



# AGENDA

## MAYOR AND CABINET

**Date: WEDNESDAY, 16 JANUARY 2013 at 6.00 pm,  
or upon the rising of Mayor & Cabinet Contracts,  
whichever is the later**

**Committee Rooms 1 & 2  
Civic Suite  
Lewisham Town Hall  
London SE6 4RU**

**Enquiries to: Kevin Flaherty  
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### **MEMBERS**

Sir Steve Bullock	(L)
Councillor Chris Best	(L)
Councillor Janet Daby	(L)
Councillor Damien Egan	(L)
Councillor Helen Klier	(L)
Councillor Paul Maslin	(L)
Councillor Joan Millbank	(L)
Councillor Crada Onuegbu	(L)
Councillor Alan Smith	(L)
Councillor Susan Wise	(L)

**Members are summoned to attend this meeting**

**Barry Quirk  
Chief Executive  
Lewisham Town Hall  
Catford  
London SE6 4RU  
Date: Wednesday, 16 January 2013**



INVESTOR IN PEOPLE

The public are welcome to attend our committee meetings, however occasionally committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

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# Agenda Item 1

MAYOR & CABINET		
<b>Report Title</b>	Declarations of Interests	
<b>Key Decision</b>	No	Item No. 1
<b>Ward</b>	n/a	
<b>Contributors</b>	Chief Executive	
<b>Class</b>	Part 1	Date: January 16 2013

## Declaration of interests

Members are asked to declare any personal interest they have in any item on the agenda.

### 1 Personal interests

There are three types of personal interest referred to in the Council's Member Code of Conduct :-

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

### 2 Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person\* for profit or gain
- (b) Sponsorship –payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person\* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.

- (e) Licence to occupy land in the borough for one month or more.
- (f) Corporate tenancies – any tenancy, where to the member’s knowledge, the Council is landlord and the tenant is a firm in which the relevant person\* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:-
  - (a) that body to the member’s knowledge has a place of business or land in the borough; and
  - (b) either
    - (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
    - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person\* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

\*A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

### **(3) Other registerable interests**

The Lewisham Member Code of Conduct requires members also to register the following interests:-

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes , or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

### **(4) Non registerable interests**

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members’ Interests (for example a matter concerning the closure of a school at which a Member’s child attends).

## (5) Declaration and Impact of interest on members' participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.
- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

## (6) Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

**(7) Exempt categories**

There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:-

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

# Agenda Item 2

MAYOR AND CABINET		
<b>Report Title</b>	Minutes	
<b>Key Decision</b>		Item No.
<b>Ward</b>		
<b>Contributors</b>	Chief Executive	
<b>Class</b>	Part 1	Date: January 16 2013

## Recommendation

It is recommended that the minutes of that part of the meetings of the Mayor and Cabinet which were open to the press and public, held on December 5 and December 10 2013 be confirmed and signed as a correct record. (copy attached).



## LONDON BOROUGH OF LEWISHAM

MINUTES of that part of the meeting of the MAYOR AND CABINET, which was open to the press and public, held on WEDNESDAY, 5 DECEMBER 2012 at LEWISHAM TOWN HALL, CATFORD, SE6 4RU at 6.02 p.m.

### Present

The Mayor (Sir Steve Bullock)(Chair); Councillor Smith (Deputy Mayor)  
Councillors Best, Daby, Egan, Klier, Maslin, Millbank, Onuegbu and Wise

### Also Present

Councillors Curran, Griesenbeck, Hall and Nisbet.

<u>Minute No.</u>	<u>Action</u>
1.	<u>Declarations of Interests</u> (page  None were made.
2.	<u>Minutes</u>  RESOLVED that the minutes of that part of the meetings= of the Mayor and Cabinet, which was open to the press and public held on November 14 2012, be confirmed and signed.
3.	<u>Outstanding References to Select Committees</u> (page  The Mayor received a report on issues which had previously been considered that awaited the responses requested from Directorates.  RESOLVED that the report be received.
4.	<u>PAC Revenue Budget Savings Proposals Referral</u> (page  Having considered an officer report, and a presentation by the Chair of the Overview & Scrutiny Committee, Councillor Alan Hall, who highlighted the unprecedented level of cuts taking place across the public sector and the issues raised by all the Select Committees, the Mayor agreed that the views of the Public Accounts Select Committee and the views of the other Select Committees contained in Appendix A be received and taken into account at the next stage of the budget process in the New Year 2013.  RESOLVED that the views submitted by Select Committees be received and considered further during the

next stage of the budget process.

5. Measures to increase the supply of permanent primary school places: Consultations on proposals to enlarge Rushey Green Primary School and John Stainer Primary School (page

Councillor Millbank voiced a concern which had been raised with her by constituents on the John Stainer proposals. They had pointed out the first parents meeting took place within a few days of the launch of the consultation and several claimed to have known nothing about it. The Executive Director for Children and Young People's representative noted the comments made about the date of the parents meeting and explained parents had been notified by letter from the school about the meeting.

Having then considered an officer report and a presentation by the Cabinet Member for Children & Young People, Councillor Helen Klier, the Mayor:

RESOLVED That

(i) statutory notices be published to increase permanently the supply of primary school places from September 2014 by enlarging Rushey Green Primary School from 2 to 3 forms of entry; and

(ii) statutory notices be published to increase permanently the supply of primary school places from September 2014 by enlarging John Stainer Primary School from 1 to 2 forms of entry.

6. Appointment of Local Authority Governors (page

Having considered information supplied in respect of the nominees and an explanation by the Cabinet Member for Children & Young People, Councillor Helen Klier, that two previous appointments had been rescinded and repropoed, owing to a transposition error, the Mayor, appointed the persons listed below as School Governors,

RESOLVED That the persons listed below be appointed as School Governors,

Mrs. Rhian Douglas      Rathfern Primary

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Mr. George Kwasniewski	Athelney
Mrs. Julia Newton	Elfrida
Mrs. Victoria Widdows	Haseltine
Ms. Mel Church	Sandhurst Infant and Nursery School

7. Planning Service : Annual Monitoring Report 2011/12 (page

Having considered an officer report and a presentation by the Deputy Mayor, Councillor Alan Smith, the Mayor agreed that

RESOLVED That the content of the AMR 2011/12 be noted and publication on the Council's website be approved.

8. Additions to Lewisham's Local List

The Mayor was addressed by Councillor Liam Curran, the Chair of the Sustainable Development Committee, who welcomed general moves to protect pubs but asked if consideration could be given to an en masse listing of all Victorian pubs which he believed would mirror a UNESCO move to create a World heritage site of all similar London pubs.

In response, the Head of Planning explained the detailed evidential and assessment process which preceded listing and said given the amount of work involved, a phased approach had been adopted. Councillor Curran said he would see if an independent assessor from CAMRA could give free assistance to the department to help speed the process.

Having considered an officer report, and presentations by the Deputy Mayor and the Chair of the Sustainable Development Select Committee, the Mayor agreed that:

RESOLVED That the additions to the Local List shown in Appendix 2 be approved.

9. Responses to recommendations of Overview and Scrutiny, (Sustainable Development Select Committee) Reports referred to Mayor and Cabinet on 3 October 2012 (page

Having considered an officer report, and presentations by the Deputy Mayor and the Chair of the Sustainable Development

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Action

Select Committee, the Mayor:

RESOLVED That the Sustainable Development Select Committee be provided with the responses set out in sections 6 and 7.

10. Management Report (page

Having considered an officer report, and a presentation by the Cabinet Member for Strategy and Communication, the Mayor

RESOLVED That the report be noted.

11. Statement of Licensing Principles (Gambling Act 2005 Policy)  
(page

Councillors Millbank and Best pointed out the list of consultees appeared outdated as some defunct organisations were listed. The Executive Director for Customer Services promised he would ensure the list was reviewed corporately.

Having considered an officer report, and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor:

RESOLVED That the statement of principles be forwarded to the Council for approval and adoption.

12. Re-Development of Excalibur: Update and Land Appropriation  
(page

Having considered an officer report, and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor agreed that

RESOLVED That

(i) subject to the consent of the Secretary of State being obtained under Section 19 of the Housing Act 1985, the appropriation of the Council owned land within Phases 1 and 2 of the Excalibur Estate redevelopment scheme, from housing purposes to planning purposes under Section 122 of the Local Government Act 1972 be approved; and

(ii) an application be made to the Secretary of State under Section 19 of the Housing Act 1985

for consent to the appropriation.

13. Response to Recommendations on Fairness in Pay & Employment practices (page

Having considered an officer report, and a presentation by the Cabinet Member for Resources, the Mayor:

RESOLVED That the responses to the Fairness review's recommendations as provided by the Executive Director for Resources & Regeneration, be provided to the Public Accounts Select Committee.

14. The Local Council Tax Support Scheme (page

Having considered an officer report, and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor agreed that

RESOLVED That

- (i) the outcomes of the consultation and the Equalities Analysis Assessment be noted;
- (ii) a local CTRS be introduced from 1 April 2013 that passes on the cut in full;
- (iii) a hardship scheme be introduced for the purposes of awarding additional support to individuals facing extreme hardship which meets the broad policy objectives as detailed;
- (iv) authority be delegated to the Executive Director for Customer Services and Head of Public Services, to set up and implement a hardship scheme with a maximum available spend in any one year of £100k. Further delegation should be sought by the Executive Director for Customer Services and Head of Public Services if they consider it necessary for this threshold to be exceeded;
- (v) no application be made for a share of the £100m transitional grant.

15. Exclusion of Press and Public (page

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3, 4 and 5 of Part 1 of Schedule 12(A) of the Act, as amended by the Local Authorities (Executive Arrangements) (Access to information) (Amendments) (England) Regulations 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information:

The following is a summary of the items considered in the closed part of the meeting:

16. Excalibur Development Agreement and Land Disposal (page

Having considered a confidential officer report, and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor agreed that

RESOLVED That

(i) an overarching Development Agreement with London and Quadrant Housing Trust be entered into for the Excalibur Regeneration Scheme on the basis of the key principles outlined;

(ii) a contribution be made by the Council to the Excalibur Regeneration Scheme up to a stated amount of the Council's share of Chrysalis stock transfer Right to Buy receipts;

(iii) subject to the consent of the Secretary of State under Section 233 of the Town and Country Planning Act 1990 being obtained, the disposal and development of the Council's freehold interest in the Phase 1 and 2 site be approved in accordance with the overarching Development Agreement and on the detailed terms set out;

(iv) the financial arrangements detailed be approved; and

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Action

(v) authority be delegated to the Executive Director for Resources and Regeneration, in consultation with the Executive Director for Customer Services and the Head of Law, to negotiate and agree the final terms of the Development Agreement and all other associated legal agreements with London and Quadrant Housing Trust.

The meeting ended at .7.28pm.

Chair

## **LONDON BOROUGH OF LEWISHAM**

MINUTES of the joint meeting of the HEALTHIER COMMUNITIES SELECT COMMITTEE, MAYOR AND CABINET, and OVERVIEW & SCRUTINY BUSINESS PANEL which was open to the press and public, held on MONDAY, 10 DECEMBER 2012 at LEWISHAM TOWN HALL, CATFORD, SE6 4RU at 6.30 p.m.

### **Present**

#### **Healthier Communities Select Committee**

Councillor Muldoon (Chair), Councillor Jeffrey (Vice-Chair) Councillors Beck, Fitzsimmons, Ibitson, Maines, Jacq Paschoud and Till.

### **Also Present**

Val Fulcher

### **Mayor & Cabinet**

The Mayor (Sir Steve Bullock)(Chair); Councillor Smith (Deputy Mayor) Councillors Best, Daby, Egan, Klier, Maslin, Millbank, and Wise.

Apologies for absence were received from Councillor Onuegbu.

### **Overview & Scrutiny Business Panel**

Councillor Hall (Chair) Councillors Curran, Feakes, Fletcher, Foxcroft, Handley, *Muldoon*, Morrison and John Paschoud.

### **Also Present**

Councillors Adefiranye, Allison, Brooks, De Ryk, Foreman, Long and Mallory.

### **Minute No.**

### **Action**

1. **Declarations of Interests** (page

Councillor Muldoon (Healthier Communities Select Committee and Overview & Scrutiny Business Panel) declared a personal interest as an elected governor of the South London and Maudesley Trust.

The Mayor and Councillor Wise declared personal interests as out patients at Lewisham Hospital.

Councillor Feakes declared a personal interest as his partner was employed by the South London and Maudesley Trust.



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Councillor Jacq Paschoud declared a personal interest as a member of a Health Trust and also in respect of her son's employment as a Staff Nurse in the A&E Department of Lewisham Hospital.

2. Response to the Consultation on the Trust Special Administrator's draft report

- 2.1 The Mayor introduced members to the joint meeting and accepted this item as a late report. He explained the late circulation of papers was a direct result of the TSA timetable which was very restrictive given the complex nature of the proposals. He said in his 36 years of public life he had never encountered an issue which had generated such grave public concern.
- 2.2 The background to, and an overview of the TSA consultation was then given by the Chief Executive, following which the Mayor invited members of all three bodies present to raise questions.
- 2.3 Councillor Maines asked if the hospital could be locally listed and whether it could be added to the Register of Community Assets. He also asked for confirmation of the status of the Kaleidoscope Centre. He went onto to point out the 'Picture of Health' recommendations had never been delivered and he asked if the community based Care Strategy could be fully integrated with Social Services.
- 2.4 The Executive Director of Community Services explained the Council was always prepared to work with the Hospital and CCG to develop community based services and prevent unnecessary admissions. However spreading a largely elderly client group with a complex range of problems over 4 hospitals would prove more difficult.
- 2.5 The Director of Children's Social Care confirmed Kaleidoscope had been transferred to the Hospital.
- 2.6 The Head of Law reported the Localism Act 2011 specifically excluded local authorities from adding buildings to the Register of Community Assets.
- 2.7 In terms of local listing, the Deputy Mayor said some of the hospital buildings were already listed but that this afforded very limited protection against development.
- 2.8 Councillor Wise asked if the Coroners Service formed part of the

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discussion and was informed by the Chief Executive that it did not but that there was to be a Londonwide review in any event.

- 2.9 Councillor Hall asked if the TSA had received proper legal advice from the Department for Health or from the Treasury prior to embarking upon this process. The Chief Executive said there were key legal and interpretative questions which required examination as it seemed as if the TSA had broadened his responsibilities beyond what was allowed by statute. The Head of Law confirmed the Unsustainable Provider Regime provisions were drawn very narrowly and that the guidance issued two days before the appointment of the TSA appeared to be much more widely drafted than allowed by the statutory framework.
- 2.10 Councillor Fitzsimmons asked about risk assessments on major incidents in the context of Lewisham lacking an A&E Department and was informed by the Mayor none had been done.
- 2.11 Councillor Jacq Paschoud added that she was concerned about any reduction in critical care and the implications for routine surgery that might go wrong.
- 2.12 Councillor Feakes asked if changes to commissioning would impact on Council services and if arrangements relied on hospitals bidding for work from commissioning bodies, would Lewisham be badly placed by having fewer opportunities to bid for. He also asked what risk modelling, financial and otherwise had been done or ought to be done.
- 2.13 The Executive Director for Community Services said she had been a non voting member of the CCG since it had been set up in shadow form. She had observed the planned way in which CCG delivered efficiencies and believed the CCG would work effectively to put commissioning plans into place. She confirmed any Health Inequality Impact Assessment prepared for the TSA had not been seen by the Council.
- 2.14 Councillor Curran said it seemed a well run hospital was being closed down to save a badly run Trust and he wondered if the Commissioning groups were being bought off. The Mayor said this was not a concern he held and the Chief Executive said the Council acted very collaboratively with the CCG which he felt was open and honest about the challenges being faced.
- 2.15 Councillor Ibitson highlighted the unprecedented level of public response and asked if the concerns raised by Councillor Fitzsimmons on major incidents could be factored in. The Mayor said the response was to a document on the terms it had set

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out, but the council was open to reflect its own concerns and point out questions that remain unanswered.

- 2.16 Councillor Maslin asked if other credible options had been excluded and whether it made sense to close the Queen Mary Hospital outright. The Chief Executive said for the SLHT to reduce its operating deficit it would require a productivity increase greater than any ever secured anywhere before in the NHS. He confirmed the North Kent NHS health economy and Queen Mary had not been mentioned.
- 2.17 Councillor Maines asked if there would be an independent clinical assessment of the Health Equality Impact by a body such as the Kings Fund. The Executive Director for Community Services said the TSA would employ Deloitte to assess all proposals and an Equalities Impact Assessment would take place after the decisions had been made.
- 2.18 Councillor Fletcher pointed out the Frontline report said respiratory conditions in Lewisham and asked if the impact of many more traffic movements necessitated by the diffusion of medical services across multiple hospitals could be registered as a concern.
- 2.19 Councillor Feakes asked which organisations formed part of the consensus reported on page 35 of the TSA report and was informed that this did not include the six affected local authority chief executive's.

Mayor & Cabinet decision making

- 2.20 The Mayor invited Councillor Best, the Cabinet Member for Community Services and Older People to sum up and offer her advice on the proposals. Councillor Best explained her concerns, thanked officers for their hard work in compiling the report and urged the Mayor to agree the recommendations.
- 2.21 Councillor Curran then proposed an amendment to the report which is shown in recommendation ii(c) below. The Mayor adjourned the meeting for 5 minutes so that he could confer with the Chairs of the Healthier Communities Select Committee and the Overview & Scrutiny Business Panel.
- 2.22 After receiving advice from the Head of Law that he was free to agree recommendations in whatever terms he wished, the Mayor accepted Councillor Curran's suggestions and also added additional references to the potential risk of air pollution and to the lack of consideration on the implications of coping with

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Action

emergencies.

RESOLVED

That

(i) the views of the Council on this issue, as expressed at the meeting of 28 November 2012 be noted; and

(ii) the response at Appendix A be agreed subject to the following amendments:

ED Community

a) reference be made to the lack of any consideration being made on the implications of emergencies requiring A&E facilities;

b) reference be made to the potential health risks of air pollution caused by the proposals;

c) paragraphs 9.1 and 9.2 of Appendix A be deleted and replaced with the following:

9.1 The Council is opposed to the plans for Lewisham Hospital contained in the TSA draft report and recommendations due to the negative and detrimental impact on the health and welfare of the residents of Lewisham.

9.2 The TSA's draft report and recommendations undermine the existing strong and effective partnership arrangements that support people locally and risk causing a costly disintegration of services.

9.3 The TSA's attention is drawn to the key points 2.1 to 8.9 made in this report and is asked to give full and careful consideration to this response and the attached report from Frontline.

Healthier Communities Select Committee decision making

2.23

The Chair, Councillor Muldoon stated his believed the entire TSA process had been conducted in a hurry and recommendations had been framed without any scrutiny whatsoever. He reported he and his Vice-Chair had met Mr Kershaw, the TSA earlier in the day and had made their views known directly. He said he would attend a further meeting with Mr Kershaw the following day along with the Health Scrutiny

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Chairs of all the other affected boroughs.

2.24 The Chair made reference to the response of the Lewisham Healthcare Trust. The great strength of the partnership working between the Healthcare Trust, Lewisham Hospital and the Council did not seem to be valued properly in the TSA report. He concluded that whatever the outcome, future operation should be properly scrutinised and a stakeholder reference group should be in place to ensure any variations in provision were challenged.

2.25 Councillor Jeffrey added that paradoxically the TSA could be congratulated on having created enormous community cohesion in Lewisham. She observed SLAM had given more time and consideration to a suggestion to close one care home than the TSA had provided for these massive changes. She believed the TSA was acting beyond his powers and had produced a report that lacked detail and failed to address important questions.

2.26 Councillor Till then proposed and Councillor Jeffrey seconded the recommendations which were agreed unanimously by the Committee.

RESOLVED That

(i) the earlier decision of Mayor and Cabinet of 10 December 2012 be noted;

(ii) the views of the Council on this issue, as expressed at the meeting of 28 November 2012 be noted; and

(ii) the response at Appendix A be agreed subject to the following amendments:

ED Community

a) reference be made to the lack of any consideration being made on the implications of emergencies requiring A&E facilities;

b) reference be made to the potential health risks of air pollution caused by the proposals;

c) paragraphs 9.1 and 9.2 of Appendix A be deleted and replaced with the following:

9.1 The Council is opposed to the plans for Lewisham Hospital contained in the TSA draft report and recommendations due to the

negative and detrimental impact on the health and welfare of the residents of Lewisham.

9.2 The TSA's draft report and recommendations undermine the existing strong and effective partnership arrangements that support people locally and risk causing a costly disintegration of services.

9.3 The TSA's attention is drawn to the key points 2.1 to 8.9 made in this report and is asked to give full and careful consideration to this response and the attached report from Frontline.

Overview & Scrutiny Business Panel decision making

The Chair of the Business Panel thanked Officers and the Mayor for their consideration of the proposals and said he would propose the recommendations which were seconded by Councillor John Paschoud and agreed unanimously.

(i) the earlier decisions of Mayor and Cabinet and the Healthier Communities Select Committee of 10 December 2012 be noted;

(ii) the views of the Council on this issue, as expressed at the meeting of 28 November 2012 be noted; and

(ii) the response at Appendix A be agreed subject to the following amendments:

ED Community

a) reference be made to the lack of any consideration being made on the implications of emergencies requiring A&E facilities;

b) reference be made to the potential health risks of air pollution caused by the proposals;

c) paragraphs 9.1 and 9.2 of Appendix A be deleted and replaced with the following:

9.1 The Council is opposed to the plans for Lewisham Hospital contained in the TSA draft report and recommendations due to the negative and detrimental impact on the health and welfare of the residents of Lewisham.

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9.2 The TSA's draft report and recommendations undermine the existing strong and effective partnership arrangements that support people locally and risk causing a costly disintegration of services.

9.3 The TSA's attention is drawn to the key points 2.1 to 8.9 made in this report and is asked to give full and careful consideration to this response and the attached report from Frontline.

At the conclusion of the joint meeting the Mayor thanked all officers and members for their attendance and said he was sure if the TSA could not be swayed from his intentions, the Council would return to the issue.

The meeting ended at 8.12pm.

Chair

# Agenda Item 3

<b>MAYOR &amp; CABINET</b>		
<b>Report Title</b>	Outstanding References to Select Committees	
<b>Key Decision</b>	No	Item No. 3
<b>Ward</b>		
<b>Contributors</b>	Head of Business and Committee	
<b>Class</b>	Part 1	Date: 16 January 2013

## 1. Purpose of Report

To report on items previously reported to the Mayor for response by directorates and to indicate the likely future reporting date.

## 2. Recommendation

That the reporting dates of the item shown in the table below be noted.

<b>Report Title</b>	<b>Responding Author</b>	<b>Date Considered by Mayor &amp; Cabinet</b>	<b>Scheduled Reporting Date</b>	<b>Slippage since last report</b>
Public Accounts Select Committee Revenue Budget Savings Proposals Referral	ED Resources & Regen.	5 December 2012	13 February 2013	No

## BACKGROUND PAPERS and AUTHOR

Mayor & Cabinet minutes, 5 December 2012 available from Kevin Flaherty 0208 314 9327.



**Chief Officer Confirmation of Report Submission**  
**Cabinet Member Confirmation of Briefing**

Report for: Mayor   
 Mayor and Cabinet   
 Mayor and Cabinet (Contracts)   
 Executive Director

Information  Part 1  Part 2  Key Decision

Date of Meeting	16th January 2013
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Title of Report	Housing Matters
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Originator of Report	Genevieve Macklin	46057
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	X	
Legal Comments from the Head of Law	X	
Crime & Disorder Implications	X	
Environmental Implications	X	
Equality Implications/Impact Assessment (as appropriate)	X	
Confirmed Adherence to Budget & Policy Framework	X	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed: *Donna Wise* Executive Member

Date: 20th December 2012

Signed: *[Signature]* Director/Head of Service

Date: 21/12/2012

Control Record by Committee Support	
Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>Mayor and Cabinet</b>		
<b>Report Title</b>	Housing Matters Update	
<b>Key Decision</b>	No	Item No.
<b>Ward</b>	All	
<b>Contributors</b>	Executive Director for Customer Services, Executive Director for Resources and Regeneration, Head of Law	
<b>Class</b>	Part 1	Date: 16 January 2013

## 1. Summary

- 1.1. In July 2012 Mayor and Cabinet received a report setting out the conclusions of a technical and financial review of the potential options available to the Council to address housing challenges in the borough. As a result Mayor and Cabinet agreed that:
- officers should undertake further due diligence and begin a discussion with residents on the remaining options, which were:
    1. to remain within the existing ALMO structure
    2. to retain Council ownership of the housing stock but to reinstate Council management of the properties
    3. to transfer the homes to a new “resident-led” housing organisation
    4. to transfer the homes to an existing housing association
  - officers should bring forward options for the delivery of new housing on infill development sites, with an initial target of 250 new homes over the next five years
  - officers should continue to review the Council's long-term approach to housing for older residents
- 1.2. This report updates Mayor and Cabinet about the progress that has been made in regard to each of these

## 2. Purpose

- 2.1. This report is to inform Mayor and Cabinet about the findings of the discussion with residents about the remaining four options, to provide further information on the analysis of the potential options that has been undertaken on that basis, and to obtain the agreement of Mayor and Cabinet to pursue one of the two remaining possible options for continuing the conversation with residents.
- 2.2. This report is to inform Mayor and Cabinet about progress in identifying potential sites for new affordable housing, about which more details can be found in part two of this report.

- 2.3. Finally this report is to inform Mayor and Cabinet about progress in identifying options for improving specialist housing for older people in the borough, with further details provided in part two of this report.

### **3. Policy Context**

- 3.1 Addressing issues relating to the quality and quantity of housing stock in the borough relates directly to the Council's Sustainable Communities Strategy (clean, green and liveable) and to the Council's corporate priorities (decent homes for all).

### **4. Recommendations**

It is recommended that the Mayor:

- 4.1. Note the findings of the discussion with residents about the possible options for addressing Lewisham's housing challenges set out in section five.
- 4.2. Note the potential options for continuing the conversation with residents set out at section six, and the associated strengths and weaknesses of each.
- 4.3. Agree that, as there was limited support expressed among residents for the option of transfer to an existing housing association, and because the resident-led option offers greater potential to respond to residents concerns about rents and security of tenure – for new as well as existing residents - transfer to an existing housing association is no longer pursued as part of this process.
- 4.4. Agree that, as residents prefer retention with the ALMO to retention with a return to Council Management, and because a return to Council management at this stage would put at risk the delivery of the current Decent Homes programme, the option of a return to Council management of the stock is no longer pursued as part of this process
- 4.5. Note that therefore two possible options remain:
  1. that the Council ceases all further options appraisal activities, retains the ALMO as is, and works within the budgetary limits the Council faces as a landlord, or
  2. that the Council works alongside residents, Lewisham Homes and other bodies to better understand how, by retaining but evolving Lewisham Homes - with a view to a possible transfer of ownership to Lewisham Homes as a resident-led organisation – it might attract further investment, increase resident control, deliver residents' aspirations and address their concerns.
- 4.6. Agree that, on the basis of the appraisal of the options set out at section seven and having considered the further information contained in this report

including the required further financial and technical assessments set out at section eight, option 2 should be pursued.

