



LUTON FORUM

17 February 2011
2:00 pm

Central Library
St George's Square
Luton
LU1 2NG
(PLEASE NOTE VENUE)

AGENDA

1. **Introductions and Apologies**
2. **Minutes of the previous meeting**
4 November 2010 (attached)
3. **Matters Arising.**
4. **Disclosures of Interests.**
Members are reminded that they must disclose both the existence and the nature of any personal interest that that they may have in any matter to be considered at this meeting. A member who has a prejudicial interest must withdraw from the meeting room while the matter is being discussed.

- 5. Development of Strategy for Equality, Cohesion and Inclusion**
Report attached. For discussion. Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council, to present.
- 6. Commission on Community Cohesion**
Report attached. For decision. Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council, to present.
- 7. Governance arrangements**
Report attached. For discussion and decision. Governance Working Group to present.
- 8. Sustainable Community Strategy priorities**
Presentation and workshop. Bren McGowan, LSP Manager, to present. For discussion and decision.
- 9. Census**
Report attached. Paul Barton, Research and Intelligence Team Leader, Luton Borough Council, to present. For discussion.
- 10. City Status**
Verbal update. Colin Chick, Chair of Environment and Economy Board to present. For information.

Item 2

LUTON FORUM

Thursday 4th November 2010

2.00 pm at High Town Community Sports and Arts Centre, Concorde Street, Luton

PRESENT:

MEMBERS:

Anwar Haque – Vice Chair (In the Chair) – Luton Assembly
Peter Adams – Luton Assembly
Masood Akhtar – Luton Assembly
Everton Blake – Voluntary Action Luton
Kal Budwal – Luton Assembly
Colin Chick – Environment and Economy Board – Chair
Rumi Chowdhury – Luton Assembly
Salma Chowdhury – Luton Assembly
Chief Superintendent Mike Colbourne – Bedfordshire Police
Councillor R. J. Davis
Linda Farrell – Luton Assembly
Stephen Hall – Barnfield College
Linda Hockey – Bedfordshire Police Authority
Trevor Holden – Chief Executive, Luton Borough Council
Sarita Jain – Luton Assembly
David Oakley-Hill – Luton Assembly
Gillian Sharp – Luton Advice Network
Jenny Spouge – Luton Assembly
Gerry Taylor – NHS Luton
Jim Thakoordin – Luton Assembly
Councillor Sian Timoney – Beds & Luton Fire & Rescue Authority

SUBSTITUTES FOR MEMBERS

Stephanie Cash substituting for Martin Pratt – Chair of the Children's Trust Board
John Foolkes substituting for Dave Fothergill – Beds & Luton Fire & Rescue Service
Christine Marshall substituting for Pam Garraway – Chair of the Health and Wellbeing Board
Louise Peck-Cooper substituting for Alison Hunt – Job Centre Plus

SUPPORT OFFICERS/ADVISORS

Lorna Brown – Voluntary Action Luton
Laura Church – Head of Regeneration
Lisa Jerome – Principal Democratic Services Officer
Bren McGowan – LSP Manager
Stephen Paxton – Regeneration Service
Dean Stokes – Head Strategic Planning Policy and Performance

1 APOLOGIES FOR ABSENCE (REF: 1)

Apologies for absence from the meeting were received from Councillor Hazel Simmons – Chair, Pam Garraway – Chair of the Health and Wellbeing Board, Chris Hammond – GoEast, Martin Pratt – Chair of the Children’s Trust Board

2. MINUTES OF THE PREVIOUS MEETING (REF: 2)

Resolved: That the Minutes of the Forum held on 25th March 2010 be taken as a correct record and signed by the Chair subject to the inclusion of Linda Farrell – Luton Assembly as being present at the meeting.

3. MATTERS ARISING (REF: 3)

Bren McGowan, LSP Manager submitted a report informing Members of progress since the previous meeting and matters not covered elsewhere on the agenda.

- Pride of Luton Awards – The editor of the Herald and Post had apologised for the use of the logo and the event had gone ahead without the involvement of the Forum. Luton’s Best Awards would be taking place on 2nd December.
- Accommodation for offenders had been referred to the Housing Partnership for consideration.
- Luton Equalities Agency – the Forum considered a formal recommendation to this issue.

Resolved: (i) That the report be noted;

(ii) That the Luton Forum notes the difficulties encountered in the development of the Luton Equalities Agency and recognises the commitment of the members involved. However, the Forum is not able to undertake any further responsibility relating to this matter.

(iii) That the report of the LSP Manger regarding the Luton Equalities Agency be referred to the Overview and Scrutiny Manager for consideration.

4. COMPREHENSIVE SPENDING REVIEW – OVERVIEW (REF: 5)

Bren McGowan, LSP Manger gave a presentation giving an overview of the Comprehensive Spending Review (attached to these minutes).

The main national headlines from the Comprehensive Spending Review included:

- £81 billion of saving
- Average 19% cut in Government department budgets
- £7bn in additional welfare budget cuts
- Police funding cut by 4% a year
- NHS budget in England to rise every year until 2015, approximately 1.3% increase due to cumulative real growth
- About 490,000 public sector jobs likely to be lost by 2014/15
- Regulated rail fares to rise 3% above inflation from 2012
- Structural deficit to be eliminated by 2015

In relation to Local government, the headlines included:

- 8.4% reduction in Government funding in 2011/12
- £700 million allocated nationally to allow Councils to set a zero Council tax increase for 2011/12
- 16 areas to operate Community Budgets from 2011/12

Trevor Holden, Chief Executive, Luton Borough Council advised the meeting that the final settlements for local authorities was not expected to be clarified until at least 2nd December and the degree to which Luton would be affected would depend on the formula used to determine the Revenue Support Grant and where the floors and ceilings were set. Trevor Holden stressed that this formula would have a significant effect on Luton's finances.

In response to a question, Trevor Holden advised that the Council was committed to undertaking community and equality impact assessments. An event/workshop was due to be held that evening with the voluntary and community sector to consider how services could be delivered in a better and more effective way in partnership with the Sector.

Linda Hockey advised the meeting that although the headline in respect of Police funding was a 4% cut each year, in reality due to the criteria for the funding formula this could be as high as 20%.

Concern was expressed regarding population figures which were considerably out of date for Luton. Trevor Holden advised that he was aware of the problem and that representations had been made on this issue to the Government and the ONS but that he was aware that other authorities were in the same position and had made similar representations.

Resolved: That the presentation be noted.

5. LUTON FORUM GOVERNANCE (REF: 6)

Bren McGowan, LSP Manager submitted a report requesting Forum Members to identify key principles for the development of partnership working in Luton in the future.

A working group comprising Laura Church, Linda Farrell, Linda Hockey and Jenny Spouge had been established to consider the issues and make proposals to the Forum. The Working Group had identified the following key areas for referral to the Forum.

1. Some form of overarching partnership should be maintained, and this should be inclusive.
2. The SCS remains the driver for partnership activity. The partnership should focus on the SCS, and identify a small number of priorities for action. These should be issues that require partnership response rather than ones that are generally specific to a particular organisation or partnership.
3. A separate Leaders' Board should be formed. This may have a broader agenda, but should have a close working relationship with the partnership. This should be supported by an officer group that ensures implementation of decisions and coordination of activity
4. The overarching partnership should aim to create synergy between existing partnerships, only creating new partnerships where no existing group could take responsibility for a specific issue.
5. The partnership should be proactive rather than reactive.
6. The partnership should focus responsibility and decision-making at the most local level; based on empowerment rather than authorisation. This will require an emphasis on 'partnership working' rather than 'partnership meetings'.
7. A membership protocol should be developed that sets out clearly the roles, responsibilities and commitments of the partnership and of partner organisations.

Following group discussions, feedback was given on this issue:

- The partnership is still required and should remain inclusive.
- The work of the partnership should focus around the priorities of the Sustainable Communities Strategy.
- The new structure should have a lower number of priorities with a common purpose across Luton.
- The Leaders Board should be made up of high level representatives but the work of the Board must be of value to those organisations. The Board should also be of a size to ensure inclusiveness.

