

Housing Select Committee Supplementary Agenda

Wednesday, 14 March 2018

7.30 pm,
Civic Suite
Catford
SE6 4RU

For more information contact: John Bardens (02083149976)

This meeting is an open meeting and all items on the agenda may be audio recorded and/or filmed.

Part 1

Item		Pages
4.	Housing strategy review	3 - 12
9.	Annual lettings plan	13 - 34

This page is intentionally left blank

Housing Select Committee			
Report Title	Housing Strategy Update	Item No	4
Contributors	Head of Strategic Housing		
Class	Part 1	Date	14 March 2018

1. Reasons for Lateness and Urgency

- 1.1. This report is late as officers wanted to ensure that the most accurate, up to date information was available for the committee to consider.
- 1.2. The report is urgent and cannot wait until the next meeting of the Housing Select Committee as it provides detail of substantial legislative changes to which the committee require an update.
- 1.3. Where a report is received less than 5 clear days before the date of the meeting at which the matter is being considered, then under the Local Government Act 1972 Section 100(b)(4) the Chair of the Committee can take the matter as a matter of urgency if he is satisfied that there are special circumstances requiring it to be treated as a matter of urgency. These special circumstances have to be specified in the minutes of the meeting.

2. Purpose of paper:

- 2.1. The Lewisham Housing Strategy was published on 25 March 2015 and designed to cover the period from 2015-2020. This report builds upon the in-depth review provided in July 2017 and sets out to review progress against the strategy prior to the local elections in May 2018.
- 2.2. The paper will also outline key considerations for the upcoming months in regard to key housing issues.

3. Recommendations:

- 3.1. It is recommended that Housing Select Committee review and note the updates to the Lewisham Housing Strategy 2015-2020 detailed herein.

4. Background:

- 4.1. The action plan included in the Lewisham Housing Strategy 2015-2020 was developed according to the four priorities which guide all officer work and which are:

- Helping residents at times of severe and urgent housing need
 - Building the homes our residents need
 - Greater security and quality for private renters
 - Promoting health and wellbeing by improving our residents' homes
- 4.2. Since the strategy was launched there have been a number of changes in the demand and supply of housing in Lewisham and the policy environment in which the housing strategy can be delivered against.
- 4.3. Since 2014/15 the number of households in temporary accommodation have increased by 15%, but Lewisham has held steady on the number of homelessness applications and with increased preventions and slightly reduced acceptances.
- 4.4. Lewisham's housing affordability in the private rented sector (PRS) has worsened, with median rent going up by 20% between April 2014 (£1000 pcm) and April 2016 (£1200 pcm). Median incomes have not matched this rise.
- 4.5. Because of these changes, the accessibility of the private rented sector for those in receipt of Housing Benefit / Universal Credit has diminished significantly. It has never been more challenging to find affordable housing in the PRS for households in need.
- 4.6. As identified in the July 2017 report to the committee, key service priorities drawn from the strategy included:
- Maximising the benefit of the Trailblazer programme and other housing change programmes
 - Growing and developing the capacity of the Housing Strategy and programmes team to implement new approaches to housing development
 - Complete the reshaping of the Private Sector Housing Agency
 - Restructuring the Housing Needs team to incorporate No Recourse to Public Funds
- 4.7. The key achievements laid out below have been achieved since the Housing Strategy update provided in July 2017.

Key Achievements

5. Homelessness

- 5.1. There were 1,959 households in temporary accommodation as at the end of January 2018, of which 535 are in nightly paid accommodation. The Council has continued to invest in the procurement of affordable properties leased from the private sector and to work with partners to provide affordable alternatives to nightly paid accommodation.

- 5.2. Over 100 properties have now been acquired through the Lewisham Homes acquisition programme. As at the end of January, 30 of these had been used to prevent homelessness and 75 have been used as temporary accommodation. More properties are in the process of being purchased and will continue to be used to provide assistance to those in housing crisis.
- 5.3. Between April 2017 and December 2017 the Council has successfully prevented or relieved homelessness for 458 households, and officers continue to employ a 'prevention first' approach when engaging with clients.
- 5.4. In July 2017 Mayor and Cabinet agreed the principles to discharge homelessness duty where appropriate in the private rented sector, which was then operationalised in the autumn. Over 40 discharges have been completed since then in a difficult market.
- 5.5. The Homelessness Reduction Act (HRAct) comes into force at the start of April 2018, which sees significant changes in the responsibilities placed upon local authorities to assist those threatened with homelessness. It is estimated that the
- 5.6. In order to prepare for the changes, a new online portal has been created to enable households to upload their documentation and update their personal information.
- 5.7. The Housing Needs service has been undergoing extensive training to prepare, focussing on shifting the conversation style with those who approach to one of 'collaborative conversations' and utilising personalised housing plans. Additional officers are joining the team and a multi-agency assessment hub is being developed, with employment services already working in collaboration to provide a more holistic service.
- 5.8. In addition to the work related to the HRAct, the Homelessness Prevention Trailblazer project is underway, utilising £985,000 of funding over two years. Members received an update at the committee meeting in December 2017.
- 5.9. The project has compiled service datasets from across the council to soon start the process of identifying households at risk of homelessness. Further datasets, including an extra 18 months of Housing Benefit data and Social Care data is currently being incorporated.
- 5.10. Two research projects have also been undertaken to inform the Service User's perspective of the homelessness service, the final findings to be reported to officers imminently.
- 5.11. As of April 2017, Local Authorities can no longer claim the Temporary Accommodation Management Fee element of Housing Benefit for households placed in temporary accommodation. For London Authorities this was £40 per property, per week. This has been replaced by the Flexible Homelessness Support Grant, of which Lewisham received almost £5m in 2017/18 and will receive £3.9m in 2018/19.

- 5.12. Even as the amount of Housing Benefit that can be claimed is reduced, the Council has successfully minimised the amount of overspend that is expected to be incurred on temporary accommodation. This will enable any surplus left from the Flexible Homelessness Support Grant to be invested into innovative, comprehensive schemes to tackle Homelessness in the borough.
- 5.13. In partnership with the boroughs of Bexley, Bromley and Greenwich, Lewisham Council is using £340,000 of funding under the GLA's rough sleeping programme for a No First Night Out (NFNO) Shared Accommodation Scheme. Due to commence in April 2018, the scheme identifies single people at imminent risk of rough sleeping, referring them to support services and a new NFNO Shared Accommodation Scheme.

6. Housing vulnerable residents

- 6.1. Lewisham Borough is developing new extra care schemes with a more flexible approach, including at Conrad Court and Hazelhurst Court, our newest schemes.
- 6.2. The goal in new schemes of this type is to create a mixed and supportive community. This means including a third of residents with no / low support needs, a third of residents with medium support needs and a third of residents with high support needs.
- 6.3. This model is evidencing strong co-production, healthy co-dependencies and increased autonomy and self-determination developing between residents, with each group benefitting from the skills and talents of the other and not always being seen as passive recipients of services. This model also recognises the changing care needs of an individual over time.

