

Agenda

Luton Forum

DATE: Thursday 2nd October
TIME: 2.00pm
PLACE: AW House, 6-8 Stuart Street, Luton

Minute Taker:

Deb Garner

Quorum: Thirteen Members

Item	Subject:	Page No	Time
1	Apologies for absence	Verbal	2.00
2	Minutes of the AGM meeting held on 5 June 2008	Pages 2-	2.00
3	Disclosures of Interests <i>Members are reminded that they must disclose both the existence and the nature of any personal interest that they may have in any matter to be considered at this meeting. A member with a personal interest in any matter to be considered at this meeting will also have a prejudicial interest in the matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the individual's judgement of the public interest. A member who has a prejudicial interest must withdraw from the meeting room while the matter is being discussed.</i>	Verbal	
4	Growth Agenda – Colin Chick/Chris Pagdin (Presentation)		2.10
5	Any Other Urgent Business with the Prior Agreement of the Chair		3.45

ITEMS FOR INFORMATION

Contact for this agenda:

Alice Abida Tel: 01582-546681, E-mail: abidaa@luton.gov.uk

LUTON FORUM AGM

**Thursday 5th June 2008
2.05 pm at AW House, Stuart Street, Luton**

PRESENT:

MEMBERS

David Barrett (Dean of Partnerships, University of Bedfordshire)
Jo Baty (Learning Skills Council)
Everton Blake (Voluntary Action Luton)
Jacqui Blake (Job Centre Plus)
Lucy LeMoignan (Aldwyck Housing Association)
Linda Farrell (Assembly)
Penny Fletcher (Police Authority)
Andy Frost (Bedfordshire Police)
Anwar Haque (Assembly)
Peter Jeffreys (Assembly)
Glenn Jenkins (Assembly)
Richard Lacy (The Chamber)
Graham Maunders (Marsh Farm NDC Programme)
Janet Montgomery (Assembly)
David Oakley-Hill (Assembly)
Gillian Sharp (Community Legal Services Partnership)
Hazel Simmons (Luton Borough Council)
Neville White MBE (Assembly)

SUBSTITUTES FOR MEMBERS

Peter Jeffreys substitute for Wendy Gray (Assembly)
Glenn Jenkins substitute for Anjana Parmar (Assembly)
Lucy LeMoignan substitute for Andrew Walkerdine (Aldwyck Housing Association)
Jacqui Blake substitute for Tracy Costello (Job Centre Plus)

OBSERVERS

Chris Hammond - GoEast

SUPPORT OFFICERS/ADVISORS

Lorna Brown – Assembly Co-ordinator
Laura Church – Luton Borough Council
Alice Abida – Luton Borough Council
Anne Clube – Luton Borough Council
Deborah Garner - Luton Borough Council
Jenny Williams - Luton Borough Council

10 ELECTION OF CHAIR (REF: 1)

Resolved: That Hazel Simmons be elected Chair of the Luton Forum.

11 ELECTION OF DEPUTY CHAIR (REF: 1)

Resolved: That Andy Calvert be elected Deputy Chair of the Luton Forum.

12 APOLOGIES FOR ABSENCE (REF: 2)

Apologies for absence from the meeting were received on behalf of:

Simon Barker (Beds & Luton Fire & Rescue Service)
Andy Calvert (Assembly)
Colin Chick (Luton Borough Council)
Tracey Costello (Job Centre Plus)
Kevin Crompton (Luton Borough Council)
Roy Davis (Luton Borough Council)
Simon Earles (London Luton Airport)
Katherine Govier (Bedfordshire Police)
Wendy Gray (Assembly)
Mostaque Koyes (Assembly)
Anjana Parmer (Assembly)
Andrew Walkerdine (Aldwyck Housing Association)

13 MINUTES OF MEETING HELD ON 7TH FEBRUARY 2008 (REF: 3)

Matters arising

Minute No: 2:

- Neville White MBE (Assembly) advised that the Assembly was still not receiving information from the Community Safety Executive.
- Everton Blake (Voluntary Action Luton) queried the consultation process to allow the voluntary sector to be engaged for strategic needs.
- The Chair suggested that the Chief Executive, Luton Borough Council respond to the query in writing during the next month.

Resolved: (i) That the minutes of Luton Forum held on 7th February 2007 be taken as read, approved as a correct record and signed by the Chair.