Resolved: (i) that the core principles as set out above be agreed to underpin the review:

(ii) That the Working Group draw up detailed proposals for consideration at the next meeting of the Forum on 27th January 2011.

6. SUSTAINABLE COMMUNITY STRATEGY – PRIORITIES (REF: 7)

Bren McGowan submitted a report which requested the help of the Forum to identify priorities for action for 2011 – 2014 to support the achievement of aspirations set out in the Sustainable Community Strategy.

Scorecards listing activities which presented for each priority the major headlines that had been developed. Partners were requested to consider and comment upon the scorecards.

The outcomes of the discussion groups were reported back and discussed at the meeting. It was agreed that as there was a substantial amount of information reported back, the Performance Management Sub Group would draw together the information and any additional data to update the supporting evidence and produce revised scorecards. This would then be brought back to the next meeting of the Forum in January 2011.

Resolved: That the LSP Manager report back to the January meeting of the Forum on the priorities for action.

(Note: Meeting ended at 4.10 pm.)

THIS PAGE IS INTENTIONALLY BLANK

LUTON FORUM	AGENDA ITEM 5
DATE OF MEETING:	17 February 2011
REPORT AUTHOR:	Sarah Allen, Inclusion and Cohesion Manager, Luton Borough Council
SUBJECT:	Development of a Strategy for Equality, Cohesion and Inclusion
FOR:	Decision / Discussion / Information

PURPOSE

To consult members of a working draft of an Equalities, Cohesion and Inclusion Strategy for Luton

RECOMMENDATIONS

It is recommended that members give their views on the questions at paragraph 9.

REPORT

1. On 10 September 2009, the Luton Forum adopted a statement on Equality, Cohesion and Inclusion, It further agreed “the development of an overarching Equality, Cohesion and Inclusion Strategy for the Luton Forum and approves nominated officers from partner agencies to work with Luton Forum Equality, Cohesion and Inclusion (ECI) Group members to develop this strategy”
2. Initially, it had been intended to complete this work by 31 March 2010. However, it was recognised that there were important links between the development of the ECI agenda and the work of the Commission on Community Cohesion, which would be concentrating on one of the major aspects. As a result, the ECI Group agreed to defer development of this strategy so that it could take account of the emerging findings of the Commission.

3. The draft ECI Strategy has been strongly influenced by the Commission report, drawing on both the narrative and the recommendations.
4. A Local Improvement Advisor (LIA) was appointed through the Regional Improvement and Efficiency Partnership to support the strategy development, working with the ECI Group. The LIA facilitated a workshop that included members of that group with some additional partners.
5. A number of separate interviews were also undertaken with partners where they were unable to be represented at the workshop.
6. The attached draft is work in progress that is currently being considered by the ECI Group. It is based round five key headings:
 - Recognising needs, situations, responsibilities and goals
 - Enabling people to flourish
 - Narrowing the gap on health, education and income
 - Increasing care and respect for each other
 - Services that meet people's needs
7. At this stage, this is not an action plan, but sets out the framework for ensuring that equalities, cohesion and inclusion are considered. Activity will need to be developed to support this agenda and this will require support from across the partnership, not solely from those organisations or individuals whose roles are primarily identified with equality, cohesion or inclusion.
8. Members are asked to consider the following questions:
 - 8.1 Does the vision on page 13 accurately reflect the local vision?
 - 8.2 Are the objectives and success measures under each heading the most appropriate?
9. Any further comments on the draft should be sent to Sarah Allen Inclusion and Cohesion Manager, Luton Borough Council by 4 March 2011

Sarah Allen
Inclusion and Cohesion Manager, Luton Borough Council

01582 546979
sarah.allen@luton.gov.uk

Equalities, Cohesion and Inclusion in Luton 2011 – 2015

**Working Draft – February 2011
Helen Dean, Local Improvement Advisor
helen.dean@tieassociates.co.uk**

Executive Summary

To be drafted when strategy finalised. You may also wish to include a foreword.

Contents

Executive Summary	2
About Luton	4
About Equalities, Cohesion and Inclusion in Luton	5
What local people have told us about living in Luton	7
Our vision for equalities, cohesion and inclusion in Luton	11
Recognising needs, situations, responsibilities and goals	12
Enabling people to flourish	14
Narrowing the gap on health, education and income	16
Increasing care and respect for each other	18
Services that meet people's needs	20
Annex 1 – how this strategy has been developed	21

About Luton

Population

Luton is a vibrant town in Bedfordshire with its own distinct identity. Located 30 miles north of London, Luton has excellent transport links and a resident population of around 200,000 people. Approximately 35% of Luton's resident population is from Black and Minority Ethnic communities with significant Pakistani (10.7%), Bangladeshi (4.6%), Indian (4.3%) and African Caribbean (8.1%) communities. Some xx languages are spoken in Luton. In the 2001 Census, fewer residents described themselves as Christian than the regional and national averages while there were higher than average proportions describing their religion as Muslim, Hindu, and Sikh.

The average age of people living in Luton is 34.9 years which is younger than the England and Wales average at 38.7 although Luton like most parts of the country is experiencing a significant rise in the proportion of residents who are aged 75 or more. The number of children and young people is expected to continue to rise until at least 2021. There is an equal proportion of men and women though men who work full time earn significantly more than women. 20% of the population were born outside the UK and more than half of school aged children are of Black and Minority Ethnic (BME) heritage.

The proportion of residents living in overcrowded accommodation is twice as high as the regional average. Though there were some improvements in the national index of multiple deprivation between 2004 and 2007, six areas within Luton are in the top 10% most deprived in the country in 2007 compared to three in 2004. Gross disposable household income per head was £11,432 in 2005 compared to an East of England average of £14,198.

Average life expectancy for both men and women is improving but remains lower than the national average – men can expect to live an average of 76.1 years and women 80 years. 16.1% of the working age population are disabled, a level that is close to the regional average and in the 2001 Census, 15% residents said they had a life limiting illness and 8% that they were not in "good health".

Luton has a strong manufacturing heritage which until recent years provided a large number of low skill, relatively well paid jobs. The town is now a major sub-regional employment centre offering almost 100,000 jobs but many of these are new higher skill jobs, filled by people living outside the town as Luton residents have comparatively low qualifications. The town has the highest proportion of semi-skilled and unskilled working age residents in the East of England. Unemployment is highest in the inner Luton wards and particularly among some BME groups. Levels of benefit claimants have increased with xx% more people claiming Job Seekers Allowance since 2008 and xx% more people claiming council tax benefit over the same period.

About Equalities, Cohesion and Inclusion in Luton

Equalities

Luton Forum's approach to equalities and diversity has evolved to one which adopts defines an equal society as one which "protects and promotes equal, real freedom and substantive opportunity to live in the ways people value and would choose, so that everyone can flourish; an equal society recognises people's different needs, situations and goals, and removes the barriers that limit what people can do and can be". This approach focuses on what matters to people, recognises that people have different needs and some people may need more or different resources to have access to the same outcomes as others, places emphasis on the barriers and constraints people operate under and recognises that people have diverse goals. Ten equality priorities were identified (2009?) through consultation with Luton's residents:

- Customer access & satisfaction
- Educational attainment
- Access to buildings and transport
- Personalisation of social care
- Women's employment,
- Representation at senior levels
- Reporting homophobia
- Concluding the Cohesion Commission
- Health inequalities
- An integrated equality scheme for Luton

Community Cohesion

Most Luton residents are happy with their local area, feel that people from different backgrounds get on well together and half feel that they belong to their neighbourhood pointing to good levels of community cohesion in the town. However, Luton has been linked to a number of extremist actions in recent years including bombings in London and Sweden and has been the focus of attention from the English Defence League. The actions of these minority groups have impacted heavily on both community relations and the reputation of the town.

There has been significant investment in community cohesion related activities and interventions in Luton over the last decade, many of which have been successful in helping different groups to understand each other, starting and maintaining dialogue between different groups and diffusing tensions. For example, the Luton in Harmony campaign, which has been running since 2010, is supported by the Luton Forum and aims to draw Luton's communities together. The programme focuses on strengthening the message that the Luton Forum will challenge violent extremist ideology, wherever it comes from, and unite the town in supporting, giving voice to, and celebrating our diversity.