7. Housing Supply

- 7.1. The New Homes, Better Places programme will have seen the Mayor & Cabinet approve plans for 500 new homes, and for all of those homes to have been submitted for planning, by the end of March 2018. Of those 500 homes, 94 have already completed, 112 are on-site and being delivered, and a further 56 have gained planning consent and are awaiting start on-site.
- 7.2. Plans for 34 new homes at Edward Street in Deptford are developing well and will be submitted for planning consideration in March. This project, follows on from the successful PLACE/Ladywell scheme by utilising modern methods of manufacture and construction to build high quality new homes for homeless families, and is expected to start on site in the coming financial year.
- 7.3. The first empty home to be brought back in use, drawing on £200k of discretionary funding will complete in March 2018. A further three homes are on site and ten are in the pipeline.
- 7.4. Where it has been approved as the best way to deliver new homes and to provide high quality homes for existing residents, the Council continues to pursue estate

regeneration projects. Overall, at Heathside and Lethbridge, Excalibur and in Deptford these projects will deliver more than 2,000 new homes, 50 per cent of which will be affordable homes of different types.

8. Fire and Building Safety

- 8.1. A number of fire safety updates have been considered at both Housing Select Committee, and Mayor and Cabinet since the tragic events at Grenfell Tower.
- 8.2. Three council owned blocks within the borough which have ACM cladding were identified, all of which have now had their cladding removed.
- 8.3. Lewisham Homes have embarked on a fire safety programme, comprising a rigorous and intrusive programme of Fire Risk Assessment inspections over a period of two years.
- 8.4. The council has also worked closely with Registered Providers and private owners to ensure that tall buildings across Lewisham do not have unsafe cladding
- 8.5. The private sector agency within the council have also been working closely with the London Fire Brigade to conduct joint inspections in private accommodations to positive outcomes

9. New Delivery Models

- 9.1. Building on the innovative technology used in PLACE/Ladywell, three new schemes making use of modern methods of construction have been submitted for planning – Edward Street, Mayfield and Kenton Court. This echoes the drive by the GLA to make more use of precision manufactured homes, which allows for greater efficiency and speed in the building of new homes

10. Private Rented Sector

- 10.1. The Private Sector Housing Agency was re-merged in June 2017 bringing the key services that work with the private sector, Empty Homes, Rogue Landlord services, Licensing & Enforcement, Grants and Loans to support frail and disabled clients to remain in their homes and the Procurement team that source temporary accommodation for a range of Council services. Re-forming this team brings together various areas of expertise under one manager.
- 10.2. This new Private Sector Housing Agency has made significant inroads to improving the state of the Private Rental Sector in Lewisham, regulating and enforcing landlord's to safeguard good standards of living.
- 10.3. A robust programme of licensing and enforcement inspections has been established through direct complaints, data intelligence and street surveys totalling around 800 inspections per month.
- 10.4. The additional licensing scheme was launched for HMO's above commercial properties, and a business case is being written, as approved by Mayor and

Cabinet, for selective licensing in problem areas.

10.5. The new rogue landlord team secured an additional £200,000 grant from the Ministry of Housing Communities and Local Government. The team comprises two ex-police officers and one criminal lawyer, is operational and successfully tackling the rogue landlord issues in borough. All rogue landlords on the list have had properties re-inspected to disrupt their operations. An average of 15 illegal evictions are stopped every month.

10.6. Besson Street, a flagship PRS development, has now been approved and Grainger has been selected as the Council's preferred bidder to be the 50/50 partner on the joint venture. The development, which is expected to be submitted for planning consideration in 2018, and to start on site in early 2019, offers a potential step-change in the quality and security that private renters enjoy through renewable five year tenancies, as well as providing 35% affordable housing, a new GP surgery and a long term stable income stream for the Council.

11. Partnerships

11.1. Our Management Agreement with Lewisham Homes was extended to 2027 to enable us to continue to house residents in improved circumstances. Lewisham Homes is now responsible for the management of Temporary Accommodation stock owned or leased by the authority, as well as providing a number of other new services that it has taken on in the past few years, including housing development, property acquisition and sheltered housing management.

11.2. 100% of the Lewisham Homes managed stock is expected to reach the Decent Homes standard by the end of the 2017/18 financial year.

12. Considerations for the future

12.1. Where the housing strategy keeps its existing overriding objectives, it is proposed that the final objective relating to our existing housing is slightly amended to empathise safety. A possible alternative is suggested below:

- Helping residents at times of severe and urgent housing need
- Building the homes our residents need
- Greater security and quality for private renters
- *Supporting our residents to be safe, healthy and independent in their home*

12.2. For the life of the housing strategy there have been a number of potential legislative changes which have been discussed by government, but never implemented. These include proposed changes with fixed term tenancies, a requirement to sell high values voids and extending the right to buy to Housing Associations.

12.3. Whilst officers sense is that these policy changes are unlikely to be implemented, this has created a sense of uncertainty in the housing sector, including local authorities. More recently, the government has announced a focus on housing delivery, further suggesting the aforementioned policy changes are unlikely to be

progressed. However, the new focus on housing delivery has yet to be supplemented with concrete policy tools, other than planning policy change. With a 'Social Housing Green Paper' due to be published from MHCLG in 2018, there is likely to be

- 12.4. Officers anticipate that post the May elections, the new administration will drive and develop the direction of the housing strategy. In any event, consultation would run for 6-8 weeks minimum, following which any new strategy document would be finalised and made live.
- 12.5. Highlighted here are key considerations for the future, from a policy, development and strategic perspective.
- 12.6. The draft *New London Plan 2017* gives a ten year target for Lewisham, of 21,170 homes, reflecting a need for 2,117 homes a year, an ambitious target for the borough.
- 12.7. The work around the *HRAct*, including early intervention and prevention represents a long-term change in terms of working practices and culture change. Officers continue to drive this work, including continuing developing the Trailblazer analytics work with a view to feed the outcome into assisting earlier intervention work
- 12.8. Officers will be monitoring closely the outcome of various *policy developments* in relation to right to buy for housing associations, the selling of high value voids and changes to fixed term tenancies. It will also be crucial to monitor the effects of Universal Credit as it gets rolled out.
- 12.9. There is funding ambiguity in the *supported housing sector*, particularly for short-term supported housing. This was highlighted in the report that was presented to committee in January 2018.

13. Financial implications:

- 13.1. This purpose of this report is to update members on the Lewisham Housing Strategy 2015-2020. As such, there are no direct Financial Implications arising from this update.
- 13.2. As outlined in the body of the report, in order to support the implementation of the Homeless Reduction Act (HRAct) the authority has been awarded £1.2m of grant funding over a 3 year period from 2017/18. This is in addition to the £985k funding for Trailblazers, £340k for rough sleeping and £8.9m flexible homeless support grant.
- 13.3. Further detailed financial implications will be provided on each individual scheme as they develop and are reported on.
- 13.4. The Council's current 30 year financial model for the Housing Revenue Account includes provision for up to 500 new units, for social rent purposes, at an

average cost of £190k each (adjusted annually for inflation) over the first 10 years of the model. The delivery of Council owned social units, outlined above, will be met from this provision.