## **5. Stock options appraisal: discussion with residents**

- 5.1. Following consideration of the 11 July 2012 report on the options appraisal that had been undertaken to that date, Mayor & Cabinet decided that officers should commence a discussion with residents about the four remaining options. This programme was not to be a formal S105 consultation, but rather a discussion to ascertain whether there was an appetite to further pursue any of the options, and to identify residents' concerns.
- 5.2. Residents started this discussion from a position of little or no understanding about the options available to the Council to attract financing to address housing need. As such, the programme of discussion – which commenced in early September and ran for three months until early December – needed to be constituted in such a manner as to be able to inform residents about the issues and options as much as to seek their views about the desirability of those options.
- 5.3. From a low base of understanding, significant progress has been made in reaching residents and explaining the situation. A combination of printed materials, online and postal feedback mechanisms, officer attendance at more than 60 events, and outreach activity including speaking to residents at markets, supermarkets and outside schools has raised the profile of the "Housing Matters" consultation. When the feedback process closed to enable members to receive this update, more than ten per cent of the tenant and leaseholder population had engaged with the consultation. In total the programme engaged with 2,020 tenants and leaseholders, of whom 1,734 people registered their feedback through one of the variety of mechanisms employed by the programme.
- 5.4. A variety of engagement mechanisms have been employed, and the feedback received from each needs to be considered alongside an appreciation of the level of understanding that each group was able to reach in the time available.
- 5.5. As an example, a Resident Steering Group (RSG) of 13 residents was formed in August and met fortnightly for four months. It received a range of presentations and was able to quiz guests and officers about the options. The RSG might therefore be considered to be the most informed group of residents.
- 5.6. Alternatively, survey responses were received from more than 1,500 residents who had in the majority received only two printed publications setting out high level information about Housing Matters. These responses themselves show that residents felt that they did not fully understand the options. This is not to say that the feedback is not useful nor that it should not inform decisions about the next steps.

5.7. With that caveat in place, the following pages set out the details of each of four separate consultation activities, and the key finding of those activities. In summary, the highlights of those findings are as follows:

1. There was a high level of agreement to the Council's priorities, residents felt that the Council was right to investigate how it could attract additional investment, and also agreed that the Council should find ways to increase their influence over decisions that affect them.
2. Residents were concerned about the impact of change, and especially transfer of ownership, on their rights as tenants, the rent that they pay, and their security of tenure.
3. Residents expressed strong support for Lewisham Homes. Resident satisfaction with the services Lewisham Homes provides was high, and throughout the process the option to retain the ALMO with Council ownership of the stock was the most popular.
4. In general, residents' understanding about the issues and options was low at the outset of the consultation. Varying methods of engagement were used to raise understanding, and as a result the responses to the different elements of the consultation are based on varying levels of understanding among the respondents.
5. Levels of understanding were particularly low among respondents to the online and postal survey, and especially in relation to the proposed options, with less than a quarter of residents saying that they felt they fully understood the two transfer options.
6. Residents preferred retention with the ALMO to retention with a return to Council management.
7. Little support was expressed for transfer to an existing housing association in any of the various consultation mechanisms.
8. Support for a resident-led option was more varied. Support was higher among tenants who had time to consider the options in more detail, such as members of the resident steering group or tenants who attended presentations about the options. However, in the online and postal survey, support for a resident led option was similar to that for a housing association.

#### Independent Tenant Advisor and the Resident Steering Group

5.8. It is standard practice in tenant and leaseholder conversations of this nature to establish a group of residents to act on behalf of all residents in overseeing and ensuring the fairness and independence of the consultation activity and the printed materials. The steering group also has the opportunity to engage in most detail with the issues at hand and the potential solutions to those issues.

5.9. It is also standard practice for residents to appoint an Independent Tenant Advisor (ITA) to work on their behalf to assist them in fulfilling their oversight role, and also to help the steering group develop the necessary skills and understanding to play a full and active role in the consultation.

5.10. On 19 June a presentation was made to Lewisham Homes' Combined Area Panel to inform panel members of the issues being considered by the

Council. Following the decision to start a conversation with residents in July, officers wrote to all Panel members to test interest in joining a steering group to interview and appoint an Independent Tenant Advisor (ITA) for the project. Nine tenants responded and a steering group was formed. Over the course of the consultation that group grew from the initial nine members to 13.

- 5.11. The panel met for the first time on 8 August, and then on 15 August and 22 August to review tenders from ITAs and shortlist those for interviews. These tenders responded to a brief which officers had compiled in advance in order to speed the recruitment process, and six were received. The panel shortlisted the six to five for interview purposes, and following interviews which were held on Saturday 1st September the panel appointed the Tenant Participation Advisory Service (TPAS) as their ITA.
- 5.12. TPAS is a not-for-profit membership organisation with significant experience of supporting similar exercises. Its members are all local tenants and landlords. In choosing TPAS, the steering group was impressed in particular by the presentation made at interview and the organisation's clear commitment to tenant involvement and empowerment.
- 5.13. The role of the steering group was to:
- Promote awareness and encourage tenant and leaseholder involvement in the Housing Matters programme.
  - Work with TPAS to develop and deliver an effective programme of communication and engagement.
  - Support TPAS to enable residents to shape the decision-making process.
- 5.14. The Steering Group met fortnightly to fulfil this role, and at those meetings received presentations and questioned speakers from a wide range of organisations:
- A representative from Trowers & Hamlin, who has significant expertise on a variety of transfer and retention models, presented to the group on how a mutual model might work and the issues to be considered if one were to be pursued in Lewisham;
  - Representatives of Defend Council Housing presented on their understanding of the advantages of retention and a return to Council management;
  - The Chair and Vice Chair of Phoenix Community Housing presented their experiences both of setting up a tenant led organisation and of how they felt that organisation worked for tenants;
  - The Chief Executive and a tenant board member of Lewisham Homes attended to talk about the achievements Lewisham Homes had made since its inception. They also explained to the group that Lewisham Homes' ambition was to change into a resident-led organisation, in response to option three under consideration as part of the consultation.
- 5.15. The Steering Group also oversaw TPAS' own programme of resident engagement and consultation. It approved the materials that TPAS published, and approved TPAS' final report which is attached here as

appendix 1. TPAS engaged with more than 3,000 residents in the main to test levels of understanding and to try to gauge views about the options.

- 5.16. In summary, TPAS found low levels of awareness about the issues and options and that residents often felt that they had insufficient information to form an informed opinion. Residents generally had no strong appetite for change, preferring instead to remain with Lewisham Homes or return to Council management. TPAS found that residents were not in favour of transfer to a Housing Association. There was significant concern among residents about the impact of change, particularly about rent, rights and security of tenure.
- 5.17. In addition to talking to residents and helping raise awareness, TPAS also led the members of the RSG through a structured exercise to test their opinions on the options, on the basis of what they had heard over the past three months. Group members were asked to assess how well each of the options achieved a series of priorities (which were agreed among the group) and also to assess how important each priority was to them.
- 5.18. This process allowed group members to score each option. Of the eleven steering group members who scored the options (two members were absent), five scored option 3 – the resident led option – most highly, three scored option 1 – retention, with the ALMO – most highly, two scored option 2 – retention, with Council management – most highly and one member scored options 1 and 2 equally highly. To summarise this, residents were broadly equally split between retention in some form and transfer to a tenant led organisation (with a 6/5 split in favour of retention). None of the participants favoured transfer to a Housing Association.
- 5.19. TPAS also undertook an independent assessment of the financial modelling that the Council has undertaken to date, and helpfully provided commentary around some issues for the Council to consider should it wish to take any transfer option forward. These include those set out here in section 6.

#### Road shows, TRA visits and other “out-reach”

- 5.20. In order to raise awareness and understanding, and subsequently seek views, the Housing Matters programme deliberately first targeted the most engaged residents in order that those residents could play a role in taking the conversation to residents as a whole.
- 5.21. This commenced with a launch event to which tenants and leaseholders of Lewisham Homes who were active in Tenant and Resident Associations (TRAs) and TMOs were invited to hear about the Housing Matters programme, give their initial views and help shape how officers consulted with residents during the remainder of the programme. In total 56 residents attended along with TPAS representatives to promote their role on the project. Workshops were undertaken with residents to get their initial feelings on the Mayor’s housing priorities, the options and for their thoughts on how the Council should consult with residents.

- 5.22. Concerns were raised about security of tenure, rent levels and the accountability of a new landlord to its residents. Overall, the feeling was that more information was needed to be able to determine the pros and cons of each option. The residents felt that the approach to consultation should include door-knocking, information days, newsletters, drop-ins, surgeries, visits to TRAs and Sheltered Schemes.
- 5.23. Following the launch event a programme of six “road shows” was delivered across the borough. The road shows essentially mirrored the format of the launch event, with an officer presentation followed by questions and answers, and an opportunity for attendees to feed back their views by completing a short survey. The six road shows were attended by 69 residents.
- 5.24. In addition, an open invitation was made to all TRAs for them to receive the same presentation and feedback format used in the road shows. Ten TRAs took up this offer and attendance at those ten meetings is estimated (as attendees arrived at various points during the meeting) to have been more than 100. TRA residents fed back using the same short survey employed at the road shows.
- 5.25. The feedback from both the road shows and TRA meetings has been combined, as both groups fed back using the same form and both groups received similar presentations and can therefore be assumed to have reached a similar level of understanding. From the approximately 169 residents who attended these sessions, 80 feedback forms were received and the key findings were as follows:
- 68% of respondents were either satisfied or very satisfied with the services provided by Lewisham Homes
  - 91% of respondents said they thought residents should be more involved in the running of Lewisham Homes
  - When asked *if they would like more information* about any of the four options, 87% of those who answered said “Yes” for option 1 (Lewisham Homes/Lewisham Council); 81% said yes for option 2 (Lewisham Council alone); 60% said yes for option 3 (a resident-led organisation) and 28% said yes for option 4 (an existing housing association).
  - In the open comments sections of the feedback forms residents raised concerns about the impact of change on their rights, the security of their tenancy, and about the impact on rents.
- 5.26. A similar format was employed for a programme of visits which saw similar presentations provided in all 18 of the Council’s Sheltered Housing schemes. Again, residents received a presentation, had the opportunity to ask questions and raise concerns, and were left with a survey to complete and return. In total 144 residents attended these sessions and 93 feedback forms were returned, the findings from which were as follows:
- 90% of respondents were either satisfied or very satisfied with the services provided by Lewisham Homes



- When asked *if they would like more information* about any of the four options, 78% of those who answered said “Yes” for option 1 (Lewisham Homes/Lewisham Council); 56% said yes for option 2 (Lewisham Council alone); 33% said yes for option 3 (a resident-led organisation) and 29% said yes for option 4 (an existing housing association).
  - Again, the open comments sections saw concerns about rights, rents and security, as well as a desire for more social activities to be held in communal areas, and some desire for a return of the warden service.
- 5.27. Following this stage of the consultation, which targeted the most engaged tenants, the programme then sought to engage with tenants more broadly. This started with an all-resident newsletter mailing with the purpose of ensuring that all tenants had the same information and could engage in the programme.
- 5.28. A programme of drop in events was sequenced to take place immediately after the release of the newsletter. Officers staffed eleven half-day events at a range of locations across the borough, in order to respond to residents concerns and encourage them to take in the online survey (as below). More than 90 residents attended these events.

#### Online and postal survey

- 5.29. The online and postal survey was designed as the main focal point for the conversation with residents. From the point at which it was launched on 23 October the focus of the consultation switched from talking to residents at events to encouraging residents to read the information that they had been supplied with and to register their views through the survey.
- 5.30. The survey sought to test three key aspects of residents views. First, it asked residents how important they thought each of the five priorities the Council had set for investment were, and offered the opportunity to suggest other priorities. Second it tested residents’ understanding about the financial situation the Council faced, and asked if residents thought the Council was right to pursue options to attract additional investment. Finally the survey tested residents’ understanding of the options under consideration and asked if they thought they should be pursued further.
- 5.31. Initially the response rate was low, with 137 responses received in the first three weeks. As a result a centre page spread was placed in Lewisham Homes *Home* magazine, along with a paper copy of the survey and a return envelope as inserts. An incentive of entry into a draw for one of three prizes of £50 was offered to encourage responses.
- 5.32. The magazine and survey were supplemented with a concerted programme of awareness raising and encouragement for residents to have their say. Over a period of three weeks Council officers and Lewisham Homes staff knocked on more than 1,800 doors, ran information stands in both housing offices, spoke to residents outside of schools, in Deptford Market and at the Sainsbury’s supermarket New Cross. Finally, a telephone research company

was employed to telephone residents in areas in which it was less practical to cover with door knocking, principally street properties.

5.33. The result of this activity was that the volume of responses increased significantly. In total 1,561 survey responses were received at the point at which the survey closed on 10 December, with a breakdown of responses as follows (note that as a result of rounding the percentages do not always total 100%):

- 83% were tenants, 14% were leaseholders and 3% either chose not to say or specified another answer (i.e. were the family of a tenant/leaseholder)
- 52% were female, 40% male and 7% chose not to say
- 46% stated they were White British, Irish, or “Any other white background”, 45% stated another ethnicity and 10% chose not to say
- Most responses were received from residents aged 65+ (29%) which is likely to be reflective of the higher proportion of older tenants and the survey methodology.
- The highest number of responses (37%) was received from the north of the borough, defined as Evelyn, New Cross and Telegraph Hill wards.

5.34. It is important to note the level of understanding that residents were able to attain in the time available when considering the results that this exercise generated. Certainly a proportion of the responses received would have been from more engaged and highly informed residents who may well have engaged in other aspects of the programme. However it is clear – because residents said as much in their responses – that the general level of understanding was quite low among respondents. The level of understanding of some aspects of the survey was higher than others, as is drawn out below.

5.35. On the first section of the survey, in relation to the Council’s priorities for investment, understanding was relatively high with 59 per cent of respondents stating that they felt that they had enough information to understand what the Council’s housing priorities were. The survey also asked for views in relation to those priorities, the results of which were as follows:

Table 1: Please tell us how important you think each of these priorities is

	Very important		Important		Less important		Not important		Did not answer	
	No.	%	No.	%	No.	%	No.	%	No.	%
Improving tenants' homes	1,098	70%	311	20%	48	3%	26	2%	78	5%
Improving estates and the areas around your	877	56%	458	29%	57	4%	14	1%	155	10%

	Very important		Important		Less important		Not important		Did not answer	
	No.	%	No.	%	No.	%	No.	%	No.	%
home										
Increasing the supply of affordable housing	841	54%	409	26%	91	6%	25	2%	195	12%
Better housing for older people	944	60%	395	25%	62	4%	18	1%	142	9%
Giving residents more control	527	34%	522	33%	235	15%	67	4%	210	13%

5.36. One means of simplifying this table is to look at what percentage of residents felt the priorities were either important or very important. The following sets out the result of that analysis, excluding those who did not answer the question:

- Improving tenants' homes: 95% of responses
- Improving estates and the areas around your home: 95%
- Increasing the supply of affordable housing: 92%
- Better housing for older people: 94%
- Giving residents more control: 78%

5.37. More residents felt that improving tenants' homes was very important than any other priority. In addition fewer people left this question blank when compared to the other priorities. It is therefore fair to say that residents thought that this was the most important priority. Nonetheless these findings show that residents do agree with the Council's housing priorities, and although it had the lowest percentage of the five, nearly eight in ten respondents still felt that it was important to give residents more control.

5.38. Additional comments made by residents regarding the priorities included the need for new homes to be affordable and for the Council to tackle homelessness. Other priorities suggested by residents included the need to focus on ensuring disabled and older people were appropriately housed. Concerns were raised about the enforcement of tenancy conditions and resolving issues such as noise nuisance, dog-handling, fly-tipping and water penetration. Many comments related to the need to improve caretaking standards, to clean the estates more thoroughly and to improve the overall décor internally and externally of blocks.

- 5.39. Comments from leaseholders included the need to ensure value for money with any improvements and to keep service charges affordable and fair, while a number felt that their service charges were already too high. They also wanted to be kept informed of any potential changes and for their views to be considered when works were anticipated.
- 5.40. In the second section of the survey, which related to the situation the Council faced, understanding was also relatively high. Of 1,421 responses to the question, 801 (56 per cent) stated that they felt they had received enough information to understand why the Council is looking at options for the future management of its homes. Residents were also asked if they thought that the Council was right to seek further investment and of 1,031 responses, 797 (77 per cent) answered yes. It is important to note that a large number of people (530) either chose not to answer this question or did not notice it.
- 5.41. The final section of the survey tested understanding about the four specific options, and asked residents what they thought about those options. The results in relation to this question are presented in the table on the following page<sup>1</sup>:

Table 2: Based on what you have heard so far, how well do you feel that you understand each option and how it might affect you?

	Option 1		Option 2		Option 3		Option 4	
	No.	%	No.	%	No.	%	No.	%
I fully understand the option and how it might affect me	936	60%	629	40%	337	22%	364	23%
I understand a little about the option but there are some things I would like more information about	331	21%	384	25%	322	21%	305	20%
I don't understand this option or how it might affect me	162	10%	219	14%	492	32%	465	30%
Did not answer	132	8%	329	21%	410	26%	427	27%

<sup>1</sup> Option 1: The Council continues as your landlord, and Lewisham Homes continues to manage your home

Option 2: The Council continues to be your landlord but it manages your home instead of Lewisham Homes

Option 3: The ownership of your home transfers to a new "resident-led" organisation

Option 4: The ownership of your home transfers to an existing housing association

	Option 1		Option 2		Option 3		Option 4	
	No.	%	No.	%	No.	%	No.	%
<b>Total</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>

5.42. Compared to the other questions which tested residents' understanding, the understanding levels for this question were lowest. More than 300 people (one fifth) chose not to answer the question "How well do you feel you understand each option and how it might affect you?" in relation to options 2, 3 and 4 (i.e. the three options that involve a change from the current situation) and this in itself might be inferred to be a sign that respondents did not understand. Understandably, the level of understanding was highest option one, which involved no change, with 60 per cent of all surveys received saying that they understood this option. This compares to 40 per cent for option two, 22 per cent for option three and 23 per cent for option four.

5.43. These levels of understanding should be considered when assessing the responses to the final question, which asked residents for their view of each option from a selection of: "I think this option should be considered further", "I am undecided about this option" and "I do not think this option should be considered further". The results in relation to this question are presented in the table on the following page:

Table 3: Please tick the box that best matches your views in relation to the options (all surveys received)

	Option 1		Option 2		Option 3		Option 4	
	No.	%	No.	%	No.	%	No.	%
I think this option should be considered further	911	58%	565	36%	200	13%	182	12%
I am undecided about this option	279	18%	455	29%	394	25%	350	22%
I do not think this option should be considered further	198	13%	200	13%	538	34%	604	39%
Did not answer	173	11%	341	22%	429	27%	425	27%
<b>Total</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>	<b>1561</b>	<b>100%</b>

5.44. The first point to note is that 58% of all surveys received (i.e. including those who chose not to answer) indicated that they thought the option of retaining

Council ownership and Lewisham Homes management should be considered further. This compares to 36% for a return to Council Management, 13% for a resident led option and 12% for a Housing Association. On that measure, clearly the status quo option was favoured most strongly.

- 5.45. It should also be noted here that the proportions of responses in favour of each of the options closely reflects the proportions who understood that option. Most respondents understood what was meant by Lewisham Homes continuing to manage the homes and the Council continuing to be the landlord, and most respondents thought this option should be considered further. This pattern is also maintained for the other options, with the two transfer options (options 3 and 4) having the lowest level of understanding and the lowest proportions in favour of pursuing them further.
- 5.46. It can be concluded from these results firstly that respondents felt more able to provide an opinion about the options they understood, secondly that few residents understood the two transfer options, and thirdly that therefore any subsequent iteration of the consultation with residents should focus on raising understanding and explaining in more detail the consequences of change.
- 5.47. Respondents also had the opportunity to register their own comments about each of the options. Many comments given by residents stated their satisfaction with Lewisham Homes and that services had improved since the ALMO was established. Those that made comments about going back directly to the Council were either dissatisfied with Lewisham Homes, felt that it was the Council's duty to retain its housing or that money would be saved. In relation to the transfer options, residents raised concerns about rents, the accountability of the transfer organisation, and concerns about losing tenancy rights, such as the Right to Buy and succession.
- 5.48. More often than not, comments were about the need for more information on the options – more explicit detail on the implications, the pros and cons of each option including the financial impact before an informed view could be given. This concern was specifically raised with the 'Resident Led' option.
- 5.49. With the caveat that respondents to the survey understood the general problem and the Council's priorities better than they understood the options themselves, the overall results of the survey might be summarised as follows:
- There was agreement that the Council's priorities were important
  - Satisfaction with the services supplied by Lewisham Homes was high, at 75%
  - Most respondents felt they had enough information to understand the situation the Council faces
  - Most respondents agreed that the Council was right to look at options to attract further investment
  - There was a poor level of understanding about the options themselves

- More residents favoured option 1: “The Council continues as your landlord, and Lewisham Homes continues to manage your home”
- Residents again voiced concerns about rights, rents and security of tenure

### Focus Groups

5.50. In order to augment the consultation findings, IpsosMORI undertook five focus groups to test views and to reach beyond the people which had engaged with the Housing Matters programme to date. These groups were recruited by IpsosMORI in line with set quotas on age and familiarity with the options under consideration.

5.51. Two of the groups were made up of tenants who felt they were familiar with the options, and two of the groups were made up of tenants who did not. For each of these categories, one focus group was convened of younger people, that is people aged 39 and under, and another was convened of people aged 40 and older. Finally, a fifth group was recruited, of people who already had had their Decent Homes works completed, so as to test the opinions of tenants who had already benefitted from investment in their homes.

5.52. The focus groups took place between the 4th and the 13th of December, and the key findings are summarised below:

- The early discussions amongst the groups were characterised by a general dissatisfaction about current living arrangements and issues such as draughts, leaks, damp and mould
- Concerns were also raised about length of time taken to repair these problems
- Participants who had been tenants for longer recalled previous shortcomings in the relationship between tenants and the Council prior to the introduction of the ALMO
- Most participants felt Lewisham Homes communicated with them well, but some concerns were raised about occasional inconsistency of service
- There was a marked difference between the views of younger and older residents identified by the focus groups.
- Older people tended to be generally opposed to the idea of transfer and were especially concerned about the impact of transfer on the affordability of rents, security of tenure, accountability of the landlord and the opportunities that would exist to exercise choice and control, especially the right to buy.
- Younger people shared those concerns and initially were equally opposed to the idea of transfer or change. However, as the discussions developed, opposition loosened and participants became more curious and wanted more information on possible changes

### Summary

5.53. The conversation with residents that has taken place to date has been at a high level and has focussed as much on increasing residents’ understanding of the issues and options as on testing their views about them. Residents were very largely unaware of the issues at the start of the process, and the feedback from the focus groups shows that this remains the case for a

number of residents. Furthermore, when assessing the findings of the conversation for the purposes of decision making, the level of understanding that residents had reached needs to be considered. In summary, the findings presented here provide a snapshot of residents views at an early stage in the process.

- 5.54. Nonetheless the feedback that has been received does provide evidence to inform decision making. The very clear message from the consultation was that residents are satisfied with Lewisham Homes and want Lewisham Homes to continue to manage their homes. As the one aspect of this programme that all respondents can be assumed to have had some experience of, this level of satisfaction with the services provided by Lewisham Homes might be considered to be the strongest finding from the whole exercise.
- 5.55. In addition, it has been possible to gather a sense of what residents want and fear when considering these options, and this also might inform decision making. There is a high level of agreement that the priorities set by the Council are important. Residents generally agree that the Council is right to consider options which may offer more investment in their homes and estates. Equally, residents are very concerned about the impact of change on their rights, rents and security of tenure, and in fact the most favoured option throughout was to not change at all and retain Council ownership and Lewisham Homes management. On the specific options, there was little support for transfer to a housing association but as residents began to better understand the resident-led option, support for this option increased. Finally, residents preferred retention with Lewisham Homes management to retention and a return to Council management.

## **6. Potential options for continuing the conversation**

- 6.1. The conversation with residents to date has shown a high level of satisfaction with Lewisham Homes and a preference for Lewisham Homes to continue to manage homes and for the Council to continue as landlord. However, residents do agree with the Council's priorities and do think that it is right that the Council considers options which attract more investment for their homes and estates.
- 6.2. With this in mind, the following section details each option in turn and sets out the implications of the new evidence compiled here, in addition to that presented in July.

### Option 1: Retention with Lewisham Homes management

- 6.3. As noted, the strongest message from the consultation was a high level of satisfaction with Lewisham Homes and a preference, overall, for this option. This was the option that most residents wanted to pursue further in the online and postal survey. In addition, residents voiced significant concerns about the impact of the stock transfer options on their rights, rents and security of tenure, and residents felt that their rights, rent and security of tenure would be better protected with this option.



- 6.4. As noted in the report to Mayor and Cabinet in July, this option provides the ability to finance:
- improvement to the Council's housing stock sufficient to bring it to the decent homes standard by 2016/17 and thereafter maintain it at that standard
  - building 250 units of affordable housing on in-fill sites at the Savills estimated average cost of £150,000 per unit
  - investment of £14m in the Council's sheltered and extra care housing stock, against an assessed need of £17m.
- 6.5. This option, however, is limited by the fact that the borrowing cap of £44m will continue to apply. In the consultation residents agreed that all of the Council's priorities were important and that the Council was right to investigate options to attract further investment. The previous report to Mayor and Cabinet estimated that the full cost of meeting the Council's priorities for addressing housing challenges in the borough was £125m in the next ten years, or £86m more than would be available under this option.

#### Option 2: Retention with a return to Council management

- 6.6. There was some support among residents for this option, although of the two retention options there was stronger support for option 1. The online survey showed that less than half of people who answered the relevant question felt that this option should be considered further, compared to 60% who felt that option one should be considered further.
- 6.7. It should be noted though, that residents were supportive of Lewisham Homes in general as well as in their preferences for the specific options. More than seven in ten people who responded to the survey said they were either satisfied or very satisfied with the services they received from Lewisham Homes, and this option would mean ceasing provision by a service provider with a high level of satisfaction.
- 6.8. The financial aspects of this option are largely the same as for option 1. It is possible that under this option management costs could be lower, as management costs could be streamlined if the service was brought back in house. The initial assessment provided in July was that that annual savings of up to £1m might be achieved this way, once one-off redundancy costs had been met. However it should also be noted that whilst reducing these costs might free up more investment capacity, it would also increase the risk that services might not continue to improve, or might even decline as a result of the disruption associated with bringing the stock back under Council management. In summary, like option 1 this option cannot attract more than £44m to invest in homes and therefore has the same £86m shortfall as option 1. It may open the possibility of annual savings on management costs but it would do so at the risk of worsening standards of service and by changing a provider in whom residents have expressed satisfaction.
- 6.9. The final consideration is the impact of change at this stage of the Decent Homes programme that Lewisham Homes is currently delivering. The

successful delivery of the Decent Homes programme requires the effective marshalling of nearly £100m of capital investment to improve tenants' homes, and Lewisham Homes has already built up the governance and management process – including resident involvement – to do this. Change may put the programme at risk because of potential changes to management structures and the potential loss of key expertise. The consultation has shown that tenants first priority is improvements to their home, and this is the most important investment programme to achieve that.