It can be argued that given its diverse population and economic profile Luton could be expected to experience more tension and division than it actually does and it is testament to the investment of the last decade that this is not the case. However, building communities where residents experience equality of opportunity, good

relations with their neighbours and feel valued and included by society is a long term issue and one which needs to be a continuous focus.

Most recently the Luton Commission on Community Cohesion has reported its findings and made a series of recommendations. These recommendations are picked up in this strategy. The full list of recommendations can be found in Annex 4 and are summarised below:

- An economic development strategy that creates jobs and helps local people to access them
- Building strong relationships with the media
- Improve leaders' understanding of the needs of Luton's different communities
- Council to clearly define community cohesion champion and leadership role of members
- Use Luton in Harmony to spread best practice and forge meaningful links between the town's less ethnically diverse schools
- Use Luton's cultural infrastructure to bring different people together
- Police to extend its focus on community cohesion
- Make the rationale for funding decisions publically available
- Refocus the Joint Strategic Needs Assessment on areas of greatest need including both communities of interest and geographical communities
- Pro-active signposting of people in need of improving their English language skills to relevant services

Inclusion

An inclusive society is one where neighbourhoods, communities and individuals are enabled to access increased choices and to build and develop capacity through, for example, meaningful opportunities for active citizen engagement and participation. Infrastructure support and development such as community development and regeneration, access to skills and employment facilitate material improvements which improve quality of life, wellbeing and inclusion. The key elements of inclusion are:

- Maximised household income
- Equality of opportunity for all
- Accessible services
- Health equality
- Sustainable, cohesive and safe communities

What local people have told us

A wide range of consultation data has been used to inform this strategy derived from surveys and face to face consultation meetings held in the last two years. This section highlights some of the key findings but is not intended to be a full list of everything that local people have told us about equalities, cohesion and inclusion in Luton.

Highlights from the consultation carried out for the Cohesion Commission (2010)

- Residents do not understand the term 'community cohesion'.
- Respondents felt that there were no disadvantages to cohesive communities
- The current levels of cohesion are high within individual communities when 'community' is defined by a shared interest/belief. As such, there are strong communities based around religion, sport, gender, ethnicity and age etc. However, cohesion is not as strong if 'community' is defined by geographical location. Whilst, in most cases, there is no conflict between communities and they are able to exist 'side by side', they are not always actively mixing to create cohesive communities. Additionally cohesion issues occur when one community's beliefs/actions are perceived or seen to conflict with another's.
- Respondents feel that human nature is to seek the companionship of people most like 'yourself'. Shared interests, namely religion, ethnicity, age, gender etc. all lends to people feeling more comfortable with others as they sense a commonality. Respondents find that they gravitate towards people who are at similar life-stages or who understand their cultural preferences.
- Respondents who do not feel 'accepted' in their locales are likely to bond with other minority groups and as such greater divisions occur between the minority groups and the majority. Indeed, it is the creation of these communities that for some, is the cause of the tensions. White British respondents in particular, can be resentful of other ethnicities, creating communities around their cultures in Britain. They talk about high streets in areas not having any 'English' high street stores but being dominated by Polish and Asian grocery and clothing shops. They acknowledge individual's needs to retain their cultures but feel that 'British' culture is being lost in the process. Issues surrounding ethnicity, religion, language and opportunities are heightened within this context. The most fractious of which is religion and the building of mosques. Some respondents suggested that cohesion can only exist when one 'group' of people are not outnumbered by any other.

Highlights from consultation on race equality schemes (2009)

Consultees told us that their priorities for improvement were:

- Educational achievement
- Reducing community tensions and increasing cross cultural awareness
- Building the capacity of BME community organisations to enable better engagement with the council
- Race and religious hate crime

- Career and employment opportunities for under-represented groups in the council
- More diverse and ethnically and culturally sensitive workforce
- More emphasis on gathering data about demographic changes and social trends
- Parking near Mosques on Fridays

Highlights from consultation on disability equality (2009)

Consultees told us that their priorities for improvement were

- Accessible transport and parking
- Accessible and adapted housing
- Comprehensive monitoring information on customer profiles
- Equality monitoring and reporting of complaints / compliments
- Personal assistance
- Adequate income
- Equal opportunities for employment
- Appropriate and accessible information
- Appropriate and accessible health care provision
- Inclusive education and training

Highlights from consultation on age equality (2009)

Consultees told us that their priorities for improvement were

- Housing including fuel poverty
- Care provision

Highlights from consultation on religion and belief (2009)

Consultees told us that their priorities for improvement were

- Access to Mosques and parking on Fridays
- Dietary requirements at council events
- Council employees' religious awareness

Highlights from the 2008 Place Survey

- 39% people think crime levels need to be improved
- 34% people want more activities for teenagers
- 6% people think race relations need to be improved
- Critical areas for improvement identified as crime, clean streets, affordable and decent housing and public transport
- 72% are satisfied with the local area as a place to live with residents in South Luton being the least satisfied
- 48% feel strongly that they belong to their immediate neighbourhood with the lowest level of belonging (44%) in South Luton and the highest (52%) in

Central Luton. Young people, Black people and tenants (not Council tenants) are most likely to feel that they do not belong

- 55% disagree that parents take enough responsibility for their children's behaviour
- 73% people say that people from different backgrounds get on well together with the lowest proportion (66%) in South Luton and the highest (78%) in North Luton. There was no significant difference in responses by ethnicity
- 38% perceive that people not treating each other with respect and consideration is a problem. This is in the worst 25% of results nationally. Central and South Luton residents are most likely to agree that this is a problem, with residents in the East and North least likely to do so.
- 80% residents feel safe during the day and 35% after dark. 45% say that they feel unsafe after dark with residents in South Luton the most likely to feel unsafe after dark. The most common reason for feeling unsafe (identified by 32% of residents) is gangs of teenagers / youths
- 28% of residents say there is a high level of anti-social behaviour in their local area (this is in the worst 25% of results nationally)
- 35% of residents say that drunk and rowdy behaviour is a big problem (this is in the worst 25% of results nationally)
- 45% of residents say that drug use and dealing is a big problem (this is in the worst 25% of results nationally)
- 24% find accessing hospital services via public transport difficult and 25% find accessing places of worship via public transport difficult.

Highlights from the 2009 Community Safety Survey

- 80% satisfied with their local area with the areas making up South Luton being the least satisfied. Satisfaction is higher in North Luton with the exception of the Northwell ward. White (British / Irish) residents are slightly less satisfied (79%) than BME residents (84%)
- Overall 82% agree their local area is a place where people from different backgrounds get on well together. This is a significant improvement on the level found in the 2008 Place Survey (see above) but it should be noted that the survey methodology was different and this could have impacted on results. Levels of agreement vary between different areas for example, around 1/5 of residents in Biscot and High Town disagree. BME residents tend to be more positive with 88% agreeing that people from different backgrounds get on well together and 80% amongst White (British / Irish) residents.
- 32% of residents feel that people not treating each other with respect and consideration is a problem in their area. More than 40% of residents in South, Leagrave and Limbury wards felt this was a problem. Overall, White (British / Irish) residents were more likely to identify respect and consideration as a problem (33%) in comparison with those of BME origin (28%).

- 93% of residents feel safe during the day but 33% do not feel safe after dark. Residents in South and West Luton were most likely to report feeling unsafe after dark. Men, people of BME origin and younger people were more likely to report feeling safe after dark 43% of disabled people said they felt unsafe after dark. As in the 2008 Place Survey the reason most often cited for feeling unsafe after dark was youths / gangs / teenagers.
- 57% of residents say there are parts of the borough they try to avoid with more women than men saying this. Similarly more White (British / Irish) people reported avoiding areas compared to those of BME origin. The areas most avoided were Marsh Farm and Bury Park together with some areas of the Town Centre.