14. Legal implications:

- 14.1. Section 87 of the Local Government Act 2003, requires local housing authorities to produce and adopt Housing Strategies. The local Housing Strategy must be adopted at a meeting of the Authority's Full Council. The London Borough of Lewisham's Constitution, at paragraph 4.2 of Article 4 confirms the fact that the Housing Strategy is one of a number of plans and strategies "...which make up the Council's policy framework". The local Housing Strategy, pursuant to section 28 of the Greater London Authority Act 2007, should 'be in general conformity with the London Housing Strategy' prepared by the Mayor of London.
- 14.2. Meeting the Council's statutory housing obligations is reflected in the objectives of the housing strategy: statutory homelessness duty; provision of housing advice and landlord responsibilities.
- 14.3. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 14.4. In summary, the Council must, in the exercise of its functions, have due regard to the need to:
 - eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 14.5. The duty continues to be a "have regard duty", and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 14.6. The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice". The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty.
- 14.7. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The

statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-andpolicy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

14.8. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and the equality duty

15. Equalities implications

15.1. This report seeks to update committee on the achievements against the current Housing Strategy. There are no equalities implications arising directly from this report. Further detail on equalities in relation to the Equality Act (2010) is outlined in section 14 of this report.

16. Crime and Disorder implications

16.1. There are no crime and disorder implications arising directly from this report.

17. Environmental implications

17.1. There are no environmental implications arising directly from this report.

18. Background documents:

18.1. The following table contains the relevant background documents:

For further information please contact Jeff Endean, Housing Strategy and Programmes Manager, on 020 8314 6213.

This page is intentionally left blank

HOUSING SELECT COMMITTEE			
Title	Annual Lettings Plan 2018/19		
Key decision	Yes	Item no	9
Wards	All		
Contributors	Executive Director for Customer Services, Head of Law		
Class	Part 1	14 March 2018	

1. Reasons for lateness and urgency

- 1.1 This report is late as officers wanted to ensure that the most accurate, up to date information was available for the committee to consider.
- 1.2 The report is urgent and cannot wait until the next meeting of the Housing Select Committee as the plan outlines the proposed approach of the authority to lettings covering a period which starts before the next meeting of the committee.
- 1.3 Where a report is received less than 5 clear days before the date of the meeting at which the matter is being considered, then under the Local Government Act 1972 Section 100(b)(4) the Chair of the Committee can take the matter as a matter of urgency if he is satisfied that there are special circumstances requiring it to be treated as a matter of urgency. These special circumstances have to be specified in the minutes of the meeting.

2. Summary and Purpose of this report

- 2.1 The Annual Lettings Plan sets out how the Council intends to allocate the lettings that become available to it in 2018/19. This covers properties which become available from the Council's own homes and those of other providers such as Housing Associations where the Council has nomination rights.
- 2.2 It is projected that the number of properties which will become available to let in 18/19 will be 1,208. The long-term trend in the reduction in the number of existing properties becoming available for let is projected to continue, with 875 existing properties forecast to become available for letting. Since 2012/13, the number of existing properties becoming available for letting has reduced by 31%. This ongoing reduction is offset by the over 330 new social and affordable rent new builds expected to become available in 2018/19.
- 2.3 The aims of the Annual Lettings Plan remain to distribute the lettings available to those in most need, to reduce households in unsuitable and costly temporary accommodation, to reduce under occupation and severe overcrowding, to move

single vulnerable households on from supported accommodation to independence and to support the regeneration of designated housing estates.

- 2.4 Since 2012/13, the number of households in temporary accommodation has increased by 67% whereas there has been a 31% reduction in available lets in the same period. Therefore it is proposed to continue to keep the increased number of lettings to homeless households to help to manage the increase in accepted homeless applications and reduced supply.
- 2.5 This report also presents the final lettings outcomes for 2016/17 and the position for the first nine months of 2017/18 (1st April '17 to 31st December '17). It also shows the current demand position on the housing register. This reflects performance in supply and demand management since April 2017 and informs the proposed lettings plan for 2017/18.

3. Policy Context

3.1 The contents of this report are consistent with the Council's policy framework. It supports the achievements of the Sustainable Community Strategy policy objectives:

- Ambitious and achieving: where people are inspired and supported to fulfil their potential.
- Empowered and responsible: where people can be actively involved in their local area and contribute to tolerant, caring and supportive local communities.
- Healthy, active and enjoyable: where people can actively participate in maintaining and improving their health and well-being, supported by high quality health and care services, leisure, culture and recreational activities.

3.2 The proposed recommendations are also in line with the Council policy priorities:

- Strengthening the local economy – gaining resources to regenerate key localities, strengthen employment skills and promote public transport.
- Clean, green and liveable – improving environmental management, the cleanliness and care for roads and pavements and promoting a sustainable environment

4. Recommendations

The Mayor is recommended to:

- 4.1 Note the lettings outcomes for 2016/17 and 2017/18 and the position on the housing register.
- 4.2 Approve the proposed Lettings Plan for 2018/19 set out in Appendix 1 of this report.

5. Background

- 5.1 Housing Allocations schemes are governed by legislation which requires housing authorities to determine and publish a lettings scheme setting out how it will prioritise applications for social housing. It is a requirement that certain groups are given “reasonable preference” within the policy. These groups are:
- People who are homeless
 - Those living in unsatisfactory housing, e.g. overcrowded or lacking amenities
 - Those who need to move on medical grounds
 - Those who need to move to a particular locality within the district where it would cause hardship if they were unable to do so
 - Those owed a duty under other relevant legislation such as a prohibition order on a property.
- 5.2 Allocation policies must give preference to these groups above others. There is no requirement to give an equal weighting to all of the reasonable preference categories.
- 5.3 A key element of the allocations scheme is the Annual Lettings Plan which should be agreed by Members each year. This outlines the distribution between applicants with differing needs of the supply of lettings expected over the coming year.
- 5.4 Five priority areas have been identified for the plan, as listed below in no particular order:
- Homeless households in temporary accommodation – in order to sustain the numbers in temporary accommodation at a manageable level, and manage the pressures from homeless demand as a result of ongoing welfare reform and housing market conditions.
 - Decants – based on projected need from schemes due to go on site imminently, in order to ensure schemes start on time and the council maximises the benefit from funding secured for current regeneration schemes
 - Under-occupation – a national priority, there are a high number of under occupiers registered which has increased largely due to the spare room subsidy. The Trading Places project team has been working with Registered Housing Providers to identify other ways to reduce the levels of under-occupation in social housing stock.
 - Severe overcrowding (2 bedrooms or more) – a key local and national priority
 - Move-on from supported housing schemes – moving vulnerable households into independent homes and to free up supported housing bed spaces for those with support needs waiting for accommodation
- 5.5 The annual lettings plan for 17/18 projected that 1,142 properties would become available to let. Current forecasts estimate that the final number of lets for 17/18 will be just below the projection at the start of the year with just under 1,100 lets anticipated including new build units. In 16/17 there were 970 lets made in the year.

