



LUTON FORUM

25 March 2010
2:00 pm

A W House
Stuart Street
Luton

AGENDA

1. **Introductions and Apologies**
2. **Minutes of the previous meetings:**
2.1 28 January 2010
(Attached) For agreement.
3. **Matters Arising.**
(Report attached) Bren McGowan, LSP Manger to present. For information.
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. **Total Place. (Presentation)**
Robin Porter, Total Place Programme Director, to present. For information.

- 6. Local Area Agreement Refresh.** *(Report and refreshed document attached)*
Report attached. Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council, to present. For information.
- 7. Comprehensive Area Assessment 2010.** *(Presentation)*
Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council, to present. For information and discussion.
- 8. Theme Board reports.** *(Report attached)*
Theme Board chairs / representatives to present. For information and discussion.
- 9. Luton Equalities Agency (Referral from Luton Borough Council Executive).** *(Report attached.)*
Bren McGowan, LSP Manager to present. For discussion and decision.
- 10. Local Public Service Board – Workshop.** *(Report attached).*
Bren McGowan, LSP Manager to present. For discussion and decision.
- 11. Partnership Manager’s Report.** *(Report attached)*
Bren McGowan, Partnership Manager, to present. For information.

LUTON FORUM MEETING

**Thursday 28th January 2010
2.00 pm at Hat Factory, Bute Street, Luton**

PRESENT:

MEMBERS

Councillor Hazel Simmons – Luton Borough Council – Chair
Anwar Haque – Luton Assembly – Vice Chair
Peter Adams – Luton Assembly
Maggie Appleton - Luton Cultural Services
Graham Beckett - Marsh Farm Community Development Trust
Everton Blake - Chief Executive Officer, Voluntary Action Luton
Jacqui Blake – Job Centre Plus
Colin Chick – Chair, Economy and Environment Board
Mike Colbourne – Bedfordshire Police
Kevin Crompton - Chief Executive, Luton Borough Council
Councillor Roy Davis - Democratically Elected Member, Luton Borough Council
Linda Farrell - Luton Assembly
Penny Fletcher - Bedfordshire Police Authority
Alison Hunt – Job Centre Plus
David Oakley-Hill – Luton Assembly
Gillian Sharp - Luton Advice Network
Jenny Spouge - Luton Assembly

SUBSTITUTES FOR MEMBERS

William Clapp substitute for Debbie Jones (Chair, Children and Young People's Trust Board)

SUPPORT OFFICERS/ADVISORS

Lorna Brown – Luton Assembly Operations Manager
Peter Headland - Consultation & Community Manager, Luton Borough Council
Dave Kempson – Head of Corporate Finance, Luton Borough Council
Bren McGowan - LSP Manager, Luton Borough Council
Sue Vitty – Luton Assembly
Richard Lovelock – Democratic Services, Luton Borough Council

1 APOLOGIES FOR ABSENCE (REF: 1)

Apologies for absence from the meeting were received on behalf of:
Masood Akhtar - Luton Assembly
David Barrett - University of Bedfordshire
Anita Briddon – Luton Youth Offending Service
Rumi Chowdhury – Luton Rights
Laura Church – Head of Regeneration, Luton Borough Council
Penny Furness-Smith - Chair, Health and Well-Being Board
Stephen Hall – Barnfield College
Chris Hammond – Go East
Ian Jacobs – Go East
Debbie Jones - Chair, Children and Young People’s Trust Board
Angela McNab – NHS Luton
Cheryl Smart – The Chamber
Jim Thakoordin - Luton Assembly
Councillor Sian Timoney – Beds and Luton Fire and Rescue Authority
Neville White MBE - Luton Assembly

2 MINUTES OF THE MEETING HELD ON 3rd December 2009 (REF: 2)

Resolved: That, the minutes of the Forum held on 3rd December 2009 be taken as a correct record and signed by the Chair subject to the following amendment:

Minute No. 39. – Add at the end of the last sentence - “with particular concern for a strategy to deal with the issues of low child well being and healthy diet”

3 MATTERS ARISING (REF: 3)

Bren McGowan, LSP Manager submitted a report to inform members of progress since the previous meeting.

Resolved: That the report (Ref: 3) be noted

4 LUTON IN HARMONY (REF: 5)

Bren McGowan, LSP Manager invited members to sign the pledge of support for Luton in Harmony.

5 LUTON BOROUGH COUNCIL - BUDGET (REF: 6)

Dave Kempson, Head of Corporate Finance gave a presentation to the Board on the Proposed Council Budget 2010/11 (attached to these minutes at Appendix 1/10) and invited feedback from members.

The Vice Chair enquired if there was a mechanism which ensured the budget reflected the Sustainable Community Strategy (SCS).

Dave Kempson responded that the budget was reviewed on an annual basis for growth and savings against the SCS.

The Chair advised that the budget process for 2011/12 would begin immediately once the current year's process was completed.

The issue of needing to find a method by which there could be some debate around partners' budgets was raised.

Mike Colbourne, Bedfordshire Police commented that there may be opportunities where working together could bring efficiency savings.

Resolved: (i) That the presentation as attached at Appendix 1/10 to these minutes be noted.
(ii) That agreement be given to progress partner budget information through the LPSB

6 MYPLACE (REF: 6)

Everton Blake, Voluntary Action Luton gave a presentation to the Forum on Myplace in Luton (attached to these minutes at Appendix 2/10) and asked for all partner organisations to nominate a Myplace contact officer.

Resolved: (i) That the presentation as attached at Appendix 1/10 to these minutes be noted.
(ii) That nominations for partner organisations be forwarded to Everton Blake, Voluntary Action Luton.

7 **BEDFORDSHIRE AND LUTON COMPACT (REF: 8)**

Bren McGowan, LSP Manager submitted a report on the Bedfordshire and Luton Compact Consultation on Codes of Good Practice on Consultation and Partnerships. Forum Members were asked to consider suggested draft responses and were asked for any comments.

Members were broadly in agreement that the Code of Practice was too descriptive and detailed and that a simpler document would be more workable.

Jenny Spouge, Luton Assembly commented that the Compact did not reflect the good working relationship between the voluntary/community sector and statutory services.

Resolved: That the LSP Manager and the Consultation & Community Manager prepare a further response to be circulated to partners for comments and feedback.

8 **BOARD REPORTS (REF: 9)**

Bren McGowan, LSP Manager presented a report providing members with an update of the work of the Theme Boards and information from supporting officers.

A number of additional issues were raised:

- A detailed action plan was now in place to deal with violent crime.
- A survey of 600 people in Luton was taking place on 'Perception of Crime'. Results were due on 15th February and would be published on 28th February.
- Recent performance monitoring by Go East on the 'Crowded Places' project had led to a request for details of the work undertaken by Luton Borough Council to be sent to the Home Office for future use as an example to other authorities.
- Members requested information on the Looking out for Luton – Community Tension Monitoring Hotline.

Resolved: That the report (Ref: 9) be noted.

9 PARTNERSHIP MANAGER'S REPORT (REF: 10)

Bren McGowan, LSP Manager submitted a report informing members of issues not covered elsewhere on the agenda.

Kevin Crompton, Chief Executive, Luton Borough Council advised members that he continued to be in dialogue with the Audit Commission regarding the dissatisfaction with the Comprehensive Area Assessment and the discrepancies within the data that had been used.

Resolved: That the report (Ref: 10) be noted.

10 ANY OTHER BUSINESS

The Chair advised the Forum that this would be the last meeting attended by Kevin Crompton, Chief Executive, Luton Borough Council who was leaving to take up a position at Haringey.

The Board requested that their best wishes be recorded and thanked him specifically for his work within the SoLUTiONs initiative.

Kevin Crompton thanked the Board and advised that his role at Luton Borough Council had been made a lot easier due to the calibre of people he had been working with.

Colin Chick, Chair, Economy and Environment Board updated the Board on proposals for the Pride in Luton Awards.

Members expressed disappointment with the awards ceremony in 2009 and there was broad agreement to proceed with an event organised directly by Luton Borough Council and the Forum. Members hoped that the Herald & Post would continue to be involved with advertising of the event as a media partner but wanted to make sure that other channels of communication and sponsorship were not ruled out so that the broadest cross-section of the community could be reached.

(Note: the meeting ended at 4.15 pm)

LUTON FORUM	AGENDA ITEM 4
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Bren McGowan, LSP Manager
SUBJECT:	Matters arising
FOR:	Decision / Discussion / Information

PURPOSE

To update members on matters from previous meeting not covered elsewhere on the agenda.

RECOMMENDATIONS

It is recommended that the report is noted.