Our vision for equalities, cohesion and inclusion in Luton

We have developed a vision for equalities, cohesion and inclusion in Luton to 2015. We do not expect Luton to be 100% equal, cohesive or inclusive by this time but we do expect significant progress to be made. The four years to 2015 will be challenging for communities, businesses and public sector agencies as the country's economic challenge is tackled. There is a danger that the measures taken to tackle the economy will adversely affect equality, cohesion and inclusion in Luton and in other areas. By developing and publishing this vision and our strategy for achieving it we are committing to doing everything possible to ensure that Luton's communities experience greater equality, cohesion and inclusion during this difficult period. Our vision is:

By 2015 Luton will be a place where people's different needs, situation, responsibilities and goals are recognised; people can flourish no matter their background; and barriers that limit what people can be and do are being removed. The gap between the most and least well off in terms of health, education and income will be narrowing; people's understanding, care and respect of each other will be increasing; and services will be influenced and delivered according to people's needs.

The rest of this strategy explains the vision in more detail and sets out how we intend to achieve it within tight financial resources.

Recognising needs, situations, responsibilities and goals

An equal, cohesive and inclusive society is one where the needs, situations, responsibilities and goals of individuals and groups are recognised and valued. We need to understand our communities, their backgrounds, aspirations and needs and to ensure that those delivering public services incorporate these into service design and delivery. Leaders and service deliverers, no matter what sector they are from, as well as residents need to have a greater understanding of the needs of Luton's different communities.

Similarly we need to be clear about what is expected of Luton's residents both new and existing, and support them to meet these societal expectations such as good neighbourliness and challenging discrimination.

In order to achieve this part of our ambition we will need to develop and share a greater understanding of the communities that make up Luton. This will need to involve local people and requires a culture of openness, trust and confidence, developed through strong community leadership, clarity of purpose and relationship building. One element of this culture of openness, trust and confidence is transparent decision making particularly in relation to financial decisions. Perceptions that money is being spent on one community and not on another can lead to community tensions and a lack of understanding. Public bodies in particular need to be clear about how they make their spending decisions, including how local people can have their say, and how they prioritise their resources. Public bodies also need to be able to demonstrate that the decisions they make will improve equality, cohesion and inclusion.

Objectives

- To improve leaders' and service deliverers understanding of the communities that make up Luton
- To improve the visibility of leadership on equalities, cohesion and inclusion
- To embed equalities, cohesion and inclusion in the culture of service delivery organisations
- To bring people together through cultural activities such as festivals
- To improve the transparency of decision making

Specific actions 2011-2015

There are some specific actions that we will take between now and 2015 to recognise the needs, situations, responsibilities and goals of Luton's residents. These will be identified through the consultation process and included in the final strategy and its action plan.

Success measures

The measures we will use to measure our success in recognising needs, situations, responsibilities and goals are:

- [Changes in the proportion of residents who think that there is a problem with local people not treating each other with consideration and respect.](#) This will give us an

indication of whether communities are cohesive and inclusive and whether the needs of others are recognised

- [Changes in the proportion of residents who say that people from different backgrounds get along](#). This will give us an indication of whether people recognise that others have different needs, situations, responsibilities and goals
- [Changes in satisfaction with public services in relation to treating residents with respect and consideration](#) This will give us an indication of whether service deliverers have and use a greater understanding of the communities they serve
- [Feedback analysis](#). This will give us an indication of whether service deliverers have and use a greater understanding of the communities they serve
- [Changes in the proportion of residents who say they can influence decisions](#). This will give an indication of how local people view decision making in Luton and whether it is an inclusive process.

Enabling people to flourish

A critical part of this strategy is about enabling local people to flourish. By this we mean, that we need to enable people to do the things they choose to do, and do them well, enabling them to fulfil their potential by developing their skills and abilities, including their personal and collective confidence and pride. We need to remove barriers, enable and encourage change, raise aspirations and celebrate achievements; we need to work with local people to create and maintain a safe environment in which to flourish. Our approach needs to encompass people of all ages and all backgrounds. The enablers will be different for different people and groups depending on their experiences and the factors that currently contribute to their disadvantage.

By enabling people to flourish we will create a more equal, cohesive and inclusive Luton, where people are proud of their achievements and proud of each other, where people have greater feelings of belonging, where ambitions are fulfilled and where individuals and groups achieve their potential and prosper without dependency on others. This will also help us to improve Luton's reputation which has been tarnished in recent years by the high profile actions of a few, making it more attractive to inward investors and employers and better able to capitalise on its location in relation to London.

Objectives

Our objectives for enabling people to flourish are:

- To improve the reputation of Luton and its residents
- To raise the aspirations of residents
- To create and maintain a safe environment
- To improve feelings of belonging particularly in those areas with the lowest levels in 2008 and 2009.
- To improve linkages between schools particularly active mixing between more and less ethnically diverse schools
- To extend the use of the English language across Luton

Specific actions 2011-2015

There are some specific actions that we will take between now and 2015 to enable local people to flourish no matter what their background. These will be identified through the consultation process and included in the final strategy and its action plan.

Success measures

Measuring our success in enabling local people to flourish would be complex and potentially intrusive. However, there are some measures which we can use to provide an indication of whether Luton residents are flourishing. These are:

- **Changes in the profile of participants in further / higher education.** This will tell us if young people and adults are seeking more academic or vocational qualifications and training in order to get the skills, job or promotion that they want.
- **Changes in Luton's workforce / employment profile.** This will tell us if more Lutonians are working in Luton, the types of work they are doing.
- **Changes in Luton's business and enterprise profile.** This will tell us if more Lutonians are starting and maintaining businesses in the area.
- **Changes in the proportion of residents in each ward / area who say they feel strongly that they have a sense of belonging to their local area.** This will give us an indication of whether community pride and belonging has increased. Communities which demonstrate pride and belonging tend to be more confident and sustainable.
- **Changes in the proportion of residents who think that there is a problem with local people not treating each other with consideration and respect.** This will give us an indication of whether communities are cohesive and inclusive. Communities which are made up of people who are achieving their aspirations are less likely to feel that people from different backgrounds are a threat to their quality of life and are therefore more likely to treat others with consideration and respect.
- **Changes in the level of crime and fear of crime.** This will give us an indication of whether Luton has a safe environment in which residents can flourish

Narrowing the gap on health, education and income

Like many places, Luton is a town of contrasts. There is a distinct need to not only improve quality of life for all those who live in Luton but also to narrow the gap between those that have the best and worst experiences. Key to both improving general quality of life and to improving equality, cohesion and inclusion are health, education and income.

Tackling health inequality is fundamental to achieving an equal, cohesive and inclusive Luton. Luton Forum's Health Inequalities Strategy 2010 – 2026 sets out the key issues and actions to be taken. It recognises that addressing health inequalities requires action on issues such as early child development, education, employment and working conditions, housing and neighbourhood conditions and standards of living. The strategy focuses on five areas:

- Empowering individuals and communities
- Improving access to services
- Addressing lifestyle issues
- Addressing the wider determinants of health such as employment, education
- Improving quality of life

Narrowing the gap on education and income not only supports better health outcomes and ultimately enables people to live longer, it also improves the likelihood of people playing a full and active part in society. The right education and skills enable people to fulfil their potential and earn a decent income. It will be important to both narrow the income gap within Luton and compared to the regional and national averages as well as to narrow the gap between different groups such as men and women.

There is a strong correlation between income levels and education both in terms of adults without high level qualifications or skills being low earners and children from poor backgrounds ability to achieve at school. Narrowing the gap on educational attainment and proportions of children and young people not in education, employment or training between the most and least disadvantaged areas and families will contribute to a more equal, cohesive and inclusive Luton. Similarly, we need to focus on enabling the working age population to increase their skills to be able to secure higher skilled and paid work or to join the workforce for the first time.

Objectives

Our objectives for narrowing the gap on health, education and income are:

- To narrow the gap in life expectancy at birth in the areas with the highest and lowest deprivation.
- To narrow the gap in life expectancy at birth in the areas with the highest and lowest life expectancy
- To narrow the gap in life expectancy between Luton and the rest of England
- To narrow the income gap between the least and most deprived areas
- To narrow the income gap between different groups e.g. men and women

- To narrow the income gap between Luton and the regional and national averages
- To narrow the educational attainment gap for children living in the least and most disadvantaged areas of Luton
- To narrow the gap in relation to children and young people not in education, employment or training
- To improve the skills of the working age population

Priorities for action 2011-2015

There are some specific actions that we will take between now and 2015 to narrow the gap on health, education and income. These will be identified through the consultation process and included in the final strategy and its action plan.

