

LutonForum

LUTON FORUM ANNUAL GENERAL MEETING

17 JUNE 2010
2:00 PM

A W HOUSE
Stuart Street

A G E N D A

1. Apologies for absence

2. Disclosures of Interests

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.

3. Election of Chair and Vice Chair

(Report attached). For decision. Bren McGowan, LSP Manager to present.

4. Minutes of AGM held on 11 June 2009

(Minutes attached) For information.

5. Membership of the Luton Forum and Local Public Service Board

(Report attached). For decision. Bren McGowan, LSP Manager, to present.

LUTON FORUM	AGENDA ITEM 3
DATE OF MEETING:	17 June 2010
REPORT AUTHOR:	Bren McGowan, LSP Manager
SUBJECT:	Election of Chair and Vice Chair
FOR:	Decision / Discussion / Information

PURPOSE

To ensure the election of the Chair and Vice Chair as detailed in the constitution.

RECOMMENDATIONS

It is recommended that the Luton Forum:

- (i) approves the nomination of Cllr Hazel Simmons as Chair**
- (ii) approves the nomination of Anwar Haque as Vice Chair**

REPORT

1. Members were invited to provide nominations for the Chair and Vice Chair of the Luton Forum. By the close of nominations, two nominations were received: Cllr Hazel Simmons was nominated as chair; Anwar Haque was nominated as Vice Chair. Supporting statements are attached to this report.
2. As only one nomination was received for each post, members may agree to accept the nominations without a ballot.

Bren McGowan
LSP Manager

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LUTON FORUM

ELECTION OF THE FOLLOWING POSITIONS FOR 2010 - 2012

Chair of the Luton Forum (also Chair of the Local Public Service Board)

Deputy Chair of the Luton forum (also Deputy Chair of the Local Public Service Board)

I wish to nominate

Myself

(Please tick)

Another member

(Please only nominate members from the list of Forum members attached to this Nomination Form who have given their consent to be nominated)

Name of nominee

Name: Dr. Anwar Haque

Organisation: Luton Assembly

Name of person making nomination

Name: Linda Farrell

Organisation: Luton Assembly

I wish myself / my nominee to be a candidate for (please tick as appropriate)

Chair

Deputy Chair

(For the nominee to fill in themselves – no more than 300 words please)

I believe I would be suitable for the above post because:

I am a community activist involved with different organisations in various capacities to improve community cohesion. I have been living in the town for more than 20 years and working here for a number of years in improving the education performances at Primary and Secondary levels. I am currently working at London College of Law and Business as Principal.

I am the founder Secretary of 'Purbachal' which has grown dramatically in delivering arts and culture in the town by bringing different communities together. I am also the Chair of 'Creative Vision' and Vice Chair of 'Luton Mela'. More importantly, I have been a committee member of Luton Assembly for last three years and am the current Vice Chair of Luton Forum.

I have vast experience in chairing professional meetings through employments. Since I have been elected as the Vice Chair of Luton Forum six months ago, I have successfully chaired one Forum and one Local Public Service Board meeting which I enjoyed thoroughly.

I received training on 'chairing meetings'. I spend time to understand the agenda before the meeting and strictly follow the timeline so that all the agenda items can be discussed and finish the meeting in time yet people present at the meeting can have their say.

I understand Luton Forum's agenda and am familiar with the four theme blocks. I represent Luton Assembly at the Children's and Young People's (CYP) Trust Management Group, VISION 4 CYP, Child Poverty Steering group and West Area Neighbourhood Governance.

I was awarded 'Pride in Luton' award in 2007 and 'Channel S' Award in 2006 for my contribution in community development. Personally I am friendly and devoted to work for the community.

I am actively involved in acting and directing in both TV and stage drama. Both my performance and direction was rated as outstanding.