#### Summary of the two retention options

- 6.10. Options one and two are similar in a number of ways. Both options would see retention of Council ownership and so resident's fears about changes to their rents, rights and security of tenure would be assuaged. However neither is able to attract further investment, beyond the possibility of some savings of management costs for option two, and residents agree the Council is right to pursue additional funding and think its priorities for improving housing are important.
- 6.11. The main differences between the two are that residents are satisfied with Lewisham Homes and preferred option one to any of the four potential options. Pursuing the second option would involve a change to provision and a shift away from a service provider with a high level of resident satisfaction in pursuit of management savings which may, in themselves, result in some loss of service quality. Lewisham Homes is currently delivering an investment programme worth nearly £100m and pursuing the second option would also put that programme at risk.
- 6.12. Given that residents preferred option one to all of the others, the high level of satisfaction with the services provided by Lewisham Homes, the risk to service quality from change to Council management and also the risk to the effective delivery of the Decent Homes programme, it is recommended that the option of a return to Council management is no longer pursued.

#### Option 3: Transfer to a new "resident-led" organisation

- 6.13. There were low levels of understanding among residents about what this option involved and what the implications would be for them. It is therefore notable that interest in further pursuing this option was higher in those settings where residents had more time to engage with the issue, question officers, and understand the nature of the changes involved. The support for further exploring this option increased when it was proposed that Lewisham Homes could evolve into a resident-led organisation.
- 6.14. This higher level of interest was noted in particular in the residents steering group and among residents who received a presentation from officers and had an opportunity to question them on the details. At the Resident Steering Group, TPAS led residents through a structured process to rank the four options and five of the 11 residents who took part in the process preferred this option, the highest number for any single option. At road show and TRA events, where residents were able to question and engage in more detail,

more than half of residents who responded said they would like to receive more information about this option.

- 6.15. It is right to note, however, that among respondents to the survey generally support for this option was less clear. 13 per cent of all survey responses said that they thought this option should be considered further, but a further 25 per cent said they needed further information. Furthermore at Sheltered Housing schemes resident support for this option was lower than at the road shows and TRA meetings conducted using the same approach.
- 6.16. The defining element of this option is the level of resident engagement and ownership that might be possible, and the consultation showed that residents thought improved control over decision making was important to them. More than nine in ten residents who responded to the consultation after attending road show events or TRA meetings stated that they wanted residents to be more involved in the running of Lewisham Homes and the decisions that it makes. More than seven in ten respondents to the online and postal survey stated that it was either important or very important to give residents more control.
- 6.17. Residents were very concerned about the impact of change on their rights, rents and security. Because this option involves the creation of a new organisation, it would be possible to constitute the organisation in such a way as to provide some guarantees to residents about these issues. This is also usually the case for any stock transfer, in that the transfer agreement sets legally binding constraints which apply for a set period (usually five years) for *existing* tenants. However the very nature of a resident led organisation in which tenants are in the majority on decision making boards, means that there is significantly greater likelihood of protections remaining in place for rents (after five years) and for the rights and tenure options being made available to *new* tenants, the rights of whom are not normally protected in a transfer to an existing organisation.
- 6.18. The financial appraisal has shown that, in principle, the two transfer options provide the opportunity to access further investment to improve homes and estates. Residents agree that this is important to them, and they also agree that the Council's priorities are important. Were this option to be pursued further, additional due diligence could take place to identify with greater precision how much additional investment would be available, and the options for allocating that investment could also be developed in conjunction with residents.
- 6.19. Finally, the July report to Mayor and Cabinet noted that Lewisham Homes, would not be precluded from participating in a process which would lead to the transfer of the housing stock to another organisation and from evolving into one of the vehicles detailed in the variants of the options above. Residents expressed satisfaction with Lewisham Homes and for that reason it has already been recommended that the option of a return to Council management is not pursued. Likewise, it would be possible were this option to be pursued further, to base this option on the evolution of Lewisham

Homes. That is, a next stage of this process could, if it was agreed to be appropriate, investigate with residents the ways in which Lewisham Homes might be retained but also evolved so as to attract further investment and provide greater control for residents.

#### Option 4: Transfer to an existing housing association

- 6.20. There was little appetite expressed to pursue this option. None of the residents in the resident steering group preferred this option, and at the road show and TRA meetings – at which some support for a resident led option was expressed – again there was little interest expressed in finding out more about this option.
- 6.21. As noted above, the key differentiator between this option and that of a resident led organisation is the level of resident involvement available. Housing Associations are able to engage residents and ensure that they are involved in decision making, but this would not be a defining aspect of the organisation as would necessarily be the case with a new resident led organisation. As set out above, residents said that increased control was important.
- 6.22. Throughout the consultation it has been emphasised that rents are normally protected for five years as part of any transfer, although residents remained sceptical. Residents were also concerned about the loss of security of tenure and rights that would come from transfer to a housing association. It is set out above that the option of a new resident led organisation allows for the possibility that residents could be involved in creating an organisation in such a manner as to protect the rights and security of tenure of current and future tenants.

#### Summary of the two transfer options

- 6.23. The first issue to note about both transfer options is that residents expressed concern about the impact of transfer on their rights, rents and security of tenure. At no point was there any substantial (in terms of number of people) support for either transfer option and it remains the case that in order for either of these options to be finally implemented, a formal ballot would be required.
- 6.24. The July 2012 report set out in detail the key similarities and differences between the two transfer options in relation to the extent to which they could finance further investment. The summary of this was that, in practice, there was little difference in the scale of total financing that would be available. The key determinants of the level of finance are the number of properties – the asset base – and rent levels – the income the transfer recipient might expect. As these would necessarily be the same, the total level of investment would be very similar between both options. Likewise, economic circumstance is a key determinant of borrowing capacity, and this is also clearly the same for both options.
- 6.25. There are however some differences. Established Housing Associations might potentially benefit from favourable terms when accessing additional

finance, as a result of their track record of delivery and established relationships with lenders. Conversely, a newly created organisation might potentially benefit from having a lower level of existing debt than an existing organisation which has already utilised a portion of its borrowing capacity. Furthermore, and to reiterate, these differences are marginal in comparison to the main influences on borrowing capacity which are the income and expenditure associated with the stock.

- 6.26. It is clear from the results of the consultation so far that there is not currently sufficient support to suggest that one of these options might be favoured by residents were this process to proceed to a ballot at some point in the future. Equally, however, it is also clear that the level of understanding about the implications of the two options is low and that it seems to be the case that as understanding increases – for the resident led option at least – so does support for the option.
- 6.27. Furthermore it should be noted here that previous stock transfers to existing ALMOs have resulted in very positive ballot results. In Rochdale, for example, 76 per cent of residents who voted (on a 56% turnout) voted for transfer to a new mutual housing association formed out of the ALMO. In Oldham 86 per cent of residents who voted (on a 66% turnout) voted for stock transfer to the ALMO. Of course this will not necessarily be the case were such a transfer to be pursued in Lewisham, but it is evidence that residents elsewhere have favoured such an option when it has been fully developed.
- 6.28. There are therefore similarities and differences between the options in terms of their ability to finance investment, but overall the two options are comparable financially. However there are key differences in the way the two options have been received by residents. There was emerging support for a resident-led organisation among those residents who had more time to engage with the detail of the option, whereas there was less support for the housing association option. Residents were concerned throughout about the impact of change on their rights and rents, and the resident led option offers the greater *potential* that the new organisation could be created in a manner which offers a greater level of protection for existing and future tenants. Overall residents favoured retaining Lewisham Homes and were satisfied with the services it provided. The resident led option retains the possibility that Lewisham Homes might evolve to become a new organisation, which necessarily wouldn't be the case were transfer to a currently existing Housing Association be pursued. Finally, evidence from elsewhere suggests that residents have strongly favoured transfer to an ALMO when the option has been fully developed.
- 6.29. With consideration for all of these similarities and differences, it is recommended that the option of transfer to a housing association is no longer pursued as part of this process.

## **7. Summary of the options appraisal and possible next steps**

- 7.1. As a result of the findings set out previously, it is proposed that there remain two practicable options which are for the Council to either:
1. cease all further options appraisal activities, retain the ALMO as is, and work within the budgetary limits the Council faces as a landlord, or
  2. work alongside residents, Lewisham Homes and other bodies to better understand how, by retaining but evolving Lewisham Homes - with a view to a possible transfer of ownership to Lewisham Homes as a resident-led organisation - it might attract further investment, increase resident control, deliver residents' aspirations and address their concerns.
- 7.2. Retention of Lewisham Homes was the preferred option in the consultation. Residents were concerned about the impact of change and as a "no change" option this would address that concern. However it also true that residents agreed in general that the Council should explore options that provide greater investment in their homes and they agreed that all of the Council's investment priorities were important. In its current format it cannot meet all of the investment demands required in the next ten years as it will continue to be subject to the current borrowing cap.
- 7.3. If option one is pursued there will still need to be a period of engagement and explanation to residents about what has happened and what was decided. Following that officers would work with Lewisham Homes to bring proposals back to Mayor and Cabinet about how much of the planned priority work could be delivered within the investment constraints that apply, and how the Council would prioritise spend given residents feedback to this exercise.
- 7.4. The alternative option is to continue to investigate the possibility that the sole remaining alternative option (transfer to a new resident led organisation) provides. This, again, would not be a statutory consultation with residents and not a ballot or a formal vote. Instead it would be a means by which residents, officers and others could work together to further understand how it might be possible to evolve Lewisham Homes so as to give residents more control, protect residents rights and rents as far as is possible, and attract greater investment. Key to this would be to further develop the financial parameters of any transfer option that might emerge, in consultation with government bodies and as a result of a full stock condition survey.
- 7.5. This option would mean that the prospect of additional investment is given further consideration, and that residents are involved in assessing whether that investment could be directed in such a way as to achieve their (and the Council's) priorities while giving due regard to residents concerns about the impact of change on their rights and rents. Were it to prove that it were not possible to develop such an option, then the Council could return to option 1 and proceed on that basis.
- 7.6. As such, it is recommended that option 2 is further pursued.
- 7.7. If option 2 is to be pursued, it is anticipated that Lewisham Homes, alongside Council officers, would recommence the consultation activity that has

supported this report. The purpose of this would be to provide more opportunity for residents to understand what a resident led housing organisation is in general, and to help shape proposals for what one would look like in Lewisham in particular. This would include enabling tenants to lead a discussion around their expectations for:

- the nature and structure of the organisation, the role that tenants would have and the level of their control over decision making;
- the types of guarantees that the organisation might make to tenants, particularly in order to satisfy their concerns about their rents, rights and security of tenure;
- increasing the supply of new affordable housing;
- the most appropriate use of any additional investment, were it to be available, in order to improve homes, estates and communal areas and to improve and add to the services that tenants receive.

- 7.8. An important element would be the re-establishment of the Resident Steering Group in a capacity sufficient to address the matter at hand. This may require extension of the group so that other residents can be involved. It may also require the creation of sub groups or task groups to focus on specific issues, such as for instance the options for constituting a changed Lewisham Homes, or for prioritising investment spending. This would also require the appointment of an ITA to again provide assurance for tenants and to further build tenants capacity to engage with and shape the options under consideration.
- 7.9. In addition, if option 2 is to be pursued, officers would work closely with officials at CLG and the GLA to provide greater clarity about the potential Governmental terms for a transfer and the extent to which additional financial support might be available to improve services and investment for tenants. Officers would also work closely with Lewisham Homes to identify the opportunities to optimise running costs and investment planning, focussing on management and maintenance costs and undertaking a thorough stock condition survey on which to properly base long term investment decisions, also to ensure that maximum resources could be directed to achieving more investment in tenants homes, estates and the provision of new affordable housing.
- 7.10. To summarise, if option 2 is pursued officers will work with residents, with Lewisham Homes and with Government agencies to establish in more detail the extent to which a possible transfer of ownership to Lewisham Homes, newly constituted as a tenant-led organisation, might enable greater investment whilst protecting tenants rights. It is proposed that progress in doing so is reported back in July 2013, or sooner if it is practicable to do so.

## **8. Key factors for further determination**

- 8.1. The Mayor and Cabinet report of July 2012 presented the findings of a detailed appraisal process into the two principal options under consideration:

retaining the current ALMO structure, with Council ownership of the stock, and transfer of ownership to enable greater borrowing.

- 8.2. That appraisal process found the two transfer options presented greater capacity to borrow and therefore invest in housing priorities because they would not be subject to the borrowing cap of £44m imposed on the Council.
- 8.3. In the period since the July report the principle focus of Housing Matters programme has been to engage residents on the basis of that detailed appraisal. In undertaking that process, however, key factors have emerged which will need to be fully appraised in the next stage of this programme, before any decision to engage in a formal consultation on a specific option can be pursued. Those factors are:

#### The availability of a "VAT shelter"

- 8.4. The Council is exempt from VAT, and typically transfer organisations are able to access a VAT shelter which enables them to benefit from the transferring local authority's advantageous VAT position for a specified period (normally fifteen years) after transfer. The availability and precise terms of a VAT shelter play a significant role in shaping the level of investment available to a transfer organisation, and before any formal process could be pursued these factors would need to be determined in detail.

#### The potential for debt write off

- 8.5. The availability of debt write off would have significant implications for the Council and the investment capacity of a transfer organisation. Historically it has been possible to write off existing debt as part of the stock transfer process, but this is subject to Government policy and at present that policy has not been set.
- 8.6. The Government's Stock Transfer Guidance Manual is expected to be published in February 2013 and is anticipated to contain confirmation of whether the Government intends to continue both to support both overhanging debt write off and to support the continued availability of VAT shelters.
- 8.7. At this early stage, therefore, it is not possible to confirm whether either a debt write off or a VAT shelter would be available to enhance the capability of a transfer organisation to invest in meeting residents' housing priorities. However further clarity will be available in the near future, and officers will work closely with Government agencies to further investigate how these factors might deliver further investment capacity, while the conversation with residents continues.

#### Management and investment costs



- 8.8. To date the planning assumption has been that management and maintenance costs would be the same for a transfer organisation as would be the case were the Council to retain the stock. Further investigation will be required to ascertain the possible impacts of transfer on the management costs, as well as the associated impact on investment capacity for the transfer organisation.
- 8.9. The cost of investment in the stock, both for maintenance and for capital works, is the biggest single factor in the current modelling. A full stock survey was undertaken in 2008 and it would be necessary were any possible transfer to be supported by a full stock condition survey. This has not been undertaken to date in order to avoid abortive cost, but officers will work with Lewisham Homes to commission this while the conversation with residents continues.

#### Summary

- 8.10. There are presently unquantifiable variables that have the potential to impact on the precise level of funding available to a transfer organisation. However, it remains the case that both the stock transfer options under consideration (i.e. transfer to an existing housing association or transfer to a new resident led organisation) offer the potential for additional investment in Lewisham's housing stock, wider housing investment such as new build affordable housing and estate regeneration, and potentially for the write off of existing historic debt.
- 8.11. If an option to proceed is agreed, officers and Lewisham Homes will establish, in as precise a manner as is practicable, the financial benefits that would accrue to Lewisham's tenants and leaseholders of transfer.

### **9. New build housing**

- 9.1. In July 2012 it was reported to Mayor & Cabinet that an initial review of capacity for new housing on the Council's current housing land had identified the capacity for an estimated 600 new homes. It was noted that there were likely to be planning and other technical difficulties in bringing these new homes forward and that as such 250 new homes represented a more feasible assessment of the level of new housing that might be delivered. On that basis Mayor & Cabinet set a target for the delivery of 250 new homes over the next five years.
- 9.2. Following a selection process, PTEa architects was appointed to assist in site selection and technical appraisal of the capacity of sites to sustain new housing. PTEa was selected on the basis of its experience of working with other local authorities on infill housing schemes, and of designing those schemes in such a manner as to minimise the loss of amenity for existing residents. PTEa was joined in its bid to support this work by Drivers Jonas Deloitte which has provided initial assessments of the financial implications of new building.

- 9.3. This process has identified four possible development sites with the potential for approximately 76 new homes. More detail about these possible sites is provided in part two of this report.

## **10. Older People's Housing and Extra Care**

- 10.1. In July Mayor and Cabinet noted the estimated investment need of £17m to improve the Council's sheltered and extra care housing stock, which included an estimated sum of £6m for a new 40 unit extra care scheme. Mayor and Cabinet also resolved that officers should continue to review the Council's long-term approach to housing for older residents.
- 10.2. Since July officers have been searching for potential sites that could accommodate a new minimum 40 bed extra care unit. The search involved evaluating land currently in the Council's ownership or in the ownership of other Registered Providers with whom the Council might work.
- 10.3. The search identified six sites that officers believed might have had the capacity to deliver a new 40 unit scheme. As the size of the site provides only a general indication of the possible capacity, officers embarked on a process to commission initial capacity studies to determine which of the six sites would best meet the requirements for the new scheme.
- 10.4. On 26 October 2012 the Mayor of London launched his new Care and Support Specialised Housing Fund of up to £60 million. The fund is aimed at encouraging the development of new homes that provide specialised housing for London's older people and disabled adults. The announcement of the fund offered the potential to attract subsidy towards what was expected to be an expensive scheme to deliver.
- 10.5. However one of the main qualifying criteria for a bid to the fund is a requirement to achieve a start on site for building works by the end of the March 2014 and as such officers focussed on reviewing the potential sites to assess which might be deliverable within the timescales set by the GLA.
- 10.6. That review revealed that only two of the sites could achieve a start on site in this timescale. One of these sites is on Council owned land, and has the potential for an extra care scheme of 52 units. The other could be brought forward in partnership, and offers the potential for a 60 unit extra care a scheme. Further details about both schemes are provided in Part 2 of this report.

## **11. Comments of the Housing Select Committee**

- 11.1. The Housing Select Committee (HSC) received and reviewed a draft of this report in advance of the Mayor and Cabinet meeting. The scheduling of meetings and dispatch dates – Housing Select Committee met on 8 January, when this report was dispatched - means that it has not been possible to incorporate the comments of HSC into this report, and instead those comments will be provided as an addendum at the meeting.

## 12. Financial implications

- 12.1. The main purpose of this report is to inform Mayor and Cabinet about the findings of the discussion with residents and to obtain the agreement of Mayor and Cabinet to the next steps in considering stock options. As such this report in itself has no financial consequences beyond the cost of further consultations, professional advice and managing the options appraisal process.
- 12.2. As agreed at Mayor and Cabinet in January, £500k was allocated to cover the costs of this activity. To December, £257k has been spent. Details of the spend can be summarised thus:

	£
Staff costs	23,000
Professional advice	143,000
Consultation support (ITA, IpsosMORI and phone survey)	67,250
Other costs (e.g. transport, printing & postage, room hire)	24,000
Total	257,250

- 12.3. This report is also to inform Mayor and Cabinet about progress in identifying potential sites for new affordable housing, about which more details can be found in part two of this report. Details of the financial implications relating to this issue are contained within part 2.

## 13. Legal Implications

- 13.1. The Council has a wide general power of competence under Section 1 of the Localism Act 2011 to do anything that individuals generally may do. The existence of the general power is not limited by the existence of any other power of the Council which (to any extent) overlaps the general power. The Council can therefore rely on this power to carry out housing development, to act in an “enabling” manner with other housing partners and to provide financial assistance to housing partners for the provision of new affordable housing.
- 13.2. Section 105 of the Housing Act 1985 provides that the Council must consult with all secure tenants who are likely to be substantially affected by a matter of housing management to which the section applies. The section specifies that a matter of housing management is one which relates to the management, maintenance, improvement or demolition of dwelling houses let by the authority under secure tenancies and that such consultation must inform secure tenants of the proposals and provide them with an opportunity to make their views known to the Council within a specified period. The section further specifies that before making any decisions on the matter the Council must consider any representations from secure tenants arising from the consultation.

- 13.3. Section 106 and Schedule 3A of the Housing Act 1985 set out the formal consultation requirements for stock transfer. Schedule 3A applies in place of Section 105. Essentially, the required process has two stages, requiring a Stage 1 and Stage 2 Notice. There is only a statutory requirement to undertake a ballot in the case of stock transfer.
- 13.4. At this stage in the process, the Council has been carrying out non statutory informal discussions with tenants and their representatives on the various options. Formal consultation will need to be carried out at the appropriate stage of this process, the nature of which will depend upon which of the remaining two options the Council finally decides to take forward.
- 13.5. The Equality Act 2010 (the Act) brings together all previous equality legislation in England, Scotland and Wales. The Act includes a new public sector equality duty (the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 5 April 2011.

The duty consists of the 'general equality duty' which is the overarching requirement or substance of the duty, and the 'specific duties' which are intended to help performance of the general equality duty.

The duty 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.

- 13.6 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.

These are often referred to as the three aims of the general equality duty.

- 13.7 As was the case for the original separate duties, the new 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.
- 13.8 The Equality and Human Rights Commission (EHRC) have 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. Equality objectives and the equality duty

3. Equality information and the equality duty
4. Meeting the equality duty in policy and decision-making
5. Engagement and the equality duty

All the guides have now been revised and are up to date. 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/>

- 13.9 The EHRC guidance does not have legal standing. Unlike the statutory Code of Practice on the public sector equality duty which was due to be produced by the EHRC under the Act. However, the Government has now stated that no further statutory codes under the Act will be approved. The EHRC has indicated that it will issue the draft code on the PSED as a non statutory code following further review and consultation but, like the guidance, the non statutory code will not have legal standing

## **14. Equalities Implications**

- 14.1. An EAA has been undertaken as part of the Housing Matters consultation exercise with tenants and leaseholder managed by Lewisham Homes and has shown that the 'retention' options could have potential negative impacts, specifically on older people, vulnerable people and those with disabilities. The reason for this is related to the delay in which investment could be undertaken to the Sheltered Schemes and into the wider estates and areas to improve security and lighting. In order to mitigate this, should the Council retain ownership, it will continue to explore ways to maximise its resources to carry out improvements beyond the Decent Homes Standard.
- 14.2. All options carry positive benefits for the community including the commitment to build as a minimum 250 new affordable homes. The Council has a large waiting list of over 7,000 households and this will contribute to resolving some of these households needs, particularly those that are overcrowded as the Council is aiming to deliver more family sized accommodation.
- 14.3. In terms of the consultation exercise, the Council worked with Lewisham Homes to develop its consultation and communications strategy for the project. In order to hear from as many tenants and leaseholders as possible during this consultation a number of methods were employed including drop-ins, road-shows, established tenant & resident association meetings, Sheltered scheme visits, newsletters and an online presence. The Council received over 1,500 surveys and in terms of responses, 33% were from

Black households, which is a slight under-representation of our tenant population where 40% are from Black households. There was an over-representation from people aged 65 plus who responded to the survey with 29% compared to just 16% of our tenant population being 65 plus.

- 14.4. Therefore, if transfer was pursued, the Council would need to ensure its outcomes are reflective and representative of its community. The Council would develop a new Consultation Strategy should this step be taken, It would need to reach beyond those the Council and Lewisham Homes traditionally find it easier to engage with by offering a range of more informal ways for tenant and leaseholders to get involved and to be able to express their views. The ballot stage would be critical as the turnout would need to demonstrate solid tenant engagement in the process as well as demonstrate that all sections of the tenant population had the opportunity to participate.

### **15. Environmental Implications**

- 15.1. Bringing homes up to the Decent Homes standard will lead to greater energy efficiency, reduced maintenance costs and lower fuel bills for residents. It will also reduce the level of harmful gases being released into the atmosphere. The proposals set out here introduce the possibility that new, energy efficient, housing might be added to the Council's stock. As part of any further design assessment on new build schemes, officers will investigate the potential for creating new homes that are more efficient in terms of both construction and their use.

### **16. Crime and Disorder Implications**

- 16.1. As part of the consultation exercise a number of residents suggested that the Council should focus on reducing anti social behaviour in addition to the five priorities it set out. If the option of continuing the conversation with residents is pursued, then this issue will be discussed in more detail, including by potentially focussing any additional investment that might be available on addressing those issues.

### **17. Background Documents and Report Author**

- 17.1 There are no background documents to this report.
- 17.2 If you would like further information regarding this report please contact Jeff Endean on 020 8314 6213.

<b>Mayor and Cabinet</b>			
<b>Title</b>	Comments of the Housing Select Committee on Housing Matters: the results of the consultation and way forward		
<b>Contributors</b>	Housing Select Committee	<b>Item No.</b>	4 (Addendum)
<b>Class</b>	Part 1	<b>Date</b>	16 January 2013

## **1. Summary**

- 1.1 This report informs the Mayor and Cabinet of the comments and views of the Housing Select Committee, arising from discussions held on the officer report entitled *Housing Matters: the results of the consultation and way forward*, considered at its meeting on 8 January 2013.

## **2. Recommendation**

- 2.1 The Mayor is recommended to receive the views of the Housing Select Committee as set out in section three of this referral and agree that the Executive Director for Customer Services be asked to respond.

## **3. Housing Select Committee views**

- 3.1 On 8 January 2013, the Housing Select Committee considered a report entitled *Housing Matters: the results of the consultation and way forward*.
- 3.2 The committee noted that paragraph 7.1 of the report proposes two practicable options which are for the council to either:
- cease all further options appraisal activities, retain Lewisham Homes, the current ALMO, as is, and work within the budgetary limits the Council faces as a landlord, or
  - work alongside residents, Lewisham Homes and other bodies to better understand how, by changing the nature of Lewisham Homes, it might attract further investment, increase resident control, deliver residents' aspirations and address their concerns.
- 3.3 The committee would like to urge Mayor and Cabinet, at their meeting on 16<sup>th</sup> January, to send out a clear message to residents that both of these options are being considered equally in any continuing conversations with residents.
- 3.4 The committee urges the democratisation of tenant representation on the Lewisham Homes board as a matter of urgency, by electing rather than selecting tenant Board members, notwithstanding the timescale and result of the Housing Matters consultation.
- ## **4. Financial Implications**
- 4.1 There are no financial implications arising out of this report per se; but there are financial implications arising from carrying out the action proposed by the Committee.

## **5. Legal Implications**

- 5.1 The Constitution provides for Select Committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

## **6. Further Implications**

- 6.1 At this stage there are no specific environmental, equalities or crime and disorder implications to consider.

### **Background papers**

- Minutes of the Housing Select Committee meeting held on 8 January 2013
- Housing Matters: results of the consultation and way forward paper presented to Housing Select Committee on 8 January 2013

If you have any queries on this report, please contact Joseph Dunton, Scrutiny Manager (0208 3143563), or Kevin Flaherty, Head of Committee Business (0208 3149327).



<b>Chief Officer Confirmation of Report Submission</b>			
<b>Cabinet Member Confirmation of Briefing</b>			
Report for:	Mayor		<input type="checkbox"/>
	Mayor and Cabinet		<input checked="" type="checkbox"/>
	Mayor and Cabinet (Contracts)		<input type="checkbox"/>
	Executive Director		<input type="checkbox"/>
Information	<input type="checkbox"/>	Part 1 <input checked="" type="checkbox"/>	Part 2 <input type="checkbox"/>
			Key Decision <input type="checkbox"/>


Date of Meeting	16 January 2013
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Title of Report	Financial Forecasts for 2012/13
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Originator of Report	Conrad Hall	Ext. 48379
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	✓	
Legal Comments from the Head of Law	✓	
Crime & Disorder Implications	✓	
Environmental Implications	✓	
Equality Implications/Impact Assessment (as appropriate)	✓	
Confirmed Adherence to Budget & Policy Framework	✓	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed:  Executive Member (nominee)

Date: 7 January 2013

Signed: Conrad Hall Director/Head of Service

Date: 7 January 2013

**Control Record by Committee Support**

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>Mayor and Cabinet</b>		
<b>Report Title</b>	Financial forecasts for 2012/13	
<b>Key decision</b>	No	Item No.
<b>Ward</b>	N/A	
<b>Contributors</b>	EXECUTIVE DIRECTOR FOR RESOURCES & REGENERATION	
<b>Class</b>	Part 1	Date: January 16 2013

## **1 Summary of the Report**

1.1 This report sets out the financial forecasts for 2012/13 as at 31 October 2012. The key areas to note are:

- An underspend of £1.6m against the directorates' net general fund revenue budget is now forecast, significantly improved from the £0.9m projected last month
- The decline experienced in council tax collection in September 2012 has been partially reversed in October. Collection is now ahead of the amount at the same point last year again, although still below the profiled target for the year, pointing to a collection rate for the year of around 95%.
- Capital expenditure in October was below the average monthly spend for the six months to September, and the forecast outturn for the year has been reduced by £17m.