Success measures

- **Changes in the profile of participants in further / higher education.** This will tell us if young people and adults are seeking more academic or vocational qualifications and training in order to get the skills, job or promotion that they want.
- **Changes in Luton's workforce / employment profile.** This will tell us if more Lutonians are working in Luton, the types of work they are doing.
- **Gap in life expectancy at birth between the lowest and highest deprivation areas to have narrowed.** This will tell us if children born in 2015 are likely to live longer
- **Gap in life expectancy at birth in the areas with the highest and lowest life expectancy to be narrowed.** This will tell us if children born in 2015 are likely to live longer
- **Gap in life expectancy between Luton and the rest of England to be narrowed.** This will tell us if children born in 2015 are likely to live longer and whether Luton is making progress in comparison with the rest of the country.
- **Income gap between the least and most deprived areas to be narrowed.** This will give us an indication of whether residents are able to experience the same quality of life and equality of opportunity
- **Income gap between different groups e.g. men and women narrowed.** This will tell us whether Lutonians are experiencing equality of opportunity in relation to income levels in Luton
- **Income gap between Luton and the regional and national averages to be narrowed.** This will tell us whether Lutonians are experiencing equality of opportunity in relation to income levels compared to other parts of the country
- **Improvements in educational attainment leading to a narrowing of the gap between children living in the least and most disadvantaged areas of Luton.** This will give us an indication of whether children and young people will be able to experience equality of opportunity in relation to their future job prospects and income
- **Gap in relation to children and young people not in education, employment or training to be narrowed.** This will give us an indication of whether Luton's young people are likely to be fulfilling their potential and gaining employment

Increasing care and respect for each other

About

An equal, cohesive and inclusive community is one where people demonstrate care and respect for each other. By this we mean that people are not attacked by others because they are different, do not discriminate against others because they are different and that people recognise the value that every person, no matter what their background, brings to society in Luton. Caring and respectful behaviour includes volunteering and community participation, being a good neighbour, welcoming new residents and co-workers, being polite, listening to the views of others, and helping to care for the area. There are strong links between a caring and respectful society and is one which is safe.

Objectives

- To improve levels of volunteering and participation in “civil society”
- To reduce levels of anti-social behaviour
- To reduce levels of hate crime

Priorities for action 2011-2015

There are some specific actions that we will take between now and 2015 to increase the level of care and respect in Luton. These will be identified through the consultation process and included in the final strategy and its action plan.

Success measures

Measuring care and respect is complex and potentially intrusive. We have identified some measures which will provide an indication of whether levels of care and respect are improving:

- **Changes in the proportion of residents in each ward / area who say they feel strongly that they have a sense of belonging to their local area.** This will give us an indication of whether community pride and belonging has increased. Communities which demonstrate pride and belonging tend to be more confident and sustainable.
- **Changes in the proportion of residents who think that there is a problem with local people not treating each other with consideration and respect.** This will give us an indication of whether communities are cohesive and inclusive. Communities which are made up of people who are achieving their aspirations are less likely to feel that people from different backgrounds are a threat to their quality of life and are therefore more likely to treat others with consideration and respect.

- **Changes in the level of crime (especially hate crime) and fear of crime.** This will give us an indication of whether Luton has a safe environment where residents are respectful and considerate of each other
- **Changes in the proportion of residents who say that people from different backgrounds get along.** This will give us an indication of whether people are treating each other with dignity and respect
- **Changes in satisfaction with public services in relation to treating residents with respect and consideration** This will give us an indication of whether service deliverers have and use a greater understanding of the communities they serve
- **Changes to the levels of volunteering and participation in civic society (decision making etc).** This will give us an indication of how active Lutonians are in caring for others and about the town.
- **Changes in levels of anti-social behaviour.** This will give us an indication of whether residents are treating each other with care and respect.

Services that meet people's needs

Public sector bodies and those that provide services on their behalf must meet local needs in order to achieve outcomes and provide value for money. Services that are not based on a robust understanding of people's needs are likely to exclude some potential service users or provide poor quality services to others. This is particularly important in time of financial restraint and it's vital that decisions about how to meet people's needs and any prioritisation of need are clear and transparent. The "Recognising needs, situations, responsibilities and goals" section of this strategy has already covered how we will improve our approach to understanding the needs of local people. This section therefore focuses on meeting their needs once they are understood.

Objectives

- To improve the transparency of decision making
- To improve the take up of services by disadvantaged groups
- To improve the efficiency and value for money of services
- To provide services in a joined up, customer focused way

Priorities for action 2011-2015

There are some specific actions that we will take between now and 2015 to ensure that more services meet people's needs. These will be identified through the consultation process and included in the final strategy and its action plan

Success measures

- **Improved levels of take up from groups at risk of disadvantage.** This will give us an indication of whether our services are meeting the needs of our communities
- **Impact assessments show a positive impact on groups at risk of disadvantage.** This will tell us whether our services promote equality, cohesion and inclusion and whether they are provided in a way which enables equality of opportunity.
- **Customer feedback.** This will give us an indication of whether services are meeting the needs of local people
- **Improved value for money.** This will give us an indication of whether the services provided are efficient and effective

Annex 1 – how this strategy has been developed

This strategy has been developed following an independent review of Luton Forum's strategic approach to Equalities, Cohesion and Inclusion. The review and this strategy have been informed by the strategic framework for equalities, cohesion and inclusion that were in place in Luton in 2010 and the work of the Community Cohesion Commission. This includes Single Equality Schemes, child poverty assessment, financial inclusion policy, and health inequalities strategy.

We have used the consultation carried out with local people on equalities, cohesion and inclusion in the past few years rather than asking people similar questions again and risking consultation fatigue. The headlines of this analysis are included in the strategy. It is our intention to use this draft document to consult with stakeholders including local people; to test our vision for equalities, cohesion and inclusion to 2015; and to develop the action plan to deliver the strategy.

We want local people to be able to hold us to account for delivery of this strategy and to help us to deliver it. The strategy represents a shift in public sector thinking – from a “doing it to or for you” approach, to one that is based on working together, enabling and empowering people to take action in their own communities to tackle issues that affect equality, cohesion and inclusion. We will use the consultation period to talk to local people and community representatives about how best to achieve this.

THIS PAGE IS INTENTIONALLY BLANK

LUTON FORUM	AGENDA ITEM 6
DATE OF MEETING:	17 February 2011
REPORT AUTHOR:	Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council
SUBJECT:	Commission on Community Cohesion
FOR:	Decision / Discussion / Information

PURPOSE

To ensure the implementation of the recommendations of the Commission on Community Cohesion.

RECOMMENDATIONS

It is recommended that the Luton Forum:

- (1) supports the recommendations of the report of the Commission on Community Cohesion and asks officers to develop an action plan for the partnership
- (2) requests the chair of the Equality, Cohesion and Inclusion Group to convene a working party as described at 5.41 of the Commission's report.

REPORT

1. In January 2003, Luton Borough Council's Community Cohesion Scrutiny panel produced a report: *Sticking Together, Embracing Diversity in Luton*. The report made recommendations about ten key areas: communications, resources, misunderstandings and misinformation, cultural awareness, employment, English for speakers of other languages, young people, education, and equalities.

2. In 2009, it was agreed to convene an independent commission to revisit the issue of community cohesion. Baroness Howells of St Davids OBE was asked to chair the Commission, and its first meeting was held in January 2010, close to the launch of Luton in Harmony.
3. The commission included members of the Luton Forum, including the chair, the then chair of the Luton Assembly, the Divisional Commander of Bedfordshire Police and the Chief Executive of Luton Borough Council.
4. The commission's report was launched on 20 January 2011 at the University of Bedfordshire. The full report is available at http://www.luton.gov.uk/internet/Community_and_living/Local%20community/Community%20cohesion
5. Members' attention is drawn to paragraph 5.41 of the report:

Given the speed at which events impacting on community cohesion are moving, the Commission calls on the Luton Forum, as one part of its response to this report, to establish a working party to drill down into contentious but unresolved issues. The working party should:

- • Take the findings of this report as its starting point.
 - • Develop terms of reference focused on the practical implications of challenging extremism in all its forms in light of recent and on-going events.
 - • Include some Commission members and, crucially, faith leaders within its membership.
 - • Have a direct reporting line to the Chair of the Luton Forum.
6. This work has clear links to the Equalities, Cohesion and Inclusion agenda. It is, therefore, suggested that the chair of that group be asked to lead on this work.