- 5.6 The Mayor of London launched the 'Housing Moves' pan-London mobility scheme in May 2012. Lewisham continues to actively participate. Lewisham's contribution for 18/19 is 23 lets across 1-3 bedroom units. To date Lewisham has offered 27 properties and has successfully let 10 properties, Lewisham's contribution for 18/19 is reduced in line with other boroughs. This is because the number of lettings recorded on Lewisham's MHCLG submissions, which Housing Moves use for the calculations, showed significant reductions and this was true across the board.
- 5.7 Participation in this scheme offers an opportunity for Lewisham applicants to obtain the same number of lets to properties elsewhere in London. There is no net loss in available lettings to Lewisham applicants. Priorities for moves include employment and under-occupation, which are also key priorities for Lewisham.

6. Lettings Outcomes 2015/16 and 2016/17

- 6.1 A summary of the main outturn results in lettings is shown below. Full details are provided in Appendices 2 & 3.

	2013/14	2014/15	2015/16	2016/17	2017/18 YTD	Projected 2018/19
General needs lets	1119	996	1172	865	522	1073
Special lets	286	152	95	94	59	112
Housing moves	11	10	12	11	12	23
Total lets	1,416	1,158	1,279	970	593	1,208

*Not including properties that are approved to let

- 6.2 The projected outturn for 2017/18 is 1,051 which is 8% above the previous year and represents over 800 fewer units than were available in 2011/12.
- 6.3 An analysis of the overall percentage of lettings to each band shows the following:

	Actual % of lets 16/17	Percentage of lets Apr – Dec '17	Percentage of lets 17/18 target
Band 1	16.7%	15.7%	21.5%
Band 2	25.9%	26.1%	21.2%
Band 3	46.6%	46.2%	44.4%
Special lets	9.7%	9.9%	9.0%
Housing Moves	1.1%	2.2%	4.8%

Note that special lets includes sheltered lets and disabled units

- 6.4 The large number of lets to band 3 is attributed to 80% of two beds and 70% of three beds being offered to households in temporary accommodation who are

band 3 priority, in line with the priority to reduce the number of homeless households in temporary accommodation.

6.5 Decants are broadly performing to target:

Scheme	1 Bed	2 Bed	3 Bed	4+ Bed	Total
Excalibur Phase 4	0	21 (17)	0	0	21 (17)
Excalibur Phase 5	1	15 (13)	1 (1)	2 (2)	19 (16)
Milford Towers	17	0	0	0	17 (0)
Deptford	3	6	1	0	10 (0)
Other potential regen schemes	10	25	10	5	50 (0)
Total	31 (0)	67 (30)	12 (1)	7 (2)	117 (33)

The number of decants listed in brackets above reflects those that the decant team intend to directly match. Decanting tenants who are 'direct matched' are not included in the final outturn figures as they are not moved via Choice Based Letting.

6.6 An analysis of waiting times for lettings broken down by the various categories of need is shown at Appendix 4 and 5. The average time on the housing register for successful applicants has remained relatively static, from an average waiting time of 109.7 weeks in 2016/17 to 104.9 weeks in 2017/18 to date. It should however be noted that this in contrast to the average waiting time of 99.2 weeks in 15/16.

6.7 Over 87,000 bids were made by 5,400 households on the Housing Register during 2016/17, and in 2017/18 to date over 5,000 households have made almost 79,000 bids. The number of bids per available property remains high, and has increased across most property sizes between 2016/17 and 2017/18 to date.

Number of Bedrooms	16/17	17/18 YTD
Studio	13.0	13.9
1 Bed	28.3	24.7
2 Bed	177.5	168.2
3 Bed	200.8	241.1
4 Bed+	125.0	151.8

6.8 There are currently just under 10,055 households on the Housing Register, of which 9,493 households have been on for over 6 months. Almost 4,300 households that are active have made a bid for a property in 2016/17 to date. The average number of bids per household during this period was 16.

6.9 Over 12,000 cases are also present on the Housing Register but at stages that do not allow them to actively bid for accommodation. The Allocations team have

implemented a workflow to ensure that applications are speedily dealt with in the appropriate manner, ensuring that residents are added to the housing register as appropriate and in a timely fashion.

- 6.10 The Allocations team continue to work closely with Homesearch partners to ensure that records are up to date. A data cleansing exercise is being undertaken to support this, and partners are expected to have taken appropriate action with regards to all records on the system by the 31st March 2018.
- 6.11 It is anticipated that this exercise will lead to an increase in the number of households on the register, as records are reviewed and cases that should be on the register are formally added to it. It is also expected that a substantial number of cases will be closed, or contact made with residents for further action before approval or closure. This will ensure that the register reflects the housing need of residents more accurately, and will give officers a clear picture of demand for social housing.

7. Proposed Plan for 2017/18

- 7.1 The Lettings Plan proposed is set out at Appendix 1. It projects a decrease in the number of relets expected to become available in 2017/18 based on the trend across recent years. This is offset by the expected number of affordable and social rent new builds which are expected to be completed this year. It is anticipated that 1,208 properties will be available for let during the course of the year.
- 7.2 It should be noted that the continued increased percentage of lettings to households in the homeless priority group will impact on the number of lettings available to the other four priority groups. However this is mitigated by achieving the aim of reducing the number of households in temporary accommodation.
- 7.3 The remaining lettings not targeted to priority homeless have been spread across the other priority bands to ensure that rehousing opportunities are allocated to those in the highest need. Groups in these bands who will benefit from the remaining lets include emergency cases (e.g. those we agreed to move as a result of violence) care leavers, homeless prevention, medical needs and households who are overcrowded by one bedroom.
- 7.4 The housing register at the end of December 2017 had 10,055 households registered. Between April 2017 and December 2017, 860 properties were advertised to let, over 60 more properties than in the same period in 2016. Whilst the number of properties advertised for let in the year to date exceeds that for the same period in 2016/17, the broader trend is one of overall declining lets which is a contributing factor in driving the increase in households in temporary accommodation and on the housing register.
- 7.5 There are 771 active households registered in band 1 as under occupiers, this is a decrease of 33 from last year. The Trading Places Team continues to work with this group in order to release larger homes supporting the Housing Strategy. This remains a key priority for 2018/19 and the Trading Places Team continue to utilise other options to obtain moves such as facilitating mutual exchange moves and chain lettings. The table below represents properties

released via the Trading Places Team and the size property they moved to.

