

NORTHAMPTON BOROUGH COUNCIL

NORTHAMPTON WOMEN'S FORUM

Your attendance is requested at a meeting to be held at on Tuesday, 3
December 2019 at 11:00 am.

G Candler
Chief Executive

AGENDA

1. WELCOMES, INTRODUCTIONS AND APOLOGIES
2. MINUTES
3. PROVISION FOR VICTIMS OF DOMESTIC ABUSE - FIONA CAMPBELL (VOICE) AND RACHEL DUNCAN (NDAS)
4. BREAST FRIENDS - AWARD WINNING CHARITY PROVIDING PRACTICAL AND EMOTIONAL SUPPORT FOR PEOPLE AFFECTED BY BREAST CANCER - SALLY WOOD
5. CONSULTANCY SUPPORT - WITH PARTICULAR INTEREST IN SUPPORTING WOMEN IN BUSINESS - SALLY WOOD
6. COMMUNITY EXCHANGE
7. ANY OTHER BUSINESS
8. NEXT YEAR'S MEETING DATES

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Agenda Item 1

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

Women's forum 24/9/19

Present

MT, NA, SM, LN, RP, LS, MR, PW, AK, MW, DM

Apologies – Stephanie Challis, Rachel Duncan

Welcome all.

Minutes of the last meeting – amendment to page 6, line 2 – NA stated that she had not got involved with the Tooting group but knew someone who had.

NA expressed concern that women suffering from DA were still falling through the net as they did not fit in any particular groups that agencies were funded for. They get signposting to an agency but then the woman was told she was not eligible for help. Homelessness was also a huge concern.

People did not know what agencies were funded to deliver. The recommendations in overview and scrutiny DA report needed to be followed up to ensure they had been done and identify any gaps and be clear at what agency was funded for what including what the OPCC funded. This is to be discussed at the next meeting. **Action: Invite the police lead for DA to next meeting.**

Another issue was many women could not rent a home as they were being told they needed to be earning 3 times the annual rent and have a month's rent as deposit.

Action: invite for next meeting and Officer from Private Sector Housing and Lighthouse who offer support to immigrants.

Food Poverty – AK reported the second meeting was the following evening and she would be attending. A motion had been proposed for NBC to co-ordinate all the food banks but this is not what the food banks wanted, just support. Hopefully one of the things to come out of the O & S report would be signposting of what was available and when. AK was attending a meeting at Restore in October and would feed back to the group.

3. NPH hate crime

Hate Crime Week was from 14 – 18 October. Northampton Partnership Homes, supported by NBC and Police would be at Weston Favell Centre on Monday 14 October and the Market Square on Friday 18 October, both from 10am until 4pm. A full list of Police supported events countywide to be circulated separately.

In addition the Hope banner would be at the Chief Constable's supper and Diwali.

Questions were asked why the police hate crime figures were not being given anymore. **Action: RP find out and let DM know.**

4. food safety – Mark

Mark Radley, from Environmental Health, gave a run-down of his work as a Food Safety Officer. He explained the Hygiene Certificate ratings and that currently it was not a legal requirement to display them but the ones that didn't, were probably the poorly rated premises. The ratings were available on the internet though, and Mark encouraged people to look or ask a premises and also to report

anything they were concerned about. The date of the inspection was shown on the back of a certificate and if it was more than 18 months ago, chances were it was out of date and not the most current. Inspections were all on a cycle depending on risk determined by previous inspections and complaints from the general public. Premises were inspected on hygiene and structure standards including smoking provision. They also dealt with accidents in premises and food poisoning.

Low rated premises were given advice of how to improve but they failed to do so enforcement action would be taken. Premises were always given a right to reply if they felt they had been unfairly treated.

Any business that offers food to the public needed to register with the local authority. The Food Safety Officers also attended events, such as the carnival, which they could then inspect in real time and see things like gas safety. Providing the trader had submitted the correct paperwork to the event organiser, the sole responsibility of the food and food management, rested with the trader.

Reporting food outlets was not yet available on the NBC reporting app Action: MR to follow up. Information on the NBC Facebook page on what to look for and how to report would be useful. Mart stated that NBC had approximately 2,000 businesses on their books and only a small number were poor and he would not recommend eating at a premises rated lower than 3. Ingredient listing and food allergies had been high profile recently and new legislation had come in, and all premises needed to be able to inform customers exactly what was in their food.

Community Centres and community groups who offered food on a regular basis, including food banks, needed to be registered. There was no cost for this. Mark and the rest of the team were more than happy to advise groups. Training was not offered at this point in time, but Mark was more than happy to signpost. Groups using a community centre and offering food would be the ones to register rather than the centre itself. Mark said he didn't want to scare people, but advised if in doubt, register.

5. 16 days

16 Days of Activism ran from 25 November to 10 December. A planning meeting was to be held at the Guildhall at 2pm on Friday 4 October.

6. CIE

October was Black History month. The University had several events planned and MW would send the programme. This included some really good thought provoking plays.

Bellinge Community House AGM was on 28 October at 6pm – all invited and were running a Macmillan coffee morning.

Hindu Community 9 days festival started Sunday. It was not limited to Hindu and would be great to get more children involved in the special session on Saturday from 6-8pm. Sharad Poonam was on 12 October and Diwali on 19 October on the Market Square.

IDPWD

DM reported an event was being planned for International Day of People with Disabilities on 4 December from 11am – 3.30pm in partnership with Deafconnect and the police. It would be held at Deafconnect's base at Spencer/Dallington Community Centre.

In addition, Northampton Filmhouse would be doing a 'relaxed' screening of The Peanut Butter Falcon on 3 December along with a short film of a Northampton young man with cerebral palsy who had taken up wheel chair rugby. Time and details of how to book will be circulated when available.

RP told the group that St George's Street mosque had an open day on Saturday from 10am – 1pm, all invited. The police would be running a campaign about being vigilant about burglary during the festive season and now that the nights were drawing in. The Chief Constable was holding his supper during hate crime week and everyone should have received an invite.

Interfaith week started on November 11.

AOB

International Women's Day

DM reported she had applied to have 'Hope' a full-sized lego suffragette for the week of IWD. If we were successful it would give the opportunity for additional activities including involving the youth forum.

It was agreed to ask Rock Choir to perform again, probably at the beginning and the end.

Action: everyone to think of performers they would like to see on the day and send contact details to DM and also any groups that could come in national dress.

Next Meeting

Please note change of date – the meeting will now be on Tuesday 3 December 2019, 11am in the Jeffrey Room.

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