REPORT

1. *5. Luton Borough Council – Budget.* The reports on budgets can be found at
<http://agendas.luton.gov.uk/cmwebpublic/Binary.ashx?Document=17239>
and
<http://agendas.luton.gov.uk/cmwebpublic/Binary.ashx?Document=17256>
2. *7. MYplace.* The MYplace support team has visited Luton to benchmark the support required. Lorna Brown, Voluntary Action Luton, is now working with Fiona McGlone, consultant, to progress the project. Capital and delivery plans are to be submitted to Big Fund by 27 September 2010. Any organisation or individual who identifies any potential sponsors or would like to be involved themselves is requested to contact Lorna at Voluntary Action Luton (tel: 01582 733418, e-mail: lorna.brown@valuton.org.uk)

3. *8. Bedfordshire and Luton Compact.* As agreed, a response was sent on the consultation in the form of a letter expressing concerns about the complexity of the draft documents and the lack of recognition of some of the activity taking place in Luton.

The Compact Development Group has decided to stop work on the drafts that were circulated and to align the local version with the national Compact, although it is felt it should be possible to simplify the national document. It is not planned to have separate codes of practice. Statutory and Third Sector organisations are to be informed of this development, and are to be invited to join the group.

4. *8. Board Reports:* Members requested information on *Looking Out for Luton*, the Community tension Monitoring Hotline. This is Luton Borough Council's contribution to supporting community cohesion by asking staff to identify any issues that might raise cause for concern and referring them to colleagues who will be able to assess them, helping to identify any patterns. The system includes a telephone hotline and internal Intranet forms.

The objective is for all staff to give an alert about any community tension at the earliest possible stage, so action can be taken to prevent it from developing into anything more serious.

5. *10. Any other business (Awards):* The awards event is scheduled to take place on Thursday 17 June. A briefing will be tabled at the meeting on 25 March.

Bren McGowan
LSP Manager

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LUTON FORUM	AGENDA ITEM 6
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Dean Stokes, Head of Strategic Planning, Policy and Performance, Luton Borough Council
SUBJECT:	Local Area Agreement Refresh
FOR:	Decision / Discussion / Information

PURPOSE

This report updates members on the detail of the refresh of the Local Area Agreement.

RECOMMENDATIONS

It is recommended that The detail of the refreshed Local Area Agreement is noted

BACKGROUND

At its meeting on 19 January 2010 the Full Council of Luton Borough Council (LBC) approved the report presented to them on the adjustments and changes resulting from the 2009 -10 refresh of the Local Area Agreement (LAA) and agreed to delegate authority to the LBC Chief Executive after consulting the Executive Leader on any subsequent adjustments and negotiations.

The final revised version was submitted to Government Office on Friday 12 March.

REPORT

1. The remit for negotiation around the LAA was drawn very tightly by the Government and only a limited number of targets affected by the recession could be considered. Partners presented evidence to show that the economic downturn had made these indicators harder to achieve and as a result more realistic, although still very challenging, targets have been negotiated

National Indicator	Description of adjustment or re-negotiation	Page number in the LAA
NI 151 - overall employment rate	<p>Original Target: 72% by 10/11 from a baseline of 70.5%</p> <p>New target: to narrow the gap to the GB average rate to a maximum of - 7.5 percentage points by Q2 May 2011</p> <p><i>Most recent data is for Q1 09/10; 66.4%. Latest GB data for 2007 is 74.3%.</i></p>	9
NI 152 - working age people on out of work benefits	<p>Original Target: 11.9% from a baseline of 12.9%</p> <p>New target: to narrow the gap to the England average rate to a maximum of -0.5 percentage points by Q2 May 2011</p> <p><i>Most recent data is for Q2 09/10; 14% (key wards are Dallow, South, Biscot and Northwell). May 2009 England data is 12.3%.</i></p>	9
NI 154 - net additional homes provided (3 year cumulative target)	<p>Original target: 2,055 Re-negotiated: 1,500</p> <p><i>Latest data 640 homes build in 2008/09</i></p>	9
NI 171 - new business registration rate per 10,000 resident population aged above 16	<p>Original Target: 56.4 by 10/11</p> <p>New target: 51.5 by 10/11</p> <p><i>Latest data available is for calendar year 2008; 49.6</i></p>	11

Local Area Agreement Locally Selected Indicators

2. The original targets for NI 125 (achieving independence for older people through rehabilitation/ intermediate care) has been subject to improved data collection arrangements and the target has been adjusted to reflect this.

National Indicator	Description of adjustment or re-negotiation	<i>Page number in the LAA</i>
NI 125	Original Targets: 09/10 – 95% and 10/11 – 97% New targets: 09/10 – 92%* and 10/11 – 95%*	7

Other amendments;

3. The Learning and Skills Council has been removed as a named partner in delivering NI 117 (page 6) and may be removed as lead partner for NIs 162 and 163 (pages 10 and 11)

Appendix

Refreshed LAA

Dean Stokes.

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

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Luton's Local Area Agreement 2008 – 2011 (2nd revision 2009-10)

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Safer Stronger Communities	*NI 001 % of people who believe people from different backgrounds get on well together in their local area.	72.5%		No survey	*76.5%	LBC*, NHS Luton, Fire & Rescue, Police, LSC, VAL, Luton Assembly, Chamber
Safer Stronger Communities	*NI 007 Environment for a thriving 3 rd Sector	18.7%	* A measurable improvement, calculated in accordance with published OTS guidance. Based on the results of the 2008 national survey of third sector organisations, it is estimated that the required improvement in Luton UA will be 7.2 percentage points. This remains an estimate. The final target will be confirmed once the 2010 national survey of third sector organisations has reported.			LBC*, NHS Luton, Fire & Rescue, Police, LSC, VAL, Luton Assembly, Chamber
Safer Stronger Communities	*NI 008 Adult participation in sport and active recreation	18.5%	*20.5%	*21.5%	*23.0%	Active Luton*, LBC, NHS Luton, Luton Sports Network, Team Beds and Luton.

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Safer Stronger Communities	*Local NI 011 Engagement in the Arts.	37.9%		10/11: 43.0%		Luton Cultural Services Trust*, local voluntary & community sector & independent sectors.
Safer Stronger Communities	* NI 015 Serious Violent Crime Rate per 1,000 population.	0.72 (136 offences)		*0.70 (132 offences)	*0.68 (128 offences)	SoLUTiONs*
Safer Stronger Communities	*NI 016 Serious acquisitive crime rate per 1,000 population	37.93 (7,085 offences)	*35.65 (6,660 offences)	*33.37 (6,235 offences)	*31.10 (5,810 offences)	SoLUTiONs*
Safer Stronger Communities	*NI 017 Perceptions of anti social behaviour	28.1%		No survey	*24.1%	SoLUTiONs*
Safer Stronger Communities	*Local NI 019 Rate of proven re-offending by young offenders	05/06 Offences: 138 / Cohort:144 = 0.96	0.94 Offences: 135	0.92 Offences: 133	0.91 Offences: 131	LBC YOS*, LBC, Police, NHS Luton/Health, Probation, Victim Support, Bedfordshire Local Criminal Justice Board, SoLUTiONs
Safer Stronger Communities	*Local NI 021 Dealing with local concerns about anti-social behaviour and	22.2%		No survey	27.2%	SoLUTiONs*

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
	crime issues by the local authority and police					
Safer Stronger Communities	*NI 023 Perceptions that people in the area do not treat one another with respect and consideration.	38.3%		No survey	*33.3%	LBC*, Police, Fire and Rescue, NHS Luton, voluntary & community sector, Chamber, SoLUTiONs
Safer Stronger Communities	*NI 030 Re-offending rate of prolific and other priority offenders	2009/10 (Oct 07 – Sept 08 = 198) 2010/11 (baseline year to be confirmed)		18% reduction in offences from 198 baseline (no more than 163 offences)	The target will be arrived at by applying the common ratio 1.13 to the performance ceiling % target identified after the cohort has been refreshed	SoLUTiONs*
Safer Stronger Communities	*NI 032 Repeat incidents of domestic violence	National Baseline 31.00%	10/11: 28.00%			SoLUTiONs*

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Safer Stronger Communities	*NI 039 Rate of hospital admissions per 100,000 for alcohol related harm	1,513	*1,957	*2,165	*2,373	NHS Luton*, social care, voluntary agencies, criminal justice agencies, police
Children & Young People	*Local NI 051 Effectiveness of Child and Adolescent Mental Health Services (CAMHS)	12	13	14	16	NHS Luton*, LBC, BLPT, L&D Hospital
Children & Young People	*NI 054 Services for disabled children	58	*60 *62 Not subject to reward but a continuing LAA indicator.			NHS Luton, LBC*, Bedfordshire PCT, L&D Hospital, voluntary & community sector
Children & Young People	*NI 056 Obesity among primary school age children in Year 6	21.1	*22.0	*22.0	*22.0	NHS Luton *, LBC, Active Luton, MEND, Sustrans, voluntary & community sector, schools
Children & Young People	*Local NI 057 Children and young people's participation in high quality PE & Sport	93%		95%	97%	LBC*, Schools, School Sports Partnership, Active Luton, Youth Sport Trust
Children & Young People	*NI 063 Stability of placements of looked after children: length of placement	60.9%	*63.0%	*65.0%	*67.0%	LBC*, NHS Luton, Schools, private & voluntary providers of fostering and residential care; BLPT