Dean Stokes
Head of Strategic Planning, Policy and Performance, Luton Borough Council

(01582) 546073
dean.stokes@luton.gov.uk

LUTON FORUM		AGENDA ITEM 7
DATE OF MEETING:	17 February 2011	
REPORT AUTHOR:	Governance Review Working Group	
SUBJECT:	Review of Governance arrangements	
FOR:	Decision / Discussion / Information	

PURPOSE

This report sets out proposals for new partnership arrangements for consideration by the Luton Forum.

RECOMMENDATIONS

It is recommended that the Luton Forum:

- (i) agrees the proposals at paragraphs 26 to 31**
- (ii) records its thanks to the Working Group**

REPORT

Background

1. The Governance Working Group was set up by the Local Public Service Board at its meeting on 15 July 2010. The group comprises Laura Church, Linda Farrell, Linda Hockey and Jenny Spouge. The group has met on four occasions and presented an interim report to the Luton Forum meeting held on 4 November 2010 which set out principles for the review, including:
 - Maintaining an overarching partnership;
 - Focusing on the Sustainable Community Strategy, including shorter term priorities for action;
 - The need to involve leaders / chief executives;
 - Building on existing partnerships;
 - Working proactively rather than reactively;
 - The development of a partnership protocol;

- Devolving responsibility and decision-making to the most local level.
2. This report includes the key findings and recommendations of the working group, although some issues raised have been deferred for further consideration at a later date.

Context

3. Local strategic partnerships (LSPs) were generally developed in the early 2000s as a response to guidance from the Department of the Environment, Transport and the Regions. There has been additional guidance as government policy developed, and often this has related to how LSPs work as partnerships rather than on what they deliver. As a result, there has been an emphasis on structure and governance which has supported a bureaucratic approach.
4. Like many areas, Luton has a strong history of partnership working, both inside and outside the LSP structure. Although the role of the Luton Forum as 'partnership of partnerships' is acknowledged, there are also challenges about the role of LSPs in relation to statutory partnerships where the agenda may be set at a national level.
5. The local context for partnerships has changed drastically. The financial situation continues to have direct and indirect impact on organisations, including their ability to commit time. The financial pressure means that what services are delivered, and how they are delivered, will change, and this will be a major consideration for all partners.
6. The public sector is subject to major changes in its decision-making and delivery: primary care trusts are to be replaced by consortia; public health is to be a local authority responsibility; police commissioners are to be introduced. Whereas the recent agenda may have been how new areas of work can be developed and supported, the new agenda is based on maintaining achievements in the light of budget reductions.

Sustainable Community Strategy

7. The importance of maintaining the Sustainable Community Strategy (SCS) is emphasised. In the light of previous discussions, the need to identify the shorter term 'priorities for action' is seen as an underlying principle. Although these will provide the major focus for partnership activity, it is expected that partners, and the partnership, will also ensure that any progress or significant issue relating to the remaining priorities is acknowledged and understood.

Partnership arrangements

8. The working group looked at all aspects of current partnership arrangements. It acknowledged that some areas will need further discussion, and that this may not be possible until the context is clearer. Its focus is on developing partnership arrangements that can deliver effective results rather than designing a bureaucracy.
9. The working group recognises the commitment of partners and aims to support collaboration with a 'light touch' approach. Currently, the Luton Forum has a detailed constitution which sets out what can be seen as a set of rules. In many circumstances, decision-making is referred through the structure and individual groups may have relatively little autonomy. The proposals are based on moving from a hierarchy that authorises to a framework that supports.

Overarching Partnership

10. The need for an overarching partnership is confirmed; however, there are a number of major changes proposed for the way it is assembled:
 - The Luton Forum is seen more clearly as a forum: a body which contributes to policy development by helping to identify key issues and acting as a 'think tank' around the key strategic developments.
 - Where the current membership is tightly defined, the proposal is that any organisation which can demonstrate that it supports the aims of the partnership can be eligible for membership if their application is supported by their sector. The initial membership will be drawn from organisations that are part of the current broad structure of the LSP.
 - Instead of working in a business meeting format, it is proposed that the Forum should meet as conference or workshop. This recognises the fact that there are few occasions where the Forum is making a formal decision.
 - The need to represent the partnership was identified as important, and the proposal is that the chair should rotate, and the chair should be able to speak on behalf of the Forum, where they are able to do so, until the following meeting when a new chair takes over.
11. Brief terms of reference have been drawn up (Appendix 1). These set out the principles of how the Forum would work, but allow for a flexible approach.
12. The partnership agreement (Appendix 2) gives the commitment of organisations to supporting the ongoing work of the partnership, and identifies the standards of behaviour expected; these are based on the seven Nolan principles of public life.

13. The list of members (Appendix 3) is based on all organisations that currently take part in the work of the Luton Forum, and anticipates changes that are planned.
14. It is not expected that organisations should provide a 'named representative', but that organisations are entitled to send appropriate representation to any meeting of the Forum. This may mean multiple representation on some occasions, and no representation at others depending on the particular agenda.

Local Public Service Board / Leaders / Chief Executives

15. The Local Public Service Board (LPSB) is intended to ensure the delivery of key areas of work of the LSP. It bring together some, but not all, of the key organisations in the town with the chairs of the Theme Boards. The LSP work programme is likely to form only a part of the agenda of the organisations represented and so there may be some overlap or duplication with meetings in other settings.
16. There is clearly a need to ensure the active involvement of the 'top layer', but this does not necessarily require a separate LSP meeting. This could be achievable by linking into an existing structure, if appropriate. There was discussion about whether the Chief Executives' Forum for Bedfordshire might serve this purpose, but it was noted that this does not include political leadership, nor does it include the voluntary and community sector, and these are both crucial partners.
17. It is suggested that further consideration be given as to how existing arrangements might be adapted to serve this purpose. In the meantime, it is proposed that the LPSB should continue to meet until more suitable arrangements can be identified.

Theme Boards and Other Groups

18. The structure of the Luton Forum has largely been developed in response to the agenda of the Government. The Theme Boards reflect the blocks of the Local Area Agreement with the anomalies that that throws up; for example, physical activity is seen as being a stronger communities issues rather than a health and well-being one. Simply because the structure was developed in this way does not mean that it does not function well, but there is the opportunity to consider whether there are other ways of working that may be more suitable locally.
19. The nature of statutory partnership has had, and may continue to have, a major impact on the way LSPs work: they may need to respond more closely to a national agenda, overlaying this with a local perspective. National guidance may define much of the workload of these partnerships.

20. The view of the working group is that, instead of attempting to direct the work of these partnerships, the LSP should act as a coordinator: providing channels for communication and offering opportunities to collaborate more clearly. The identification of the smaller number of priorities for action is designed to support this in that it will define the areas where partnerships are expected to work together, but still acknowledges that there are other areas of work that will need to continue.
21. It is proposed, therefore, that all partnerships should be asked to consider their functions and way of working. Partnership need to be clear of the value they add to partner organisations and to partnership working. This may be particularly significant where there is a Theme Board and Sub-Boards which may end up with business being duplicated. Boards or groups may have very clear reasons for why they need to continue to meet, but these may not need as clearly defined structure as at present; for example, if a major function is information-sharing, a detailed constitution that needs to be agreed by the Forum structure may be totally unnecessary.
22. All Boards and Groups should, therefore, be given the opportunity to decide whether they are needed and, if so, how they will work including whatever level of formality is appropriate. The working group draws attention to the need to ensure that representation from the Luton Assembly is maintained at an appropriate level.

