



**MINUTES**  
**Provision of Services Sub Group**  
**Wednesday 21<sup>st</sup> Oct 2009**  
**2:00 – 4pm**  
**Princess House Meeting Room**

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<b>Attendee</b>	<b>Representing</b>
Jon Peyton (Chair)	AWP
Lesley Welch	Safer Bristol Partnership, Domestic Abuse Strategy Coordinator
Leigh Forster	WISH
Emily Moreton	Safer Bristol Partnership
Bev Gordon	Victim Support
Pommy Harmar	Next Link
Veronica Shorttle (Minutes)	Safer Bristol Partnership
<b>Apologies received</b>	<b>Representing</b>
Amy Campbell	NHS Bristol
Margaret Butt	Freedom Programme Co-ordinator
Ruth Dawes	NHS Bristol

### 1. Introductions and apologies – *Chair*

Apologies received as above. Meeting agreed to remove Richard Hurst from membership of group, **Action 1 LW to chase up with Angela Clark new person.**

### 2. Review of previous minutes and matters arising – *Chair*

The minutes of 15<sup>th</sup> July were agreed.

Matters arising

**ACTIONS:**

1: Pete Anderson has taken on following up issues with Housing and has had meeting with Richard Nochar.

**ACTION 2: LW to update by email on above after mtg with PA.**

2: Action Plan 6.1.1 completed. Discussion around tendering process and length of time allowed of 6 weeks and the issue of redundancy. PH suggested an extension of contracts, **Action 3 LW to raise at next commissioning mtg.**

**Action 4 JP to write to Barbara Janke on behalf of the group regarding funding for 2010/11 being recorded as £90,000 instead of 180,000 and also commissioning process not being finalised to mid February 2010.** LW is meeting with Barbara Janke on 17<sup>th</sup> November.

**Action 5 LW to send out commissioning timescale plan and invite Helen Pitches to next mtg.**

PH – Jackie Beavington has £54,000 to spend by end of April, it will be discussed at JCG on 25/11/09.

Policy for employees affected by DA has been completed EM will put sample on BDAF website for a trail of 2 months and then it will be launched.

‘Violence against Women and Girls’ consultation paper to be distributed to group, LW to check with PA.

Request from group that Next Link put something in writing who they provide services to, PH clarified that they can’t knowingly put a substance misuser into a refuge it is against the law. LW suggested that WISH and Victim Support should also write a similar document. **Action 6 JP to send an example of mapping/pathway.**

### 3. Action Plan evaluation of targets

LW had meeting with PA to discuss above and rewrite and make smarter.

### 4. Distribution of actions

A request from the Chair to all members of the group to share actions.

### 5. Feedback discussions with HP to establish specialist DVA service costs.

Already covered.

### 6. IDVA Consortium feedback from minutes

Sue Lloyd has suggested using minutes to update this meeting. LF will liaise between the groups. LW pleased at how it has gone, working well. PH there is no service level agreement a voluntary group.

### 7. Housing Strategy

Objective 5 on action plan, LW to challenge email from Gordon Rudston over figures. **Action 7 draft letter LW.**

### 8. Children and Young People Working Group

Originally this group was chaired by Emma Tay, now decided that Provision of Service Group could meet needs. JP attendance by CYPS has not been that frequent therefore mtg agreed it could cover but need representative from CYPS. **Action 8 LW to ask Angela Clark to nominate a representative.**

### 9. Children and Young People & Parenting DVA Strategy

The report was discussed. CYPS logo should be added.

### 10. Freedom Programme report

LW fed back on groups.

### 11. AOB

The Hidden Cost of Domestic Violence and Abuse Conference on 27<sup>th</sup> Nov is open to providers.

Action Point	Matters arising	By Who	By When
<b>Review of previous minutes and matters arising</b>			
1	To follow up with Angela Clark who will replace Richard Hurst on this group.	LW	ASAP
2	To update group on mtg Peter Anderson has with Richard Nochar.	LW	By email
3	Issue of extending contracts to be raised at next commissioning mtg.	LW	Next meeting
4	Write letter to Barbara Janke on behalf of group Re: funding	JP	Before 17 <sup>th</sup> Nov

5	Send out commissioning timescale and invite Helen Pitches to next mtg.	LW	ASAP
6	Example of mapping/pathway send to Pommy, Leigh and Bev.	JP	ASAP
7	Objective 5 on action plan, LW to challenge figures from Gordon Rudston – draft letter.	LW	ASAP

**Next meeting:**

Date: 17<sup>th</sup> Feb 2010

Time: 14:00 – 16:00

Venue: Princess House