### **Other key messages are that:**

- The Housing Revenue Account (HRA) is projecting an underspend of £0.7m
- The Dedicated Schools Grant (DSG) is forecast to be spent to budget
- 97% of the £16.6m savings agreed in setting the 2012/13 budget are forecast to be delivered on schedule
- Business rates collection is 1.3% higher than the same period last year and the target of 98.5% for the year should be achieved.

## **2 Purpose of the Report**

2.1 To set out the financial forecasts for 2012/13.

## **3 Recommendations**

3.1 To note the financial forecasts for the year ending 31 March 2013.

## **4 Policy Context**

- 4.1 Reporting financial results in a clear and meaningful format contributes directly to the council's tenth corporate priority: inspiring efficiency, effectiveness and equity.

## 5 Overall directorate outturn

- 5.1 The forecasts against the directorates' general fund revenue budgets are shown in the table below. Expenditure controls through Directorate Expenditure Panels (DEPs) remain in place. This tight control helped to deliver an underspend in 2011/12.
- 5.2 The forecast underspend as at 30 September 2012 was £0.9m, and this has improved to £1.6m as at 31 October 2012.
- 5.3 The forecast overspend of £1.0m in Customer Services is down by £0.1m since last month. The current forecast is now 30% down from the £1.5m reported at the start of the year but there is no clear evidence that the remaining £1m will be addressed this year.

Directorate	Gross budgeted spend	Gross budgeted income	Net budget	Forecast over/(under) spend
	£'000	£'000	£'000	£'000
CYP (1)	104,217	(39,006)	65,211	(892)
Community Services	164,030	(49,813)	114,217	(501)
Customer Services (2)	93,802	(61,806)	31,996	1,035
Resources & Regeneration	62,649	(14,710)	47,939	(1,244)
<b>Directorate total</b>	<b>424,698</b>	<b>(165,335)</b>	<b>259,363</b>	<b>(1,602)</b>
<b>Corporate items</b>			<b>9,146</b>	
<b>Budget requirement</b>			<b>268,509</b>	

- (1) – gross figures exclude £252m Dedicated Schools' Grant expenditure and matching grant income  
 (2) – gross figures exclude £236m matching income and expenditure for housing benefits

- 5.3 The table below sets out the proportion of agreed savings delivered in the year. Any variances are included in the overall forecasts shown in the table above.

Directorate	Savings agreed for 2012/13	Forecast delivery	Variance	
	£'000	£'000	£'000	%
CYP	4,394	4,394	0	0
Community Services	4,610	4,610	0	0
Customer Services	3,528	3,128	400	11.3
Resources & Regeneration	2,954	2,954	0	0
Fees & Charges	1,068	977	91	8.5
<b>Total</b>	<b>16,554</b>	<b>16,063</b>	<b>491</b>	<b>3.0</b>

- 5.4 In October 82 (6% of total) purchase orders were raised on the same day or after the relevant invoice was received in the Council (after adjusting for suppliers like Office Depot where this is built into the agreed procedures). This indicates a control weakness that needs to be addressed in order to continue to manage expenditure downwards. In September there were 50 purchase orders raised in this fashion. The increase relates mainly to CYP where a backlog of invoices was paid.

## 6 Children and Young People's Services

- 6.1 The forecast underspend for the year is £0.9m, improved from the £0.6m underspend forecast in September 2012.

CYP division	Gross expenditure	Govt grants	Other income	Net budget	Forecast over / (under) spend
	£'000	£'000	£'000	£'000	£'000
Children's Social Care	48,050	(1,059)	(733)	46,258	(517)
Standards and Achievements	4,991	(554)	(1,889)	2,548	(23)
School Infrastructure	2,120	0	(15)	2,105	0
Commissioning, Strategy & Performance	3,753	(910)	(342)	2,501	(50)
Access & Support	15,346	(219)	(3,713)	11,414	0
Resources	29,957	(14,508)	(13,738)	1,711	(302)
Schools	0	0	(1,326)	(1,326)	0
<b>Total</b>	<b>104,217</b>	<b>(17,250)</b>	<b>(21,756)</b>	<b>65,211</b>	<b>(892)</b>

- 6.2 The main budget pressure is £0.4m, in respect of the placements for Looked after Children (LAC). This is net of planned management action to move placements towards lower cost areas such as fostering, where this is appropriate to the needs of the child. There were 486 placements as at 31 October 2012, as against 489 as at 30 September 2012 and 491 at 31 March 2012.
- 6.3 It is expected that this pressure can be offset by reducing staffing costs by £0.4m over the year through grant substitution and reduction in the number of agency staff and savings of £0.5m on supplies and services budgets including short breaks.
- 6.4 Other services within the directorate operate complex budgets which are nonetheless lower risk than for children's social care. General underspends of £0.3m are expected to be delivered within the Resources area, through continued application of the DEP process and other controls in order to offset the pressures on the placement budget and enable the directorate to forecast an underspend of £0.9m.

## 7 Community Services

7.1 The forecast underspend for the year is £0.5m, improved from the £0.4m underspend forecast last month.

Community Services division	Gross expenditure budget	Gross income budget	Net budget	Forecast over/ (under) spend
	£'000	£'000	£'000	£'000
Cultural Services	16,532	(7,180)	9,352	568
Adult Services	110,380	(34,139)	76,241	18
Community & Neighbourhood Development	8,501	(325)	8,176	(392)
Crime Reduction & Supporting People	26,738	(7,081)	19,657	(1,038)
Strategy & Performance	2,287	(112)	2,175	(3)
Community Reserves	0	(1,384)	(1,384)	346
<b>Total</b>	<b>164,438</b>	<b>(50,221)</b>	<b>114,217</b>	<b>(501)</b>

7.2 The total net directorate budget has not changed last month although divisional totals have changed as allocations have been made from the Community Provisions budget to Cultural Services (Deptford Lounge) and adult social care (transport). Additionally, budgets have been set up to reflect both one-off expenditure in the library service and the contribution set aside in reserves at the end of 2011/12 to fund these costs.

7.3 The forecast overspend in cultural services of £0.6m (down from £0.8m last month) reflects the following pressures:

- £0.3m representing the difference between the cost of the new leisure contract and the budget in the current year (this will reduce next year as the contract value falls).
- Additional pressures due to R&M and other works to leisure centres of around £0.3m.
- Costs of Deptford Lounge exceeding the allocated budget by £0.1m. This is due to costs incurred in 2011/12 not being charged to the Directorate's budget until the current financial year.

7.4 There are other minor underspends of £0.1m on the CEL budget, and some other minor pressures throughout the division.

7.5 Adult Social Care is forecast to spend to budget, after taking into account health funding of £2.4m. It is not yet clear whether this funding will recur in future years, and the risk of it not recurring increases beyond 2014/15. Within the service there are some forecast under and over spends as set out below.

7.6 The balance of purchased provision for older people continues to shift from residential/nursing to home-based provision. At the start of the year home care/direct payments represented 40.4% of total cost; by October this had increased to 42.1%.

7.7 Despite this shift, there are overspends totalling £0.3m on placement budgets for younger adults services within safeguarding, quality and risk. Within Assessment & Support Planning the overspend on home care budgets has increased following the annual price increase and the service is now projecting

a £0.3k overspend. However the modernisation budget is now projected to underspend by £0.6m.

- 7.8 Mental health budgets are forecast to be £0.1m overspent with pressures on salaries, residential care and supported accommodation. Action to contain these pressures has included reducing the number of residential service users from 89 as at 31 March 2012 to 75 as at 31 October 2012.
- 7.9 Budgets for learning disability are now projected to overspend by £0.5m, but the staffing savings in day opportunities have increased to £0.5m.
- 7.10 The Community & Neighbourhood Development budget is forecast to be underspent by £0.4m, a further increase on last month's position.
- 7.11 The £0.3m underspend forecast on the voluntary sector grants budget is mainly due to slippage in allocation of the Investment Fund element. The investment fund has taken a developmental approach to working with third sector organisations around priority areas. This approach has required a longer lead in than a traditional grant aid programme and therefore the spend has been profiled over the two and a half year programme with a higher percentage of spend planned to take place in 2013/14. An estimated £0.7m of the investment fund will be spent in 2012/13 made up of £0.5m drawn down from reserves and £0.2m from the 2012/13 budget. All spend on the two and half year programme is currently forecast to be allocated by 31 March 2014.
- 7.12 There are other minor offsetting over and under spends forecast within the division, including in respect of the localities fund.
- 7.13 Crime Reduction & Supporting People is now projecting an increased underspend of £1.0m. Within these reductions, £0.7m has been achieved by recommissioning of supporting people contracts representing early part achievement of savings proposed for 2013/14. Similarly an underspend of £0.2m from fewer Drug & Alcohol Service rehabilitation placements is a saving proposed for next year. There is one further budget underspend on the Youth Offending Service (£0.1m). This is due to fewer secure remand placements than expected; approval will be sought to carry forward any underspend on this budget as transfers of responsibilities from the Youth Justice Board without sufficient additional funding are expected to create a cost pressure in this area from 2013/14 onwards.

## 8 Customer Services

- 8.1 The Customer Services Directorate's projected overspend has decreased slightly from £1.1m to £1.0m

Customer Services division	Gross expenditure budget	Gross income budget	Net budget	Forecast over/(under) spend
	£'000	£'000	£'000	£'000
Strategic Housing and Regulatory services	11,809	(7,420)	4,389	0
Environment	42,133	(20,699)	21,434	476
Public Services *	38,089	(33,447)	4,642	639
Strategy & Performance	1,771	(240)	1,531	(80)
<b>Total</b>	<b>93,802</b>	<b>(61,806)</b>	<b>31,996</b>	<b>1,035</b>

\* excludes £236m of matching income and expenditure in respect of housing benefits

- 8.2 Within the Strategic Housing and Regulatory Services division there are spending pressures of £0.2m within the housing needs service, including cases where the cost of provision is above the housing benefit cap. Underspends of £0.1m within business regulatory services and housing strategy largely offset this, with other minor over and under spends bringing the forecast back to budget.
- 8.3 The Environment Division is forecasting an overspend of £0.5m, down from £0.6m last month. The principal issues are:
- A forecast overspend of £0.3m on staffing and transport costs within the street management division, similar to the outturn in 2011/12
  - A forecast overspend of £0.2m within strategic waste management, largely as a result of SELCHP fees for waste disposal
  - A forecast overspend of £0.1m in respect of Green Scene budgets, largely in respect of income shortfalls in Beckenham Place Park and pest control.

The Environment division are currently reviewing all non staffing and non contractual spending commitments with a view to reducing the overspend. To date, a number of savings have been identified throughout the directorate. These, however, have been partly offset by essential maintenance work within Bereavement Services and the cost of an investigation in respect of works carried out by Network Rail. The net effect of this action has resulted in a £100k improvement on the forecast outturn position this month.

- 8.4 An overall £0.6m overspend is forecast within Public Services. Parking income budgets are forecast to exceed the budget by £0.1m as a result of additional resources being deployed to focus on collection. This is proving to be successful with the projected outturn on fines increasing for the fourth month in a row.
- 8.5 The re-letting of the parking contract was agreed to be delayed, in order to align the re-let with other priorities. As anticipated, this gives rise to a forecast overspend of £0.5m, as planned savings will be delivered late. In addition, other non contractual costs, including increased legal costs in relation to fines income collection, are forecast to be overspent by £0.2m giving a net overspend of £0.6m.

## 9 Resources and Regeneration

- 9.1 The Resources and Regeneration Directorate is forecasting an underspend of £1.2m, compared to the £1.0m reported last month.

Resources & Regeneration Division	Gross expenditure budget	Gross income budget	Net budget	Forecast over/ (under) spend
	£'000	£'000	£'000	£'000
Audit & Risk	5,529	(2,383)	3,146	(130)
Corp Policy & Governance	3,234	(77)	3,157	(219)
Finance	6,336	(1,152)	5,184	(320)
Executive Office	345	0	345	(88)
Personnel & development	3,842	(283)	3,559	(228)
Legal Services	2,976	(444)	2,532	(93)
Strategy	3,243	(409)	2,834	(146)
IMT	9,737	(1,272)	8,465	190
Planning & Development	4,057	(1,761)	2,296	(1)
Regen & Asset M'gement	22,811	(5,191)	17,620	(217)
Strategy & Performance	539	(61)	478	(89)
Reserve transfers	0	(1,677)	(1,677)	97
<b>Total</b>	<b>62,649</b>	<b>(14,710)</b>	<b>47,939</b>	<b>(1,244)</b>

- 9.2 The risks highlighted earlier in the year in the IMT budget have been significantly mitigated. The initial forecast overspend of £0.8m has now been significantly reduced through focused management action. The remaining forecast overspend of £0.2m, whilst still of concern, is planned to be managed down further by continuing printing restrictions. However, contractual obligations in place might prevent the overspend being eliminated in the current year.
- 9.3 The previously forecast overspend within the Regeneration & Asset Management division has now been eliminated and an underspend is now reported. However pressures remain and these are principally in respect of repairs and maintenance, energy costs and one off redundancy costs. These are being offset against underspends elsewhere within the division mainly in relation to the highways budgets including street lighting.
- 9.4 Other key underpends include Personnel & Development where an underspend on learning and development is being reported and Finance where there have been fewer calls on the directorate contingency budget. Generally across the directorate there are a number of vacant posts that are being maintained in anticipation of reorganisations that are either planned or underway. These combined with expenditure controls on non salaried expenditure have enabled an overall forecast underspend of £1.2m to be reported.



## 10 Dedicated Schools' Grant

- 10.1 The Dedicated Schools' Grant (DSG) for 2012/13 the grant was finally determined at £235.0m. The only change since then has been an increase to the pupil premium. At the start of the year it was £600 for each pupil entitled to a free school meal at any point in the past six years, but has since been increased to £623 for each such pupil.
- 10.2 The Dedicated Schools' Grant budget is as follows

	Gross Expenditure	Govt Grants	Other Income	Internal Income	Net Budget
	£'000	£'000	£'000	£'000	£'000
Individual Schools Budget	208,286	(208,286)	0	0	0
Central expenditure on education of children under 5s	6,666	0	0	(112)	6,554
Provision for pupils with SEN (including assigned resources)	13,580	(696)	(1,204)	(2)	11,678
Education out of school	7,329	0	(29)	(1,082)	6,218
Capital Expenditure from Revenue (CERA) (Schools)	3,879	0	0	0	3,879
School(specific contingencies	4,595	(36,617)	0	0	(32,022)
Other	2,476	0	(14)	(95)	2,367
Academy Recoupment	6,064	(6,064)	0	0	0
<b>Total</b>	<b>252,875</b>	<b>(251,663)</b>	<b>(1,247)</b>	<b>(1,291)</b>	<b>(1,326)</b>

- 10.3 The grant is expected to balance at the end of the financial year.
- 10.4 The main spending pressures arise from writing off the deficit at Crossways Sixth Form college following its proposed closure and the merger costs of Pendragon and Meadowgate special schools to form a new special school called Drumbeat. These costs can be covered by the use of the contingency.
- 10.5 Schools are required to provide a budget monitoring return by the 31 October. Not all of these have been received, but indications are that schools will forecast a reduction in their year-end balances from £13m to £8m. However, schools have historically, projected their year-end balances to be significantly lower than the amount actually held at the year-end, and officers currently anticipate that this pattern will continue with balances possibly remaining around the £13m mark.

## 11 Corporate Provisions

- 11.1 The Corporate financial provisions include working balances, capital expenditure charged to the revenue account (CERA) and interest on revenue balances. Overall, the budget monitoring to date indicates that the corporate financial provisions are not expected to overspend. The certainty on the outturn of these provisions will only become more apparent as we approach the year-end close down position in March 2013.

## 12 Housing Revenue Account

- 12.1 The Housing Revenue Account is currently projecting a surplus of £0.7m. This is slight reduction compared to the surplus of £0.8m reported in September.

	Gross expenditure budget	Gross income budget	Net budget	Forecast over/(under) spend
	£'000	£'000	£'000	£'000
Customer Services – Housing	11,043	(2,369)	8,674	121
Lewisham Homes managed budgets	39,668	0	39,668	0
Resources	1,766	0	1,766	0
Centrally Managed Budgets	82,166	(132,274)	(50,108)	(813)
<b>Total</b>	<b>134,643</b>	<b>(134,643)</b>	<b>0</b>	<b>(692)</b>

- 12.2 The overspend in Customer Services Housing relates to a shortfall in hostel rent and service charge income. This is due to a significantly higher than budgeted void rate. After some improvement in September the position has worsened slightly since last month as the current rate is 9.06% above the budgeted rate, this compares to 8.37% previously reported.
- 12.3 The underspend shown under centrally managed budgets mainly relates to an increase in tenants' rental and service charge income of £0.8m. This is as a result of lower than anticipated void rates of 1.73%, compared to a budgeted rate of 2% and additional income arising from slower progress in decanting arrangements in respect of regeneration schemes.

## 13 Collection Fund

- 13.1 For the first five months of the year council tax collection has been ahead of last year's comparable figure, although slightly behind the profiled target for the year. The sharp drop in collection in September 2012 has now been partially reversed, but it is still not clear what led to the fall in September or whether it will be repeated.
- 13.2 As at 31 October 2012, £58.4m of Council Tax had been collected, 59.51% of the total amount due for the year of £98.1m. This compares to a year to date collection rate of 59.18% collection as at the same time last year. It is 0.26% lower than the profiled collection rate of 59.77% if the overall target for the year of 95.5% is to be met.
- 13.3 The forecast collection for the year is therefore around 95%.
- 13.3 Business rates collection is at 71.02%, an increase of 1.3% compared to the same period last year. Given that performance has been consistently good so far this year the target of 98.5% ought to be achieved.

## 14 Capital Expenditure

- 14.1 The revised budgets for capital expenditure and resourcing are set out in the following table and fully reflect the 2011/12 outturn position and a number of changes in funding streams and expenditure profiles.

	2012/13	2013/14	2014/15	2015/16	2016/17	Total
<b>Revised Budgets</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Community Services	3.8	1.7	0.5	0.4	0.4	<b>6.8</b>
Resources & Regeneration	18.2	7.7	3.1	3.0	3.0	<b>35.0</b>
CYP	31.6	4.5	1.2	1.2	1.2	<b>39.7</b>
CYP ( BSF	35.8	15.6	4.9	0	0	<b>56.3</b>
Customer Services	0.8	1.0	0	0	0	<b>1.8</b>
Housing (General Fund)	11.5	9.7	3.9	2.1	2.4	<b>29.6</b>
<b>Total General Fund</b>	<b>101.7</b>	<b>40.2</b>	<b>13.6</b>	<b>6.7</b>	<b>7.0</b>	<b>169.2</b>
HRA	42.1	51.0	52.1	53.3	54.4	<b>252.9</b>
<b>Total Expenditure</b>	<b>143.8</b>	<b>91.2</b>	<b>65.7</b>	<b>60.0</b>	<b>61.4</b>	<b>422.1</b>
<b>Resources</b>	<b>143.8</b>	<b>91.2</b>	<b>65.7</b>	<b>60.0</b>	<b>61.4</b>	<b>422.1</b>
<b>(Over) / Under Programming</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

- 14.2 Following concerns raised by Members and Directors about the lack of progress on some capital schemes, a major review exercise has now been carried out and ongoing closer monitoring has also been implemented. The table below summarises the latest forecast position for 2012/13, and shows that the forecast outturn expenditure is now £122m compared to the previously reported forecast outturn of £139m and the revised budget of £143.8m.
- 14.3 The major reason for the reduction in forecast expenditure is the rephasing of a number of the Building Schools for the Future (BSF) Schemes to reflect the current contract positions, namely Prendergast Hilly Fields, Sydenham and Brent Knoll. Approximately £12m will be incurred in 2013/14 rather than 2012/13 as originally planned. In addition, £4m of other schools' works have been rephased from 2012/13 to 2013/14.
- 14.4 Capital expenditure in October 2012 was £6m, below the average for the year to date. The percentage of the forecast outturn actually spent (as a proxy measure of progress) has improved since last month, but this is largely driven by the re-phasing referred to above: actual programme delivery has in fact slowed slightly.

	2012/13 Original Budget	2012/13 Revised Budget	2012/13 Forecast Outturn	Spend to 30 Sept 12	Spend to 31 Oct 12	%age of Forecast spent to date
	£m	£m	£m	£m	£m	%
Community Services	3.8	3.8	3.3	1.5	1.6	48
Resources & Regeneration	23.2	18.2	17.5	3.7	4.2	24
CYP	30.4	31.6	26.3	16.2	18.3	70
CYP ( BSF	35.8	35.8	21.3	6.6	7.3	34
Customer Services	3.7	0.8	0.8	0.3	0.3	38
Housing (Gen Fund)	9.9	11.5	10.7	2.5	3.1	29
<b>Total General Fund</b>	<b>106.8</b>	<b>101.7</b>	<b>79.9</b>	<b>30.8</b>	<b>34.8</b>	<b>44</b>
HRA	42.1	42.1	42.1	15.9	18.0	43
<b>Total Expenditure</b>	<b>148.9</b>	<b>143.8</b>	<b>122.0</b>	<b>46.7</b>	<b>52.8</b>	<b>43</b>

14.5 The table below summarises the accelerated spending that is needed to ensure that the latest forecast is met.

Directorate	Spend to date	Further spend needed this year to meet Forecast	Amount needed to be spent per month	Acceleration ratio (i.e. average spend required to hit forecast relative to average monthly spend to date)
	£m	£m	£m	
Community Services	1.6	1.7	0.3	1.5
Resources & Regeneration	4.2	13.3	2.7	4.4
CYP	18.3	8.0	1.6	0.6
CYP ( BSF	7.3	14.0	2.8	2.7
Customer Services	0.3	0.5	0.1	2.3
Housing (General Fund)	3.1	7.6	1.5	3.4
<b>Total General Fund</b>	<b>34.8</b>	<b>45.1</b>	<b>9.0</b>	<b>1.8</b>
HRA	18.0	24.1	4.8	1.9
<b>Total Expenditure</b>	<b>52.8</b>	<b>69.2</b>	<b>13.8</b>	<b>1.8</b>

## 15 Treasury Management

15.1 With continued concerns about the stability of the banking sector, the Council's chosen treasury management strategy is highly risk averse. The counterparty list is based on industry analysis and is narrow in that it excludes the lowest credit rated counterparties, but includes the part nationalised banks. As at the end of October 2012, the balance stood at £276m, a third of which, is placed in 'term investments' with nationalised and part nationalised institutions. The performance of our internally managed funds remains on target to at least perform in line with the Council's established benchmark for 2012/13, despite falling rates of interest. Performance will continue to be monitored closely by officers throughout the remainder of the financial year..

## **16 Financial Implications**

- 16.1 This report concerns the financial forecasts for the 2012/13 financial year. However, there are no direct financial implications in noting these.

## **17 Legal Implications**

- 17.1 The Council must act prudently in relation to the stewardship of Council taxpayers funds. The Council must set and maintain a balanced budget.

## **18 Crime and Disorder Act Implications**

- 18.1 There are no crime and disorder implications relevant to this report.

## **19 Equalities Implications**

- 19.1 There are no equalities implications relevant to this report.

## **20 Environmental Implications**

- 20.1 There are no environmental implications relevant to this report.

## **21 Conclusion**

- 21.1 If the forecast underspend of £1.6m forecast is delivered it will be a significant achievement. However, plans are still not in place to tackle the substantial overspend in the Customer Services directorate.
- 21.2 Continued slow progress on the capital programme is the other substantial concern at this stage.

## **BACKGROUND PAPERS**

None

## **APPENDICES**

None

If there are any queries on this report, please contact Conrad Hall, Head of Business Management and Service Support 0208 3148379

# Agenda Item 6

## Chief Officer Confirmation of Report Submission

## Cabinet Member Confirmation of Briefing

Report for: Mayor

Mayor and Cabinet

Mayor and Cabinet (Contracts)

Executive Director

Information Part 1  Part 2  Key Decision

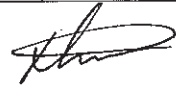
Date of Meeting	16 <sup>TH</sup> January 2013
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Title of Report	Local Development Framework: Revised Local Development Scheme
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Originator of Report	Brian Regan	Ext.48774
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	X	
Legal Comments from the Head of Law	X	
Crime & Disorder Implications	X	
Environmental Implications	X	
Equality Implications/Impact Assessment (as appropriate)	X	
Confirmed Adherence to Budget & Policy Framework		
Risk Assessment Comments (as appropriate)	n/a	
Reason for Urgency (as appropriate)	n/a	

Signed:  Executive Member

Date: 07/01/2013

Signed:  Director/Head of Service

Date: 8/01/2013

### Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>MAYOR &amp; CABINET</b>		
<b>Report Title</b>	Local Development Framework: Revised Local Development Scheme	
<b>Key Decision</b>	Yes	Item No.
<b>Wards</b>	All	
<b>Contributors</b>	Executive Director for Resources and Regeneration (Head of Planning and Head of Law)	
<b>Class</b>	Part 1	Date: 16 January 2013

## **1. Summary**

- 1.1 The Local Development Scheme (LDS) is Lewisham's project or work plan for the production of Local Plans - statutory planning documents that set out planning policy used in the assessment and determination of planning applications – such as the Core Strategy, Site Allocations and Lewisham and Catford town centre plans. The Planning and Compulsory Purchase Act 2004 (as amended) "the Act" provides for Local Development Schemes (LDS).
- 1.2 The Development Plan Documents together with the London Plan and at the present time the saved policies in the Lewisham Unitary Development Plan (UDP) 2004, form the Development Plan for the London Borough of Lewisham. The Act requires the Council to revise its LDS each time new planning documents are proposed to be prepared or the timetable for existing production is revised.
- 1.3 This report sets out the details of the revised LDS and details the documents that will have the status of a Local Plan. It is proposed to produce a Site Allocations Local Plan to meet the needs of the Gypsy and Traveller community in the borough.

## **2. Purpose**

- 2.1 To seek approval of the revised Local Development Scheme.

## **3. Recommendations**

The Mayor and Cabinet is recommended to;

- 3.1 Approve the revised content and timetable of the LDS at Appendix 2 and recommend that the Council formally adopt the revised Local Development Scheme.

3.2 Authorise the Executive Director for Resources and Regeneration to make any minor changes to the text and format of the documents prior to consideration by the Council.

#### **4. Policy context**

4.1 The LDS contributes to the implementation of the Council's priorities:

- community leadership and empowerment – developing opportunities for the active participation and engagement of people in the life of the community
- young people's achievement and involvement – raising educational attainment and improving facilities for young people through partnership working
- clean, green and liveable – improving environmental management, the cleanliness and care for roads and pavements and promoting a sustainable environment
- safety, security and a visible presence – partnership working with the police and others and using the Council's powers to combat anti-social behaviour
- strengthening the local economy – gaining resources to regenerate key localities, strengthen employment skills and promote public transport
- decent homes for all – investment in social and affordable housing to achieve the Decent Homes Standard, tackle homelessness and supply key worker housing
- active, healthy citizens – leisure, sporting, learning and creative activities for everyone
- inspiring efficiency, effectiveness and equity – ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community.

