

## Northampton Borough Council - Northampton Diverse Communities Forum

Thursday, 11 May 2017 at 6:30 pm – 8:30pm

### Agenda

1. Welcomes, introductions and apologies
2. Minutes and matters arising
3. Baljit Kaur and Sally Hackett - Working Links 20 mins
4. Rukhsana Bashir and Chief Inspector Alexander-Lloyd - Hate Crime update 20mins
5. Diana Belfon - Moving Ahead Project 10 mins
6. Action Plans
7. Items for Discussion at the Next Meeting
8. Date Of Next Meeting

July 20th 6:30 – 8:30pm, The Guildhall

Map and directions at: [www.northampton.gov.uk/guildhall](http://www.northampton.gov.uk/guildhall)

For more information about this meeting please contact:  
Nisha Mejer Communities Support Officer



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More information about the Forum generally is at: [www.northampton.gov.uk/forums](http://www.northampton.gov.uk/forums)



Facebook page: [www.northampton.gov.uk/DCF](http://www.northampton.gov.uk/DCF)

Please note that this Forum is supported and funded by Northampton Borough Council.  
The Forum may work in partnership and collaboration with other community groups, councils and local services from time to time. The views expressed and decisions taken by the Forum are not necessarily those of Northampton Borough Council.



NORTHAMPTON  
BOROUGH COUNCIL

## **Code of Conduct for the Forums**

This Code of Conduct sets out the standards that the Forums expect of its members. It aims to provide members with an effective ethical framework in which to do business. It is not intended to be exhaustive, or to cover every eventuality, but sets out some common sense requirements to enable the forums to function smoothly and successfully.

It is the responsibility of the Chair to encourage and enable input from forum members, to ensure all voices are heard.

### **1. Meeting Etiquette**

As an attendee you must comply with the following requirements and any others that may be stated from time to time:

- 1.1** Contribute positively to discussions concerning the issues of the meeting
- 1.2** Be friendly, polite, courteous and respectful at all times to fellow members, and others present
- 1.3** Not insult, abuse or use offensive language or behaviour
- 1.4** Comply with Northampton Borough Councils Equal Opportunities Policy
- 1.5** Demonstrate actively that you are interested in and care about the issue that you are discussing and want to make a positive difference
- 1.6** Show respect for buildings, facilities and equipment being used
- 1.7** Speak only through the Chairman of the meeting and not interrupt, heckle, make distracting noises or gestures
- 1.8** Speak clearly into any microphone provided and comply with any instructions given about its use

### **2. Being Objective**

- 2.1** Your own experience and views should inform, but not dominate or dictate how you participate.
- 2.2** If you have a specific issue with regards to a service matter to raise these can be discussed with a member of staff at the end of the each meeting or you can ask for the appropriate officer details. Meetings attended by other residents are not the place to raise any issues of this nature.
- 2.3** Be Fair
- 2.4** You must have and show respect for the people you deal with, and take their circumstances and personal differences into account. This is about putting equality into practice. The key is simply to respect differences fairly, so that you do not exclude anyone, or treat anyone inappropriately or unfairly because of their particular circumstances.

### **Breaching the Code of Conduct**

If any person's behaviour breaches this Code of Conduct, they will be required to leave the meeting and vacate the premises where it is being held. They will not be permitted to attend future meetings unless they provide satisfactory evidence to Northampton Borough Council that they will comply with the Code – e.g. a letter of apology.

If you would like further information or if you would like to discuss the Code of Conduct please contact Vicki Rockall, Partnerships and Communities Manager at [vrockall@northampton.gov.uk](mailto:vrockall@northampton.gov.uk) or on 01604 837074

## Northampton Borough Council - Northampton Diverse Communities Forum

Thursday, 30 March 2017

### 1. WELCOMES, INTRODUCTIONS AND APOLOGIES 5MINS

**Present:** Cllr James Hill (Co Chair NBC), Pauline Woodhouse (Co Chair NBC PW), Nisha Mejer (NBC, NM), Vicki Rockall (NBC VR), John Rawlings (Individual JR), Lee Johnson (NHFT LJ), Nayla Mahmood (NHFT NM1), Jenny Campbell (Inspiration FM, Parent JC)

**Apologies:** Neelam Aggarwal-Singh, Matthew Torreson, Chris Buckenham, Rachel Packman, Diana Belfon

### 2. MINUTES AND MATTERS ARISING 10MINS

Minutes record as true to record.

No matters arising.

### 3. INSPIRATION FM - JENNY CAMPBELL 20 MINS

JC gave a presentation on a project about Public Service Announcements (PSAs). The project aims to train existing volunteers to produce PSAs. They raise awareness of subject matters. They are not advertisements.

The main cost of the project is the equipment, there are not enough laptops to cater for the volunteers. There are also room hire costs amongst other expenditure.

It was proposed that approx. 52 PSAs can be created which would cost the forum £3,000.

Q: Can the PSAs be broadcasted across to other stations eg hospitals?

A: Yes.

Q: What are the demographics of listeners?

A: PSAs will have coverage of the Northampton area.

Q: How do you select a PSA?

A: As a station Inspiration FM makes the decision. The volunteers also help choose the themes.

**ACTION:** VR to speak to communications team. Priority to be given to NBC events.

### 4. IAPT NAYLA MAHMOOD 20 MINS

Nayla and Sue are part of the Reverse Commissioning project. The team used to be called Changing Minds.

The team has a lot of events planned to engage with communities. A survey has been created to help improve services. The forum was asked to give feedback on the survey which was given. The survey is targeted to BME communities who are

over 16.

The survey has been checked and extensive advice has been given on the construction of the survey.