Bed Size released	Bed size moved to				Total Moves
	1	2	3	4+	
2	22				22
3	16	7			23
4+	1	2	2	0	5
Total	39	9	2	0	50

- 7.6 This year the team continued supporting tenants both generally under occupying and those affected by the bedroom tax. The intensive support work carried out by the team has meant that out of the 50 tenants moved, 17 are no longer affected by the bedroom tax and as such are no longer at such a high risk of eviction.
- 7.7 The team has also facilitated a series of chain lettings. Specifically, 23 (increase of 7 from the previous year) two bedroom properties released have been advertised as preference to decant or homeless households, helping to alleviate the large numbers of homeless families in temporary accommodation. 5 larger sized properties have all been advertised as preference to overcrowded tenants which has worked to tackle both the issues of overcrowding within the borough as well as the lack of general supply and relets.
- 7.8 Trading Places continued to work effectively with Housing Benefit and the different housing providers around the more effective use of the discretionary housing payment budget and will continue to provide support to those tenants affected by the bedroom tax who are actively seeking to downsize. The project is currently supporting 133 tenants to move; 56 of which are affected by the bedroom tax and who are reliant on the continuous support provided by the team to ensure a move to a smaller, more affordable home.
- 7.9 There are currently 188 cases registered with a decant need. As the council's major regeneration schemes on Excalibur, Heathside & Lethbridge, Milford Towers, and Deptford continue to progress a percentage of lets will need to be made available to this client group.
- 7.10 Officers are investigating the possibility of a pilot project allocating a specific number of properties to social tenants seeking to transfer. This would enable greater churn within the housing stock and support clients currently in social housing but with changing needs to find appropriate alternative accommodation.
- 7.11 Move on within the supported housing pathway remains a core priority for Lewisham's single homeless intervention team and other supported providers.

The supported housing move-on nominations are an integral part of the move on from the pathway and in preventing homeless applications within the single homeless cohort. They also enable the council and partners to much better manage the flow of people through supported housing and other pathways. These properties are currently the only form of move on from the Supported Housing Pathway, of which there are currently over 530 units of accommodation.

- 7.12 Nominations are being used to support quicker hospital discharge and better health outcomes for those within the mental health supported housing cohort. This facilitates a reduction in the number using expensive registered care placements and helps to “de-silt” these schemes. This is being project managed by the Mental Health Trust in collaboration with Housing. As part of a wide-ranging review commissioned by the Council a further 300 units of mental health accommodation have been added to the pathway and limited move on nominations extended to them to help manage the flow of customers through this pathway.
- 7.13 The use of supported housing pathways and initiatives such as housing first forms a key part of the Councils efforts to address the rising number of rough sleepers in the borough.
- 7.14 Commissioning is under way to increase the Young Persons Pathway by a further ten units.
- 7.15 There were 126 lets to supported housing move on cases in 2016/17, and there are currently 68 supported housing move on clients on the Housing Register.
- 7.16 494 households that were on the housing register as at the end of December 2017 lack two or more bedrooms, a slight increase from December 2016 where there were 452 such households on the register. 42 seriously overcrowded households moved between April 2017 and December 2017, representing an increase on the same period in 2016/17. A total of 48 seriously overcrowded properties moved in 2016/17. Targets will continue to be set for this group in 2017/18 as it remains a priority area. Trading Places are continuing to facilitate chain lets; three bedroom properties released via the scheme are advertised with preference to overcrowded households.
- 7.17 The GLA have calculated that Lewisham will be required to contribute 23 properties to the Housing Moves scheme in 2018/19. The breakdown of units is outlined below.

	Q1	Q2	Q3	Q4	TOTAL
1-beds	2	2	3	2	9
2-beds	3	3	2	2	10
3-beds	1	1	1	1	4
TOTAL	6	6	6	5	23

- 7.18 There were 1,980 households in temporary accommodation at the end of December 2017, an increase of 77% compared to March 2013 and a 6% increase on the number of households in temporary accommodation at the end of March 2017.

- 7.19 The number of households in Nightly Paid accommodation has also increased by 12% since March 2017. This is largely as a consequence of a number of long term voids awaiting allocation, an acute decant pressure at one of the regeneration schemes and the continued volume of homelessness acceptances. In recent months the number in Nightly Paid has started to decrease as the immediate and acute pressures start to ease, allowing the positive work that has been undertaken around prevention and alternatives to Nightly Paid to drive a decrease in households in this type of temporary accommodation.
- 7.20 The production of a detailed Lettings Plan, targeting a range of priorities in each band is a more proactive and focused way of addressing lettings priorities. It is however, administratively intensive and requires ongoing monthly monitoring of performance against targets in order to ensure that targets within the plan are reached. A half year review of progress against the lettings plan targets will be undertaken and will be reported back to the Housing Select Committee and Mayor & Cabinet thereafter if changes to the plan are required.

8. Financial Implications

- 8.1 There are significant costs associated with housing generally, including managing the allocations service, managing the provision of council housing and providing services to those experiencing homelessness or the threat of homelessness. All of these are affected over time by the demand for housing. The lettings plan is merely the means by which that demand is allocated to existing properties. As such, changes to the plan do not have direct financial implications.
- 8.2 Council regeneration schemes are currently performing successfully. It is worth noting, however, that the Council's financial plans in respect of these schemes are dependent on the timely and effective operation of decant programmes and any delays in such programmes would have a negative impact on those plans.

9. Legal Implications

- 9.1 Section 159(1) of the Housing Act 1996 requires a local authority to comply with Part 6 of the Act (sections 159 to 174) in allocating housing accommodation. Section 159(7) provides that "subject to the provisions of this Part, a local housing authority may allocate housing accommodation in such manner as they consider appropriate." Section 169 provides that, when exercising their functions under Part 6 of the 1996 Act, as amended by the 2002 Homelessness Act, local housing authorities "shall have regard to such guidance as may be given by the Secretary of State" when carrying out their role in allocating social housing.
- 9.2 In compliance with section 166A (of the 1996 Act,) Lewisham Housing Authority has a scheme (Allocations Policy), "... for determining priorities..." which sets out the procedure to be followed when allocating housing accommodation.
- 9.3 The 'Allocation of accommodation; guidance for local housing authorities in England' was published on 29th June 2012. It replaced all previous guidance on social housing allocations. It expressly aims to assist local housing authorities to take advantage of the provisions within the Localism Act 2011. It also encourages authorities to make use of the existing flexibilities within the

allocation legislation to ensure that social homes are allocated to people who are deemed to need and deserve them the most, such as “hard working” families and members of the Armed Forces. Further Guidance, namely “Providing social housing for local people” [Statutory guidance on social housing allocations for local authorities in England] was published in December 2013

- 9.4 The Localism Act 2011 introduced a number of significant amendments to Part 6 of the 1996 Act. Of particular relevance here are the following provisions: Section 160ZA was inserted by the Localism Act 2011. It established the concept of the qualifying person. Social housing may only be allocated to ‘qualifying persons’ and housing authorities are given the power to determine what classes of persons are or are not qualified to be allocated Housing (s.160ZA(6) and (7)).
- 9.5 Section 166A requires housing authorities in England to allocate accommodation in accordance with a scheme which must be framed to ensure that certain categories of applicants are given reasonable preference for an allocation of social housing. Section 166A(9) includes a new requirement for an allocation scheme to give a right to review a decision on qualification in s.160AZ(9), and to inform such affected persons of the decision on the review and the grounds for it. This is in addition to the existing right to review a decision on eligibility.
- 9.6 Section 166A(12) provides that housing authorities must have regard to both their homelessness and tenancy strategies when framing their allocation scheme. The requirement for an allocation scheme to contain a statement of the authority’s policy on offering a choice of accommodation or the opportunity to express preferences about their accommodation is retained. (s.166A(2)). However, the requirement to provide a copy of this statement to people to whom they owe a homelessness duty (under s.193(3A) or s.195(3A) of the 1996 Act) is repealed by s.148(2) and s.149(3) of the Localism Act 2011. This is because, following the changes to the main homelessness duty made by the Localism Act 2011, there can no longer be a presumption that the homelessness duty will be brought to an end in most cases with an allocation under Part 6.
- 9.7 The European Convention on Human Rights states in Article 8 that “Everyone has the right to respect for his private and family life, his home and correspondence”. The Human Rights Act 1998 incorporates the Convention. Whilst it does not, however, mean that everyone has a *right* to a home, the provision by an Authority of a relevant proactive Allocations Policy and Lettings Plan does assist to reinforce the Article 8 principles.
- 9.8 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 9.9 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

9.10 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to advance equality of opportunity or foster good relations.