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Children & Young People	*NI 069 Children who have experienced Bullying	42.9%	*42.9%	*40.9%	*38.9%	NHS Luton, Police, VCS organisations, LBC*, schools
Children & Young People	*NI 110 Young people's participation in positive activities	66.0%	*66.0%	*70.0%	*72.9%	Voluntary & community sector, Schools, Duke of Edinburgh award scheme, LBC including Youth Services*
Children & Young People	*NI 111 First time entrants into Youth Justice System aged 10-17	1960	*1940	*1900	*1840	LBC YOS*, Beds Police, LBC, NHS Luton, Bedfordshire Probation, SoLUTiONs
Children & Young People	*NI 112 Under 18 conception rate reduction (per 1,000 girls aged 15-17 years old)	43.1 (1998 baseline rate)	*-32.0% (29.3)	*-38.7% (26.4)	*-45.0% (23.7)	LBC, NHS Luton*, L&D Hospital, VCS organisations
Children & Young People	*NI 117 16-18 year olds who are not in education, employment or training (NEET)	7.2%	*6.9%	*6.5%	*6.2%	Campus Luton*, LBC, Learning and Skills Council, LBC YOS, schools, colleges, business, VCS organisations
Adult health & well-being and tackling	*NI 120 All –age all cause mortality rate	791 (m) 561 (f)	*800 (m) *587 (f)	*770 (m) *575 (f)	*730 (m) *560 (f)	NHS Luton*, LBC, GPs, Job Centre Plus, Business & VCS organisations

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
exclusion and promoting equality						
Adult health & well-being and tackling exclusion and promoting equality	*NI 121 Mortality rate from all circulatory diseases at ages under 75	98		*99	*90	NHS Luton*, LBC, VCS organisations
Adult health & well-being and tackling exclusion and promoting equality	*NI 123 Stopping Smoking	945	*955	*940	*946	NHS Luton*, LBC, Fire and Rescue Service, VCS organisations, Marsh Farm CDT
Adult health & well-being and tackling exclusion and promoting equality	*NI 124 People with long term conditions supported to be independent and in control of their condition	63%	66%	69%	73%	NHS Luton, LBC ASC*,
Adult health & well-being and tackling exclusion and	*Local NI 125 Achieving independence for older people through rehabilitation/intermediate	89.0%	92.0%	92.0%	95.0%	LBC ASC*, NHS Luton, VCS organisations & Independent Sectors

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
promoting equality	care					
Adult health & well-being and tackling exclusion and promoting equality	*Local NI 130 Social care clients receiving self directed support per 100,000 population	6% (2008/09)	15% 30% <i>The definition was updated for 09/10 to include clients on personal budgets and changed to a percentage</i>			LBC ASC*, NHS Luton, VCS organisations & Independent Sectors
Adult health & well-being and tackling exclusion and promoting equality	*NI 135 Carers receiving needs assessment or review and a specific carer's service, or advice and information	25.4%	*28.0%	*30.8%	*33.9%	LBC*, NHS Luton
Adult health & well-being and tackling exclusion and promoting equality	*NI 142 % of vulnerable people who are supported to maintain independent living	90.43%	*95.00%	*97.00%	*99.00%	LBC*, NHS Luton, Probation Service, Supporting People

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			Target, including those to be designated (shown with a *), and including education and early years targets			
			08/09	09/10	10/11	
Local Economy and Environmental Sustainability	*NI 151 Overall employment rate		Narrow the gap to the GB average rate to a maximum of -7.5 percentage points by Q2 May 2011			Job Centre Plus*, Chamber Business, Central Bedfordshire Council, Local Businesses, EEDA, Prince's Trust, VCS organisations
Local Economy and Environmental Sustainability	*NI 152 Working age people on out of work benefits		Narrow the gap to the England average rate to a maximum of -0.5 percentage points by Q2 May 2011			Job Centre Plus*, EEDA, Central Bedfordshire Council, Shaw Trust, VCS organisations
Local Economy and Environmental Sustainability	*Local NI 153 Working age people claiming out of work benefits in worst performing neighbourhoods	Biscot 4.0% Dallow 4.6% Northwell 4.1%	100 taken off benefits in key wards	100 taken off benefits in key wards	100 taken off benefits in key wards	Job Centre Plus*, Marsh Farm CDT, Employers, Prince's Trust, EEDA, Shaw Trust, Childcare providers, ESF co financing
Local Economy and Environmental Sustainability	*NI 154 Net additional homes provided #	Not applicable	*640	*720	*1,500 3 year cumulative target of 2,860	Central Bedfordshire Council, local developers, Housing Corporation, LBC*. # Joint targets with Central Bedfordshire Council
Local Economy and Environmental	*Local NI 155 Number of affordable homes delivered (gross)	Not applicable	30	80	80	LBC*, Central Bedfordshire Council, local developers Housing corporation, Marsh

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Sustainability	#					Farm CDT, VCS organisations. # Joint targets with Central Bedfordshire Council
Local Economy and Environmental Sustainability	*NI 156 Number of households living in temporary accommodation	892	*740	*677	*570	LBC*, Registered Social Landlords, Private sector landlords, CLG
Local Economy and Environmental Sustainability	*NI 162 Number of entry level qualifications in numeracy achieved	0	950	1,000	1,050 Cumulative 3 year target = 3,000	<i>Learning & Skills Council*</i> , LBC, Barnfield College, Learning Partnership, Jobcentre Plus, Trade Unions, Business Link East, Train to Gain Skills Brokers, The Chamber.
Local Economy and Environmental Sustainability	*NI 163 Proportion of 19-64 males and 19-59 females qualified to at least Level 2 or higher	58%			*65%	<i>Learning & Skills Council*</i> , LBC, Barnfield College, Learning Partnership, Jobcentre Plus, Trade Unions/UnionLearn, Business Link East/Train to Gain Skills Brokers, The Chamber

Priority	Indicator(s), including those from national indicator set (shown with a *)	Baseline	LAA Improvement Target, including those to be designated (shown with a *), and including education and early years targets			Partners who have signed-up to the target and any which are acting as lead partner/s (shown with a *)
			08/09	09/10	10/11	
Local Economy and Environmental Sustainability	*NI 171 Number of new business registrations per 10,000 resident population aged sixteen and above	46.8			51.5	LBC*, Chamber, Business Link East, Barnfield, LSC, Job Centre Plus
Local Economy and Environmental Sustainability	*Local NI 172 % of small businesses in area showing growth	13.3% (2006/07)	8.0%	8.0%	8.0%	LBC*, Chamber, Business Link East, Barnfield, LSC, Job Centre +
Local Economy and Environmental Sustainability	*NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	48 days	*42 days	*30 days	*15 days	LBC*, DWP, Marsh Farm CDT, VCS organisations
Local Economy and Environmental Sustainability	*Local NI 186 Per capita reduction in CO2 emissions in the LA area	5.3 tonnes	5.1 3% reduction from baseline	4.9 6% reduction from baseline	4.7 10% reduction from baseline	LBC*, Public Businesses
Local Economy and Environmental Sustainability	*Local NI 187 Tackling fuel poverty- % people receiving income based benefits living in homes with low energy rating	SAP below 35: 10.00%		9.25%	8.50%	LBC*, RSL's, Luton CAB, BFR, Eastern Training, NHS Luton, VCS organisations, Pension Service, SoLUTiONS
		SAP 65 & above: 29.25%		30.25%	31.25%	

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			08/09	09/10	10/11	
Local Economy and Environmental Sustainability	*NI 188 Planning to adapt to climate change	Level 0	*Level 2	*Level 3	*Level 4	LBC*, Environment Agency, NHS Luton, Thames Water, UKCIP
Local Economy and Environmental Sustainability	*Local NI 192 % of household waste sent for reuse, recycling and composting	32.49%	37.36%	40.00%	42.57%	LBC*, Waste Recycling Group, all LBC waste stakeholders, Milton Keynes Council (WEEE Partnership on HWRC sites)
Local Economy and Environmental Sustainability	*NI 193 Percentage of municipal waste land filled	65.50%	*62.47%	*50.50%	*44.14%	LBC*, Waste Recycling Group Limited
Local Economy and Environmental Sustainability	*NI 198 Children travelling to school – mode of travel used (5-16yrs – car (including vans & taxis))	26.9%	*25.5%	*25.0%	*24.5%	LBC*, Sustrans, all schools, bus companies

Statutory indicators			Baseline	2008	2009	2010	
Children and Young People	072	Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy	06/07: 34.8	37.0	37.5	47.0	LBC*, Pre-school Learning Alliance, National Childminders Association, NHS Luton
	073	Achievement at level 4 or above in both English and Maths at Key Stage 2 (Threshold)	06/07: 62.7	78.0	76.0	74.0	LBC*, schools
	075	Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths (Threshold)	06/07: 36.5	45.7	51.0	55.0	LBC*, schools
	087	Secondary school persistent absence rate	06/07: 5.1	5.2	5.0	4.9	LBC*, schools
	092	Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	06/07: 39.4 (39.6)	36.8	35.6	34.8	LBC*, schools
	093	Progression by 2 levels in English between Key Stage 1 and Key Stage 2	07/08: 81.3%	0	87.0	84.0	LBC*, schools
	094	Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	07/08: 68.7%	0	79.0	81.0	LBC*, schools