Please return the completed form to Bren McGowan at Bren.McGowan@luton.gov.uk or Luton Borough Council, Town Hall, Regeneration Dept, LU1 2BQ no later than noon on Monday 7 June 2010.

LUTON FORUM

ELECTION OF THE FOLLOWING POSITIONS FOR 2010 - 2012

Chair of the Luton Forum (also Chair of the Local Public Service Board)

Deputy Chair of the Luton forum (also Deputy Chair of the Local Public Service Board)

I wish to nominate

Myself

(Please tick)

Another member

(Please only nominate members from the list of Forum members attached to this Nomination Form who have given their consent to be nominated)

Name of nominee

Name: Cllr Hazel Simmons

Organisation: Luton Borough Council

Name of person making nomination

Name: Cllr Hazel Simmons

Organisation: Luton Borough Council

I wish myself / my nominee to be a candidate for (please tick as appropriate)

Chair

Deputy Chair

(For the nominee to fill in themselves – no more than 300 words please)

I believe I would be suitable for the above post because:

I would like to be considered as Chair of the Luton Forum as it goes through the next stage of its development. I have been an active member of the Forum since it was created, including chairing the Dynamic and Creative Town theme group, as well as chair of the Forum and the Local Public Service Board. I have shown a personal commitment to making the Luton Forum as inclusive as possible, making sure that the diversity of views across the town, from all sectors, can be heard.

We face a number of challenges brought about by national and international changes, and I want to ensure that we are able to have a coordinated response to the issues that face us. As Leader of Luton Borough Council, I know that the changes that will make a difference in the town will be built on partnership working, and I want to make sure that partnership is at the heart of the services we provide.

I have a commitment to supporting communities, and am a Community Development Officer in my working life. I am keen to consider the implications of our plans and strategies in terms of what they mean in reality for local people. Luton has a very diverse community, and I am pleased to have been able to promote 'Luton in Harmony' which emphasises many of the good things about Luton which often go unreported.

I believe that we can use the Luton Forum to drive change in the town, to ensure that public services can provide what people need in the way that they want them. My wide range of experience from setting up community-based projects to leading the Council will all provide a good basis for making sure the Luton Forum is ready for its next ten years.

Please return the completed form to Bren McGowan at Bren.McGowan@luton.gov.uk or Luton Borough Council, Town Hall, Regeneration Dept, LU1 2BQ no later than noon on Monday 7 June 2010.

LUTON FORUM AGM MEETING

**Thursday 11th June 2009
2.00 pm at AW House, Stuart Street, Luton**

PRESENT: MEMBERS

Councillor Hazel Simmons – Luton Borough Council – Chair
Andy Calvert – Luton Assembly – Vice-Chair
Kevin Crompton – Chief Executive, Luton Borough Council
Councillor Roy Davies – Luton Borough Council
Catherine Govier – Bedfordshire Police
Andy Frost – Bedfordshire Police
Neil Hadden – Aldwyck Housing Association
Helen Barnett – Active Luton
Gillian Sharp – Luton Law Centre
Penny Furness-Smith – Chair, Health and Well-Being Board
David Oakley-Hill – Luton Assembly
Anwar Haque – Luton Assembly
Everton Blake – Voluntary Action Luton
Linda Farrell – Luton Assembly
Anwar Haque – Luton Assembly
Janet Montgomery – Luton Assembly
Jenny Spouge – Luton Assembly

SUBSTITUTES FOR MEMBERS

Laura Church (substitute for Colin Chick)

SUPPORT OFFICERS/ADVISORS

Bren McGowan – LSP Manager, Luton Borough Council
Alice Abida – LSP Support Officer, Luton Borough Council
Lachlan Robertson, Joint Technical Unit Manager, Strategic Planning
Lisa Jerome – Democratic Services, Luton Borough Council