4.2 The Planning and Compulsory Purchase Act 2004 (as amended) requires the preparation of new planning policy documents known as Local Development Documents (LDDs). By virtue of regulation 6 of the Town and Country Planning (Local Planning) (England) Regulations (2012) the majority of LDDs are Local Plans. The Proposals Map is referred to as the Policies Map.

4.3 Importantly, the documents within the LDS are the spatial representation of the Sustainable Community Strategy (Shaping Our Future), which was prepared by the Local Strategic Partnership and adopted by the Council in May 2008. Section 2.3 of the LDS shows the links between the Local Plan and the SCS.

4.4 The documents detailed in the LDS implement the full range of other Council policies and strategies. These include, but are not limited to the following:



- People Prosperity Place; Lewisham's Regeneration Strategy 2008 - 2020
  - Children and Young People's Plan
  - Air Quality Management Plan
  - Carbon Reduction and Climate Change Strategy
  - Local Implementation Plan (Transport)
  - Municipal Waste Management Strategy (Draft)
  - Leisure and Open Spaces Study
  - Physical Activity, Sport and Leisure Activity
  - Comprehensive Equality Scheme 2012-16 and
  - Local Education Authority School Plan
- 4.5 The LDS contributes to the achievement of the following strategic aims of the Resources and Regeneration directorate:
- Enabling and supporting the regeneration of Lewisham and helping to strengthen the local economy
  - Supporting the creation of a safe, attractive, healthy and sustainable environment for the benefit of local people and
  - Connecting people to economic, leisure and learning opportunities
- 4.6 The LDS is part of the Council's policy framework as set out in the Council's constitution and requires the adoption of full Council once it has been approved for adoption.

## **5. Background**

- 5.1 The Planning and Compulsory Purchase Act 2004 (the Act) requires planning authorities in England to produce Local Development Documents (LDD) to make and constitute the Council's Local Development Framework. This terminology has been changed by recent regulation and the documents (LDD) will now be known as Local Plans and Supplementary Planning Documents.
- 5.2 A portfolio of planning documents (Local Development Framework) is being prepared by the Council, which collectively will deliver the planning strategy for Lewisham. This includes:
- Local Plans setting out spatial land uses, development policies and site allocations for the borough and specific areas (such as Lewisham Town Centre)
  - Including Supplementary Planning Documents (SPDs) for specific issues or areas and
  - Including Procedural documents such as the Annual Monitoring Report (AMR) which reports on the Council's performance on a range of indicators, and the Statement of Community Involvement (SCI) outlining how the Council will consult on planning policy issues and development control matters.

- 5.3 The Lewisham LDS is a procedural document in the local planning system. It is a project plan that outlines what planning documents the Council is preparing and the timeline for their preparation and adoption. The current version of the LDS was adopted by the Full Council at its meeting on 23<sup>rd</sup> September 2010.
- 5.4 The Act as amended requires that the LDS is kept up to date. Each new Local Plan document the Council intends to produce must be included in a revised LDS. In addition any revision to the adopted timetable must be reflected in the revised LDS.
- 5.5 This revised LDS (Version 6) has been prepared to reflect changing government regulations and guidance, and changed local circumstances that require the inclusion of a new LDD and an update of the timetable of Local Plan production.

## **6. LDS content**

- 6.1 The revised LDS responds to new planning regulations that govern plan preparation – the Town and Country Planning (Local Planning) (England) Regulations 2012, which amend the stages of preparing Local Plans.
- 6.2 The Council is producing six Local Plans to replace the UDP. These are:
- (i) the Core Strategy (adopted June 2011)
  - (ii) the Site Allocations Local Plan
  - (iii) the Development Management Local Plan
  - (iv) two Town Centre Local Plans - Lewisham and Catford
  - (v) Gypsy and Traveller's Site(s) Local Plan.
- 6.3 The LDS sets out the timetable for producing each document with a series of key milestones and dates. It shows when preparation will commence, when public consultation will take place, and the expected adoption date for each document.
- 6.4 The revised LDS is attached as Annex 1 to this report. Set out below is a brief summary of the main changes to the adopted LDS timetable. These details are shown graphically on the flow chart of the revised LDS at the end of this report.

## **7. Key changes to the LDS**

- 7.1 The key changes to the LDF programme is summarised below.

Gypsy and Traveller's Site(s) Local Plan (GTSLP)

- 7.2 The Gypsy and Traveller's Site(s) Local Plan (GTSLP) will allocate a site or sites to meet the identified local accommodation needs of Gypsy and Traveller communities in the borough.
- 7.3 The Council had planned to allocate a site at Church Grove for travellers in the Site Allocations Local Plan. However, following extensive public consultation and further technical studies this site was no longer considered suitable and the Mayor decided in February 2012 not to go ahead with the site allocation. He instructed officers to start again the process of identifying a suitable site for travellers in the borough.
- 7.4 The Planning Service have submitted the borough wide Site Allocations Local Plan (SALP) to the Planning Inspectorate for an independent examination without the traveller's site. This was because it contains over 50 other site allocations and it was considered an unreasonable delay would result in awaiting the new work to identify a traveller's site.
- 7.5 The Planning Inspector allocated to hold the Examination in Public (EIP) for the SALP has raised a number of questions concerning the lack of an allocation for travellers. This included a request for an update on the actions taken by the Council since the Mayors decision not to go ahead with the Church Grove site; the Council's position regarding a suspension of the SALP EIP while a suitable travellers site was found and the Council's position on a public commitment to find and allocate a new travellers site through a revision of the LDS and inclusion of a GTSLP.
- 7.6 Officers have responded to the Inspector that the preferred approach would be to revise the LDS and commit to a timetable for producing a GTSLP as suspension of the EIP could result in a delay of up to 2 years. The other sites included in the SALP are needed to deliver housing and jobs in the borough and the certainty of an adopted plan is considered highly desirable in implementing the various site allocations. The officer's response to the Inspectors questions is set out as Appendix 1 to this report.
- 7.7 As the Inspector has specifically mentioned a revised LDS and a timetable for the new GTSLP this has been included in the revised LDS set out as Appendix 2 to this report. This shows immediate commencement of the GTSLP, consultation on options for a site or sites in December 2013 and submission of the final plan to the Planning Inspectorate in May 2014.

#### Site Allocations Local Plan and Lewisham Town Centre Local Plan

- 7.8 The Site Allocations Local Plan identifies the locations and sites for specific types of development in order to ensure the vision, objectives and spatial strategy of the Core Strategy are implemented (except those sites allocated in the Core Strategy and Lewisham and Catford Town Centre Local Plans). The

broad parameters for development of each site will be listed covering land use and development criteria.

- 7.9 The Lewisham Town Centre Local Plan (LTCLP) provides a vision and a number of objectives for the town centre, supported by a suite of policies, guidance and a delivery plan. The LTCLP demonstrates what is required to redevelop the area into a vibrant and successful centre, including improvements to shopping, living, working, and spending leisure time in the town centre.
- 7.10 Both plans were reported to Mayor and Cabinet on 15 February 2012 and Full Council on 29 February 2012 with a recommendation to submit them to the Secretary of State for an Examination in Public. Both plans were submitted on 28 September 2012. It is expected that the examinations will take place in January 2013 and that they will be adopted by the Council in September 2013.

#### Development Management Local Plan

- 7.11 The Development Management Local Plan will provide more detailed policies than the Core Strategy and will be used to consider planning applications for development or change of use. The policies will generally be criteria based and will focus on issues such as protecting residential amenity; the subdivision of single family houses into flats; protecting Public Houses from redevelopment, protection of the landscape; nature conservation; the preservation and enhancement of heritage assets; addressing highway and transport issues; protecting the viability and vitality of town centres; and addressing visual impact issues.
- 7.12 A Preferred Options stage of public consultation was undertaken in 2007 and since that time the Local Plan was placed on hold as the Core Strategy was prioritised. The next key milestone will be the Further Options stage of public consultation which will take place in December 2012 and January 2013. Consultation on a draft submission document will take place in July 2013 with submission of the document for Public Examination to the Secretary of State in November 2013. The Public Examination is expected to take place in March 2014 with formal adoption of the Plan by the Council in October 2014.

#### Catford Town Centre Local Plan (CTCLP)

- 7.13 The Catford Town Centre Local Plan (CTCLP) will set out policies and proposals for the on-going redevelopment and regeneration of Catford Town Centre.

In establishing the planning framework for the Catford Town Centre, the CTCLP will provide for significant change and conservation and where appropriate will include detailed development policies. The CTCLP is intended

to stimulate development interest and encourage regeneration projects whilst protecting those areas sensitive to change. It will have a strong implementation focus providing the framework for regeneration initiatives.

- 7.14 A further options stage of public consultation is scheduled to take place in January/February 2013. The final CTCLP is programmed to be submitted to the Secretary of State in May 2014.

#### Supplementary Planning Documents (SPDs)

- 7.15 SPDs provide further detail to policy matters detailed in Local Plans such as the Core Strategy or Development Management. There is no longer a requirement to include SPDs within the LDS. However, it is still considered good practice for the Council to indicate its full work programme. Details are contained in Appendix 3 of the LDS (Annex 1 of this item).

### **8. Financial Implications**

- 8.1 The cost of public consultation and related printing and publishing of any Local Plan document will be met from the existing Planning Service budget and this would not create additional cost.

### **9. Legal implications**

- 9.1 Some of the legal implications are set out in the body of the report, in addition: The function of producing Local Plans is shared by Mayor and Cabinet and Full Council. However, the formal adoption of the Local Development Scheme is a decision reserved to Council.
- 9.2 The Equality Act 2010 (the Act) brings together all previous equality legislation in England, Scotland and Wales. The Act includes a new public sector equality duty (the equality duty or the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. The new duty 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.

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.

As was the case for the original separate duties, the new 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.

The Equality and Human Rights Commission (EHRC) issued guidance in January 2011 providing an overview of the new public sector equality duty, including the general equality duty, the specific duties and who they apply to. The guidance covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The guidance was based on the then draft specific duties so is no longer fully up-to-date, although regard may still be had to it until the revised guide is produced by the EHRC. The guidance can be found at <http://www.equalityhumanrights.com/advice-and-guidance/new-equality-act-guidance/equality-act-guidance-downloads/>.

The EHRC guidance does not have legal standing, unlike the statutory Code of Practice on the public sector equality duty which was due to be produced by the EHRC under the Act. However, the Government has now stated that no further statutory codes under the Act will be approved. The EHRC has indicated that it will issue the draft code on the PSED as a non statutory code following further review and consultation but, like the guidance, the non statutory code will not have legal standing.

## **10. Crime and Disorder Implications**

- 10.1 Local Plans allows for a spatial planning approach rather than a more narrow land-use approach to policy which was typical of the UDP. The focus will remain on implementing the land-use and design aspects of crime and disorder issues. Each Local Plan document or SPD detailed in the LDS will address crime and disorder issues and contain policies to control identified issues.

## **11. Equalities Implications**

- 11.1 The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities and helps ensure compliance with the Equality Act 2010.
- 11.2 Equalities considerations will be built into the production of each Local Plan. The Core Strategy was subject to the Lewisham Equality Impact Assessment (EIA) process at the 'options consultation' stage in 2009 and hence complied with our requirements as a public authority under the legislation superseded by the Equality Act 2012. This process is now known as an Equalities Analysis Assessment (EAA). The EAA can ensure, as far as is possible, any negative consequences for a particular group or sector within the community are eliminated, minimised or counter balanced by other measures. The EIA for the

Core Strategy was reported to the Council's Corporate Equalities Board in August 2009.

- 11.3 An EAA was prepared for the Lewisham Town Centre Area Action Plan in June 2011 and was published for public consultation and was reported to the Council's Corporate Equalities Board in September 2011.
- 11.4 As the Site Allocations Local Plan was considered to implement policies in the Core Strategy, rather than preparing a separate new assessment an update on the Core Strategy EAA was prepared and published for public consultation in October 2011. It was provided for comment to the Corporate Equalities Board in November 2012.
- 11.5 The Gypsy and Traveller's Site(s) Local Plan (GTSLP) will be supported by an EAA
- 11.6 The Development Management Local Plan provides further detail on the implementation of policies in the Core Strategy which have been adopted by the Council. An up date to the Core Strategy EAA will be prepared shortly after the forthcoming public consultation exercise on the Further Options Report.

## 12. Environmental Implications

- 12.1 There are no direct environmental implications arising from the LDS. However, the production of the Local Plan documents specified in the LDS will have environmental implications. The planning regulations require a sustainability appraisal for all Local Plan documents and these regulations incorporate the requirements of the Strategic Environmental Appraisal Directive.

### Background documents and originator

Short Title Document	Web Link	Date	File Location	File Reference	Contact Officer	Exempt
UDP	<a href="http://www.lewisham.gov.uk/myservices/planning/policy/Pages/Unitary-Development-Plan.aspx">http://www.lewisham.gov.uk/myservices/planning/policy/Pages/Unitary-Development-Plan.aspx</a>	July 2004	Laurence House	Planning Policy	Brian Regan	No
National Planning Policy Framework	<a href="http://www.communities.gov.uk/publications/planningandbuilding/nppf">http://www.communities.gov.uk/publications/planningandbuilding/nppf</a>	June 2008	Laurence House	Planning Policy	Brian Regan	No
Local Plan	<a href="http://www.legislation">http://www.legislation</a>	2012e	Laurence	Planning	Brian	No

Regulations 2012	.gov.uk/uksi/2012/76 7/contents/made		House	Policy	Regan	
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If you have any queries on this report, please contact Brian Regan, Planning Policy Manager, 5<sup>th</sup> floor Laurence House, 1 Catford Road, Catford SE6 4RU, telephone 020 8314 8774.



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## Appendix 1



### Public Examination of the Site Allocations Local Plan

### London Borough of Lewisham response on the Inspector's Question 6: National Policy in relation to gypsies and travellers

(Note the full text of the Inspector's questions are on the examination webpage and can be accessed via the following link:

<http://www.lewisham.gov.uk/myservices/planning/policy/Documents/SA%20Inspector%27s%20queries.pdf>)

Planning Policy – 16<sup>th</sup> November 2012

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#### Council Response

#### **1. Introduction**

1.1 This paper responds to the Inspector's initial question number 6 relating to national policy concerning provision for Gypsies and Travellers. It provides an update on the actions taken by the Council since the self assessment of compatibility with national planning policy for travellers sites and background paper (Examination Library reference SALP1.15) was sent to the planning Inspectorate in May 2012. It then considers the advantages and disadvantages of first suspending the SALP Examination and secondly for preparing a specific Travellers' Site(s) Local Plan. It concludes that the Council's proposed way forward is through a revision of the Local Development Scheme, the preparation of a specific Travellers' Site(s) Local Plan and continuation of the current SALP Examination.

#### **2. Site search update**

2.1 In February 2012 Lewisham's Mayor directed officers to undertake a new site search for Gypsy and Travellers. Following Council's procurement process, consultants were invited to tender for a contract to undertake a comprehensive site search to identify a suitable site or sites to accommodate Travellers in the borough. At the beginning of September 2012 the Council appointed consultants, Lambert Smith Hampton (LSH), to carry out this work. The consultants were provided with a list of council owned property and have undertaken an extensive site search to identify any suitable privately owned sites. The search for suitable privately owned sites was carried out over the month of October, using LSH's databases and searches of property portals. The search looked for privately owned sites located within and immediately around the borough. The next steps of the study will be to analyse the list of sites, both private and Council owned, against a detailed set of criteria based on Government guidance and Core Strategy Policy 2 in order to identify a short list of potential sites. The criteria will be weighted in terms of the factors considered most important to the site selection criteria.

2.2 The consultant's report, including a short list of potential sites will be complete by 31 December 2012. This short list of potential sites will then be reported to the Mayor of Lewisham to seek approval for public consultation. The earliest this report could be considered by the Mayor is March 2013.

### 3. Suspension of the SALP

- 3.1 In order to incorporate an identified site or sites for Gypsy and Traveller accommodation into the SALP, the Council estimate that the SALP examination would need to be suspended for at least two years, until mid-2015 (see Appendix 1: Suspended Site Allocations Timetable). This would allow time to engage with the settled and travelling community and adjoining boroughs; consultation on the 'options' or short list of sites accompanying sustainability appraisal and other documentation; and a second round of consultation on the publication plan, with the selected site(s). After this the selected site(s) would be brought into line with the submission SALP, ready for Examination. Following the Examination and the Inspector's report, adoption could take place at the beginning of 2016.
- 3.2 The Council consider a suspension of the SALP for two years to be too long as the allocations are identified and needed in order to direct development and safeguard sites across the borough, in line with the Core Strategy. The sites selected are available, deliverable, developable and enable the Core Strategy objectives, particularly housing provision, to be delivered. The National Planning Policy Framework states that it is 'highly desirable' that local planning authorities have up-to-date plans in place however it is likely that after a two-year suspension the site circumstances would change. The scale of changes could necessitate a full review of the submitted SALP, along with consultation on new sites and a new sustainability appraisal. The Council consider this would require the preparation of a new SALP, rather than a suspension of the submitted SALP. The preparation of a new SALP, incorporating new sites, will require background research, result in likely additional representations and will therefore take longer than the two-year suspension period.

### 4. Specific Travellers' Site(s) Local Plan and revised LDS

- 4.1 The preparation of a specific Travellers' Site(s) Local Plan, and revision of the Local Development Scheme could be ready for examination at the end of 2015 and ready for adoption in mid-2016. This is six months later than the expected examination and adoption of a suspended SALP and is as a result of allowing time for a revision of the LDS, regulation 18 notification and preparation of a sustainability scoping report (see Appendix 2: Specific Travellers' Site(s) Local Plan Timetable).
- 4.2 Preparation of a specific Travellers' Site(s) Local Plan would enable the submitted SALP to progress to Examination in January 2013, followed by possible adoption in Spring 2013, while also allowing time for engagement with the settled and travelling communities and formal consultation on appropriate sites for Gypsy and Traveller accommodation. This approach would allow the timely allocation of development sites and safeguarded sites across the borough and would not necessitate a full review of the submitted SALP.

### 5. Council's proposed way forward

- 5.1 The Council propose to take the site search forward in a specific Travellers' Site(s) Local Plan, resulting in the following steps.
- a. **Continuation of the SALP Examination** in January 2013, which would enable the allocation of sites that are currently ready for development or safeguarding and assist in the delivery of the Core Strategy.
  - b. **Revision of the Local Development Scheme** reflecting the proposed timetable (approved by the Mayor in January 2013 and by the Council in March 2013).
  - c. **Preparation of a specific Travellers' Site(s) Local Plan**, involving engagement with adjoining boroughs and with the settled and travelling communities, and formal consultation through to submission in mid-2015. Examination leading to potential adoption in mid-2016.



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Lewisham Local Development Framework

# Local Development Scheme

**PLANNING POLICY**

**Version 6**

16 January 2013

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Note

This document replaces the Local Development Scheme which was brought into effect on the 23<sup>rd</sup> September 2010

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## PREFACE

This version of the Lewisham Local Development Scheme (LDS Version 6, 2012) replaces the LDS brought into effect on 23<sup>rd</sup> September 2010. The Council has revised its LDS to take into account the implications of new government planning guidance and legislation and changing local circumstances.

### Document control

<b>LDS VERSION</b>	<b>BROUGHT INTO EFFECT</b>	<b>SUPERSEDED</b>
1	19 May 2005	14 June 2006
2	14 June 2006	17 October 2007
3	17 October 2007	23 April 2008
4	23 April 2008	23 September 2010
5	23 September 2010	28 November 2012
6	28 November 2012	

# 1. Introduction

The Lewisham Local Development Scheme (LDS) is the **project plan** for how and when the Council will prepare Local Plans. Local Plans set out the statutory planning policies for the borough that are used in the assessment and determination of planning applications. The Council is required to prepare a LDS by law and keep it up to date. The LDS identifies all the documents that will be Local Plans and the timetable for their production.

The purpose of this LDS is:

1. To let everyone with an interest in planning for Lewisham know what documents will make up the local planning framework and the timetable for their preparation.
2. To let people know when key stages of consultation are planned so they can get involved in influencing or commenting on emerging documents.
3. To establish the Council's priorities for plan preparation and set a work programme for the preparation of Local Plans.

## 2. Background information

### 2.1 The planning system

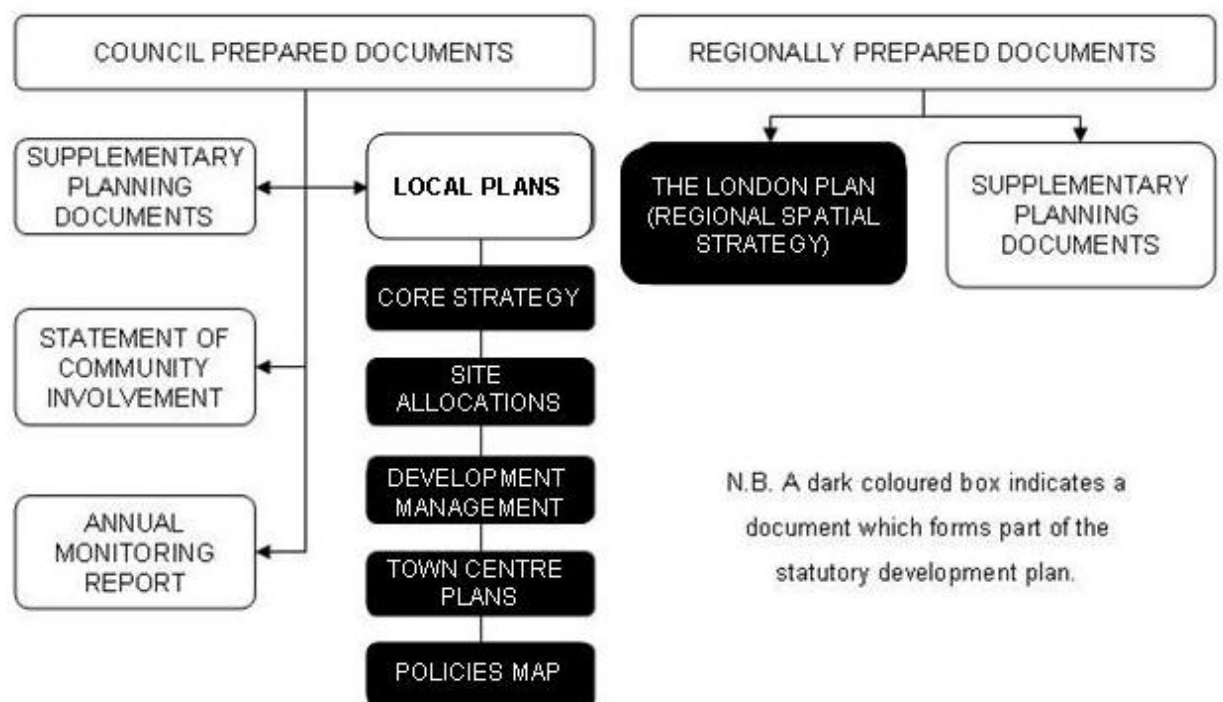
The Planning and Compulsory Purchase Act 2004 introduced a system of plan making known as the Local Development Framework (LDF) which was a portfolio of planning documents. Section 15 of the Planning and Compulsory Purchase Act 2004 states that the local development scheme must set out certain matters related to how the local planning authority is going to plan for development in its area. Section 111 of the Localism Act 2011 amends this section so that local planning authorities will have to publish up to date information direct to the public on the scheme, including their compliance with the timetable for the preparation or revision of development plan documents. The Town and Country Planning (Local Planning) (England) Regulations 2012 refers to Development Plan Documents as Local Plans and to the Proposals Map as the Policies Map. The type of documents which comprise the Development Documents for Lewisham are shown in the table below and in Figure 1.

Document	Purpose
Local Plans	Local Plans are prepared in a formal way which includes consultation with the public and independent testing at a public examination presided over by an inspector appointed by the government. When adopted the council's decisions on planning applications are made in accordance with the content of the Local Plan.
The Policies Map	The graphic representation of the policies and proposals a Local Plan including any saved policies and proposals in the Lewisham UDP. <sup>1</sup> Each time a new Local Plan replaces the content of the UDP, or makes new policies the Policies Map must be updated to show the effect of any changes.

<sup>1</sup> The Lewisham UDP was adopted in July 2004 and will be superceded by a number of new Local Plans

Document	Purpose
Supplementary planning documents (SPD)	These explain in more detail the application of policy set out in Local Plans. SPDs are subject to public consultation but not independent examination and do not have the same status as Local Plans in the decision making process.
Statement of Community Involvement (SCI)	Sets out how the council's Planning Service will involve the community in the preparation, alteration and review of planning documents and in the planning application decision process. The council adopted its SCI in July 2006. <sup>2</sup> The SCI is currently under review.
The Annual Monitoring Report (AMR)	Reviews the progress on the preparation of the various Local Plans as set out in the LDS. In addition the AMR reviews how effective the policies are and considers if they need to be reviewed and replaced.

**Figure 1: Lewisham planning framework**



## 2.2 Chain of conformity

The Council will pursue a clear chain of conformity by respecting both Regional and National Government policy and guidance. This will be established by following the process demonstrated in Figure 2.

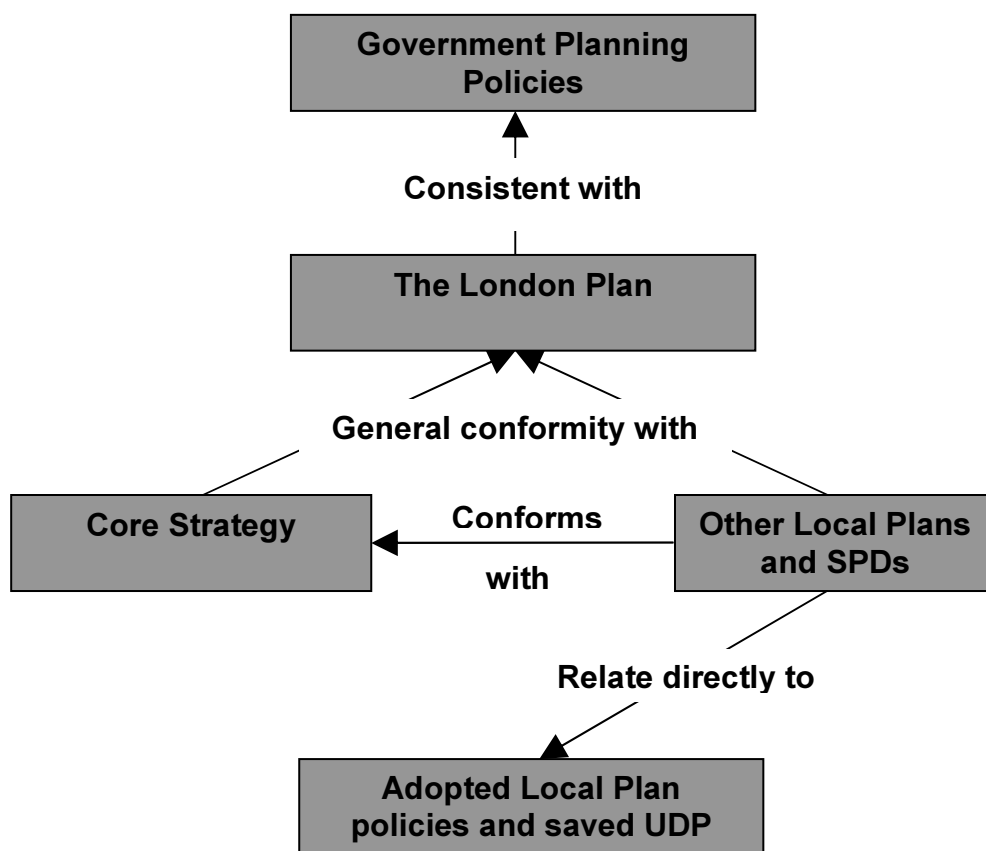
<sup>2</sup> <http://www.communities.gov.uk/publications/planningandbuilding/nppf>



National planning policy is contained in the National Planning Policy Framework (NPPF).<sup>3</sup> The preparation of planning policies must consider and be consistent with the content of the NPPF.