Officer Group

23. Currently, the structure includes a Performance Management Sub Group and an Equalities, Cohesion and Inclusion Group, both of which aim to ensure that the LSP is achieving its priorities. There is an opportunity to bring together these major strands of work in order to ensure that the partnership is performing to the best of its ability. There has previously been a focus on performance reports which have, in reality, been data reports. It is proposed that the Officer Group should ensure coordination of activity around the shorter term priorities for action as well as having an overview of progress on SCS priorities.
24. It is recognised that this Group will need to be able to escalate issues as they are identified. This could include referring them to particular organisations or partnerships. Again, this is based on coordination and collaboration rather than direction.
25. Draft terms of reference are attached at Appendix 4.

Proposals

26. **The Luton Forum Plenary Group adopts the terms of reference at Appendix 1**
27. **All partners are requested to sign a partnership agreement (Appendix 2)**

28. **The list of Partners (Appendix 3) is agreed as the initial membership of the Luton Forum.**
29. **The LPSB continues to meet until alternative arrangements can be approved.**
30. **All Theme Boards and Groups consider their function in relation to delivery of the SCS priorities and shorter term priorities for action and agree appropriate arrangements.**
31. **An Officer Group is formed, based on the draft terms of reference (Appendix 4)**

Luton Forum Governance Working Group (Laura Church, Linda Farrell, Linda Hockey, Jenny Spouge)

lsp@luton.gov.uk

Item 7 Appendix 1

Luton Forum - Terms of Reference

Function

Luton Forum is a consultative group that brings together partners from all sectors to help shape the development of policy and strategy in the town through the Sustainable Community Strategy. It will achieve this by:

- Identifying shorter term priorities for action
- Advising about the key issues and priorities for the town
- Considering in detail issues relating to the development of policies and strategies at the earliest stage
- Sharing information to support joint action
- Reviewing progress against plans developed

Where possible, the Luton Forum will work towards consensus. Where this cannot be achieved, the Forum will aim to reflect accurately the full range of views held.

Membership

Membership of the Luton Forum will be open to any organisation that supports the aims of the Forum and has signed a partnership agreement. Initially, this will be based on the organisations that were members of the Luton Forum, its theme boards and subgroups (see list at Appendix 3) in March 2011.

Any organisation will be able to apply for membership by application to the secretariat.

Public sector organisations will need to be confirmed by their governance structure.

Private sector organisations will need to be confirmed by an umbrella body, such as the Chamber of Commerce or Federation of Small Businesses.

Voluntary and Community Sector organisations will need to be confirmed by the Luton Assembly.

Meetings

Meetings will be held no less than four times a year.

Meetings will be held in conference and workshop format.

All member organisations will be invited to be represented. Where there are practical limits to the number that can be accommodated at any particular meeting, all reasonable measures will be taken to ensure fair representation across all sectors.

Chair

A chair will be appointed for each meeting. An annual programme may be arranged by the Forum secretariat and agreed in advance. The chair of a meeting, in consultation with the Forum secretariat, may act as spokesperson for the Luton Forum until the next meeting

Administration

The secretariat for the Luton Forum will be provided by the Regeneration Service of Luton Borough Council

Item 7 Appendix 2



PARTNERSHIP AGREEMENT

..... (name of representative) on behalf of

..... (name of organisation)

agrees to support the aims of the Luton Forum by:

- Working towards the priorities of the Sustainable Community Strategy for Luton, both independently and through partnerships
- Supporting the focus on the small number of identified priorities for action
- Supporting the underlying principles of Equality, Cohesion and Inclusion
- Acting within the principles of the Community Involvement Strategy
- Providing information, as required, to assist in the identification of priorities and development as strategies

Representatives will:

act solely in terms of the public interest. They will not do so in order to gain financial or other benefits for themselves, their family or their friends.

not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

make choices on merit in carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits,

be accountable for their decisions and actions to the public and must submit themselves to appropriate scrutiny

be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

promote and support these principles by leadership and example.

Item 7 Appendix 3

LUTON – PARTNERSHIP ARRANGEMENTS.

Luton Forum / LPSB

Active Luton
Barnfield College
Bedfordshire and Luton Combined Fire Authority
Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Police Authority
Jobcentre Plus
Luton Advice Network
Luton Assembly
Luton Borough Council
Marsh Farm Futures
NHS Luton
The Chamber
University of Bedfordshire
Voluntary Action Luton

Stronger and Safer Board

Active Luton
Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Police
Bedfordshire Probation Service
Crown Prosecution Service
Equalities, Cohesion and Inclusion Group
Government Office for the East of England
Luton Assembly
Luton Borough Council
Luton Cultural Services Trust
NHS Luton
Voluntary Action Luton

Stronger Communities Executive

Active Luton
Bedfordshire Police
Equalities, Cohesion and Inclusion Group
Luton Advice Network
Luton Assembly
Luton Borough Council
Luton Cultural Services Trust
NHS Luton
Voluntary Action Luton

Community Safety Partnership

Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Criminal Justice Board
Bedfordshire Police
Bedfordshire Police Authority
Bedfordshire Probation Trust
East of England Ambulance Service NHS Trust
Luton and Dunstable Hospital
Luton Assembly
Luton Borough Council
Luton Crown Prosecution Service
Luton Domestic Abuse Strategic Group
Luton Drug and Alcohol Partnership
Luton Magistrates' Court
Luton Multi-Agency Domestic Abuse Forum
Luton Safe
Luton Youth Offending Service
NHS Luton
South Essex Partnership Trust
Victim Support

Children and Young People's Trust Board

Barnfield College
Bedfordshire Police
Bedfordshire Preschool Learning Alliance
Bedfordshire Probation Service
Dallow Primary School
Lea Manor High School
Local Safeguarding Children Board
Luton Assembly
Luton Borough Council
Luton Sixth Form College
NHS Bedfordshire
NHS East of England
NHS Luton
South Essex Partnership Trust
Stopsley High School
Wenlock Junior School

Health and Wellbeing Board

Luton Assembly
Luton Borough Council
NHS Luton

Environment and Economy Board

East of England Development Agency
Environment Agency
Luton Assembly
Luton Borough Council
Voluntary Action Luton

Environmental Stewardship and Climate Change

Bedfordshire Climate Change Forum
BRCC
Environment Agency
Groundwork
Luton Assembly
Luton Borough Council
Sustainable Opportunities
Sustrans
Transition Luton
University of Bedfordshire
Wildlife Trust

Employment, Innovation and Enterprise

Barnfield College
Bedfordshire and Luton Chamber of Commerce
Business Link East
Jobcentre Plus
Luton Assembly
Luton Sixth Form College
Prince's Trust
University of Bedfordshire
Voluntary Action Luton

Housing Partnership

Bedfordshire Pilgrims Housing Association
Disability Resource Centre
Explore Investments
Government Office
Lenwell
Luton Assembly
Luton Borough Council
Older Persons Forum
Race Advisory Forum
Signposts
Tenant
Tenant
Victim Support

Equalities, Cohesion and Inclusion Group

Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Police
Coopted Member
Luton Assembly
Luton Borough Council
Marsh Farm Community Development Trust
NHS Luton

Performance Management Sub Group

Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Police
Luton Assembly
Luton Borough Council
Luton Drug and Alcohol Partnership
NHS Luton

Duty to Cooperate

Arts Council
Bedfordshire & Luton Combined Fire Authority
Bedfordshire Police Authority
English Heritage
Health and Safety Executive
Jobcentre Plus
Joint Waste Disposal Authorities
Local Probation Board
Natural England
Luton and Dunstable Hospital
NHS Luton
South Essex Partnership Trust
The Environment Agency
The Highways Agency
Youth Offending Team