	099	Children in care reaching level 4 in English at Key Stage 2	06/07: 44.4	26.0	53.3	66.7	LBC*, schools
	100	Children in care reaching level 4 in Maths at Key Stage 2	06/07: 38.9	32.0	53.3	72.2	LBC*, schools
	101	Children in care achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths)	06/07: 21	20.0	28.9	13.9	LBC*, Schools, University of Bedfordshire

Glossary

BLPT	Bedfordshire and Luton Partnership Trust	LBC YOS	LBC Youth Offending Service
BFR	Beds Fire and Rescue service	LSC	Learning and Skills Council
CAB	Citizen's Advice Bureau	Marsh Farm CDT	Marsh Farm Community Development Trust
CLG	Department of Communities and Local Government	MEND	Mind, Exercise, Nutrition...Do it!
CYPSB	Children & Young People Strategic Board	NHS Luton	Formerly the Luton Teaching Primary Care Trust
DWP	Department for Works & Pensions	RSL	Registered Social Landlords
EEDA	East of England Development Agency	UKCIP	United Kingdom Climate Impacts Programme
ESF	European Social Fund	VAL	Voluntary Action Luton
HWRC sites	Household Waste and Recycling Centre	VCS	Voluntary and Community Sector
L&D Hospital	Luton & Dunstable Hospital	WEEE Partnership	Waste Electrical and Electronic Equipment
LBC	Luton Borough Council		
LBC ASC	Luton Borough Council Adult Social Care		

Partner Groups

<i>SoLUTiONs (Luton's Community Safety Partnership)</i>
Luton Borough Council
Bedfordshire Police
Bedfordshire Police Authority
Bedfordshire and Luton Fire & Rescue Service
Bedfordshire Probation Service

Children's Trust formerly known as the Luton Children's & Young People Partnership
Luton Borough Council
Bedfordshire Police
Learning & Skill Council (LSC)
Luton Assembly
The Luton & Dunstable Hospital

Luton Forum (Representatives)
Luton Borough Council: (Chief Executive and Democratically Elected Members)
Bedfordshire Police
Bedfordshire Police Authority
Bedfordshire and Luton Fire & Rescue Service
Bedfordshire and Luton Fire & Rescue

APPENDIX A

Luton Local Area Agreement 2008-11

Background

This Local Area Agreement has been developed by Luton's Local Strategic Partnership, the Luton Forum, and agreed with the Government through the Government Office for the Eastern Region in accordance with the Local Government and Public Involvement in Health Act 2007 and subsidiary legislation, regulations and guidance. It represents the short-term implementation of the Sustainable Community Strategy for Luton. It has been developed in line with the emerging findings of the first Joint Strategic Needs Assessment

Introduction

The Luton Sustainable Community Strategy has been developed following wide consultation with local people, including those seldom heard, stakeholder groups, the voluntary and community sectors through the community engagement network and local partners. It sets out the collective vision for the future of the town and looks forward eighteen years to when children born in 2008 will become adults. It identifies the issues and challenges that are facing the town now and predicts those that will need to be addressed during its currency. This is based on a deep understanding of local needs and issues gained from a wide range of evidential sources. The strategy is ambitious about the future of Luton and its people.

This agreement commits partners from all three sectors to work together over the next three years to raise the quality of life available to local people by improving outcomes in the areas identified as priorities. The key priorities are set out under the four themes of the Strategy.

Methodology

The Government has determined the indicators (189) that will form the basis for tracking the performance of local and other public authorities working together with partners to improve life chances and experiences for people in the local area. Following the consultations referred to above and additional activity through workshops and at the Thematic Partnership level, the partners have agreed with the Government the (35) indicators that best reflect the priorities for improvement and have negotiated the targets for the next three years for those indicators where targets can be set.

The Department for Children, Schools and Families has prescribed ten indicators, of children's educational attainment and targets have also been agreed for these.

Local Indicators

A number (13) of other indicators have also been chosen by partners for inclusion in this agreement either because they will contribute to improvement in the areas agreed as priorities or because they are regarded as important

locally but are not seen by the Government as being amongst the highest priorities for Luton.

The Local Public Service Board decided to remove NI 173; flows on to incapacity benefits from the original 14 local indicators selected in this agreement at its meeting on 19th November 2009. This decision was taken due to a review of the indicator that showed it wasn't a local issue as once thought and the lack of data coming for the DWP meant little analysis could be conducted.

Improvement plans have been drawn up for all of the indicators for the next three years and these have formed the basis for negotiating and agreeing the targets.

This should mean that all of the targets are agreed as deliverable within the timeframe of the agreement.

Equalities, Inclusion and Cohesion

The Local Strategic Partnership (LSP) has established a cross cutting group to identify and address issues relating to this theme. The LSP, through partners and from other sources, has comprehensive information about local communities and about client groups and service users.

The LSP believes that social inclusion is dependent on investment in a cohesive society where diversity is valued and appreciated, where disadvantage due to discrimination is not tolerated and where the contribution of each other is recognised and respected by everyone.

The group will assist each of the thematic partnerships to assess the impacts of each improvement plan and will assess the agreement as a whole. It will monitor progress, particularly in relation to aspects relevant to this theme.

The agreement is focussed on improving life chances and outcomes in the areas where the greatest need for improvement has been identified; therefore it is to be expected that success will benefit disproportionately those who are most vulnerable and disadvantaged. Consequently, the impacts on equality, inclusion and cohesion should all be positive.

Sustainability

This agreement is derived from Luton's Sustainable Community Strategy. The actions underpinning the targets for improvement of the selected indicators are designed to achieve improvement over the long term and not just for the three years of the agreement. As part of this agreement the partners have committed themselves to work together to plan and act to adapt to climate change. This will include actions to mitigate the adverse effects of climate change for local people and to minimise the consumption of carbon by partners and people.

Monitoring and managing for success

The LSP has established a performance management sub group which plans and co-ordinates performance monitoring and reporting for the partnership. Delivery of the improvements to which all partners have committed themselves in this agreement will be monitored not only by the performance management sub group but also by each of the theme groups for the indicators that come within their scope. Performance will be monitored and reported not just in relation to the outputs and outcomes represented in the targets but also in relation to inputs to ensure delivery by reference to the improvement plan for each indicator. This will apply to the targets set for local indicators as well as for the thirty-five improvement indicators. Reports on performance will be produced and considered quarterly.

LUTON FORUM	AGENDA ITEM 8
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Alice Abida, LSP Support Officer
SUBJECT:	Theme Board updates
FOR:	Decision / Discussion / Information

PURPOSE

This report updates members with key issues from the Thematic Partnerships.

RECOMMENDATIONS

It is recommended that the Luton Forum notes the report, and discusses any issues raised as appropriate.

REPORT

Stronger and Safer Communities

1. Progress in relation to Safer agenda January 2010 to March 2010
 - Anti-Social Behaviour Sub Group established within the Partnership;
 - Luton’s Crime and Disorder Reduction Partnership is to be renamed Community Safety Partnerships known as soLUTiONs;
 - Department of Communities and Local Government have held an anti-social behaviour event in the town supported by the Partnership;
 - Public meeting held in High Town to address local concerns;
 - Victims and witnesses support initiative launched with Safer Luton Partnership;
 - Anti-Social Behaviour Policy for Children and Young People in Luton approved by the Community Safety Executive;
 - Domestic Abuse Strategy was approved by the Community Safety Executive and will be finalised in the next two months;
 - Work is underway to re-model and expand the Independent Domestic Violence Advice (IDVA) Service. From April 2010 Luton intends to have a joint IDVA service with Central Bedfordshire and Bedford Borough and an increase of one adviser for Luton.

- The Partnership's performance continues to make good progress with the exception of Serious Violent Crime where there has been an increase against the same period last year;
- Luton has been awarded £50,000 under the Tackling Knives Action Programme for 2010.

2. Stronger Theme

- Very successful Participatory Budget exercises held in the West Area neighbourhood governance pilot scheme;
- WRAP (Workshops Raising Awareness of Prevent) now being held for front line staff;
- Further meeting of the Stronger group of partners arranged for 11 March;
- Luton in Harmony continues to gather widespread support;
- NI 1 – (% of people who believe people from different backgrounds get on well together in their local area) – action plan approved by the Stronger and Safer Communities Board;
- Neighbourhood governance project set to expand into the South Area from 1 April 2010;
- Community Involvement Strategy to be considered by Council's Executive on 29 March.