9.11 The Equality and Human Rights Commission issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

9.12 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

9.13 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

10. Crime and Disorder Implications

10.1 The allocations scheme recognises the importance of housing in responding to the needs of victims of crime who can be awarded emergency priority where their life is in danger and their case is supported by the police. These include applicants under the witness protection program. Furthermore, the scheme contributes to reducing offending and awards priority for offenders (dependent upon the nature of their offence), imprisoned for over 13 weeks who relinquish

their existing social tenancy.

11. Equalities Implications

- 11.1 An assessment of the equalities issues arising from the Lettings Plan has been carried out in order to comply with the council's duties under the Equalities Act and is appended at Appendix 8.
- 11.2 The lettings plan priorities have generally positive impacts, and reflect the need to focus targets on key local and national priorities around housing need. The allocation of targets to each band ensures that all groups with priority under the allocations scheme receive a percentage of lettings.
- 11.3 When implementing the new Allocation Policy in October 2012 we also introduced a new housing application with an updated equalities monitoring form which will help us improve the data we capture. Consideration is to be given to how the service can encourage users to provide this data to support more accurate equalities monitoring, as there are substantial levels of non-disclosure at present.
- 11.4 There are some negative impacts to the proposal to allocate a higher proportion of social housing lettings to homeless households than other priority areas, particularly on overcrowded households within the social sector and the private rented sector where applicants are predominantly from BME origins and applications where the lead applicant is female.
- 11.5 However, this negative impact is balanced by the positive impact that will be seen on the same protected groups through the increased lettings made to homeless applicants who will then be moved on from temporary accommodation into settled housing.
- 11.6 The production of a detailed Lettings Plan, targeting a range of priorities in each band is a more proactive and focused way of addressing lettings priorities. It is however, administratively intensive and requires ongoing monthly monitoring of performance against targets in order to ensure that targets within the plan are reached. A half year review of progress against the lettings plan targets will be undertaken and will be reported back to the Housing Select Committee and Mayor & Cabinet thereafter if changes to the plan are required.

12. Environmental Implications

- 12.1 There are no environmental implications.

13. Background documents and originator

- 13.1 There are no background documents associated with this report.
- 13.2 If you require more information on this report please contact Genevieve Macklin, Head of Strategic Housing on 0208 314 6057.

Appendix 1 – Lettings Plan 2017/18

Band & Rehousing Reason	Bed Size					Total	% of general lets	% of all lets
	Studio	1	2	3	4+			
Band 1								
Decant	0	30	47	6	2	85	7.92%	7.04%
Un Occ High Demand	0	45	23	5	0	73	6.80%	6.04%
All other band 1	0	30	12	5	4	51	4.75%	4.22%
Total Band 1	0	105	82	16	6	209	19.48%	17.30%
Band 2								
Overcrowded by 2 bed or more	0	0	8	18	15	41	3.82%	3.39%
Supported Housing Move On	32	150	2	0	0	184	17.15%	15.23%
All other band 2	0	30	18	9	3	60	5.59%	4.97%
Total Band 2	32	180	28	27	18	285	26.56%	23.59%
Band 3								
Priority Homeless	8	48	247	151	23	477	44.45%	39.49%
All other band 3	15	60	3	23	1	102	9.51%	8.44%
Total Band 3	23	108	250	174	24	579	53.96%	47.93%
Grand Total	55	393	360	217	48	1073	100.00%	88.82%
Band & Rehousing Reason	Bed Size					Total	% of Special lets	% of all lets
	Studio	1	2	3	4+			
Special Lets								
Temp to Perm	0	5	15	7	1	28	25.00%	2.32%
Sheltered	9	55	1	0	0	65	58.04%	5.38%
Disabled	0	8	10	1	0	19	16.96%	1.57%
Total Special Lets	9	68	26	8	1	112	100.00%	9.27%
Housing Moves	0	9	10	4	0	23		1.90%
Overall total lets	64	470	396	229	49	1208		100.00%

Appendix 2 - Total Lettings – 2016/17

Band and Rehousing Reason	Bed Size					Grand Total	% of General Lets	% of Total Lets
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +			
Band 1								
Decant		22	12	13	5	52	6.0%	5.4%
Emergency		2	3	4	3	12	1.4%	1.2%
Leaving Care		34	5			39	4.5%	4.0%
Management Discretion 1		7				7	0.8%	0.7%
Success Too Large Pr		3				3	0.3%	0.3%
Un Occ High Demand		28	19	2		49	5.7%	5.1%
Band 1 Total	0	96	39	19	8	162	18.7%	16.7%
Band 2								
Homeless Prevention		10	34	4		48	5.5%	4.9%
Management Discretion 2	3	8				11	1.3%	1.1%
Medical High		6	3	6	2	17	2.0%	1.8%
Overcrowded by 2 bed or more			4	31	12	47	5.4%	4.8%
Priority Homeless			1			1	0.1%	0.1%
Supported Housing Move On	19	107				126	14.6%	13.0%
Band 2 Total	22	131	42	41	14	250	28.9%	25.8%
Band 3								
Former armed forces personnel	3	3	1			7	0.8%	0.7%
Improvement Order		1				1	0.1%	0.1%
Medical Low	2	14	1			17	2.0%	1.8%
Other	2		1			3	0.3%	0.3%
Overcrowded By 1 Bed	3	14		13	1	31	3.6%	3.2%
Priority Homeless	8	26	208	103	14	359	41.5%	37.0%
Retiring Lbl Tnt Emp			4	1	1	6	0.7%	0.6%
Un Occ High Demand				1		1	0.1%	0.1%
Welfare Affordability	3	19				22	2.5%	2.3%
Welfare Housing For Older People	1	4	1			6	0.7%	0.6%
Band 3 Total	22	81	216	118	16	453	52.4%	46.7%
General Lets Total	44	308	297	178	38	865	100.0%	89.2%
Special Lets	Bed Size					Grand Total	% of Special Lets	% of Total Lets
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +			
Sheltered	7	57	3			67	71.3%	6.9%
Disabled		8	13	5	1	27	28.7%	2.8%
Special Lets Total	7	65	16	5	1	94	100.0%	9.7%
Housing Moves		5	5	1		11		1.1%
Grand Total	51	378	318	184	39	970		100.0%

Appendix 3 – Total Lettings 16/17 – (1st April '17 – 30th December '17)