The forum invited IAPT to return for future meetings to give feedback.

**5. REFUGEE WEEK 10 MINS**

Refugee Week is 19<sup>th</sup> – 25<sup>th</sup> June 2017. The forum was asked if they would like to do anything to mark the week.

ACTION: NM to email to ask the forum.

**6. ACTION PLAN 10 MINS**

Following updates to be made on Action Plan.

Diwali – completed.

Hate Crime – project delivered. Received national award for recognition.

ESOL- ongoing project.

Hate Crime survey – copies handed out

**7. COMMUNITY INFORMATION EXCHANGE 10 MINS**

PW: The Police are asking youngsters their viewpoint on the Stop and Search process.

ACTION: PW to send email to NM who will then forward to the committee.

JR: Need more people to attend from the Eastern European Communities.

NM: Community leaflet can be handed out to these groups when it is completed.

**8. ITEMS FOR DISCUSSION AT THE NEXT MEETING 10 MINS**

JR: Would like to look at the impact of BME communities on GP surgeries. Would like to invite the organisation called Healthwatch.

Update from Hate Crime Officer to be given in next meeting.

Diana Belfon to attend next meeting to give update about Reverse Commissioning project.

**9. DATE OF NEXT MEETING 10 MINS**

May 11<sup>th</sup>, 6:30pm, The Guildhall



Forum Action Plan					
<b>Chair:</b>	Cllr James Hill and Pauline Woodhouse		<b>Responsible Forum:</b>	Diverse Communities Forum	
<b>Outcomes identified within the Corporate Plan:</b>	<ul style="list-style-type: none"> <li>Empowered local communities with a greater capacity to become involved in community life</li> <li>Promote integration and cohesion</li> <li>Appropriate support provided to those in most need</li> <li>Services are fair, accessible and responsive to individual needs residents and customers feel informed and engaged in service quality and design</li> <li>Future developments informed by the views of local people</li> <li>Delivery of events to celebrate and enjoy the Town’s heritage and culture</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>Bringing together statutory and voluntary organisations, diverse community groups and residents</li> <li>Promoting and encouraging equality</li> <li>Promoting partnership working by statutory and voluntary sector organisations and diverse groups and communities</li> <li>Identifying gaps in provision for diverse communities</li> </ul>				
<b>Actions:</b>					
Action	Owner	Activity (intelligence led)	Timescale	Measure	Last Updated
Diwali Lights Celebration 2016	IHWO – Neelam Aggarwal and Alice Morgan	Forum workshop and presence. Diwali Dance workshop delivered in partnership with Indian Hindu Welfare Organisation and Voluntary Impact Northamptonshire’s School of Life, Participants invited to have presence at Diwali Lights parade  Completed.	October 2016	Workshop delivered and no of attendees participating in parade	March 2017
Hate Crime Awareness Week	NBC/ Northampton Rights and Equality Council / NIFF/ VIN	Week of activity held including Inter Community Forum event for recruitment of Hate Crime Champions, NIFF debate, and NREC vigil.  Hate Crime – project delivered. Received national award for recognition.	October 2016	Event held, no. of attendees	March 2017

Supplementary Schools and education	ANSS/ NBC/ NCC	<p>Support Supplementary schools and communities where English is an Additional Language. (EAL)</p> <ul style="list-style-type: none"> <li>• Awaiting figures from NCC regarding whether there is a further breakdown in performance between different ethnicities – <b>update: figures provided, but require someone to attend the forum to talk through them.</b></li> <li>• Work with NCC on the development of a strategy for working with EAL students.</li> <li>• AM working with ANSS to develop a bid for adult education ESOL classes.</li> </ul>	January 2018		July 2016
Engaging with young BME people 9	Inspiration FM	<p>Young people volunteering with Inspiration FM have acquired the skills to create 'packages' and 'public service announcements' (PSAs) for the Teen Show. Key issues – mental health and self-harm, and talking about 'Diversity'. AM to link with Cllr King and the Youth Forum, to explore opportunities for a joint project.</p> <p>Jenny Campbell – Inspiration FM presented project to the Forum who agreed to investigate this further.</p> <p>VR to liaise with comms team to look at way forward.</p>	To be agreed	PSA to be delivered by youth volunteering for Inspiration FM.	April 2017
Hate Crime survey	LJepson/ AMorgan	<p>Work with Disabled Peoples and LGBTQ Forum on a Hate Crime Survey, finding out about the communities experience of Hate Crime.</p> <p>Hate crime survey now live! All organisations to share with wider networks.</p> <p><b>Hate crime survey results collected. For circulation at Hate Crime Awareness week event.</b></p>	September 15	Online surveys completed, results collated, report created.	October 2016

Hate Crime actions	LJespon/ AMorgan	Forum to be set up as a Third Party Reporting Arena, where information can be captured to take to the Police or use part of the data collection to inform national bodies.  Can also take 3 <sup>rd</sup> hand information. Idea is to get people to talk.	Ongoing	Nil	November 2016
Increase awareness of the forum	All	Distribute leaflets at events  Community cohesion celebration event? Explore opportunity to hold a partnership event to encourage people to come together. E.g. more diverse young people for the youth forum etc.	Ongoing	Event held	July 2016
Revisit past consultations that have come to the forum	Forum	<ul style="list-style-type: none"> <li>- Northampton Faith Communities Profile and Places of Worship – Audit and needs assessment</li> <li>- Other topics to be agreed</li> </ul>	To be agreed	Updates provided	Sept 15

Other issues to discuss

- Housing, BME Needs and Strategy, Houses of Multiple Occupation
- Zero working hours
- Northants Police – BME Recruitment Drive