

Northampton Borough Council - Northampton LGBT and Q People's Forum
Tuesday, 9 May 2017

- 1. WELCOME, INTRODUCTIONS AND APOLOGIES**
- 2. MINUTES AND MATTERS ARISING**
- 3. IDAHO/CONFERENCE**
- 4. UMBRELLA FAIR**
- 5. UPDATE FROM SOCIAL EVENT**
- 6. ACTION PLAN**
- 7. COMMUNITY INFORMATION EXCHANGE**
- 8. ITEMS FOR FUTURE MEETINGS**

- 9. ANY OTHER BUSINESS**

- 10. DATE OF NEXT MEETING**

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 or on 01604 837074

Forum Action Plan						
Chair:	Cllr Anna King and Matthew Toresen		Responsible Forum:	LGBTQ Forum		
Outcomes identified within the Corporate Plan:	<ul style="list-style-type: none"> Empowered local communities with a greater capacity to become involved in community life Promote integration and cohesion Appropriate support provided to those in most need Services are fair, accessible and responsive to individual needs residents and customers feel informed and engaged in service quality and design Future developments informed by the views of local people Delivery of events to celebrate and enjoy the Town’s heritage and culture 					
Objectives:	<ul style="list-style-type: none"> Bringing together statutory and voluntary organisations, LGBTQ groups and residents Promoting and encouraging equality for LGBTQ residents Promoting partnership working by statutory and voluntary sector organisations and LGBTQ groups and communities Identifying gaps in provision for LGBTQ residents and communities 					
Actions:						
Action	Owner	Activity (intelligence led)	Timescale	Cost	Measure	Last Updated
Straight Allies Project	Matthew Toresen/ Alice Morgan	Develop the Straight Allies project further.	Ongoing	TBC	Project established - number of community members and organisations signed up across the borough.	October 2015
Hate Crime awareness and survey	Alice Morgan	Work with Disabled Peoples and Diverse Communities Forum on a Hate Crime Survey, finding out about the communities experience of Hate Crime. Hate crime survey results collected. For circulation at Hate Crime Awareness week event.	September 16	Nil	Online surveys completed, results collated, report created.	October 2016

Hate Crime actions	TBC	To be discussed, Possibility for the 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 rd hand information. Idea is to get people to talk. TO BE DISCUSSED	Ongoing	Nil		November 2016
Umbrella Fair Straight Allies Tent	Matthew Toresen / FAN	Q performance tent delivered.	August 16	£500.00	Event delivered – number of attendees.	September 2016
International Coming Out Day – Ω	Cllr Anna King/Alice Morgan	Falls during Hate Crime Awareness Week. Coordinated week of activity between partners organised.	11 th October 2016	TBC	Event delivered – number of attendees, number of organisations committed	September 2016
Winter Pride	TBC	Idea to be discussed	TBC	TBC	Event delivered - number of attendees	July 2016
World Aids Day – to include a civic event at midday in the Guildhall Courtyard	Alice Morgan	Ceremony held in partnership with other NBC Community Forums.	1 st December 2016	Refreshments - covered by forum.	Event delivered – number of attendees, number of organisations committed	January 2016