Safer Communities – Third Sector Forum  
Friday 18th September 2015, 2.30pm – 4.30pm  
CVS Falkirk and District

Present:
David Gardener (DG) (Chairperson) CVS Falkirk and District  
Stacey Munro (SM) (Minute Taker) CVS Falkirk and District  
Laura Jamieson (LJ) CVS Falkirk and District  
Paul McKee (PMc) Central Advocacy Partners  
Tracy Cameron (TC) Falkirk and District Community Safety Panel  
Wendy Stephen (WS) Victim Support

Apologies:
Arun Gopinath (AG) Central Scotland Regional Equality Council  
Lynda Ross-Hale (LRH) Cyrenians  
Moira Heeps (MH) Falkirk and District Community Safety Panel  
Traci Kirkland (TK) Open Secret

1. Welcome, Introductions and Apologies  
The Chair welcomed everyone to the meeting, introductions were made and apologies were noted as above.

2. Terms of Reference (ToR)  
The Chair has drafted the ToR for the Safer Communities forum and asked forum members for comments or feedback they wish to add. A forum member, who was unable to attend, asked that Hate Crimes be added to the Scope of Activity within the ToR. All present forum members agreed to add Hate Crimes to the ToR for the Safer Community’s forum.  
Action: The Chair to add Hate Crime into Terms of Reference document and finalise.

3. Nominations for Representatives of Forum  
It was noted that within the ToR the people who represent the forum will be named the Chair and Vice Chair, however upon consultation with other forums it was agreed to refer to them as Representatives.

The chosen representative will attend the Community Safety Strategic Group meeting along with the Chair or other CVS Falkirk representative and act as a link between both of the forums, and feedback to members. The representative will also work alongside the Chair and assist with creating the agenda and chairing the forum meetings.  
Action: Forum members interested in being the Representative for the Safer Communities forum should express their interest by email to SM, Stacey@cvsfalkirk.org.uk.

4. Report from Community Safety Partnership – Laura Jamieson, CVS Falkirk and District  
LJ provided a brief update from the previous Community Safety Panel (CSP) meeting. This was the first CSP meeting LJ attended, therefore she does not have a lot of knowledge about the topics discussed.

LJ provided some key points around non-confidential information:

- There has been a noticeable increase in non-deliberate fires within Bo’ness  
- The Falkirk Fire and Rescue service are continuing their educational talks within schools  
- The Falkirk Fire and Rescue service are continuing their free home safety visits in the Falkirk area  
- The Falkirk Fire and Rescue service are considering collaborating with Stirling Fire and Rescue  
- There will be an alcohol and drug partnership report available soon
• An alcohol and drug awareness event will be held on 30th September at Behind the Wall in Falkirk

5. Discussion of Key Priorities for Falkirk: 2016-2020
The Chair led a discussion around what the key priorities should be within the forum for the period of 2016-2020. Forum members agreed that the items listed in the Scope of Activity section are all relevant.
Some of the following suggestions were made:

• ATM Awareness
• Bogus/cold caller awareness for vulnerable adults
• Handbag theft
• House break-ins
• Local and national hate crime against disabilities
• Raising awareness for victim and witness service

Forum meetings will provisionally be held quarterly and the dates for the next meeting will be confirmed and forwarded to all forum members. The date for the next meeting has not yet been decided; however it is hoped that it will be early into the New Year. SM will advise forum members on the date once confirmed.
Action: SM will send dates out to forum members for 2016.

7. Areas of Interest for Meetings in 2016
A discussion was held around what forum members think should be contained in future meetings and who they would like to attend to provide information about their services. It was agreed that the meetings can be hard to plan for a longer period of time as some topics may not be relevant at the time. However forum members are happy for guest speakers to attend, as the more people that will attend gives the third sector a bigger voice.
Action: Forum members who wish to add areas of interest or agenda items should email SM, Stacey@cvsfalkirk.org.uk.

8. AOCB
8.1 Anti-Terrorism
The Chair informed forum members that Anti-Terrorism training is available in the area to all except the third sector. The Chair is attending a meeting next month about counter terrorism awareness and he will ask why the training is not being offered to the third sector and if there is a possibility it can be.
Action: The Chair will give feedback information in relation to the Anti-Terrorism training.

8.2 Forum Publications
Information relating to the forum will be published on CVS Falkirk’s website, under a dedicated page for each forum www.cvsfalkirk.org.uk/voice-of-the-sector. Minutes, Agenda’s and any other materials will be available for members to view, save and download.

Forum meeting details will also be on the CVS Falkirk’s e-bulletin one week prior to the meeting, as a reminder to existing forum members and to any new members wanting to attend. To sign up to receive an e-bulletin member’s should visit CVS Falkirk’s website; http://www.cvsfalkirk.org.uk and fill in the details on the home page, or e-mail, info@cvsfalkirk.org.uk
8.3 Presentations
If any forum members have colleagues or contacts they think will be relevant to the forum, to provide presentations or information, they should pass the information to SM, Stacey@cvsfalkirk.org.uk. This will then allow the forum to plan future meetings, with relevant and up to date information.