Band and Rehousing Reason	Bed Size					Grand Total	% of General Lets	% of Total Lets
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +			
Band 1								
Decant		5	2	1	1	9	1.7%	1.5%
Emergency		2	1	2		5	1.0%	0.8%
Leaving Care		22	3			25	4.8%	4.2%
Management Discretion 1		4	1			5	1.0%	0.8%
OC Una to Suc Tenanc		1				1	0.2%	0.2%
Starred decant priority		2	6	1		9	1.7%	1.5%
Success Too Large Pr		3				3	0.6%	0.5%
Un Occ High Demand		30	7			37	7.1%	6.2%
Band 1 Total	0	69	20	4	1	94	18.0%	15.9%
Band 2								
Homeless Prevention		2	25			27	5.2%	4.6%
Management Discretion 2	2	1				3	0.6%	0.5%
Medical High		1	3	4		8	1.5%	1.3%
Overcrowded by 2 bed or more		1	1	28	7	37	7.1%	6.2%
Supported Housing Move On	13	67				80	15.3%	13.5%
Band 2 Total	15	72	29	32	7	155	29.7%	26.1%
Band 3								
Former armed forces personnel		1				1	0.2%	0.2%
Medical Low	3	12		1		16	3.1%	2.7%
Overcrowded By 1 Bed	2	4	10	8		24	4.6%	4.0%
Priority Homeless	9	15	110	64	9	207	39.7%	34.9%
Retiring Lbl Tnt Emp			1			1	0.2%	0.2%
Welfare Affordability	7	7				14	2.7%	2.4%
Welfare Housing For Older People	3	7				10	100.0%	1.7%
Band 3 Total	24	46	121	73	9	273	52.3%	46.0%
General Lets Total	39	187	170	109	17	522	100.0%	88.0%
Special Lets	Bed Size					Grand Total	% of Special Lets	% of Total Lets
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +			
Sheltered	6	39	3			48	81.4%	8.1%
Disabled		4	6	1		11	18.6%	1.9%
Band 3 Total	6	43	9	1	0	59	100.0%	100.0%
Housing Moves		5	5	2		12		2.0%
Grand Total	45	235	184	112	17	593		100.0%

**Appendix 4 - Average waiting times based on lettings outcomes (weeks)
2016/17**

Band and Rehousing Reason	Bed Size					Grand Total
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +	
Band 1						
Decant	0	130.9	149.3	136.0	137.1	137.0
Emergency	0	11.8	13.7	35.9	13.0	20.0
Exceptional Medical	0	0.0	57.3	0.1	0.0	21.6
Leaving Care	0	47.0	29.5	0.0	0.0	44.7
Management Discretion 1	0	28.5	0.0	0.0	0.0	28.5
Success Too Large Pr	0	22.6	0.0	0.0	0.0	22.6
Un Occ High Demand	0	238.5	262.0	23.1	0.0	236.4
Band 1 Total	0	128.4	184.4	99.1	90.6	136.7
Band 2						
Homeless Prevention	0.0	28.3	98.0	67.1	0.0	80.9
Management Discretion 2	94.6	68.9	0.0	0.0	0.0	75.9
Medical High	23.3	25.7	160.4	109.9	99.1	91.1
Overcrowded by 2 bed or more	0.0	0.0	48.3	89.0	214.0	119.4
Supported Housing Move On	6.7	7.7	0.0	0.0	0.0	7.5
Band 2 Total	18.9	14.1	104.6	90.8	198.7	53.2
Band 3						
Former armed forces personnel	1.0	12.2	0.9	0.0	0.0	6.6
Improvement Order	0.0	35.1	0.0	0.0	0.0	35.1
Medical Low	42.4	182.6	68.1	222.4	0.0	162.3
Other	1.4	242.9	76.3	0.0	0.0	106.9
Overcrowded By 1 Bed	46.5	108.9	69.9	269.6	388.3	178.7
Priority Homeless	106.6	51.1	120.6	131.3	192.5	120.1
Retiring Lbl Tnt Emp	0.0	0.0	59.6	36.6	93.3	61.4
Welfare Affordability	155.9	114.7	0.0	0.0	0.0	118.9
Welfare Housing For Older People	50.8	67.5	36.2	0.0	0.0	62.4
Band 3 Total	70.3	98.3	116.9	147.5	198.6	119.3
General Lets Total	46.6	75.9	124.0	128.0	176.5	104.1

Appendix 5 - Average waiting times based on lettings outcomes (weeks) - April 1st 2017 – 30th December 2017

Band and Rehousing Reason	Bed Size					Grand Total
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +	
<u>Band 1</u>						
Decant	0.0	124.2	184.7	70.9	57.6	124.3
Emergency	0.0	17.1	12.7	10.7	0.0	14.2
Leaving Care	0.0	27.4	81.7	0.0	0.0	33.9
Management Discretion 1	0.0	30.5	8.7	0.0	0.0	27.8
OC Una to Suc Tenanc	0.0	10.4	0.0	0.0	0.0	10.4
Starred decant priority	0.0	134.1	157.7	216.7	0.0	159.0
Success Too Large Pr	0.0	17.3	0.0	0.0	0.0	17.3
Un Occ High Demand	0.0	90.9	125.6	0.0	0.0	96.7
<u>Band 1 Total</u>	0.0	65.6	123.0	77.3	57.6	76.9
<u>Band 2</u>						
Homeless Prevention	0.0	5.2	106.5	0.0	0.0	99.0
Management Discretion 2	13.1	15.3	0.0	0.0	0.0	13.8
Medical High	0.0	162.2	95.1	181.5	0.0	132.0
Overcrowded by 2 bed or more	0.0	8.9	145.0	99.9	219.5	121.3
Supported Housing Move On	2.9	8.9	0.0	0.0	0.0	7.9
<u>Band 2 Total</u>	4.2	12.8	105.2	110.1	219.5	58.4
<u>Band 3</u>						
Former armed forces personnel	0.0	0.6	0.0	0.0	0.0	0.6
Medical Low	72.8	123.7	83.9	197.5	0.0	118.3
Overcrowded By 1 Bed	51.0	64.4	305.8	387.2	0.0	271.5
Priority Homeless	21.5	30.7	128.3	134.8	220.4	120.5
Retiring Lbl Tnt Emp	0.0	0.0	114.4	0.0	0.0	114.4
Welfare Affordability	133.2	118.5	0.0	0.0	0.0	123.7
Welfare Housing For Older People	62.3	99.1	0.0	0.0	0.0	89.0
<u>Band 3 Total</u>	65.5	86.6	141.3	163.8	220.4	128.8
<u>General Lets Total</u>	45.1	54.6	132.6	145.0	210.4	99.6