Overall

Active Luton #
Arts Council
Barnfield College
Bedfordshire & Luton Combined Fire Authority
Bedfordshire and Luton Chamber of Commerce
Bedfordshire and Luton Combined Fire Authority
Bedfordshire and Luton Fire and Rescue Service
Bedfordshire Criminal Justice Board
Bedfordshire Pilgrims Housing Association
Bedfordshire Police
Bedfordshire Police Authority *
Bedfordshire Preschool Learning Alliance #
Bedfordshire Probation Service
Bedfordshire Probation Trust
Business Link East
Crown Prosecution Service
Dallow Primary School
Disability Resource Centre
East of England Ambulance Service NHS Trust
East of England Development Agency *
English Heritage
Environment Agency
Explore Investments
Government Office *
Health and Safety Executive
Highways Agency
Jobcentre Plus
Joint Waste Disposal Authorities
Lea Manor High School
Lenwell
Local Safeguarding Children Board
Luton Advice Network
Luton and Dunstable Hospital
Luton Assembly #
Luton Borough Council
Luton Cultural Services Trust #
Luton Domestic Abuse Strategic Group
Luton Drug and Alcohol Partnership
Luton Magistrates' Court
Luton Multi-Agency Domestic Abuse Forum
Luton Safe
Luton Sixth Form College
Marsh Farm Community Development Trust *
Marsh Farm Futures #
Natural England
NHS Bedfordshire *
NHS East of England *
NHS Luton *
Older Persons Forum

Prince's Trust #
Race Advisory Forum
Signposts #
South Essex Partnership Trust
Stopsley High School
Transition Luton #
University of Bedfordshire
Victim Support #
Voluntary Action Luton #
Wenlock Junior School
Youth Offending Team

(60 in total)

Organisations which are to be created:

GP Consortium
South East Midlands Local Enterprise Partnership

* indicates organisations that are scheduled to be abolished

indicates organisations that are, or may be, eligible for membership of the Luton Assembly

Item 7 Appendix 4

Officer Group

Terms of reference

Functions

1. Coordination of Sustainable Community Strategy:
 - Coordination and agreement of shorter term priorities for action
 - Coordination / identification of lead organisation(s) for all priorities
 - Ensuring coordination of activity / action plans for priorities for action
 - Coordination of ongoing evidence base and consultation on priorities, including shorter term priorities for action

2. Coordination of performance management:
 - Ensure performance management framework in place for all priorities
 - Coordinate performance management of priorities for action
 - Integration of equality, cohesion and inclusion issues into performance management framework
 - Escalate performance issues, where necessary within partner organisations

3. Communication
 - Coordination of annual report to Luton Forum and partners

Membership

The following will be members of the Officer Group on an ongoing basis, with one place for each organisation:

Bedfordshire Police
Luton Assembly
Luton Borough Council
NHS Luton (to be replaced by the GP Consortium)

In addition, the organisation identified for each of the shorter term priorities for action will be entitled to one place.

Membership will be reviewed on an annual basis.

LUTON FORUM

AGENDA ITEM

9

DATE OF MEETING:	17 February 2011
REPORT AUTHOR:	Paul R Barton – Team Leader Research and Intelligence, Luton Borough Council
SUBJECT:	Population Undercount and 2011 Census of Population
FOR:	Action / Decision / Discussion / Information

PURPOSE

To support an accurate census count in 2011

RECOMMENDATIONS

The Forum is recommended to:

- (1) Note the current work on lobbying on the undercount of the Luton population;
- (2) Support the development of a local population estimate for 2010;
- (3) Note the current work on the 2011 Census of Population;
- (4) Advise on any actions they consider can help increase Census enumeration;
- (5) Support work on developing a local Census figure from administrative sources to validate the Census data

REPORT

Background

1. At the last meeting, the Forum considered a report on the Comprehensive Spending Review. The discussion on this item raised a number of issues about the population of Luton. This report aims to update the Forum on population matters including the 2011 Census of Population.

Population Issues

2. The Office for National Statistics' (ONS) 2009 Mid-Year Population Estimate for Luton is 194,300. The Council's Research & Intelligence Team have produced an alternative figure using local administrative data (GP registers, School Census, Electoral Register) of 204, 700 – a mismatch of 10,400.
3. The local estimate is corroborated by figures from the Council's Waste Management Team that show that Luton generates a level of domestic waste commensurate with a population in excess of 200,000. More recently initial outputs from independent researchers completing a Migration Impact Fund project on Population Profiling, suggests that the Luton population is in excess of 202,700.
4. This mismatch between local estimates and ONS official figures has been identified since 2006.
5. Since this time there have been attempts to persuade Government and ONS to address this issue in funding and methodological processes.
6. In 2006, there was a high profile public campaign against ONS figures led by authorities such as Slough, Manchester and Westminster. Luton's approach involved direct discussion with senior ONS staff and Government officials. There was also a submission to the Treasury Select Committee's Inquiry into Population Statistics. One positive outcome of this was an invitation to be involved in the Improving Migration and Population Statistics Project. It should be noted that the 2009 mid-year estimate was the first to recognise significant international in-migration to Luton (but below expected from analysis of other datasets)
7. In 2010, the Council's Corporate Leadership and Management Team asked me to develop a partnership approach to lobbying ONS and Government on the population issue. At this time, the then Chief Executive of Newham was doing the same thing. The result of this is a small partnership of authorities consisting of Luton, Newham, Slough, Leicester, Peterborough, Haringey and Brent – who are united in their concerns regarding ONS calculation of their population and in particular the calculation of international in-migration. There is a wider group of authorities such as Blackpool, Knowsley and Bournemouth who are also supportive of this work.
8. This group has written to Communities and Local Government (CLG) Ministers and a group of Council leaders met with Bob Neill MP to outline the problems with CLG using ONS figures in Revenue Support Grant and the implications for service delivery of doing so. The Leaders were challenged to come up with an alternative methodology and officers from the authorities are working on this. There is further work to continue to raise this problem at a political level.
9. The 2010 Mid-Year estimate will be published in the summer and I intend to develop a local figure to assess the validity of the official one. A number of public bodies will be asked to provide data to support this work.

2011 Census of Population

10. Apart from international migration, a further factor in the undercount of the Luton population is the 2001 Census – used as the base for the ONS population methodology. In Luton, the response rate in 2001 was 84% - one of the lowest in non-metropolitan England. For 2011, the ONS have calculated Luton as having a “Hard to Count Index” of 4 – in line with much of London and metropolitan districts.
11. The 2011 Census will take place on 27 March 2011. Census forms will be delivered to all homes during March and households will be asked to return their forms either via post or the internet.
12. Following extensive criticism of the 2001 Census, ONS set out processes to ensure local authority and wider local partnership involvement in the 2011 Census. This involves the appointment of an Area Manager who is responsible for the Census in each area. This also includes the identification of two officers within each local authority who will lead on the Census in their areas – a senior level Census Liaison Manager (CLM) and an Assistant Census Liaison Manager (ACLM). In Luton, the Council’s Chief Executive is the CLM and I am the ACLM. One of the roles expected of CLMs and ACLMs is to engage with local partners in the production of the Census Local Partnership Plan (CLPP).
13. I reported on this to the Luton Public Service Board in April 2010 following which a Partnership Project Group was established to prepare and implement the CLPP.
14. The key actions within the CLPP are summarised as:
 - **Addressing** – ensuring that the ONS Address base for the Census is accurate;
 - **Intelligence** – providing data on languages spoken, household size, houses in multiple occupancy,
 - **Promoting Census jobs**;
 - **Promoting the Census** – meeting with community groups, statutory bodies and businesses to promote Census amongst their clients/customers and provision of promotional material
 - **Practical Support** – completion events.
15. There is also ongoing work at a technical level on Census outputs and processes directly with ONS.
16. Examples of activities within the CLPP are:
 - Census articles in local press and newsletters (e.g. Students Union, Voluntary Action Luton)
 - Arranging access to students living in University accommodation;
 - Census information on local web-sites
 - Promotional events planned for The Mall, supermarkets;
 - Events planned for The Mall and at Community Centres to assist people to complete forms
 - Mapping households with over four children;
 - Agreement that Public Health outreach workers will promote Census to client groups
 - Presentations to various organisations – Luton Assembly etc

17. Although ONS have developed quality assurance processes to validate the Census, I consider it prudent to develop a local approach. My anticipated methodology would not be too dissimilar as to how my team use local administrative data to calculate its population estimate. Hence I would like the Forum's support for this work such that if the 2011 Census does not produce a recognisable population figure for Luton, then we have a robust and evidenced case to challenge the figures.

Paul Barton
Research and Intelligence Team Leader, Luton Borough Council

(01582) 546311
paul.barton@luton.gov.uk