(ii) That the Chief Executive, Luton Borough Council be requested to respond to the query about consultation with the voluntary sector.

14 REVIEW OF THE LSP/CEN PROTOCOL (REF: 5)

The Chair requested members of the Luton Forum to review the Local Strategic Partnership/Community Empowerment Network Protocol (LSP/CEN) drawing members' attention to the proposed amendments.

Resolved: That the amendments to the Local Strategic Partnership / Community Empowerment Network Protocol be agreed.

15 REVIEW OF CODE OF CONDUCT (REF: 6)

The Chair requested members of the Luton Forum to review their Code of Conduct; this was last reviewed at the Annual General Meeting of the Luton Forum in 2007.

Resolved: That the Luton Forum Code of Conduct be agreed.

16 LUTON FORUM CONSTITUTION (REF: 7)

The Chair requested members of the Luton Forum to review their Constitution and drew members' attention to the suggested amendments.

Members suggested the following amendments:

- The Assembly – should be classified as third sector partners
- Chief Executive – Voluntary Action Luton should be added to the membership
- Barnfield College should be reinserted on the membership
- The Luton Forum meetings should be advertised to encourage public attendance

Following discussion regarding the 16+ representative the Chair suggested asking the LPSB to look at the structure in relation to young people representation on the Forum.

Resolved: (i) That subject to the inclusion of the suggested amendments set out above, the revised Constitution be adopted by the Forum.

(ii) Further to Minute Nos. 10 and 11 above, the Chair and Deputy Chair be confirmed as elected for a period of 2 years.

17 INFORMATION ITEMS (REF: 8)

The Forum had before them for information:

Minutes of the Luton Forum AGM 2007

Luton Forum/Local Public Service Board Meeting Dates for 2009

(Note: the meeting ended at 2.36 pm)

LUTON FORUM SPECIAL MEETING

**Thursday 5th June 2008
2.37 pm at AW House, Stuart Street, Luton**

PRESENT:

MEMBERS

David Barrett (Dean of Partnerships)
Jo Baty (Learning Skills Council)
Everton Blake (Voluntary Action Luton)
Jacqui Blake (Aldwyck Housing Association)
Linda Farrell (Assembly)
Penny Fletcher (Police Authority)
Andy Frost (Bedfordshire Police)
Anwar Haque (Assembly)
Peter Jeffreys (Assembly)
Glen Jenkins (Assembly)
Richard Lacy (The Chamber)
Janet Montgomery (Assembly)
David Oakley-Hill (Assembly)
Gillian Sharp (Community Legal Services Partnership)
Hazel Simmons (Luton Borough Council)
Neville White MBE (Assembly)
Jenny Williams (Luton Borough Council)

SUBSTITUTES FOR MEMBERS

Peter Jeffreys substitute for Wendy Gray (Assembly)
Glen Jenkins substitute for Anjana Parmar (Assembly)
Jenny Williams substitute for Debbie Jones (Luton Borough Council)

OBSERVERS

Chirs Hammon - GoEast

SUPPORT OFFICERS/ADVISORS

Laura Church – Luton Borough Council
Alice Abida – Luton Borough Council
Anne Clube – Luton Borough Council
Deborah Garner - Luton Borough Council

18 SUSTAINABLE COMMUNITY STRATEGY (REF: 2)

Anne Clube presented the final draft of Luton's Sustainable Community Strategy 2008-2026 for members approval. She advised that individual organisations would need to get their organisations approval and the Council would be approving the Strategy at their meeting in July 2008.

Members suggested the following amendments:

- Page 9, should be '2008' - 2026
- Page 10, bullet point 1 – add 'jobs'
- Page 11, remove 'New York and Dubai' as the Airport no longer serves these cities
- Page 13, should mention 'MKSM'
- Page 16, not Luton Forum's Assembly, should be Luton's Assembly
- Bottom of page 16, make last sentence a separate paragraph
- Page 25, add to 3rd key priority 'and where practical generation of energy'
- Discrepancy between page 7 and page 30 (clarification of event or events) confirmed to be 'Events'
- Page 20, last bullet point - Include 'The Hat Factory'

Resolved: That subject to the inclusion of the amendments set out above, Luton's Sustainable Community Strategy 2008-2026 (as attached at Appendix A to Ref: 2) be approved.

(ii) That the Evidence Base (as attached at Appendix B to Ref: 2) be approved.

(Note: the meeting ended at 2.55 pm)