1 APOLOGIES FOR ABSENCE (REF: 1)

Apologies for absence from the meeting were received on behalf of Councillor Sian Timoney (Fire Authority), Lorna Brown (Luton Assembly) Lysle Osborne (Marsh Farm Community Development Trust), David Barrett (University of Bedfordshire), Dave Fothergill (Beds and Luton Fire and Rescue Service), Colin Chick (Chair Economy and Environment Board), Angela McNab (NHS Luton), Craig Smith (Learning and Skills Council)

2 REVIEW OF MEMBERSHIP

The LSP Manager submitted a report regarding the membership of the LPSB and the Luton Forum. It had been agreed by the LPSB that its membership should remain the same and that no changes were proposed to the membership of the Forum although attention was drawn to the following:

- (i) Luton Cultural Services Trust would be the member for 2009/10 replacing Active Luton;
- (ii) Luton Advice Network replaced the Community Legal Services Partnership;
- (iii) Aldwyck Housing Association had replaced Jephson Housing Association.

3 CONSTITUTION

The LSP Manager submitted a report updating the Code of Conduct for the Luton Forum, recommended by the LPSB.

Members considered the procedure regarding alleged breaches of the Luton Forum Code of Conduct. Following discussion, it was agreed:

- (i) that in any instance of a suspected breach of the Code of Conduct or an incidence of inappropriate behaviour was reported, the Council Officer to oversee the process should be the Head of Local Democracy and not the Head of Regeneration as originally stated;
- (ii) that Standards Panels consisting of three members should be made up of members from the different sectors.

4 MINUTES OF THE MEETING HELD ON 5TH JUNE 2008 (REF: 2)

Matters arising

Members suggested that the LPSB should be asked to consider:

- (i) How to achieve representation on the Forum from young people; and
- (ii) how Luton Forum meetings could be advertised to encourage public attendance.

Resolved: That the minutes of the Luton Forum held on 5th January 2009 be taken as read, approved as a correct record and signed by the Chair.

(Note: the meeting ended at 2.20pm)

LUTON FORUM		AGENDA ITEM 5
DATE OF MEETING:	17 June 2010	
REPORT AUTHOR:	Bren McGowan, LSP Manager	
SUBJECT:	Membership of the Luton Forum and Local Public Service Board	
FOR:	Decision / Discussion / Information	

PURPOSE

This report makes a recommendation about the membership of the Luton Forum and the Local Public Service Board for consideration by the Luton Forum.

RECOMMENDATIONS

It is recommended that:

(i) the constitution is amended to reflect Marsh Farm Futures replacing Marsh Farm Community Development Trust on the Luton Forum

(ii) the East of England Development Agency (EEDA) is invited to join the Local Public Service Board to contribute towards the adult skills agenda

REPORT

Luton Forum

1. Marsh Farm Community Development Trust is currently a member of the Luton Forum. With the closure of the New Deal for Communities

programme in 2011, Marsh Farm Futures will act as the legacy organisation, taking over key responsibilities. As the new organisation is currently being developed, it is proposed that it takes over the place on the Luton Forum at this stage to allow for continuity.

Local Public Service Board

2. The constitution of the Luton Forum says at 3.2:
3. “The membership of the Local Public Service Board shall be reviewed annually by the Local Public Service Board who shall submit any proposal for a change in membership of the Local Public Service Board to the AGM of the Forum.”
4. This was discussed by the Local Public Service Board at its meeting on 20 April 2010.
5. With the closure of the Learning and Skills Council (LSC) at the end of March 2010, responsibility for the skills agenda for young people transferred to the local authority. As Luton Borough Council is represented on the Local Public Service Board (LPSB), the appropriate links can be sustained. However, the broader adult skills agenda is not now represented on the LPSB and this is felt to be a key area.
6. In order to ensure continuity, the LPSB has suggested its membership should be extended to include the East of England Development Agency (EEDA). EEDA has confirmed that it would be able to take up this place. This would not change the overall number of seats on the LPSB and no further changes are suggested.

Bren McGowan
LSP Manager

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