Health and Well-being

3. A detailed discussion on the Quarter 3 performance report was held at its Board meeting in February. Action plans for the national indicators where predictions and forecast estimates for the end of year outturn figures were identified as potentially not delivering on targets, specifically:

- Smoking cessation indicator (NI 123) – identified potential areas where improvement might be sort widening the scope for trained advisors;
- Achieving independence through intermediate care (NI 125) – the board was advised that the target was to be renegotiated slightly downwards as the performance was already well above comparators;
- People helped to live independently (NI 136) – methods to improve data collection were discussed.

4. The joint complaints procedure was discussed and members strongly recommended a partnership approach with a single leaflet advising of the procedure with a clear coherent message.

5. A presentation on the Prevention Strategy was received, which sets out the framework for services that promote quality of life and individuals' engagement in the community together with services that prevent/delay the need for more costly intervention services. The strategy looked at the increasing older population's requirements and how prevention services can deliver improvements. Key areas which the strategy addresses are mental health and well-being, information, housing and home, neighbourhood and income. The strategy was largely a Council produced document and health required further input before the strategy is finalised.

6. The draft action plan to deliver the health inequalities strategy to narrow the inequalities gap in Luton was presented. The template held the health actions and the Health and Well-being Board supported gathering the actions from Council activities and all the Theme Boards before finalisation.
7. A paper was received to look at GP improvements. Patient satisfaction with GPs was ranked the lowest in the East of England in 2008/9, but the latest data shows improvement, but strongly supported further work streams that are designed to improve the quality and accessibility for patients across Luton.
8. Board Members specifically requested that the dementia strategy be referred to the Older People Partnership Board and be brought to the next meeting, along with an update on the PCT operating plan.

Environment and Economy

9. There are a number of key issues that will be the focus of the Environment and Economy Board over the coming months.
 - The new Local Economic Assessment duty. This is a statutory duty on the Council but will provide the Luton Forum with an economic evidence base in line with the Joint Strategic Needs Assessment.
 - The Local Economic Assessment (LEA) will need to address issues such as skills, worklessness, business and economy and infrastructure. As well as a statistical analysis of the area, the LEA will also need to tell the economic story of Luton.
10. Employment, Innovation and Enterprise Sub-Group
 - Business Engagement – In developing the LEA, there is a need for views and input from businesses.
 - Business engagement and participation in the Forum, including representative organisations has declined over time.
 - How to generate input from businesses will be an area that the Board wants to consider and to provide some recommendations to the Forum as a whole.
 - There are several existing mechanisms to provide business input such as business networks and the Chamber of Commerce and the linkages between the Forum and these groups may be a useful opportunity.
11. Luton Housing Partnership
 - The Housing Partnership has held a workshop to clarify its roles and responsibilities and to raise the profile of the broader housing agenda.
 - Addressing Luton's housing needs will continue to be an important area of work for the Luton Forum.
12. Environmental Stewardship and Climate Change Sub-Group
 - The Climate Change agenda is a significant priority for Luton and the Local Area Agreement targets.

- There will need to be further partner contributions to push forward on the Climate Change agenda.
13. There are also significant reports on environmental issues going through the Council's Executive Committee on 29 March 2010:
- The Environment Strategy;
 - Carbon Management Plan and;
 - Adapting to Climate Change

Children and Young People

Children and Young People's Plan 2010/2011

14. The Children and Young People's Plan (CYPP) is the key strategic plan for the Children and Young People's Trust Board outlining the priorities and cross cutting themes for improving outcomes for children and young people. The Plan has now been signed off by the Board, presented at the Overview and Scrutiny Committee, LBC Executive and will be presented to Luton's Full Council on 13 April 2010.
15. Young people have produced their own magazine *Real Talk* which includes key issues that are important to them and this will include information on the CYPP.
16. Partners are working on strengthening their understanding of their roles and responsibilities for the delivery of the CYPP with particular focus on the duties outlined in the new statutory guidance. *Cooperation arrangements including the Children's Trust Board and the Children and Young People's Plan.*
17. At the last Children and Young People's Trust Board meeting on 9 February 2010, using under 18's conception rates as an exemplar, a visual framework was developed for partners to set out exactly what they are delivering against the national evidence for best practice.
18. At the next Board meeting this model of working will be developed further. It is anticipated that the model will help to make decisions about gaps and duplications, where more joined up working could be achieved and thus influence commissioning decisions. If the model proves useful, it will be used to examine the other Board priorities.

Commissioning support for the Board

19. The Department for Children, Schools and Families (DCSF) is providing a range of support programmes for Children's Trust Boards to strengthen the commissioning arrangements. A change plan was signed off at the Board and has been submitted to the national Commissioning Support Programme. The themes the Board has agreed include:

Theme 1: Re-Commissioning Children's Services in a climate of public sector funding restraint.

Theme 2: Locality-based commissioning, with the link to 21st century schools.

Theme 3: Service integration – NHS and Local Authority incorporating estates integration, transitions to adult services.

Theme 4: Promoting a shared understanding of the commissioning cycle across the Trust.

Safeguarding

20. The Luton Safeguarding Children Board is currently working on a high profile campaign promoting *Keeping Baby Safe* which was promoted by a Serious Case Review last year in Luton. Partners from across the Children and Young People's Trust are all involved in publicising this campaign.

Anti bullying

21. Parentline Plus has been commissioned to support this Local Area Agreement / Children and Young People's Trust priority. They will be working with the multiagency group to support the development of a joint action plan and further building on the work to date with schools and police. Information from the anti-bullying survey conducted in anti-bullying week in October 2009 will be used to identify early priorities.

Young People not in Education, Employment or Training (NEET)

22. In the current climate, partners are advised that the percentage of 16-18 year olds who are NEET is 6.55% (unconfirmed) which is green – Luton's target being 6.5%. Partners are very satisfied with this performance but are not complacent and a range of programmes continues to be delivered to ensure this good performance is maintained. The Board will continue to monitor closely.

Tellus Survey

23. The National Tellus results have just been published; over 2,600 young people in Luton participated in this online survey. The themes of the survey focused on the five Every Child Matters outcomes and provided useful information for managers across the Children and Young People's Trust from the perspective of young people. The results are compared to national and statistical neighbours. The Children's Trust will be examining the findings closely and wider partners are encouraged to access the findings as they link to cross cutting themes for example "what do you think of parks and play areas in the area?" and their views about public transport.

Headlines from consultation with children and young people

24. Local consultation with young people led by the participation team also raised the issue about public transport. Young people reported that transport costs are very high for young people on buses and taxis, depending on where the young people are travelling to and from (Travelling from Stopsley area is a real issue).

25. The attitude of staff towards young people on the buses is very negative. On some journeys young people have been charged various rates for the same journey. Sometimes the variation in price has been as much as £1.
26. Young people have highlighted the ongoing confusion that they feel when attempting to access the travel concession schemes. Often the information in relation to the schemes is hard to find, confusing when you do it and it is usually very restrictive in terms of the areas you can travel to or the fact that you need to be accessing a particular college to be eligible for the scheme.

Luton Assembly

Children and Young People

27. The Voluntary and Community Sector is holding a Safeguarding rollout event under the Luton Assembly's VISION4 network on 24 March 2010 from 9:30 – 15:00, at Hightown Sports and Arts Centre.
28. The aim of the event will be to tell the sector which safeguarding framework they should be using. Keynote speakers will be attending, including a serious case review expert. Various workshops will be held on vetting and barring, bullying, common assessment framework and safety in the home.

Environment and Economy Theme Group

29. The Theme group is working with Robin Porter, Luton Borough Council, Building Schools for the Future (BSF) team to advise on eco-friendly buildings.

Stronger and Safer

30. The Chairperson of the Assembly's theme group is working with the Chair of the Stronger and Safer Board to develop the stronger aspect.

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LUTON FORUM	AGENDA ITEM 9
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Bren McGowan, LSP Manager
SUBJECT:	Luton Equalities Agency (Referral from Luton Borough Council Executive)
FOR:	Decision / Discussion / Information

PURPOSE

To agree a response from the Luton Forum to the referral from Luton Borough Council's Executive.

RECOMMENDATIONS

It is recommended that the Luton Forum

- (1) comments on the report and its conclusions**
- (2) approves the conclusions**
- (3) refers the report to the Scrutiny Manager**

BACKGROUND

The Regeneration and Citizenship Scrutiny Committee of Luton Borough Council referred the issues of the Luton Equalities Agency to the Executive of Luton Borough Council. The Executive referred this to the Luton Forum as the Forum had initiated the Equalities Agency and had provided initial support. The Luton Forum agreed that the LSP Manager should prepare a draft on its behalf.

REPORT

Background

1. In 2004, Luton Forum commissioned a feasibility study into the setting up of an Equalities Agency to deal with all the strands covered by equality legalisation. The feasibility study reported in March 2005 and identified both the need for such an

agency, and the requirement of support from a number of areas. The study also highlighted the need for the Agency to be, and to be seen to be, independent.

