire Multi Agency Risk Assessment Conference (MARAC)

This table sets out the why, what, when and how of information sharing in detail. Guidance on completing this section can be found on the website

	Description	001 – Referral	002 – Assessment and Allocation to MARAC	003 – discussion at MARAC meeting and allocation of intervention	004 – distribution of minutes and actions
1	Information exchange <i>General description of the process or stage to which the information sharing relates.</i>	Referral of potential MARAC case by any organisation/agency	Assessment undertaken by NWP Protecting Vulnerable Persons Unit by collecting further information from agencies other than the referring agency, and allocation of cases to be discussed at monthly MARAC	Discussion of cases at MARAC to identify risks posed to Service User, assess the needs of the Service User, agree and allocate the provision of appropriate services and review the provision of agreed services from previous meetings	NWP document minutes and actions from meeting and updates of intervention, and circulate to all partner organisations

<p>2 What information will be shared?</p> <p><i>Describe the information to be shared – you do not need to go to ‘field level’ detail.</i></p> <p><u>Please note: Only the minimum and relevant personal information is to be shared and strictly on a case by case basis.</u></p>	<p>MARAC referrals may contain any or all of the following</p> <p>Personal identifiers</p> <p>Health / wellbeing information</p> <p>Offending history</p> <p>Risks / safeguarding issues</p> <p>Family / personal history / personal profile</p> <p>Family status</p> <ul style="list-style-type: none"> •Marital / relationship status •No. of dependents <p>Housing status</p>	<p>Personal identifiers</p> <p>Health / wellbeing information</p> <p>Offending history</p> <p>Risks / safeguarding issues</p> <p>Family / personal history / personal profile</p> <p>Family status</p> <ul style="list-style-type: none"> •Marital / relationship status •No. of dependents <p>Housing status</p>	<p>Personal identifiers</p> <p>Health / wellbeing information</p> <p>Offending history</p> <p>Risks / safeguarding issues</p> <p>Family / personal history / personal profile</p> <p>Family status</p> <ul style="list-style-type: none"> •Marital / relationship status •No. of dependents <p>Housing status</p>	<p>Personal identifiers</p> <p>Health / wellbeing information</p> <p>Offending history</p> <p>Risks / safeguarding issues</p> <p>Family / personal history / personal profile</p> <p>Family status</p> <ul style="list-style-type: none"> •Marital / relationship status •No. of dependents <p>Housing status</p> <p>Details discussed at the MARAC meeting and actions allocated</p>
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3	Description	001 – Referral		002 – Assessment and Allocation to MARAC		003 – discussion at MARAC meeting and allocation of intervention		004 – distribution of minutes and actions	
		Who by	Who to	Who by	Who to	Who by	Who to	Who by	Who to
	<p>Partner Organisation(s)</p> <p><i>Details of provider and recipient organisation(s)</i></p> <p><i>Ensure the organisations listed reflect section 2 of the ISP i.e. are all organisations listed in section 2</i></p>	North Wales Police	North Wales Police	North Wales Police	North Wales Police	North Wales Police	North Wales Police	North Wales Police	North Wales Police
		Betsi Cadwaladr UHB		Betsi Cadwaladr UHB		Betsi Cadwaladr UHB	Betsi Cadwaladr UHB	Betsi Cadwaladr UHB	Betsi Cadwaladr UHB
		Denbighshire CC		Denbighshire CC		Denbighshire CC	Denbighshire CC	Denbighshire CC	Denbighshire CC
		HMPPS		HMPPS		HMPPS	HMPPS	HMPPS	HMPPS
		BAWSO		BAWSO		BAWSO	BAWSO	BAWSO	BAWSO
		Adferiad		Adferiad		Adferiad	Adferiad	Adferiad	Adferiad
		Domestic Abuse Safety Unit (DASU)		Domestic Abuse Safety Unit (DASU)		Domestic Abuse Safety Unit (DASU)	Domestic Abuse Safety Unit (DASU)	Domestic Abuse Safety Unit (DASU)	Domestic Abuse Safety Unit (DASU)
		Grwp Cynefin		Grwp Cynefin		Grwp Cynefin	Grwp Cynefin	Grwp Cynefin	Grwp Cynefin
		Kaleidoscope		Kaleidoscope		Kaleidoscope	Kaleidoscope	Kaleidoscope	Kaleidoscope
		North Wales Women's Centre		North Wales Women's Centre		North Wales Women's Centre	North Wales Women's Centre	North Wales Women's Centre	North Wales Women's Centre
		Relate Cymru		Relate Cymru		Relate Cymru	Relate Cymru	Relate Cymru	Relate Cymru
		Victim Support		Victim Support		Victim Support	Victim Support	Victim Support	Victim Support
		Wales and West Housing Association		Wales and West Housing Association		Wales and West Housing Association	Wales and West Housing Association	Wales and West Housing Association	Wales and West Housing Association
		North Wales Housing association		North Wales Housing association		North Wales Housing association	North Wales Housing association	North Wales Housing association	North Wales Housing association

	Description	001 – Referral	002 – Assessment and Allocation to MARAC	003 – discussion at MARAC meeting and allocation of intervention	004 – distribution of minutes and actions
4	<p>How is information shared and what methods are used to keep the information secure?</p> <p><i>Provide, in detail the specific agreed secure methods for sharing personal information</i></p>	Secure email, either using TLS1.2 or encrypted email	Secure email, either using TLS1.2 or encrypted email	Face to face meeting or secure online meeting (Microsoft Teams)	Minutes and actions sent out using Secure email, either using TLS1.2 or encrypted email
5	<p>Reliance on consent</p> <p><i>Check the box if any exchange relies on consent and explain how and when consent is obtained. Ensure section 4 of the ISP reflects this legal basis</i></p>	<input type="checkbox"/> Exchange relies on consent <input checked="" type="checkbox"/> Exchange does not rely on consent	<input type="checkbox"/> Exchange relies on consent <input checked="" type="checkbox"/> Exchange does not rely on consent	<input type="checkbox"/> Exchange relies on consent <input checked="" type="checkbox"/> Exchange does not rely on consent	<input type="checkbox"/> Exchange relies on consent <input checked="" type="checkbox"/> Exchange does not rely on consent

	Description	001 – Referral	002 – Assessment and Allocation to MARAC	003 – discussion at MARAC meeting and allocation of intervention	004 – distribution of minutes and actions
6	Notes for Practitioners		<p>Note: Although the schools are not partners to the MARAC process, they may be approached by the Education Welfare Officer to provide appropriate information as part of the research process prior to the MARAC.</p>	<p>Any printed documents or notes made during meeting must be securely destroyed</p>	<p>Note: Following each monthly MARAC meeting the MARAC Administrator forwards the minutes to all MARAC partners, along with an Action Tracker. These partners are then required to feedback on completed actions or those outstanding to the Public Protection Detective Sergeant, who will note them on subsequent minutes of the next MARAC meeting for discussion as appropriate.</p> <p>Following each weekly MARAC meeting, the MARAC administrator sends an Action Tracker to all partners, as above.</p>