Appendix 6 - Let's to Affordable Rent properties 2016/17

Band and Rehousing Reason	Bed Size					Grand Total
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +	
Band 1						
Decant		3	4	3		10
Emergency		1		1		2
Exceptional Medical			1	1		2
Leaving Care		9				9
Management Discretion 1		2				2
Success Too Large Pr		1				1
Un Occ High Demand		7	3	1		11
Band 1 Total		23	8	6		37
Band 2						
Homeless Prevention		2	9	1		12
Management Discretion 2		2				2
Medical High		2	6	2		10
Overcrowded by 2 bed or more			1	3	2	6
Supported Housing Move On	11	52				63
Band 2 Total	11	58	16	6	2	93
Band 3						
Former armed forces personnel	2	1				3
Improvement Order		1				1
Medical Low		13		1		14
Other						0
Overcrowded By 1 Bed		6	1	1		8
Priority Homeless	4	15	56	28	5	108
Retiring Lbl Tnt Emp			1			1
Welfare Affordability		3				3
Welfare Housing For Older People	1	4				5
Band 3 Total	7	43	58	30	5	143
General Lets Total	18	124	82	42	7	273

Appendix 7 - Let's to Affordable Rent properties 2016/17 – (1st April 2017 to 30th December 2017)

Band and Rehousing Reason	Bed Size					Grand Total
	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed +	
Band 1						
Decant		1	1			2
Emergency		1		2		3
Leaving Care		2				2
Un Occ High Demand		5				5
Band 1 Total		9	1	2		12
Band 2						
Homeless Prevention		1	5			6
Management Discretion 2		1				1
Medical High		1	1	1		3
Overcrowded by 2 bed or more				2	1	3
Supported Housing Move On	1	10				11
Band 2 Total	1	13	6	3	1	24
Band 3						
Medical Low		4	1	1		6
Overcrowded By 1 Bed	2	2		1		5
Priority Homeless	3	9	10	9	3	34
Welfare Affordability		4				4
Welfare Housing For Older People	1	1				2
Band 3 Total	6	20	11	11	3	51
General Lets Total	7	42	18	16	4	87

Annual Lettings Plan 2017-18

Equalities Analysis Assessment

Author	Genevieve Macklin	Directorate	Customer Services													
Date	6th March 2018	Service	Strategic Housing													
<p>1. The project or decision that this assessment is being undertaken for</p> <p>This Equalities Analysis Assessment is being undertaken to understand the impact of the Annual Lettings Plan 2018/19 and its effect on applicants with protected characteristics. This will form part of a report to Housing Select Committee and to Mayor & Cabinet on the above decision.</p>																
<p>2. The protected characteristics or other equalities factors potentially impacted by this decision</p> <table border="1"> <tr> <td><input checked="" type="checkbox"/> Age</td> <td><input checked="" type="checkbox"/> Ethnicity</td> <td><input checked="" type="checkbox"/> Maternity</td> <td><input checked="" type="checkbox"/> Language spoken</td> <td rowspan="3"><input type="checkbox"/> Other, please define:</td> </tr> <tr> <td><input checked="" type="checkbox"/> Gender</td> <td><input checked="" type="checkbox"/> Gender identity</td> <td><input checked="" type="checkbox"/> Disability</td> <td><input checked="" type="checkbox"/> Household type</td> </tr> <tr> <td><input checked="" type="checkbox"/> Religion</td> <td><input checked="" type="checkbox"/> Carer status</td> <td><input checked="" type="checkbox"/> Sexual orientation</td> <td><input checked="" type="checkbox"/> Income</td> </tr> </table>				<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Ethnicity	<input checked="" type="checkbox"/> Maternity	<input checked="" type="checkbox"/> Language spoken	<input type="checkbox"/> Other, please define:	<input checked="" type="checkbox"/> Gender	<input checked="" type="checkbox"/> Gender identity	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Household type	<input checked="" type="checkbox"/> Religion	<input checked="" type="checkbox"/> Carer status	<input checked="" type="checkbox"/> Sexual orientation	<input checked="" type="checkbox"/> Income
<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Ethnicity	<input checked="" type="checkbox"/> Maternity	<input checked="" type="checkbox"/> Language spoken	<input type="checkbox"/> Other, please define:												
<input checked="" type="checkbox"/> Gender	<input checked="" type="checkbox"/> Gender identity	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Household type													
<input checked="" type="checkbox"/> Religion	<input checked="" type="checkbox"/> Carer status	<input checked="" type="checkbox"/> Sexual orientation	<input checked="" type="checkbox"/> Income													
<p>This decision to specify the allocation of properties by priority housing reason could have an impact on any of the above protected characteristics or equalities factors. Households are added to the housing register on the basis of priority need, which is established based on whether the household meet the requirements of the appropriate legislation or otherwise meet the requirements of locally defined need. Some of the above protected characteristics and equalities factors are more prevalent in one or other priority housing need category than they are in others.</p>																
<p>3. The evidence to support the analysis</p> <p>During the process of applying to join the Housing Register, applicants are asked to provide information relating to protected characteristics to support equalities monitoring and equalities impact assessments. This information is stored against the household member record on the system, and thus can be extracted to better understand the impact of decision making on the Housing Register and on lets made to households from the register.</p> <p>Equalities information has also been taken from the 2011 Census to provide a broader understanding of the demographics of the borough.</p>																
<p>4. The analysis</p> <p>Providing this information is not mandatory and as such it is not possible to provide an exact picture of the impact that the Annual Lettings Plan might have on those identifying as having the above mentioned protected characteristics or equalities factors. However, some datasets are more comprehensive than others and it is possible to understand the potential impact that this might have based on the extrapolation of these.</p> <p>The proposed Annual Lettings Plan for 18/19 allocates more properties to Homeless households and Supported Housing Move on households than any other priority category. This is reflective of the high ongoing rate of homelessness applications and demand for supported housing, and the subsequent need to find appropriate permanent accommodation for each of these priority groups to discharge our housing duty.</p> <p>A substantial majority of those on the housing register have not complete the equalities monitoring assessment or have opted to not disclose their information, as is their right. This is particularly true of those on the housing register for the above mentioned priority rehousing reasons. Analysis of the ethnicity of those accepted as homeless indicates that a disproportionately large number of households accepted as</p>																

homeless are BAME, and analysis of the gender of those accepted as homeless shows a disproportionately large number of female applicants.

Further proposals to mitigate this and to allow for more comprehensive equalities monitoring are suggested below.

Data is not collected on Income, Household Type nor on Carer Status as part of a Housing Register Application.

5. Impact summary

In allocating a substantial proportion of properties to those accepted as homeless, the Annual Lettings Plan is likely to have an impact on BAME households and females as per the above. This mitigates the impact of the reduction in lets to overcrowded households, who are also disproportionately likely to share those protected characteristics.

6. Mitigation

Regular reviews of the characteristics of those on the Housing Register and those that are successfully bidding for properties are to be undertaken to understand the impact that the Annual Lettings Plan is having on the above mentioned characteristics. This will enable officers to take action to ameliorate any negative impact where appropriate, and to continue to refine the lettings process.

These reviews will also consider how best to increase the availability and accuracy of equalities data to support the service to more effectively analyse the impact of decision making in future.

7. Service user journey that this decision or project impacts

The applicant comes into contact with the Allocations service and may also come into contact with our Customer Services should they require assistance, or with our Corporate Complaints service should they wish to raise a concern. The applicant will also have contact with Registered Providers of housing.

**Signature of
Head of Service**

For further information please see the full [Corporate Equality Policy](#).