2. Officers from Luton Borough Council worked with members of the Luton Assembly to form a Steering Group to support the creation of the Agency.
3. As recommended in the feasibility study, a Development Worker was appointed in order to set up the agency including the recruitment of trustees. There was also the proposal that the Agency should work to create a Director post, so that it was able to work at a strategic level.
4. Members of the Steering Group withdrew as trustees were appointed.
5. In late 2007/early 2008 several reports were presented to the Luton Forum and the Local Public Service Board relating to continuing funding. Although there was support for the concept of an Equalities Agency, there were concerns about the robustness of the business plan which meant that it was not considered appropriate to recommend funding at that stage.
6. The Agency has continued to function, and is currently reporting high levels of casework.

Issues

7. In looking at how the Agency developed and the situation that now exists, there are a number of relevant factors that may be considered.

The Feasibility Study

8. The Feasibility Study is very clear about gaining information about what an Agency might do, and how it might be formed. It is less clear about what the necessary commitments might be from various partners, including financial commitments. Running costs were always likely to be significant if it was to achieve its vision, and it may have been useful to be more realistic in the feasibility study about what would be needed, likely commitments (including financial), and other requirements. It is also clearer about aspects of how the Agency should be developed, but it is less clear about the role of the Agency, highlighting what the 'services provided by the Equality Agency *should* include', but expressing this in very general terms.

Independence

9. Much has been made of the need for the Equalities Agency to maintain its independence, and its success was always likely to depend on being a strong organisation that could work strategically with public sector and other partners. However, this need to maintain independence may have led to public sector partners being seen as separate from the Agency.

10. There appears to be a perception that members of the Agency felt that trustees should only be recruited from the Third Sector. This does not align with the comment from the Feasibility Study:

“Representation from all targeted communities should be enshrined in the constitution. The membership of Governing Committee should include academics, representatives from community organisations and other field experts as well as individuals with proven experience in financial management, knowledge of the law, people management skills and organisational development skills. These people should have full voting and therefore decision-making rights. Representatives from statutory agencies should attend in a non-voting capacity to ensure that there is direct strategic dialogue with representatives from various statutory agencies who have the power to make commitments on behalf of their agency.”

11. In practice, the Agency does not appear to have included the broader constituency, and links with the statutory sector have been poor. This could be seen to maintain the independence of the organisation, but it could also be seen to limit the expertise on which it could draw: both the statutory sector and the private sector may have been able to contribute expertise to the work of the Agency. Any trustees appointed would need to work in the best interests of the Agency and not for any other interest, and so any insistence on voluntary sector membership may have been an unnecessary limitation.
12. Although formal representation was to be based round organisations and individuals outside the public sector, there was an expectation that the Agency would work with public sector partners as part of the ‘*direct strategic dialogue*’ but this does not seem to have developed.

Key functions

13. There does not seem to have been clear agreement about what the main objectives of the Agency were, and how to achieve them, although a number of options are listed in the Feasibility Study.
14. The initial vision appears to have been to develop a body that could work strategically, and which could influence the key players in the town, a ‘critical friend’. Casework was to be an element of this, but it was expected that the reach of the Agency would be far wider. This work was intended to cover all elements of the equalities agenda: age, disability, gender, race, religion and sexual orientation.
15. The major thrust of the Agency’s work in its early stages appears to have focused on race equality as a result of funding received through the Commission for Racial Equality (CRE) and the Equalities and Human Rights Commission (EHRC). The initial work also seemed to have included a significant amount of casework.
16. The expectation outside the Agency seems to have been that the Agency would undertake some areas of casework, but that generally it would act as a referral point to other agencies. The Agency itself appears to have seen casework as a major function, and has developed along this line.

Governance

17. The governance of all organisations is crucial, and charities are under particular limitations. The Luton Equalities Agency was removed from the register of charities for a short time as it had not filed the appropriate information with the Charity Commission within the required timescale. This was rectified within a short time.
18. The financial information reported to the Charity Commission for 2007/08 shows only funding received from Luton Borough Council, but does not appear include the £33,000 which was received from the Equality and Human Rights Commission.

Funding

19. Funding was identified as a major issue in the original Feasibility Study. A growth item of £50k was included in the Council's budget for 2008/9, (increasing to £150k in 2009/10). This was intended to give some incentive to expanding the operations of the Agency, as the lack of identified and committed funding was in danger of making the work that had been done through the feasibility study no more than a theoretical exercise in aspirations. It was envisaged that this funding would be provided through Gift Aid from London Luton Airport Limited (LLAL). As with all payments under Gift Aid, payment is conditional on satisfactory monitoring reports. In the case of the Agency, it was understood that the Luton Forum had required the production of a business plan that clearly demonstrated, to its satisfaction, how the Agency would meet the objectives of the feasibility study. Payment of Gift Aid was, therefore, conditional on the production of this business plan.
20. As LLAL was not advised that a satisfactory business plan had been produced, payment was not made. Luton Borough Council, in setting its budget for 2009/10, approved, subject to the agreement of the LLAL Board, a one-year deferral of the £100k increase in the allocation to the Luton Equalities Agency, to enable Gift Aid support to be provided to other local charities, with the intention that the funding should be restored once the Luton Equalities Agency had submitted a satisfactory business plan meeting the requirements set down by the Luton Forum. The recent downturn in the number of airline passengers due to the current economic climate means that LLAL now needs to review the overall level of its Gift Aid programme, and there is now no certainty that funding can be forthcoming from this source.

Remit

21. Early discussions had emphasised the need for an agency that dealt with all strands of the equality agenda. The business plan for 2007/08 refers to "*racial and equality*" (paragraphs 2.2, 2.3, 5.1, 5.13, 5.14, 5.21, 5.24, 6.1, 6.12, 6.16, 6.23 and 6.24) which might be seen to suggest an imbalance in the agenda, and does not reflect the fact that there was a strong emphasis on the need to have a comprehensive, coordinated approach to the equalities agenda.
22. It further notes:

"An intangible fixed asset lies in its growing reputation across Luton for developing advice on Race Equality and its legislation, providing training for voluntary

community statutory and public and private sector, searching out and making applications for funds to support two conferences, race equality work, and offering practical assistance to local BME community organisation.”

23. This again suggests an emphasis on race equality, possibly at the expense of other strands. There is no clear indication in the plan of how other strands would be addressed, and this may be considered to be a major weakness in the planning process.

24. Paragraph 6.14 states that, as part of its modes of operation, it will:

“Assist B and ME organisations to build their capacity to provide high quality racial and equality services at local level.”

25. No commitment is given to support other strands of the equalities agenda in the same way, nor is there any indication of the reason for this emphasis.

26. The Feasibility Study suggests that the *“services provided by the Equality Agency should include individual casework, strategic support of other agencies, lobbying, public awareness raising and monitoring.”* The focus of the work to date does seem to have been on casework, yet this is an area that is already covered, at least partially, by other agencies in the town.

27. The study suggested:

“Since many of these functions are currently fulfilled for some groups by existing organisations, the Development Workers should audit what is currently in place to identify areas of priority for the first three years of the Equality Agency, prior to it’s (sic) establishment.”

28. There is no indication in the business plan that was submitted that this had happened, or that there were those links into other organisations.

Conclusions

29. The development of the Luton Equalities Agency was the subject of detailed consideration before the Agency was formed, and yet there appears to have been a considerable number of issues, leading to the current situation.

30. The following factors may be considered to have contributed to this situation:

31. *Handover planning:* there does not appear to have been an agreed process for the Steering Group to support the development of the Board and Trustees and to disband at an appropriate time. The roles were not as clear as they may have been, and the Steering Group was not able to support the early development of the new Agency. This may be linked to the emphasis on the independence of the new Agency. The situation was further complicated by the resignation of a number of Board members in a short period of time.

32. *Communications:* The process for setting up the new agency involved a complex network of organisations (the Luton Forum and its partner agencies, the Steering

Group; the new agency), and communications seem to have been weak at crucial times. A major issue was the business planning for the new Agency and funding was dependent on an appropriate business plan being produced. It does not appear that there was clarity about what was required of the business plan, and it would have made the process more transparent if the criteria for a robust plan had been agreed. Members of the agency have said that a more robust business plan was available, but that this was not presented to the Luton Forum.

33. As an organisation designed to have a strategic remit, there appears to have been little communication between the Agency and local statutory partners.
34. *Capacity building*: trustees of the new Agency were expected to take over complex and demanding agenda. As well as the work of the Agency, trustees were responsible for setting up the organisation, but with little direct support. Recruitment of trustees appears to have been difficult, and this may reflect the complexity of the agenda and the difficulty of attracting people who had both the time and expertise to operate at the strategic level that was expected. The fact that the trustees allowed the Agency to get into debt must be a cause for concern, and does not demonstrate the level of expertise that would be expected to develop an organisation working at a strategic level.
35. Initial funding from the Commission for Racial Equality may have led to a greater focus on race issues, and this may have affected the perception of the Agency. This view may have been further reinforced by a business plan which makes greater reference to race issues.