The Mayor of London has published a series of strategies, supplementary planning guidance and best practice guidance which will be taken into account. The replacement [London Plan](#) was published in July 2011 and acts as the integrating framework for all of the Mayor's strategies.<sup>4</sup> Lewisham Local Plans must be in 'general conformity' with the published London Plan. Where there is a difference between the policies in the London Plan and the borough's adopted development plan, the most recent plan takes precedence.

**Figure 2: Chain of conformity/consistency**



### 2.3 Relationship to the Sustainable Community Strategy and other strategies

[The Sustainable Community Strategy](#)<sup>5</sup> (Shaping our future: Lewisham Sustainable Community Strategy) or SCS, has been prepared by Lewisham's Local Strategic Partnership and is a document which sets out how the vision and priorities for Lewisham will be achieved. The Lewisham Local Plans will have regard to the SCS and ensure that

<sup>3</sup> <http://www.communities.gov.uk/publications/planningandbuilding/nppf>

<sup>4</sup> <http://www.london.gov.uk/priorities/planning/londonplan>

<sup>5</sup> <http://www.lewisham.gov.uk/CouncilAndDemocracy/StrategiesPlans/StrategicPlanningFramework/CommunityStrategy.htm>

spatial requirements arising from that strategy are addressed. The Local Plans are in effect the spatial interpretation of the SCS.

There are a number of other strategies that have land-use implications and these will be taken into account in preparing the Local Plans. In particular, the following London Borough of Lewisham strategies and plans will be relevant.

- Children and Young People's Plan
- Air Quality Action Plan
- Carbon Reduction and Climate Change Strategy
- Local Transport Plan (LIP)
- Housing and Homelessness Strategy
- Municipal Waste Strategy
- Energy Strategy
- Physical Activity, Sport and Leisure Strategy
- Local Education Authority School Plan.

## **2.4 Evidence base**

The Local Plans will establish the Council's planning policies. However, in formulating these a large amount of background work needs to be undertaken to underpin the documents. This supporting information will work as an evidence base for policy formation. Many of these documents and studies will be produced either by or for the Council, and some may be produced by or for other organisations.

The main evidence base documents commissioned by the Council associated with the Lewisham Core Strategy are listed in Appendix 1 and have been published on the council's [planning policy website](#).<sup>6</sup> These documents will also be used as an evidence base in the preparation of other Local Plans.

## **2.5 Saved UDP policies**

Until all the Local Plans are adopted and in place, a number of UDP policies have been saved and continue to form part of Lewisham's statutory Development Plan. The Secretary of State for Communities and Local Government issued a Direction to Lewisham on 18 September 2007 that specified policies which continue to be saved for the purpose of assessing and determining planning applications.

The Local Plans (and policies contained within them) will progressively take the place of these saved UDP policies as they are adopted by the Council. It should be noted that the Local Plans will not provide an exact replacement for the UDP. The UDP policies will be reviewed and a judgement made as to whether they are still relevant. As each Local Plan is submitted to the Secretary of State for independent examination it will include a list of UDP policies that will be superseded.

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<sup>6</sup><http://www.lewisham.gov.uk/Environment/Planning/PlanningPolicy/LocalDevelopmentFramework/LocalDevelopmentFrameworkEvidenceBase/>

In addition to saved UDP policies, the Council considers that all its currently approved Supplementary Planning Guidance is linked to policies saved in the UDP. The Council will therefore continue to use this Supplementary Planning Guidance as a material consideration in determining planning applications. Appendix 2 shows the currently approved Supplementary Planning Guidance and its linkages to saved UDP policies.

### **3. Programme for the Lewisham Local Plans**

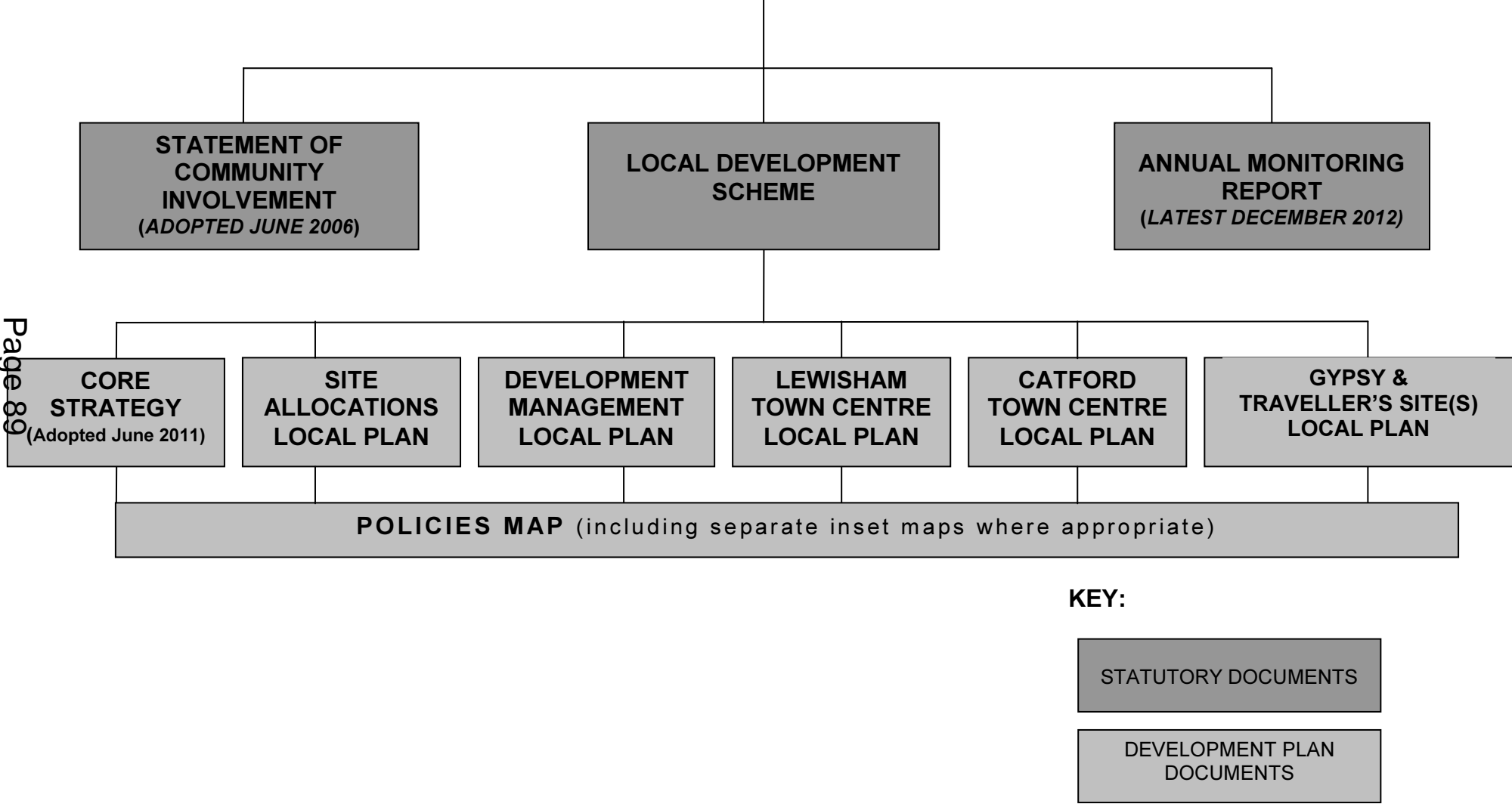
One of the key purposes of preparing this LDS is for the Council to identify the range of Local Plans it is preparing and the detailed timetable for document preparation over the next three years or so. The 2012 LDS Version 6 has been prepared as a result of the implications of new government planning guidance and legislation and changing local circumstances.

These considerations have necessitated a number of alterations to the Local Plans programme, of which the key change is that the adoption date for each of the Local Plans have been reassessed in the light of changing circumstances.

Due to changes in government policy and regulations (Section 180 of the Planning Act 2008) Supplementary Planning Documents have been removed from the production schedule in the main body of this document. However, a list and description of planned and existing SPD work can be viewed in Appendix 3.

Figure 3 on page 9 identifies the range of documents which are (or will be) in preparation some time over the next three years. Figure 4 on page 10 provides the preparation timetable for each Local Plan, while the following pages provide a brief description and the key milestones for each document.

Figure 3: Lewisham Local Development Framework



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<b>TITLE</b>	<b>SITE ALLOCATIONS LOCAL PLAN</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	The Site Allocations Local Plan will set out the allocated sites except for those set out in the Core Strategy and Lewisham and Catford Town Centre Local Plans. It will identify the locations and sites for specific types of development in order to ensure the vision, objectives and spatial strategy of the Core Strategy are implemented. The broad parameters for development of each site will be listed covering land use and development criteria.		
<b>COVERAGE</b>	Whole Borough	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To be consistent with the Core Strategy</li> </ul>		
<b>UDP REPLACEMENT</b>	The Site Allocations Local Plan will replace most of the proposals in the UDP Schedule 1. When the Local Plan is submitted to the Secretary of State for independent examination it will include a list of UDP policies that will be superseded.		
<b>REVIEW</b>	The Site Allocations Local Plan will be reviewed annually as part of the Annual Monitoring Report. However, it is expected that Site Allocations will remain valid for a 10 year period unless the outcome of annual review indicates that replacement is necessary.		
<b>KEY MILESTONES</b>	Public participation on further options	<b>October / November 2010</b>	
	Public participation on publication	<b>March/April 2012</b>	
	Submission of Local Plan	<b>September 2012</b>	
	Pre-Examination meeting if required	<b>November 2012</b>	
	Commencement of the Examination	<b>January 2013</b>	
	Report from Inspector	<b>April 2013</b>	
	Adoption of Local Plan	<b>September 2013</b>	

<b>TITLE</b>	<b>DEVELOPMENT MANAGEMENT LOCAL PLAN</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	The Development Management Local Plan will set out the main policies and the reasoned justification that will be used to consider planning applications for development or change of use. The policies will generally be criteria based and will focus on issues such as protecting residential amenity; protection of the landscape; nature conservation; addressing highway and transport issues; protecting the viability and vitality of town centres and addressing visual impact issues.		
<b>COVERAGE</b>	Whole Borough	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To be consistent with the Core Strategy</li> </ul>		
<b>UDP REPLACEMENT</b>	The Development Management Local Plan will replace most of the policies in Part 2 of the UDP. When the Local Plan is submitted to the Secretary of State for independent examination it will include a list of UDP policies that will be superseded.		
<b>REVIEW</b>	The Development Management Local Plan will be reviewed annually as part of the Annual Monitoring Report. It is expected that Development Management Local Plan will remain valid for a 10 year period unless the outcome of annual review indicates that replacement is necessary.		
<b>KEY MILESTONES</b>	Public participation on further options	<b>December / January 2013</b>	
	Public participation on publication	<b>July / August 2013</b>	
	Submission of Local Plan	<b>November 2013</b>	
	Pre-Examination meeting if required	<b>December 2013</b>	
	Commencement of the Examination	<b>January / February 2014</b>	
	Report from Inspector	<b>March 2014</b>	
	Adoption of Local Plan	<b>May 2014</b>	

<b>TITLE</b>	<b>POLICIES MAP</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	The Policies Map will illustrate on an Ordnance Survey base map all the policies and proposals contained in each Local Plan (and in the interim, any saved policies from the UDP).		
<b>COVERAGE</b>	Whole Borough	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To graphically show the policies and proposals in all approved Local Plans</li> </ul>		
<b>UDP REPLACEMENT</b>	The Policies Map will replace most of the proposals in Schedule 1 of the UDP and UDP Part 2 policies. When a Local Plan is submitted to the Secretary of State for independent examination it will include proposed amendments to the existing Policies Map.		
<b>REVIEW</b>	The Policies Map will be constantly under review as the plans / policies depicted on it are reviewed and new plans / policies are proposed and adopted as part of development plan documents.		
<b>KEY MILESTONES</b>	The key milestones for the Policies Map will be the submission and adoption milestones for each Local Plan.		



<b>TITLE</b>	<b>LEWISHAM TOWN CENTRE LOCAL PLAN</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	<p>The Lewisham Town Centre Local Plan (LTCLP) will set out policies and proposals for development in Lewisham Town Centre. It will set out the planning framework for significant change and conservation, and where applicable detailed development management policies. It should be noted that the Lewisham Gateway site is allocated in the Core Strategy and will only be referred to within the LTCLP.</p> <p>Lewisham Town Centre is planned to be the subject of considerable development over the next 10 years, with the Council aiming to improve the centre's standing within the London-wide retail hierarchy and to provide substantial new housing, retail and leisure development. The extent of change envisaged makes it essential that a detailed and location specific planning document is in place to guide and manage future change and to maximise the benefit from the expected development.</p> <p>The LTCLP is intended to stimulate development interest and encourage regeneration projects whilst protecting those areas sensitive to change. It will have a strong implementation focus providing the framework for regeneration initiatives.</p>		
<b>COVERAGE</b>	Lewisham Town Centre (boundary defined in LTCLP)	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To be consistent with the Core Strategy</li> <li>• Have regard to the Development Management Local Plan and the Site Allocations Local Plan</li> <li>• Policies / proposals of LTCLP to be shown graphically on the Policies Map (through an inset)</li> </ul>		
<b>UDP REPLACEMENT</b>	The LTCLP will replace those policies and proposals within the existing UDP that specifically relate to the Lewisham Town Centre. When the Local Plan is submitted to the secretary of state for independent examination it will include a list of UDP policies and proposals that will be superseded.		
<b>REVIEW</b>	The LTCLP will be reviewed annually as part of the Annual Monitoring Report. However, it is expected that the LTCLP will remain valid for a 10 year period unless the outcome of annual review indicates that modifications / replacement is necessary before this.		
<b>KEY MILESTONES</b>	Public participation on further options	<b>April / May 2011</b>	
	Public participation on publication	<b>March / April 2012</b>	
	Submission of Local Plan	<b>September 2012</b>	
	Pre-Examination meeting if required	<b>November 2012</b>	
	Commencement of the Examination	<b>January 2013</b>	
	Report from Inspector	<b>April 2013</b>	
	Adoption of Local Plan	<b>September 2013</b>	

<b>TITLE</b>	<b>CATFORD TOWN CENTRE LOCAL PLAN</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	<p>The Catford Town Centre Local Plan (CTCLP) will set out policies and proposals for the on-going redevelopment and regeneration of Catford Town Centre. It will provide for major redevelopment opportunities, including housing and retail development and facilitate traffic / transport infrastructure changes.</p> <p>In establishing the planning framework for the Catford Town Centre, the CTCLP will provide for significant change and conservation and where appropriate will include detailed development policies. The CTCLP is intended to stimulate development interest and encourage regeneration projects whilst protecting those areas sensitive to change. It will have a strong implementation focus providing the framework for regeneration initiatives.</p>		
<b>COVERAGE</b>	Catford Town Centre (boundary to be defined in CTCLP)	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To be consistent with the Core Strategy</li> <li>• Have regard to the Development Policies Local Plan and the Site Allocations Local Plan</li> <li>• Policies / proposals of CTCLP to be shown graphically on the Policies Map (through an inset)</li> </ul>		
<b>UDP REPLACEMENT</b>	The CTCLP will replace those policies within the existing UDP that specifically relate to Catford Town Centre. When the Local Plan is submitted to the secretary of state for independent examination it will include a list of UDP policies that will be superseded.		
<b>KEY MILESTONES</b>	Public participation on further options	<b>January / February 2013</b>	
	Public participation on publication	<b>July / August 2013</b>	
	Submission of Local Plan	<b>October 2012</b>	
	Pre-Examination meeting	<b>December 2013</b>	
	Commencement of the Examination	<b>January 2014</b>	
	Report from Inspector	<b>March 2014</b>	
	Adoption of Local Plan	<b>June 2014</b>	

<b>TITLE</b>	<b>GYPSY AND TRAVELLER'S SITE(S) LOCAL PLAN</b>		
<b>STATUS</b>	Development Plan Document		
<b>ROLE &amp; CONTENT</b>	The Gypsy and Traveller's Site(s) Local Plan (GTSLP) will allocate sites to meet the identified local accommodation needs of Gypsy and Traveller communities in the borough..		
<b>COVERAGE</b>	Whole borough	<b>JOINT PRODUCTION</b>	No
<b>CHAIN OF CONFORMITY</b>	<ul style="list-style-type: none"> <li>• To be consistent with the NPPF</li> <li>• To be in general conformity with the London Plan</li> <li>• To be consistent with the Core Strategy</li> <li>• Policies / proposals of GTSLP to be shown graphically on the Policies Map</li> </ul>		
<b>UDP REPLACEMENT</b>	There are no policies in the UDP that will be replaced by this Local Plan. The Plan will implement a policy in the Core Strategy.		
<b>KEY MILESTONES</b>	Commencement of preparation	<b>April 2013</b>	
	Public participation on options	<b>January / February 2014</b>	
	Public participation on publication	<b>January / February 2015</b>	
	Submission of Local Plan	<b>May 2015</b>	
	Commencement of the Examination	<b>October 2015</b>	
	Report from Inspector	<b>February 2016</b>	
	Adoption of Local Plan	<b>July 2016</b>	

# Appendix 1 Evidence base documents

## Overarching

- Shaping our future: Lewisham Sustainable Community Strategy 2008-2020
- Lewisham Infrastructure Delivery Plan, 2010

## Housing

- Lewisham Strategic Housing Market Assessment, 2008
- South East London Boroughs' Strategic Housing Market Assessment, 2009
- Lewisham Affordable Housing Viability Assessment, 2009
- Housing Conversions Study, 2012

## Employment and retail

- Lewisham Employment Land Study, 2008
- Lewisham Retail Needs Study, 2009 (plus 2010 supplement)
- Town Centre Health Checks, 2011
- Pubs in Lewisham: An evidence base report, 2012

## Renewables and energy

- Lewisham Renewables Evidence Base Study, 2009

## Waterways and flooding

- Lewisham Strategic Flood Risk Assessment, 2008
- Lewisham Sequential Test, 2009

## Open space

- Lewisham Leisure and Open Space Study, 2009
- Ravensbourne River Corridor Improvement Plan, 2010
- Lewisham Physical Activity, Sport and Leisure Strategy, 2006
- Lewisham Biodiversity Action Plans, 2006

## Waste management

- Lewisham Municipal Waste Management Strategy, 2008
- South East London Boroughs' Joint Waste Appointment Technical Paper, 2010

## Transport

- Lewisham Borough-wide Transport Assessment, 2010
- North Lewisham Transport Study, 2009
- Lewisham Town Centre Transport Study, 2009
- North Lewisham Links Strategy, 2007
- Lewisham Local Implementation Plan, 2011

## Design

- Deptford New Cross Masterplan, 2007
- Lewisham Tall Buildings Study, 2010
- Lewisham Conservation Area Appraisals and Management Plans (various)

**Community services**

- Lewisham Children and Young People's Plan, 2009
- Lewisham Social Inclusion Strategy, 2005
- Lewisham Joint Strategic Needs Assessment, 2011

## Appendix 2 Supplementary planning guidance and Supplementary planning documents

The table below identifies the links between saved Unitary Development Plan policies and the Council's Supplementary Planning Guidance and Supplementary Planning Documents. This has been amended following the Secretary of State's Direction on 18 September 2007 specifying which policies can continue to be saved as part of the development plan and used for the purpose of assessing and determining planning applications.

<b>SUPPLEMENTARY PLANNING GUIDANCE</b>	<b>LINKS TO SAVED UNITARY DEVELOPMENT PLAN POLICY</b>
Brockley Conservation Area SPD	URB16, HSG4, HSG10
Child Care	HSG1, LCE5
Deptford Town Hall Conservation Area Character Appraisal	URB16, HSG4, HSG10
Deptford Urban Design Framework and Development Strategy	URB1, URB3, URB6, URB8, URB9, URB11, URB13, URB16, HSG4, HSG5, STC4, STC5, STC6, STC12, STC 13, LCE1, LCE2
Forest Hill Urban Design Framework and Development Strategy	URB1
Hatcham Conservation Area SPD	URB5, URB16, HSG4, HSG 0
Residential Standards SPD	URB3, URB6, URB8, URB13, URB16, URB20, ENV.PRO12, HSG4, HSG5, HSG7, HSG8, HSG9, HSG10, HSG11, HSG12, HSG18
Shop Front SPD	URB8, URB9, URB10
Southend Village, Bromley Road SPD	URB1, STC12
St. Mary's Conservation Area SPD	URB5, URB16, HSG4, HSG10

## Appendix 3 Ongoing and planned work

The Planning Act 2008 brought increased flexibility to adjust the programme for production of SPDs as required. Given this flexibility, the SPDs below have only been timetabled where there is a degree of certainty in achieving these dates. Programmes for the other SPDs will be updated on our [website](#)<sup>7</sup> as and when required.

### Residential Development Standards (Revision)

The SPD will provide detailed guidance on a range of matters relevant to residential development. The SPD will expand on Core Strategy policies and those contained in the Development Management Local Plan. This will include, but is not limited to:

- new residential development
- conversions of existing houses into flats
- residential extensions
- roof extensions
- parking
- landscaping
- amenity space
- energy efficiency matters.

### Deptford Creekside

The SPD will consider all key objectives underpinning Lewisham's Core Strategy with its main purpose being to preserve and enhance the character of Deptford Creekside as defined in the Creekside Conservation Area Appraisal. In order to maintain and reinforce this special character the policies of the SPD are intended to guide and manage the potentially significant level of change anticipated for the area through the promotion of good design which responds sensitively to the historic context.

### River Corridor Improvement

The Council in conjunction with the Environment Agency (England and Wales) (EA) published a Ravensbourne River Corridor Improvement Plan in September 2010 which provides guidance for development and works along this river corridor. The Council and EA would like to make this document a SPD and for the guidance to apply to all the river corridors within the borough.

To assist in doing so, the Council is lead partner in the European River Corridor Improvement Plans project or ERCIP - a transferable model of effective joint agency river management. ERCIP is part funded by the EU European Regional Development fund through the INTERREG IVC programme from January 2012 to December 2014 and involves partners from England, Germany, Greece, Italy and Romania. The objective of the ERCIP project is to promote the exchange and improvement of current experience regarding jointly produced River Corridor Improvement Plans (RCIP). This will be achieved by improving the integration between regional environment agencies, water boards and local government authorities when carrying out the range of river corridor

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<sup>7</sup> <http://www.lewisham.gov.uk/myservices/planning/policy/Pages/default.aspx>

management processes related to the protection of, and future development along, geographically sensitive river corridors.

**Community Infrastructure Levy (CIL)**

Consultation on the draft charging schedule will take place in December 2012. This would lead to submission to the Secretary of State in March 2013 with formal adoption of the charging schedule by April 2014.

**Planning Obligations SPD**

The SPD provides transparency and openness in the way planning obligations are agreed with developers. The SPD will be up-dated to bring in into line with the CIL Schedule.



## Appendix 4 Glossary of terms

**Adoption** The process by which a local planning authority formally brings a Local Plan or Supplementary Planning Document into operation. Among other things, an authority is required to prepare an adoption statement, advertise that the document has been adopted and make available the document itself and copies of various reports which have been prepared during its preparation.

**Annual Monitoring Report** A report prepared by the Council assessing progress on the preparation of the various Local Plans as set out in the LDS. In addition once a Local Plan is adopted the AMR reviews how effective the policies are and considers if they need to be reviewed and replaced.

**Community Infrastructure Levy (CIL)** This is a new levy that local authorities can choose to charge on new developments in their area. The money generated is to be spent on infrastructure that is required in the local authority such as road and other transport needs, parks, schools, sports centres and community facilities.

**Core Strategy** A Local Plan setting out the spatial vision and strategic objectives of the planning framework for the area, in line with the Sustainable Community Strategy.

**Examination in Public (EiP)** A examination presided over by an independent Inspector or a Panel of Inspectors appointed by the Secretary of State. The examination is to test the soundness of the Local Plan prepared by the Council.

**Inspector's report** Following the examination, a report will be issued by the Inspector who conducted the examination setting out their conclusions on matters raised at the examination and their view of how the Local Plan meets the tests of soundness. The report usually contains recommendations for changes to the document to ensure soundness.

**Local Plans** A Local Plan is a document that has been subject to independent testing and have the weight of development plan status. Supplementary Planning Documents (SPDs) which are not subject to independent testing, do not have development plan status and give further detail and guidance on how the policies in the Local Plans will be implemented.

**Local Development Scheme (LDS)** A public statement identifying which Local Plans will be produced by the Council and when.

**Lewisham Local Strategic Partnership** A Local Strategic Partnership is a single non-statutory, multi-agency body which matches local authority boundaries and aims to bring together at a local level the different parts of the public, private, community and voluntary sectors.

**London Plan** The London Plan is the spatial development strategy for London and is prepared by the Mayor of London. It sets out strategic policies in relation to the development and use of land in Greater London. In accordance with the Planning and Compulsory

Purchase Act 2004 it forms part of the Development Plan for local planning authorities in Greater London.

**Planning and Compulsory Purchase Act 2004** National planning legislation from central government aimed at improving the planning process and enhancing community involvement in it. Visit [www.communities.gov.uk](http://www.communities.gov.uk) to find out more.

**Policies Map** A graphical representation on an Ordnance Survey base of the policies in Local Plans, which shows in a visual form the areas of the borough to which the various Local Plan policies apply.

**National Planning Policy Framework (NPPF)** A statement of national planning policy by the government. It provides guidance to local authorities and others on planning policy and the operation of the planning system. Local authorities must be consistent with the NPPF. The guidance may also be relevant to decisions on individual planning applications and appeals.

**Strategic Environmental Assessment** A generic term used internationally to describe environmental assessment as applied to policies, plans and programmes.

**Supplementary Planning Document** A document that provides further detail and guidance on how the policies in Local Plans will be implemented. A SPD is not the subject to independent testing and does not have the weight of Local Plan status.

**Sustainability Appraisal** Sustainability Appraisal is a systematic and iterative appraisal process, incorporating the requirements of the European Strategic Environmental Assessment Directive. The purpose of sustainability appraisal is to appraise the social, environmental and economic effects of the strategies and policies in a Local Development Document from the outset of the preparation process.

**Sustainable Community Strategy (SCS)** The Sustainable Community Strategy has been prepared by Lewisham's Local Strategic Partnership and is a document which sets out how the vision and priorities for Lewisham will be achieved. The Core Strategy is the spatial interpretation of the SCS.

**Tests of soundness** The policies in a Local Plan will be tested during the independent Examination in Public to determine whether they are sound. The presumption will be that the Local Plan is sound unless it is shown to be otherwise as a result of evidence considered at the examination. The criteria for assessing whether a Local Plan is sound will apply individually and collectively to policies in the Plan.

**Unitary Development Plan** The planning document at the local level prepared prior to 2004 and used to assess and determine planning applications. The UDP was replaced by Development Plan Documents prepared under the Planning and Compulsory Purchase Act 2004 (and now called Local Plans). Transitional arrangements mean that some policies in the UDP will continue to have effect until they are replaced by policies in a replacement Local Plan. The Local Development Scheme identifies these policies (if any).

<b>Chief Officer Confirmation of Report Submission</b>		
<b>Cabinet Member Confirmation of Briefing</b>		
<b>Report for: Mayor</b>		
<b>Mayor and Cabinet</b>		✓
<b>Mayor and Cabinet (Contracts)</b>		
<b>Executive Director</b>		
<b>Information</b> <input type="checkbox"/>	<b>Part 1</b> <input checked="" type="checkbox"/>	<b>Part 2</b> <input type="checkbox"/>
		<b>Key Decision</b> <input checked="" type="checkbox"/>

<b>Date of Meeting</b>	16 January 2013
------------------------	-----------------

<b>Title of Report</b>	Setting the Council Tax Base, the NNDR Base & Discounts for Second Homes and Empty homes
------------------------	--

<b>Originator of Report</b>	Conrad Hall	<b>Ext.</b> 48379
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	✓	
Legal Comments from the Head of Law	✓	
Crime & Disorder Implications	✓	
Environmental Implications	✓	
Equality Implications/Impact Assessment (as appropriate)	✓	
Confirmed Adherence to Budget & Policy Framework	✓	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed:  Executive Member (nominee)

Date: 8 January 2013

Signed: Conrad Hall Director/Head of Service

Date: 8 January 2013

**Control Record by Committee Support**

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>MAYOR &amp; CABINET</b>			
<b>REPORT TITLE</b>	Setting the Council tax base, the NNDR Base & Discounts for Second Homes and Empty homes		
<b>KEY DECISION</b>	Yes	<b>ITEM NO.</b>	<b>7</b>
<b>WARD</b>	All		
<b>CONTRIBUTORS</b>	Executive Director for Resources & Regeneration and Executive Director for Customer Services		
<b>CLASS</b>	Part 1	<b>Date</b>	16 January 2013

## **1 EXECUTIVE SUMMARY**

- 1.1. This report sets out the statutory calculations required in order to set the council tax base and the national non-domestic rates (NNDR) base for 2013/14. The council tax base and NNDR Base are statutory obligations and are key elements in setting the General Fund Revenue budget.
- 1.2. The reports provides background to the national policy changes which affect the council tax base and projected council tax income figures. There are also a series of technical changes which provide the Council with increased power and local discretion to grant and vary discounts for various types of properties. These have been set out in sections four and five of this report.
- 1.3. The report recommends that the council tax base for 2013/14 be agreed at 71,886.9, based on an assumed collection rate of 95%. Details of the Council tax base, its calculation and the estimated collection rate have been set out in sections six and seven of this report.
- 1.4. The NNDR figures in this report are based on the NNDR1 return to the Department for Communities and Local Government (DCLG). The requirement pertaining to the NNDR Base for 2013/14 has been set out in section nine of this report.

## **2 RECOMMENDATIONS**

The Mayor agrees:

- 2.1 To recommend that the Council, at its meeting on 23 February 2013, agree a Council tax base of 71,886.9 for 2013/14;

- 2.2 To note the Council tax base calculation for 2013/14, as set out in Appendix A;
- 2.3 To recommend to Council the budgeted collection rate of 95%;
- 2.4 To recommend to Council a 0% discount for second homes, thereby removing the 10% which currently exists, as set out in section five;
- 2.5 To recommend to Council a 0% discount for Empty homes – Class A (an empty property undergoing structural alteration or major repair to make it habitable), as set out in section five;
- 2.6 To recommend to Council a 0% discount for Empty homes – Class C (a substantially empty and unfurnished property), as set out in section five;
- 2.7 To recommend to Council to apply an Empty homes premium of 150% in respect of long term empty properties, as set out in section five;
- 2.8 To note the NNDR1 return, as set out at Appendix B.

### **3 POLICY CONTEXT**

- 3.1 The overarching policy and decision making framework for the discharge of the Council's many functions and duties is contained in Lewisham's Sustainable Community Strategy. The Strategy contains two overarching principles which are:
  - reducing inequality – narrowing the gap in outcomes
  - delivering together efficiently, effectively and equitably – ensuring that all citizens have appropriate access to and choice of high quality services
- 3.2 Also contained with the overarching policy framework are the Council's ten corporate priorities. These priorities describe the specific contribution that the Local Authority will make to the delivery of the Sustainable Community Strategy. The Council's priorities are as follows:
  - Community Leadership and Empowerment
  - Young people achievement and involvement
  - Clean, green and liveable
  - Safety, security and visible presence
  - Strengthening the local economy
  - Decent Homes for all
  - Protection of children
  - Caring for adults and older people

- Active health citizens
- Inspiring efficiency, effectiveness and equity

## **4 INTRODUCTION**

- 4.1 The calculation of the council tax base has been prepared in accordance with the new Regulations 'Local Authorities (Calculation of Council tax base) Regulations 2012 (SI: 2012: 2914)' which came into force on 30 November 2012, to enable local authorities to calculate the tax base for the financial year 2013/14. These regulations specify the formulae for calculating the Tax Base, which is detailed in sections six and seven of this report.
- 4.2 The purpose of this calculation is to set the council's tax base and not the council tax itself. The council tax will be set at the meeting of full Council on 27 February 2013.
- 4.3 The council tax base is defined as the number of Band D equivalent properties in a local authority's area. An Authority's Tax Base is taken into account when it calculates its council tax.
- 4.4 It is calculated by adding together the 'relevant amounts' (the number of dwellings) for each valuation band, then multiplying the result by the Council's estimate of its collection rate for the year. This calculation is set out in section seven of this report.
- 4.5 The Welfare Reform Act 2012 abolishes the existing system of council tax benefit with effect from 31 March 2013. It is to be replaced by the Council Tax Reduction Scheme (CTRS). This is due to be introduced from 1 April 2013 and is contained within the Local Government Finance Act which received Royal Assent on 31 October 2012. Detailed information on the new CTRS was presented in a report to Mayor & Cabinet on 5 December 2012. A proposed CTRS will be recommended to the full Council meeting of 23 January 2013.
- 4.6 Local authorities have discretion to enable them to design their own scheme to support working age applicants. However, the Council must follow the DCLG Prescribed Scheme for those who have reached pensionable age, which ensures that they continue to receive some level of support towards their CT liability.
- 4.7 The reduction in the Council tax base for 2013/14 is due to the change in the way the CTRS is accounted for. Without these changes the council tax base would have increased in line with the rise in the total number of properties in the borough and changes to the system of discounts and exemptions.
- 4.8 For working age claimants, Lewisham is proposing that all claimants will have to make some payment towards their council tax. This is to help fund the shortfall between what the Council is paying out via the CTRS and the amount of grant the Council will receive from the Government for this purpose.





## 5 TECHNICAL CHANGES

- 5.1 The Council has the power and local discretion to grant and vary discounts for different types of properties under Section 11a of the Local Government Finance Act 1992, as amended by the Local Government Finance Act 2003 and now the Local Government Finance Act 2012. The most recent changes allow authorities to remove some discounts altogether. Furthermore, there are some exemptions are being made to discounts and the Authority will have discretion on the amount awarded. These discounts and exemptions form part of the council tax base calculation. Therefore, if these changes are to be made for 2013/14, they will need to be agreed at this time.
- 5.2 These technical changes will enable local authorities to create greater financial incentives for owners of empty properties to bring them back into use, either for owner occupation or letting. The additional income received from them will be used to help bridge the funding gap which will result from the introduction of the new CTRS.
- 5.3 With effect from 1<sup>st</sup> April 2013, authorities will be given more discretion with regard to discounts and these are set out below:
- 5.3.1 Second Homes – Currently, local authorities have discretion to offer a discount of between 10% and 50% to owners of second homes. The Council currently offers the discount of 10%, the minimum discount allowed. It is proposed to reduce this discount to 0%. During 2011/12, the total value of second home discounts came to £64k. The Council will be allowed to keep any additional revenue generated by the reduced discount from April 2013.
- 5.3.2 Empty Property Class A exemptions – 100% is currently awarded for a maximum of 12 months where the property is undergoing structural alteration or major repairs. After 12 months, the exemption ceases and the full charge is applicable. This exemption is being replaced with a discount that can range from 0% to 100% at the Council's discretion. The Council had 286 properties in receipt of a Class A exemption during 2011/12. The Council is being recommended to a 0% discount on these properties. This would generate approximately £150k in additional revenue.
- 5.3.3 Empty Properties Class C exemptions – 100% is currently awarded for a maximum of six months to substantially empty and unfurnished properties for up to six months. After the six month exemption ceases a full charge is applicable. The Council wants to encourage properties to be occupied as soon as possible. However, in many cases properties can be empty for a short period during a change over, especially where the property is let. Amounts due for these short periods would be more difficult to collect. For these reasons it is recommended that the Council offer a 100% discount for four weeks

followed by a 0% discount and generate a further £710k in additional revenue.

#### 5.4 Long Term Empty Properties – Empty homes premium

- 5.4.1 A new provision introduced by Section 11 of the Local Government Finance Act 2012 will remove the discount for long term empty properties and also discretion to charge up to 50% premium on this category of properties. This is to encourage the owners of empty properties to bring them back into use. The Council will be allowed to charge an 'empty homes premium' of up to 50% where the property has been empty for two years or more. Therefore, the council tax bill could be up to 50% more if the property is occupied and no single person discount is applicable.
- 5.4.2 Officers have identified periods during 2011/12 where a long term empty property would have attracted the premium if it were in place now. The properties concerned would generate £174k additional income if the Council chose to add 50% premium to the full charge.
- 5.5 If the proposals in this report are agreed council tax income would increase by some £1.1m. However, it should be noted that approximately 23% of this would be attributable to the GLA.

## 6 **COUNCIL TAX BASE**

- 6.1 The calculation of the council tax base has been prepared in accordance with the new Regulations 'Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI: 2012: 2914)' which came into force on 30 November 2012.
- 6.2 The regulations specify a formula for this calculation, which for 2013/14 is:

$$((H - Q + E + J) - Z) \times (F / G)$$

where:

**H** is the number of chargeable dwellings in that band, calculated in accordance with the regulations at 30 November 2012.

**Q** is a factor to take account of the discounts to which the amount of council tax payable was subject in that band, estimated in accordance with the regulations at 30 November 2012.

**E** is a factor to take account of the premiums, if any, to which the amount of council tax payable was subject in that band, estimated in accordance with the regulations at 30 November 2012.

**J** is the estimated variations in the Tax Base from changes after 30 November 2012 from factors such as:

- a) New properties and properties being banded
- b) Variations in numbers of exempt properties
- c) Successful Appeals against bandings
- d) Variations in the number of discounts

**Z** is the total amount that the authority estimates will be applied in relation to the authority's council tax reduction scheme in relation to the band, expressed as an equivalent number of chargeable dwellings in that band.

**F** is the proportion of Council tax to be paid for dwellings in that band

**G** As compared with a Band D property, using the proportions in the 1992 Act

6.3 The proportions applicable to the various council tax bands (the 'basic' band being D) are as follows:-

<b>Band</b>	<b>Proportion (ninths)</b>
A	6
B	7
C	8
D	9
E	11
F	13
G	15
H	18

6.4 The Council's basic tax is calculated in respect of Band D. Therefore, Band A properties pay 6/9 of the basic tax, Band B properties 7/9 of the basic tax and so on, up to Band H where the tax is 18/9 or twice the tax at Band D.

<b>Band</b>	<b>Relevant Amount (i.e. number of dwellings)</b>
A	2,010.5
B	14,430.5
C	25,703.9
D	20,334.5
E	7,557.0
F	3,630.6
G	2,020.1
H	311.2

<b>Aggregate of Relevant Amounts</b>	75,998.4
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## 7 CALCULATION OF THE COUNCIL TAX BASE

- 7.1 Regulation 3 of the 'Local Authorities (Calculation of Council tax base) Regulations 2012 (SI: 2012: 2914), requires that the Council's Tax Base for a financial year shall be calculated by applying the formula:

$$A \times B = T$$

Where

**A** is the total of the relevant amounts for that year for each of the valuation bands, which is shown or is likely to be shown for any day in that year in the authority's valuation list as applicable to one or more dwellings situated in its area.

**B** is the Authority's estimate of its collection rate for that year.

**T** is the calculated Council tax base for that year.

- 7.2 In accordance with the requirements of the regulations and following from the calculations in this report, the calculation of the Council tax base for the London Borough of Lewisham in 2013/14 is as follows:

	<b>2012/13</b>	<b>2013/14</b>
Total of relevant amounts = <b>A</b> =	92,902.9	75,998.4
<b>X</b>		
Collection rate = <b>B</b> =	96.25%	95.00%
<b>Council tax base</b>	<b>89,419.0</b>	71,886.9

- 7.3 The detailed calculations proposed for the London Borough of Lewisham for 2013/14 are set out at Appendix A. The reason for the reduction in the proposed collection rate to 95% is set out in section eight below.

## 8 ESTIMATE OF THE COLLECTION RATE

- 8.1 The Regulations require that the Council estimates its collection rate for the financial year. This is the Council's estimate of the total amount in respect of its Council tax for the year payable into its Collection Fund and transferable between its General Fund and Collection Fund, and which it estimates will ultimately be transferred.
- 8.2 The collection rate has been reviewed in light of introduction of the CTRS. Council tax collection in Lewisham has been increasing steadily over recent years, reflecting an efficient service able to enforce

debts effectively against those able to pay and to make reasonable arrangements for debtors in genuine financial hardship. However, an implication of the introduction of the CTRS, as set out elsewhere on this agenda, is that approximately 20,000 residents will have to start paying some council tax directly instead of having it met by council tax benefit.

- 8.3 Some of these residents may be in financial hardship. In addition, the amounts they may be required to pay will often be small individually, although they will in aggregate be substantial). Such debts can be difficult to collect and the report elsewhere on this agenda suggests that a 50% collection rate may be realistic. Officers believe that this figure is near the median level proposed by other London boroughs. However, only experience of collecting these debts will demonstrate how realistic this estimate is.
- 8.4 On this basis, and also to be prudent, it is anticipated that collection in 2013/14 may decline from the level achieved in 2012/13. For these purposes it is the 'lifetime' collection rate that is relevant, i.e. the total amount of the 2013/14 debit that will eventually be collected in 2013/14 and subsequent years. However, this lifetime rate is largely driven by the in year collection rate, because debts that are not collected promptly become proportionately more difficult to collect. In 2012/13 officers anticipate collecting around 94.75% of that year's council tax, and had it not been for the introduction of the CTRS it might have been reasonable to propose increasing the lifetime collection rate from its current level of 96.25%.
- 8.5 However, for the reasons set out above, collection in 2013/14 may actually fall, and less of the council tax will be paid by council tax benefit. On this basis it is proposed to reduce the anticipated lifetime collection rate for 2013/14 to 95.00%.

## **9 NNDR TAX BASE**

- 9.1 The new funding system for Local Government includes the partial localisation of business rates. Under the Local Government Finance Act 2012, the current system of national pooling of business rates was repealed and replaced with the Business Rates Retention scheme. The new scheme commences on 1 April 2013 and requires the full Council formally to approve the NNDR1 form by 31 January immediately preceding the financial year to which it relates. The NNDR1 contains details of the rateable values shown for the Authority's local rating list at 30 September. It enables the Council to calculate the expected income in respect of business rates for the year, a proportion of which the Council will retain from 2013/14 onwards.

- 9.2 The London Borough of Lewisham will retain 30% of all business rates collected with the borough, 20% will go to the Greater London Authority and the remaining 50% known as the Central Share will go to the Government.
- 9.3 In summary, after reliefs, adjustments and cost of collection, the Council anticipates the net yield to be £48,190,132, before transition costs. This assumes a collection rate which is in line with the performance from previous years.
- 9.4 The summary below shows the respective shares of the £48,190,132

	<b>% Share</b>	<b>£</b>
Central Share	50	24,095,066
Lewisham	30	14,457,040
GLA	20	9,638,026
<b>Total</b>	<b>100</b>	<b>48,190,132</b>

- 9.5 The Council will keep its entire share, but will also be in receipt of a top-up, the calculation of which is based on the Business Rates Baseline, plus DCLG calculation of the Council's baseline funding level. This funding level was confirmed in the Local Government Finance Settlement announcement on 19<sup>th</sup> December 2012.
- 9.6 The full detail of the information is set out in Appendix B to this report and the Mayor is being asked to recommend Council to endorse this.

## **10 FINANCIAL IMPLICATIONS**

- 10.1 This report proposes that a council tax base of 71,886.9 be set. This is over 17,000 lower than the equivalent figure for 2012/13, which reflects the change in the funding arrangements and the shift from council tax benefit to CTRS. A direct like-for-like comparison is not therefore possible.
- 10.2 However, based on the estimates in this report the council will gain additional income of some £1.1m from the changes to the discounts and exemptions proposed, comparing 2012/13 with 2013/14. As against this the anticipated reduction in the collection rate will reduce income by some £0.9m.
- 10.3 Around 23% of the additional £1.1m income will be payable to the GLA, and the net impact of the changes proposed in this report will therefore be a financial pressure of some £0.05m.

## **11 LEGAL IMPLICATIONS**

- 11.1 Members are referred to the legal requirements set out in the body of the report and particularly the changes brought in by the Local Authorities (Calculation of Council tax base) Regulations 2012 (section four) and the changes introduced by the Local Government Finance Act 2012, which set out a number of changes for Council tax payers discounts and removal of some the exemptions relating to empty homes (section five) and the new NNDR system (section nine).
- 11.2 In accordance with the Local Government Finance Act 1992 and related Statutory Instruments, the Authority is required to decide its Council tax base for 2013/14 by no later than 31 January 2013.

## **12 CRIME AND DISORDER IMPLICATIONS**

- 12.1 There are no specific crime and disorder implications directly arising from this report.

## **13 EQUALITIES IMPLICATIONS**

- 13.1 Every effort will be made to ensure that Council tax payers, particularly those who are from traditionally disadvantaged groups, receive prompt and accurate Council tax bills, and that those who are eligible for exemptions and discounts - such as the disabled, single people, those on low incomes, are encouraged to claim them.

## **14 ENVIRONMENTAL IMPLICATIONS**

14.1 There are no specific environmental implications directly arising from this report.



## **15 CONCLUSION**

- 15.1 The recommended Council tax base takes account of the 'relevant amounts' for each council tax band and a considered view of the likely collection rate.

### **For further information on this report, please contact:**

Conrad Hall, Head of Business Management & Service Support on 020 8314 8379  
or;  
Selwyn Thompson, Group Manager, Budget Strategy on 0208 314 6932 or;  
Lorraine Richards, Revenues Manager on 0208 314 6047

### **Appendices**

#### **A. Council tax base Calculation of Relevant Amount 2013/14**

#### **B. National Non Domestic Rates Return 2013/14**

## Errata

### Council Tax Base Report (M&C on 16<sup>th</sup> January 2013) and (Council on 23<sup>rd</sup> January 2013)

#### Recommendation 2.1

To recommend that the Council, at its meeting on 23 January 2013 agree a Council tax base of 72,198.5 for 2013/14;

#### Paragraph 7.2

In accordance with the requirements of the regulations and following from the calculations in this report, the calculation of the Council tax base for the London Borough of Lewisham in 2013/14 is as follows:

	<b>2012/13</b>	<b>2013/14</b>
Total of relevant amounts = <b>A</b> =	92,902.9	75,998.4
<b>X</b>		
Collection rate = <b>B</b> =	96.25%	95.00%
<b>Council tax base</b>	<b>89,419.0</b>	<b>72,198.5</b>

#### Paragraph 10.1

This report proposes that a council tax base of 72,198.5 be set. This is over 17,000 lower than the equivalent figure for 2012/13, which reflects the change in the funding arrangements and the shift from council tax benefit to CTRS. A direct like-for-like comparison is not therefore possible.

<b>CTB Calculation</b>		<b>With 0% CT rise and 0% caseload inc</b>								
	<b>Band A entitled to disabled reduction</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>Total</b>
<b>H</b>	5	7,008	31,949	40,963	24,851	6,992	2,690	1,271	166	<b>115,895</b>
<b>Q</b>	0.75	1,285	4,818	4,639	1,932	409	130	61	12	<b>13,285</b>
<b>E</b>		101	319	301	128	44	14	10	2	<b>919</b>
<b>J</b>										
<b>Z</b>		2811.9	8896.5	7708.1	2712.6	444.1	60.8	8.7	0.3	<b>22643.0</b>
<b>F</b>	5	6	7	8	9	11	13	15	18	
<b>G</b>	9	9	9	9	9	9	9	9	9	
<b>A = ((H-Q+E+J)-Z)*(F/G)</b>	2	2,008	14,431	25,704	20,334	7,557	3,631	2,020	311	<b>75,998.4</b>
<b>B</b>	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%
<b>A*B</b>	2.2	<b>1,907.7</b>	<b>13,709.0</b>	<b>24,418.7</b>	<b>19,317.8</b>	<b>7,179.2</b>	<b>3,449.1</b>	<b>1,919.1</b>	<b>295.6</b>	<b>72,198.5</b>
									<b>Band D CTAX (0% increase)</b>	<b>£1,042.11</b>

APPENDIX A - COUNCIL TAX CALCULATION

<b>CTB Calculation</b>		<b>With 0% CT rise and 0% caseload inc</b>								
	<b>Band A entitled to disabled reduction</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>Total</b>
H	5	7,008	31,949	40,963	24,851	6,992	2,690	1,271	166	<b>115,895</b>
Q	0.75	1,285	4,818	4,639	1,932	409	130	61	12	<b>13,285</b>
E		101	319	301	128	44	14	10	2	<b>919</b>
J										
Z		2811.9	8896.5	7708.1	2712.6	444.1	60.8	8.7	0.3	<b>22643.0</b>
F	5	6	7	8	9	11	13	15	18	
G	9	9	9	9	9	9	9	9	9	
<b>A = ((H-Q+E+J)-Z)*(F/G)</b>	2	2,008	14,431	25,704	20,334	7,557	3,631	2,020	311	<b>75,998</b>
<b>B</b>	94.59%	94.59%	94.59%	94.59%	94.59%	94.59%	94.59%	94.59%	94.59%	94.59%
<b>A*B</b>	2	<b>1,900</b>	<b>13,650</b>	<b>24,313</b>	<b>19,234</b>	<b>7,148</b>	<b>3,434</b>	<b>1,911</b>	<b>294</b>	<b>71,887</b>
<b>Band D CTAX (0% increase)</b>										<b>£1,042.11</b>
<b>CTAX Income Calculation</b>										<b>£74,914,037</b>



Department for  
Communities and  
Local Government

## **NATIONAL NON-DOMESTIC RATES RETURN 1** **NNDR1 2013-14**

Please e-mail to : [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

Please enter your details after checking that you have selected the correct authority name

Please check the figures shown in cells with a blue border and enter your own figures if you disagree with those suggested.

Forms should be returned to the Department for Communities and Local Government by Thursday 31 January 2013

Please use exact figures, to the nearest pence if possible. However, lines 36 and 40 will be shown to the nearest pound.

Please remember that a copy of this form, certified by your CFO, should also be sent to the Department for Communities and Local Government

The certified copy should be sent to Sheela Vyas, Department for Communities and Local Government, LGF-DCAA, Zone 5/J6, Eland House, Bressenden Place, London, SW1E 5DU

These instructions highlight the special features of the electronic form and should be read in conjunction with the Guidance Notes and Validation Checks

### **Completing the form**

1. The form can be set up for each individual local authority by selecting the appropriate authority name from the list. The example shows the local authority ZZZZ. Once a local authority name is selected the spreadsheet will automatically complete the data for the white cells with a blue border.

2. There are three different type of input cells:



\* **White, Black Border** - these are blank for new data - Please ensure all white cells are filled before submitting the form



\* **White background, green border** - These cells are calculations and have the appropriate formula in them. There should be no need to overwrite these cells but please check that you are happy with the calculation.



\* **White background, blue border** - actual data entered by the Department for Communities and Local Government into these cells. However they are unprotected so should you need to insert figures you may do so. However if you do, please let us know why this was necessary.

3. Please use exact figures, to the nearest pence if possible. However, lines 36 and 40 will be shown to the nearest pound.

### **Checking the Validation Sheet**

4. Once both the main form and the supplementary form have been completed go to the validation sheets and check if any of the data requires any further explanation. The data are compared with the NNDR1 (and where applicable NNDR2) for 2012-13 and if the change in number or percentage terms is higher or lower than we would normally expect the difference will appear in the blue box and you will be asked to provide an explanation for the change in the box provided.

For further details on the types of checks we do see the *NNDR1 Validation Checks 2013-14* paper.

### **Certifying the Form**

5. When the data has been checked and verified please email the complete file to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

6. **Print a copy of the form for certification by your Chief Financial Officer. The form can be printed by using the defined print area.**

The certified copy should be forwarded to Sheela Vyas, Department for Communities and Local Government, LGF-DCAA, Zone 5/J6, Eland House, Bressenden Place, London, SW1E 5DU. Alternatively, we will also accept either a faxed copy of the completed form (fax number 0303 444 3294) or scanned versions of the signed form in .pdf format.

7. If you experience any problems using the form or downloading it onto your system please email [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)



Department for  
Communities and  
Local Government

## NATIONAL NON-DOMESTIC RATES RETURN 1 NNDR1 2013-14

Please e-mail to : [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

Please enter your details after checking that you have selected the correct authority name.

Please check the figures shown in the cells with a blue border and enter your own figures if you disagree with those suggested.