Implications

36. Partners and members of the Agency put in a considerable amount of work to support the development of the Luton Equalities Agency, and yet the Agency has not achieved the strategic role which was expected by partners. The Luton Forum has now developed an Equalities, Cohesion and Inclusion strand and this reflects the significance of the issue to the partnership, and needs to be considered as part of the overall context. The Luton Forum's Equalities, Cohesion and Inclusion Group does not have an independent status, but it is designed to have a major role in ensuring that those issues are considered at a strategic level.
37. The relationship between the Agency and the Luton Forum is a significant factor, and may need clarification. The Agency was set up to be independent, and so should not be perceived, in any way, as being part of the Luton Forum structure.
38. It is now five years since the original feasibility study was produced, and the outcomes have not been as were expected. The business plan presented for 2007/08 does not seem to have reflected the aspirations set out in the feasibility study and this led to funding not being allocated. The Agency has continued to provide services, but this has been limited and has been directed by available resources. This has meant that the Agency has not developed in the way it was intended.
39. Any response to the equalities agenda by the Luton Forum will need to go back to first principles, and identify the best way forward in the current situation. Although

the Feasibility Study may provide some background, it does need to be reconsidered in the light of how it was implemented and how well this met the aspirations of the study and any further changes in the local situation in the five years since the study was undertaken.

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LUTON FORUM	AGENDA ITEM 10
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Bren McGowan, LSP Manager
SUBJECT:	Local Public Service Board : Local Improvement Advisor Workshop
FOR:	Decision / Discussion / Information

PURPOSE

This report asks the Luton Forum to consider a number of key issues about how it develops to ensure that it can work effectively and efficiently.

RECOMMENDATIONS

It is recommended that the Luton Forum:

- (1) **convenes a workshop to consider governance issues for the Local Strategic Partnership.**
- (2) **supports the Performance Management Sub Group to coordinate a report that brings together performance information with associated key achievements to support prioritisation.**
- (3) **holds a special meeting to consider the reports on performance information, key achievements and future planning.**

BACKGROUND

Local Improvement Advisors (LIAs) are provided by the Regional Improvement and Efficiency Partnership (RIEP) to support local strategic partnerships (LSPs) working with key issues. A workshop was held with the Local Public Service Board (LPSB) on 1 March 2010, with the aim of providing the basis for a forward workplan for the LPSB to fit well into the work of the Forum as a whole and to enable delivery. Having considered the findings of the workshop, the LPSB puts forward key issues for consideration.

REPORT

1. The workshop identified three main areas for the LPS to consider:
 - Governance issues
 - Prioritisation
 - Planning for the future ('horizon scanning').
2. These are all linked, and there is a strong view that this work needs to involve the wider partnership at all levels (plenary group, theme boards, sub groups, partners and the wider community) if it is to lead to the shared commitment that will be needed for success. It is suggested that the work should take place to ensure that the Luton Forum is in a position to respond effectively to the next round of Local Area Agreements (LAAs) or whatever replaces them.

Governance

3. The workshop identified a lack of clarity about the roles of the various elements of the Luton Forum. Ensuring clear understanding about roles and responsibilities will inform the future work, and this is a high priority. Although the LSP has a constitution, there does not seem to be a shared understanding of what it means. Several changes have been made over the years, in response to specific issues. The LPSB proposes that there is a review of governance that should guide any redrafting of the constitution.
4. It is recommended that the Local Improvement Advisor is commissioned to hold a workshop for the Luton Forum plenary group to set out a workplan for the Luton Forum as a whole that will consider the key issues.

Priorities

5. The LPSB workshop noted that the Sustainable Community Strategy includes a large number of priorities, some of which are clearly outcomes whereas others are process-based. Although it may be important to include all of these, clarity is needed as to whether these are the outcomes that are intended, or whether they are enabling measures.
6. The LPSB suggests that a short term piece of work should bring together performance information with an assessment of successes and achievements in relation to the LAA and SCS. This should form part of the evidence base for wider consultation later in the year to ensure that there are clear priorities for the LSP as a whole, helping to ensure the 'golden thread' between priorities and action.
7. It may be useful to link this work to the Luton Forum's annual meeting, scheduled for Thursday 17 June. The Forum would then be in a position to sponsor a wider consultation of the priorities.

Future planning

8. Chairs of the Theme Boards have already committed to working with their boards to identify some of the key issues, strategies and policies that are likely to have a major impact on the broader LSP in the next one to five years. This is not an administrative process, but a key step in identifying the work to which the partnership needs to commit. It will also support the process of refreshing the priorities for the partnership.
9. Although this process should identify most of the key issues, it will also be important to ensure that any cross-cutting issues, which may not fit neatly into any particular theme, are also acknowledged. This is an area which the Luton Forum plenary group may be well-placed to consider.

Next steps

10. The proposals to take this forward include both a workshop and a meeting of the Luton Forum plenary group. These will take some planning, and it is suggested that the LPSB should have oversight of the work taking place.
11. The annual meeting of the Luton Forum provides a useful deadline for areas of work. As the meeting has little formal business to consider, it may be useful to use the same time slot for the governance workshop and / or to consider the report on performance and achievements.

Appendix

LPSB Workshop notes

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Monday 1st March 2010

1.00-5.00 pm. Committee Room 2, Town Hall

'Towards developing a work programme for the LPSB in Luton'

Workshop Aim : To discuss the development of a work programme for the LPSB that will fit well into the work of the Forum as a whole and will enable delivery

1. What is important about today's workshop? – participants' views:

- Frontline services & budget pressures – hence need clear work programme
- LA budget 'melt down' but still need to provide best services to community at lower cost
- NHS/PCT in same difficult position financially
- Need to be clear about how third sector will be served & their contribution continued
- Work programme would help integrate Fire & Rescue priorities into Forum-wide priorities
- Govt Office wants to see Luton succeed despite difficult spending climate. The right structures are needed
- A work programme would give definition and take actions forward. It would give accountability to elected members in a way that involves them appropriately
- Sharing vision and resources would create greater understanding of how things fit together – not having that is a risk
- Ability to deliver well with less might make the partnership stronger. Need to be more supportive of each other at a time of reduced resources
- LPSB needs business clarity
- LPSB and Forum need to really make a difference. Meetings should be about collective delivery – aided by a work programme
- LPSB should be about 'collective muscle' – reaching accommodation over priorities; owning and managing disagreements; income generation; keeping a focus on Luton citizens while managing change
- Work programme should reflect a balance of preventive approaches and service delivery

2. Positive experiences of working in partnership – *Why Partnership?*

- Gives flexibility and resilience; drives efficiency and effectiveness
- Needs to be focused and business-like
- Partnership working enabled the development of the Sustainable Communities Strategy
- Brings together a diversity of skills and mindsets
- Partnerships provide an opportunity to see how others do things and to mentor/be mentored
- Expect there to be some pain in partnership working
- Enables decisions to be made at an early stage
- Breaks down barriers and improves communications
- Prevents reinvention of wheels
- Share a common population and language
- Provides citizens with one outcome and cuts duplication

3. Vision for Luton

Inequalities

- A town where inequalities are recognised and action taken
- Community cohesion
- Focus on inequalities across health, employment, education, opportunity
- Integrated health and social care intervention to reduce inequalities

Vibrant, thriving

- A dynamic town which has full employment where people earn above average salaries and people can prosper and be healthy in a clean sustainable environment
- A place where people are able to fulfill potential, through living in harmony, healthily and safely, where business, leisure and learning opportunities are excellent
- A place where people feel as safe as they are
- A town where people are proud to live; that is seen as a dynamic and vibrant, safe place to live
- A town with a highly-skilled workforce
- A vibrant and successful town where people pull together and support each other
- A vibrant, diverse and 'going places' town
- Everybody – public agencies and the public – working well together to create a great place to live, work and visit

- For people to see us working well together and celebrate it, instead of criticising
- High level employment for Lutonians not for 'outsiders'
- Place where everybody is able to grasp the opportunities available to them
- Somewhere with a much better image – the better image the place deserves
- Thriving and prosperous
- Vibrant town with lots of opportunities for the future; more local people should share the success

Harmony

- All people working together to support each other at all levels from community grass roots to senior levels
- A town where there is one message from all people: pride, hope and harmony
- A town which is at ease with itself; where people from all backgrounds, races and creeds are accepted and get along with one another. A town where people can aspire and reach their full potential; where people are supported
- For future: Somewhere even more people get on well together
- Living and working in harmony
- LUTON IN HARMONY
 - Single experience by citizens
 - Keeping people well, safe, active and engaged
 - Narrowing the inequality gap across the town
 - Providing new opportunities in housing, employment and skills

Children and futures

- A place my children want to grow and live in
- Children who are ambitious and realise their full potential

Service delivery

- "Well-resourced town"
- An integrated *system* improving the well-being of the population
- Excellent customer driven / designed services

Sustainable community

- A safe and pleasing place to live
- A sustainable community
- “Clean and healthy environment and masses of usable green space”
- Ensure that the people we represent believe that we are achieving the needs of the community
- Real support that impacts on the life of our community members that encourages all

And....

- “an end to the M1 car park!!”

4. LPSB Past, Present, Future – views on enabling delivery (BMcG Group)

PAST	PRESENT	FUTURE
<p>“Glorious isolation”</p> <p>Lack of clarity of roles→</p>	<p>No join up between the LPSB and LSP</p> <p>The right people at the table</p> <p>Lack of clarity of roles (now more focused)</p> <p>Duplication of information</p> <p>Willingness / commitment</p> <p>Inclusive</p> <p>Developing</p> <p>Explicit statement of roles → → →→→→→→</p> <p>Structure and individual roles</p> <p>“Fuzzy”</p>	<p>“Golden thread” – links between the four themes improved</p> <p>Greater leadership role</p> <p>Needs to have overview</p> <ul style="list-style-type: none"> • Dissemination role • Accountability <p>Improved Communication</p> <p>Opportunity to coordinate / develop</p> <p>Needs focus for action</p>

Key issues (BMcG Group) :

- Clarification of roles at all areas of the LSP
- Need to look at structure and how it reflects the different roles
- Need to look at agenda items for decision / information / consultation (Bren to audit)
- Change management: process needs to engage the broad Luton Forum, and needs to build in sufficient time to ensure effective engagement of all partners throughout the partnership. Aim to have any revised arrangements in place to support development of next round of LAA / 2011
- If there is a need to refresh the priorities, this should not be undertaken by the LPSB in isolation, although the LPSB should have a key coordinating role.
- Clarification needed about when people are being consulted / informed and when they are being asked to make a decision.

SH Group:

PAST	PRESENT	FUTURE
Disfunctional/Storming	Functional/Norming	Best we can be/Performing
4-5 yrs ago near 'melt down'		Partner involvement is needed to work with Regeneration Dept on risk assessment
3 yrs ago reviewed Forum achievements (<i>into Luton Line?</i>)	Forum now functioning well – but not celebrating achievements well enough	Need to find a way of documenting successes
Assembly restructured effectively		
Before the LPSB existed there was a group discussing a work programme but didn't want to get bogged down in process	Improved and increased resources for the workings of the Forum	<ul style="list-style-type: none"> • Need to be clear about who makes the decisions – Forum or LPSB? • LPSB needs to be strategic
	Need to be fit for the future both as individual organisations and as a partnership	Need to clarify governance questions of the tie-in of Forum work to individual

		organisations, and to address any differences of view between the individual organisations and the Forum
		Need to get the heads of finance together across organisations with the Performance Managers – maybe a meeting of the Performance Management Group

Key Issues (SH Group) :

- Need to agree processes for resolving governance issues and debates about priorities
- Need ‘air time’ for the debate about individual versus shared organisational roles and accountabilities
- **Need clarity of purpose and transparency right across the whole forum structure – the Forum should give the shape**
- Need to look for good practice from other parts of the country
- Avoid ‘analysis paralysis’ – map out where the priorities are, in parallel with doing the work

5. Sustainable Communities Strategy Priorities

Notes BMcG Group

- Process / enabling priorities vs outcome priorities
 - e.g. creating partnerships is intended to support the achievement of other priorities
 - separate process and outcomes (with recognition that both are important)
- Knit together processes for SCS (including Theme Boards, general public consultation) to ensure consistency

- Impact of CAA on priorities:
 - Stronger and Safer – community cohesion/ preventing violent extremism
 - Health and Well-being – inequalities
 - Environment and Economy – housing, and the growth agenda in general
- Implications /impact of priorities on partners
- Synergy with / between Theme Boards
- LPSB to have overview, and to use this to drive progress
- Level of challenge from partners to the partnership / other partners
- Identify contributions from all partners into achieving the priorities, not just the leads

Notes SH group

- Can we sustain the level and number of priorities facing budget constraints?
- If we are going to consider changes to the priorities, we need a debate with the public, as we have committed to deliver on them
- There are a number of established routes for public debate – local councilors; citizen's panel; neighbourhood governance/area committees; the Assembly
- Participatory Budgeting
- Could we re-group the 30& priorities under three or four headings? – they currently read like a composite list of separate organisations' priorities
- Management of offenders priority needs revision
- SCS currently not reflecting PREVENT agenda – but history of public consultation has to be bourn in mind and was clear about what went in and what didn't (issue here about differences in 'corporate memory' of longer-standing members of Forum/LPSB and newer members)
- SCS currently misses physical regeneration

- How to deal with the 'wicked issues' that fall between theme groups – eg drugs? Some of these issues need to be discussed with Forum as a whole. Equalities, Inclusion and Cohesion has a task and finish group

Suggested process:

1. Now to June – benchmark our successes/achievements, drawing on evidence from Performance Management group. Base this on LAA, but refer to wider SCS; look for good practice elsewhere; plan theme group and community group consultation meetings
2. Post-election/June-July time – public consultation
3. September – already agreed LAA review and other achievements

6. Horizon scanning 2010-2011

- Will need to do a local economic assessment
- Changes in NHS
- Total Place – awaiting feedback from central govt.

ACTION – Each theme board to do a horizon scanning exercise and bring back results to LPSB and Forum. BMcG to assist with this exercise, and plan a date to put on LPSB agenda

SUMMARY OF KEY THEMES FROM WORKSHOP

- Governance issues need to be addressed across the LSP
- The public engagement processes used to develop the SCS were robust and should be retained for consultation on future priorities etc
- Forum needs to celebrate its successes
- LAA needs to be reviewed
- LPSB and Forum need to discuss cross-cutting themes
- Given the financial pressures ahead, a better understanding of the wider risks to the partnership, and ways to manage them collectively is needed

ACTION – BMcG discuss next steps from today with SH. Notes to be circulated and agenda item planned for LPSB 18 March, as a minimum for an update on this Local Improvement Adviser assignment, and if possible with some of the action completed

Sue Hay/Bren McGowan – 8 March 2010

LUTON FORUM	AGENDA ITEM 11
DATE OF MEETING:	25 March 2010
REPORT AUTHOR:	Bren McGowan, LSP Manager
SUBJECT:	Partnership Manager's Report
FOR:	Decision / Discussion / Information

PURPOSE

This report updates members on some issues not covered elsewhere on the agenda.

RECOMMENDATIONS

It is recommended that the report is noted.

REPORT

1. *LSP & LAA Network*: The final meeting of the LSP & LAA Network will take place on Thursday 20 May in Cambridge. This is a free event organised by Improvement East. The theme of the session is *Leadership of Place* and the agenda will include:
 - local impact of changes in the region
 - national impact of a changing partnership agenda
 - the partnership landscape post General Election
 Further details and booking information can be found at:
<http://events.eera.gov.uk/EventDetails.aspx?ID=1941>

2. *Place Shaping - An Evidence Based Approach in Bedfordshire and Luton*. This event will take place on 10 May 2010 at the Rufus Centre, Flitwick. Members of Luton Forum and Theme Boards will be receiving invites to this event being planned by Luton Borough Council and NHS Luton in conjunction with other Bedfordshire agencies. The aim is to raise awareness of the headline findings of the recently refreshed Joint Strategic Needs Assessment, the Strategic Housing Market Assessment and other relevant evidence. As well as presentations, there will be workshops to examine the implications of the evidence, and to consider opportunities for joined up working between functional areas (housing/health etc) as well as across borders. There will also be consideration of the lessons from Total

Place. The event is being funded by Improvement East and the sub-regional housing partnership, and will be free to delegates. The target audience is senior managers (commissioners and policy makers) and members in the local authorities, the NHS and Third Sector. Further information is available from Sarah Rowe (sarah.rowe@luton.gov.uk).

3. *Year of Literacy*: At its meeting in April 2009, the Forum heard about the Year of Literacy. The main activities planned for this year include:
- *Free books for all Luton 0-5 year-olds*, supported by the Dolly Parton Foundation and funded by Wates, to provide one free story book per month, posted to all children born in Luton after September 2009 until they reach their fifth birthday. The programme will be launched officially at the Central Library on 22 April.
 - *Shakespeare in Schools Festival*. This programme, aimed at secondary schools, is funded over a five year period by Wates (with contributions from schools) to enable every secondary school to participate in an annual festival of half-hour abridged plays by Shakespeare.
 - *'Debate Mate' and public speaking*. Debate Mate is a debating project that has run very successfully in 50 London schools and is now spreading to other cities. It is having an amazing impact on students' self confidence and intellectual development, and is now being brought to Luton. Headteachers will be introduced to the project on 28 April
 - *'Words' - A festival for young writers*. In conjunction with the University of Bedford, there will be a creative writing conference for young people from primary and secondary schools, taking place on 24-25 June. Andrew Motion, the ex-poet Laureate will launch the conference. There will be a wide range of workshops and students will be encouraged to publish their work on a dedicated website and in print.
 - During the year, organisations, voluntary groups, companies and members of Luton Forum are invited to discuss with their teams ways in which they could proactively support the development of literacy across the town and in all age groups.

Further information about these programmes and other events is available from Mike Harrison, School improvement Advisor (e-mail: mike.harrison@luton.gov.uk).

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