**A provisional version of the form should be returned to the Department for Communities and Local Government by  
Monday 7 January 2013**

The final version of this form, including a signed copy, must also be sent to the Department for Communities and Local Government by  
**Thursday 31 January 2013**

Select your local authority's name from this list:

Lancaster
Leeds
Leicester
Lewes
Lewisham
Lichfield

Check that this is your authority : **Lewisham**

Check that this is your E Code : **E5018**

Local authority contact name : \_\_\_\_\_

Telephone number of local authority contact : \_\_\_\_\_

Fax number for local authority contact : \_\_\_\_\_

E-mail address of local authority contact : \_\_\_\_\_

Ver 1.3

1. Number of hereditaments on the rating list on 30 September 2012	<b>5,989</b>
2. Aggregate rateable value on the rating list on 30 September 2012	<b>£ 133,224,033</b>
<b>GROSS CALCULATED RATE YIELD</b>	<b>£</b>
3. Enter line 2 x small business non-domestic rating multiplier (0.462)	<b>61,549,503.25</b>
<b>MANDATORY RELIEFS</b>	
<b>Small business rate relief</b>	
<b>£</b>	
4. Additional yield generated to finance the small business rate relief scheme	<b>893,044.99</b>
5. Cost of small business rate relief for properties within billing authority area	<b>4,305,734.18</b>
6. Net cost of the small business rate relief (Line 5 minus Line 4)	<b>3,412,689.19</b>
7. Cost of relief to charities	<b>5,353,657.91</b>
8. Cost of relief to Community Amateur Sports Clubs	<b>0.00</b>
9. Cost of relief for rural general stores, post offices, public houses, petrol filling stations and food shops	<b>0.00</b>
10. Cost of relief for partly occupied premises	<b>0.00</b>
11. Cost of relief for empty premises	<b>681,964.09</b>
<b>12. Total mandatory reliefs (Sum of lines 6 to 11)</b>	<b>9,448,311.19</b>
<b>DISCRETIONARY RELIEFS</b>	
13. Cost of relief to charities	<b>257,589.90</b>
14. Cost of relief to non-profit making bodies	<b>33,702.90</b>
15. Cost of relief to Community Amateur Sports Clubs	<b>0.00</b>
16. Cost of relief for rural general stores, post offices, public houses, petrol filling stations and food shops	<b>0.00</b>
17. Cost of relief to other rural businesses	<b>0.00</b>
18. Other Section 47 reliefs (Localism Act discounts)	<b>0.00</b>
<b>19. Total discretionary reliefs (Sum of lines 13 to 18)</b>	<b>291,292.80</b>
<b>20. Gross Rate Yield after reliefs (Line 3 minus lines 12 &amp; 19)</b>	<b>51,809,899.26</b>
21. Estimate of 'losses in collection'	<b>777,148.49</b>
22. Allowance for Cost of Collection	<b>306,295.51</b>
23. Special Authority Deductions - City of London Offset	<b>0.00</b>

NATIONAL NON-DOMESTIC RATES RETURN 1 2013-14		Lewisham
Ver 1.3		
<b>Section 2</b>		
<b>Enterprise Zones</b>		
24. Estimated level of discount to be awarded in 2013-14		£ 0.00
25. Estimated value of non-domestic rates in the Enterprise Zone area in 2013-14		
26. Enterprise Zone baseline		
27. Total estimated value of business rates to be retained in 2013-14 (Line 25 minus line 26)		0.00
<b>New Development Deals</b>		
28. Estimated value of non-domestic rates in the New Development Deals area in 2013-14		
29. New Development Deals baseline		
30. Total estimated value of business rates to be retained in 2013-14 (Line 28 minus line 29)		0.00
<b>Renewable Energy Schemes</b>		
31. Total estimated value of business rates to be retained in 2013-14		
<b>32. Net Rate Yield excluding transitional arrangements and rate retention (Line 20 minus the sum of lines 21 to 23, 27, 30 &amp; 31)</b>		<b>50,726,455.26</b>
<b>Rate retention adjustments</b>		
33. Estimate of the change in rateable value between 1 October 2012 and 30 September 2013		0.00
34. Estimate of the change in receipts as a result in the change in rateable value (line 33 times the multiplier)		0.00
<b>This equates to a percentage change of</b>	%	0.00
35. Local authority's estimate of adjustment due to appeals		2,536,322.76
<b>36. Net Rate Yield excluding transitional arrangements but after rate retention adjustments (Line 32 plus lines 34 and minus line 35)</b>		<b>48,190,132.00</b>
<b>Section 3</b>		
<b>Transitional arrangements</b>		
37. Addition revenue received because reduction in rates have been deferred	102,668.90	
38. Revenue foregone because increase in rates have been deferred	187,231.34	
<b>39. Net cost of transitional arrangements (Line 38 minus line 37)</b>		<b>84,562.44</b>
<b>40. Net Rate Yield after transitional arrangements and rate retention (Line 36 minus line 39)</b>		<b>48,105,570.00</b>

NNDR Summary for : Lewisham	
These figures show the percentage shares of the NNDR you estimate your authority will collect in 2013-14. They are based on line 36. See the <i>Tier Split</i> tab for full information	
Amount of NNDR to be paid to central government	£ 24,095,066.00
Amount to be retained by Lewisham under the rates retention scheme	14,457,040.00
Amount to be passed to Greater London Authority	9,638,026.00

Certificate of Chief Financial Officer	
I certify that the entries in lines 3, 12, 19, 20, 36, 39 and 40 of this form are the best I can make on the information available to me and that the figures given in lines 1 and 2 used in the calculating the amount shown in lines 36 and 40 are, to the best of my knowledge and belief those shown in the rating list for my authority as at 30 September 2012, subject to any order made before 15 January 2013 under the Local Government Act 1972 implementing boundary changes. I also certify that the authority has made proper arrangements for securing efficiency and effectiveness in relation to the collection of non-domestic rates. I also certify to the best of my knowledge and belief that any amount included as legal costs in line 22 and discretionary relief in line 24 meet the conditions set out in the Non-Domestic Rating (Rates Retention) Regulations 2013.	
Chief Financial Officer : .....	
Date : .....	

This sheet automatically highlights any validation queries and provides space for your explanations  
The note NNDR1 Validation Checks 2013-14 provides further details on the validations we carry out  
Please consult this when completing this validation sheet

If the blue box is blank then there is no validation query.

#### NUMBER OF HEREDITAMENTS ON THE RATING LIST ON 30 SEPTEMBER 2012

**Test 1 : Compares number of hereditaments on the NNDR1 with those figures provided by the Valuation Office**

Number of hereditaments on line 1 of NNDR1 2013-14	5,989
Number of hereditaments on rating list on 30 September 2012 as provided by the Valuation Office	5,989
Difference	0

Go to Test 2

[Click here to return to form](#)

#### AGGREGATE RATEABLE VALUE ON THE RATING LIST ON 31 SEPTEMBER 2012

**Test 2 : Compares the aggregate rateable value on the NNDR1 with those figures provided by the Valuation Office**

Aggregate Rateable Value on line 2 of NNDR1 2013-14	133,224,033.00
Aggregate Rateable Value on rating list on 30 September 2012 as provided by the Valuation Office	133,224,033.00
Difference	0.00
% change	0.00

Go to Test 3

[Click here to return to form](#)

#### MANDATORY RELIEFS

**Test 3 : Check the additional yield generated to finance the small business rate relief on the NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Additional yield generated to finance the small business rate relief from NNDR1 2013-14	893,044.99
Additional yield generated to finance the small business rate relief from NNDR1 (or NNDR2) 2012-13	795,012.46
Adjusted additional yield generated to finance the small business rate relief for 2012-13	894,389.02
Difference	1,344.03
% change	-0.2

Go to Test 4

[Click here to return to form](#)

**Test 4 : Check the total cost of small business rate relief on the NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Cost of small business rate relief from NNDR1 2013-14	4,305,734.18
Cost of small business rate relief from NNDR1 (or NNDR2) 2012-13	4,002,076.33
Difference	303,657.85
% change	7.59

Go to Test 5

[Click here to return to form](#)

**Test 5 : Compares the mandatory relief for charities on the NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Mandatory charity relief from NNDR1 2013-14	5,353,657.91
Mandatory charity relief from NNDR1 (or NNDR2) 2012-13	4,790,864.14
Difference	562,793.77
% change	11.75

Go to Test 6

[Click here to return to form](#)

**Test 6 : Compares the mandatory relief for community amateur sports clubs on the NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Mandatory community amateur sports clubs relief from NNDR1 2013-14	0.00
Mandatory community amateur sports clubs relief from NNDR1 (or NNDR2) 2012-13	0.00
Difference	0.00
% change	0.00

Go to Test 7

[Click here to return to form](#)

**Test 7 : Compares the mandatory relief for rural general stores, post offices, public houses, petrol filling stations and food shops on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Mandatory rural general stores, post offices, public houses, petrol filling stations and food shops relief from NNDR1 2013-14	0.00
Mandatory rural general stores, post offices, public houses, petrol filling stations and food shops relief from NNDR1 (or NNDR2) 2012-13	0.00
Difference	0.00
% change	0.00

Go to Test 8

[Click here to return to form](#)

**Test 8 : Compares the mandatory relief for partly occupied hereditaments on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Mandatory partly occupied hereditaments relief from NNDR1 2013-14	0.00
Mandatory partly occupied hereditaments relief from NNDR1 (or NNDR2) 2012-13	0.00
Difference	0.00
% change	0.00

Go to Test 9

[Click here to return to form](#)



**Test 9: Compares the mandatory relief for empty hereditaments on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Mandatory empty hereditaments relief from NNDR1 2013-14	681,964.09
Mandatory empty hereditaments relief from NNDR1 (or NNDR2) 2012-13	1,997,862.84
Difference	-1,315,898.75
% change	-65.87
<b>Go to Test 10</b>	<b>-1,315,898.75</b>

## Reason for differences

Change in the basis for calculation for Empty Rate on 2013/14 NNDR1. Previously an estimate was to be provided based on all premises being classed as newly empty from 1st April.

[Click here to return to form](#)

**DISCRETIONARY RELIEFS****Test 10 : Compares the discretionary relief for charitable occupation on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Discretionary charitable occupation relief from NNDR1 2013-14	257,589.90
Discretionary charitable occupation relief from NNDR1 (or NNDR2) 2012-13	54,553.24
Adjusted charitable occupation relief for 2012-13	218,212.96
Difference	39,376.94
% change	18.0
<b>Go to Test 11</b>	

[Click here to return to form](#)

**Test 11 : Compares the discretionary relief for non profit-making bodies on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Discretionary non-profit making bodies relief from NNDR1 2013-14	33,702.90
Discretionary non-profit making bodies relief from NNDR1 (or NNDR2) 2012-13	24,620.63
Adjusted non-profit making bodies relief for 2012-13	32,827.51
Difference	875.39
% change	2.7
<b>Go to Test 12</b>	

[Click here to return to form](#)

**Test 12 : Compares the mandatory relief for community amateur sports clubs on the NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Discretionary community amateur sports clubs relief from NNDR1 2013-14	0.00
Discretionary community amateur sports clubs relief from NNDR1 (or NNDR2) 2012-13	0.00
Adjusted community amateur sports clubs relief for 2012-13	0.00
Difference	0.00
% change	0.0
<b>Go to Test 13</b>	

[Click here to return to form](#)

**Test 13 : Compares the discretionary relief for rural general stores, post offices, public houses, petrol filling stations and food shops on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Discretionary rural general stores, post offices, public houses, petrol filling stations and food shops relief figure from NNDR1 2013-14	0.00
Discretionary rural general stores, post offices, public houses, petrol filling stations and food shops relief figure from NNDR1 (or NNDR2) 2012-13	0.00
Adjusted rural general stores, post offices, public houses, petrol filling stations and food shops relief for 2012-13	0.00
Difference	0.00
% change	0.0
<b>Go to Test 14</b>	

[Click here to return to form](#)

**Test 14 : Compares the discretionary relief for other small rural business on NNDR1 for 2013-14 with the NNDR1 (or NNDR2) information for 2012-13.**

Discretionary other small rural business relief figure from NNDR1 2013-14	0.00
Discretionary other small rural business relief from NNDR1 (or NNDR2) 2012-13	0.00
Adjusted other small rural business relief for 2012-13	0.00
Difference	0.00
% change	0.0
<b>Go to Test 15</b>	

[Click here to return to form](#)

**ALLOWANCE FOR LOSSES IN COLLECTION****Test 15 : Checks the losses in proportion figure on the NNDR1.**

Figure in line 21 on NNDR1 2013-14	777,148.49
Figure in line 21 on NNDR1 2012-13	614,143.77
Difference	163,004.72
% change	26.54
<b>Please explain this difference in the yellow box</b>	<b>163,004.72</b>

## Please enter reason for differences

[Click here to return to form](#)

**COST OF COLLECTION****Test 16 : Checks the cost of collection calculation.**

Number of Hereditaments in line 1 * Area Cost Factor	7,311.4
Rateable Value from line 2 * Area Cost Factor	162,639,899.5
Area Cost Factor	1.2208
<b>Cost of collection calculation</b>	<b>306,295.51</b>
Cost of collection figure on NNDR1 2013-14	306,295.51

**Your form is complete, please return to DCLG as soon as possible**

[Click here to return to form](#)

**SUPPLEMENTARY INFORMATION ON HEREDITAMENTS BEING GRANTED RELIEF FROM NATIONAL NON-DOMESTIC RATES AND THE AMOUNT OF RELIEF GRANTED**

Please complete the following questions on hereditaments that were being granted relief from national non-domestic rates and the amount of relief granted

If you have any queries on completing the form please contact  
Sheela Vyas on 0303 444 2120 or by email to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)

When completed please return the form to [nndr.statistics@communities.gsi.gov.uk](mailto:nndr.statistics@communities.gsi.gov.uk)  
by no later than THURSDAY 31 JANUARY 2013

LA	Lewisham
ECODE	E5018
Contact Name	0.00
Telephone Number	0.00

**NUMBERS OF HEREDITAMENTS THAT WERE BEING GRANTED RELIEF AS AT 30 SEPTEMBER 2012**

**THIS SHOULD BE BASED ON THE 2010 VALUATION RATINGS LIST**

**MANDATORY RELIEF**

	Number of hereditaments that were being granted relief as at 30 September 2012
a. Number of hereditaments that were being granted charitable relief as at 30 September 2012	305 <small><a href="#">Explanation has been added</a></small>
b. Number of hereditaments that were being granted Community Amateur Sports Clubs relief as at 30 September 2012	0
c. Number of hereditaments that were being granted rural general stores, post offices, public houses, petrol filling stations and food shops relief as at 30 September 2012	0
d. Number of hereditaments that were being granted partly occupied premises relief as at 30 September 2012	0
e. Number of hereditaments that were being granted empty property relief as at 30 September 2012 of which:	621
i. those that are classed as "industrial property" above the exemption threshold	137
ii. those that have "listed building status"	7
iii. those that are "Community Amateur Sports Clubs"	0
iv. those that are "charities"	11 <small>Yellow highlighted cells must</small>
v. those where the hereditament is empty and not included in categories i to iv	161
vi. those that are classed as "non-industrial" above the exemption threshold	305

**DISCRETIONARY RELIEF**

f. Number of hereditaments that were being granted charitable relief as at 30 September 2012	72
g. Number of hereditaments that were being granted non-profit making bodies' relief as at 30 September 2012	11
h. Number of hereditaments that were being granted Community Amateur Sports Clubs relief as at 30 September 2012	0
i. Number of hereditaments that were being granted rural shops, post offices, public houses, petrol filling stations and food shops relief as at 30 September 2012	0
j. Number of hereditaments that were being granted other small rural businesses relief as at 30 September 2012	0
k. Number of hereditaments within Enterprise Zones being granted discounts as at 30 September 2012	0

**SMALL BUSINESS RATE RELIEF**

l. Number of hereditaments contributing to the small business rate relief scheme by paying the additional supplement as at 30 September 2012	1,578
m. Number of hereditaments that receive a discount from the small business rate relief scheme as at 30 September 2012	2,055
of which:	
i. Hereditaments with a rateable value between £0 and £6,000 receiving the maximum discount	1,075
ii. Hereditaments with a rateable value between £6,001 and £12,000 receiving the discount on a sliding scale	980
n. Number of hereditaments that pay only the small business rate multiplier and are not granted a discount as at 30 September 2012	2,299

**NATIONAL NON-DOMESTIC RATES (SUPPLEMENTARY) RETURN 2013-14**

**Lewisham**

**ESTIMATED VALUE OF RELIEF TO BE GRANTED IN 2013-14**

**THIS SHOULD BE BASED ON THE 2010 VALUATION RATINGS LIST**

**MANDATORY RELIEF**

	Amount of relief to be granted in 2013-14 (£)
a. Estimated value of charitable relief to be granted in 2013-14	5,353,657.91
b. Estimated value of Community Amateur Sports Clubs relief to be granted in 2013-14	0.00
c. Estimated value of rural general stores, post offices, public houses, petrol filling stations and food shops relief to be granted in 2013-14	0.00
d. Estimated value of partly occupied premises relief to be granted in 2013-14	0.00
e. Estimated value of empty property relief to be granted in 2013-14	681,964.09
<small>Yellow highlighted cells must add up to line 2e</small>	
of which:	
i. Relief to be given - industrial property above the exemption threshold	0.00
ii. Relief to be given - listed building status	73,240.50
iii. Relief to be given - Community Amateur Sports Clubs	0.00
iv. Relief to be given - charities	98,897.97
v. Relief to be given where the hereditament is empty and is not included in categories i to vi	86,998.88
vi. Relief to be given - "non-industrial" above the exemption threshold	422,827.00

**DISCRETIONARY RELIEF**

f. Estimated value of charitable relief to be granted in 2013-14	257,589.90
g. Estimated value of non-profit making bodies' relief to be granted in 2013-14	33,702.90
h. Estimated value of Community Amateur Sports Clubs relief to be granted in 2013-14	0.00
i. Estimated value of rural shops, post offices, public houses, petrol filling stations and food shops relief to be granted in 2013-14	0.00
j. Estimated value of other small rural businesses relief to be granted in 2013-14	0.00

**SMALL BUSINESS RATE RELIEF**

k. The revenue generated by hereditaments contributing to the small business rate relief scheme by paying the additional supplement	893,044.99
l. The cost of small business rate relief for properties within the billing authority area	4,305,734.18
of which:	
i. Hereditaments with a rateable value between £0 and £6,000 that will receive the full discount	2,116,045.08
ii. Hereditaments with a rateable value between £6,001 and £12,000 that will receive the discount on a sliding scale	2,189,689.10

Notes :

This sheet automatically highlights any validation queries and provides space for your explanations  
 The paper NNDR1 Supplementary Validation Checks 2013-14 provides further details on the validations we carry out  
 Please consult this when completing this validation sheet

If the blue box is blank then there is no validation query.

**MANDATORY RELIEFS**

**Test 1 : Compares the number of hereditaments being granted charitable relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted charitable relief as at 30 September 2012 from 'Supplementary Information' 2013-14	305
Number of hereditaments being granted charitable relief as at 31 December 2011 from 'Supplementary Information' 2012-13	216
Difference	89
% change	41.2

Please explain this difference in the yellow box 89

Reason for differences

Previous entry from 2012-13 was erroneous. 216 was the record of pure charitable only. There were a further 71 where charitable relief applied together with discretionary relief. Correct total for validation should have been 287. This would have passed validation for this NNDR1

[Click here to return to form](#)

**Test 2 : Compares the Number of hereditaments being granted Community Amateur Sports Clubs relief as at 301 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted Community Amateur Sports Clubs relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted Community Amateur Sports Clubs relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0.0

Go to Test 3

[Click here to return to form](#)

**Test 3 : Compares the umber of hereditaments being granted rural general stores, post offices, public houses, petrol filling stations and food shops relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted rural general stores, post offices, public houses, petrol filling stations and food shops relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted rural general stores, post offices, public houses, petrol filling stations and food shops relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0.0

Go to Test 4

[Click here to return to form](#)

**Test 4 : Compares the Number of hereditaments being granted partly occupied premises relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted partly occupied premises relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted partly occupied premises relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0.0

Go to Test 5

[Click here to return to form](#)

**Test 5 : Compares the Number of hereditaments to be granted empty property relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments to be granted empty property relief as at 30 September 2012 from 'Supplementary Information' 2013-14	621
Number of hereditaments to be granted empty property relief as at 31 December 2011 from 'Supplementary Information' 2012-13	742
Difference	-121
% change	-16.3

Go to Test 6

[Click here to return to form](#)

**DISCRETIONARY RELIEFS**

**Test 6 : Compares the Number of hereditaments being granted charitable relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted charitable relief as at 30 September 2012 from 'Supplementary Information' 2013-14	72
Number of hereditaments being granted charitable relief as at 31 December 2011 from 'Supplementary Information' 2012-13	71
Difference	1
% change	1.4

Go to Test 7

[Click here to return to form](#)

**Test 7: Compares the Number of hereditaments being granted non-profit making bodies' relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted non-profit making bodies' relief as at 30 September 2012 from 'Supplementary Information' 2013-14	11
Number of hereditaments being granted non-profit making bodies' relief as at 31 December 2011 from 'Supplementary Information' 2012-13	11
Difference	0
% change	0.0

[Go to Test 8](#)

[Click here to return to form](#)

**Test 8: Compares the number of hereditaments estimated to be receiving Community Amateur Sports Clubs' relief on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted Community Amateur Sports Clubs relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted Community Amateur Sports Clubs relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0

[Go to Test 9](#)

[Click here to return to form](#)

**Test 9 : Compares the Number of hereditaments being granted rural shops, post offices, public houses, petrol filling stations and food shops relief as at 31 December on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted rural shops, post offices, public houses, petrol filling stations and food shops relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted rural shops, post offices, public houses, petrol filling stations and food shops relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0

[Go to Test 10](#)

[Click here to return to form](#)

**Test 10 : Compares the number of hereditaments being granted other small rural businesses relief on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

Number of hereditaments being granted other small rural businesses relief as at 30 September 2012 from 'Supplementary Information' 2013-14	0
Number of hereditaments being granted other small rural businesses relief as at 31 December 2011 from 'Supplementary Information' 2012-13	0
Difference	0
% change	0

[Go to Test 11](#)

[Click here to return to form](#)

**Test 11 : Compares the number of hereditaments contributing to the small businesses rate relief scheme on the 'Supplementary Information' for 2013-14 with the number on the 'Supplementary Information' for 2012-13.**

The number of hereditaments contributing to the small business rate relief scheme by paying the additional supplement as at 30 September 2012 from 'Supplementary Information' 2013-14	1,578
The Number of hereditaments contributing to the small business rate relief scheme by paying the additional supplement as at 31 December 2011 from 'Supplementary Information' 2012-13	1,684
Difference	-106
% change	-6

[Go to Test 12](#)

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**Test 12 : Check that the Number of hereditaments that are recorded as either receiving a discount from, or contributing to, the small business rate relief scheme as at 30 September 2012 is approx the number of hereditaments.**

The Number of hereditaments receiving benefit from, or contributing to, the small business rate relief scheme as at 30 September 2012 from 'Supplementary Information' 2013-14	5,932
The total number of hereditaments in the local authority area as at 30 September 2012 from Line 1 of main NNDR1 form 2013-14	5,989
Difference	-57
% change	-1

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<b>Validation parameters summary</b>				<b>Supplementary Validation parameters summary</b>			
For Department for Communities and Local Government use only				For Department for Communities and Local Government use only			
	£	%	Number		Number	%	
Test 1			25	Test 1	100	30	
Test 2		10		Test 2	100	30	
Test 3	25,000	25		Test 3	100	30	
Test 4	25,000	25		Test 4	100	30	
Test 5	25,000	25		Test 5	100	30	
Test 6	25,000	25		Test 6	100	30	
Test 7	25,000	25		Test 7	100	30	
Test 8	25,000	25		Test 8	100	30	
Test 9	25,000	25		Test 9	100	30	
Test 10	10,000	25		Test 10	100	30	
Test 11	10,000	25		Test 11	100	10	
Test 12	10,000	25		Test 12	50	5	
Test 13	10,000	25					
Test 14	10,000	25					
Test 15		10					



		Data taken from NDR1 or NDR2 for 2012-13															VOA Data 2010 List				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
			Mandatory Reliefs					Discretionary Reliefs													
No.	Local Authority	Ecodes	Community amateur sports clubs					Community amateur sports clubs					Small business rate relief - additional yield	Small business rate relief - cost of relief	Losses %	ACF	NDR2	Number of hereditaments as at 30 Sept 2012	Rateable Value as at 30 Sept 2012	Allowances for losses in collection	Enterprise Zone baseline
			Charity	Rural	Part Occ	Empty Premises	Charity	Non Profit	Rural	Other											
1	Adur	E3831	884,412.32	75,562.67	0.00	0.00	411,691.98	8,320.88	7,938.00	614.01	0.00	0.00	273,959.19	976,882.20	0.9	1.0000		2,076	39,039,272	154,906	
2	Allerdale	E0931	1,331,631.16	48,108.32	38,098.16	0.00	927,746.00	28,592.39	81,594.34	286.25	1,482.87	0.00	428,474.66	2,513,459.30	0.9	1.0000		4,618	69,906,505	248,193	
3	Amber Valley	E1031	1,475,727.00	38,665.00	18,220.00	75,100.00	999,823.00	15,234.00	29,972.00	0.00	13,633.00	1,492.00	524,871.00	2,249,120.00	0.9	1.0000		3,731	78,261,055	296,274	
4	Arun	E3832	1,597,024.98	78,146.68	9,366.10	0.00	1,296,697.01	22,435.66	10,033.08	501.93	4,282.59	0.00	493,209.29	2,623,044.45	0.9	1.0000		4,265	78,392,023	288,580	
5	Ashfield	E3031	727,554.52	2,125.12	14,667.46	0.00	538,011.15	21,055.84	381,914.43	0.00	7,350.89	3,076.08	527,372.96	1,458,498.05	0.9	1.0121		2,916	77,648,272	307,029	
6	Ashford	E2231	2,373,775.18	78,302.12	33,880.14	143,416.14	2,138,317.34	42,811.25	30,834.50	3,298.90	11,153.69	24,628.95	780,670.14	1,914,157.12	0.9	1.0068		4,063	113,586,666	425,258	
7	Aylesbury Vale	E0431	2,594,291.00	14,309.00	52,842.00	80,000.00	2,210,382.00	27,300.00	321,775.00	0.00	0.00	0.00	933,801.00	2,434,849.00	0.9	1.0675		4,862	125,916,309	473,093	
8	Babergh	E3531	1,432,935.56	50,863.69	87,457.87	0.00	962,401.35	9,331.77	1,470.03	1,670.79	54,443.85	15,804.37	414,298.82	1,314,206.74	0.9	1.0054		3,087	58,320,131	213,828	
9	Barking and Dagenham	E5030	1,715,115.54	15,260.56	0.00	0.00	1,555,008.71	52,677.98	17,813.70	953.78	0.00	0.00	984,484.24	1,908,497.28	1.5	1.0760		4,141	146,256,897	836,801	
10	Barnet	E5031	8,717,387.83	213,556.24	0.00	0.00	933,840.90	167,899.27	74,378.25	0.00	0.00	0.00	1,809,180.08	2,581,262.33	1.5	1.1113		8,193	285,713,313	1,656,152	
11	Barnsley	E4401	2,417,728.76	51,909.72	4,631.52	0.00	2,631,812.86	59,765.22	30,579.83	0.00	468.02	0.00	908,438.08	3,793,177.21	1.7	1.0000		6,550	136,219,877	712,508	
12	Barrow-in-Furness	E0932	1,010,699.17	86,719.40	687.00	8,658.64	416,830.68	12,753.67	63,362.38	3,401.70	487.13	0.00	402,162.44	1,102,662.78	0.9	1.0000		2,312	58,710,671	221,189	
13	Basildon	E1531	2,910,626.27	29,387.06	3,228.90	38,419.81	2,445,086.00	1,694.32	17,349.23	0.00	0.00	0.00	1,370,660.65	1,845,096.30	0.9	1.0618		4,613	192,758,117	769,527	
14	Basingstoke & Deane	E1731	2,671,887.82	9,012.61	35,569.48	696,474.45	2,055,549.63	81,690.43	101,546.96	563.29	72,382.04	0.00	1,302,754.79	1,246,459.45	0.9	1.0360		4,060	179,278,687	703,289	
15	Bassetlaw	E3032	1,861,440.00	4,122.00	31,863.00	0.00	1,235,635.00	27,576.00	77,420.00	258.00	23,897.00	2,352.00	828,385.93	1,870,686.23	0.9	1.0121		3,669	116,765,634	396,562	
16	Bath & North East Somerset	E0101	5,988,818.35	141,967.17	20,635.50	56,785.20	3,137,834.61	9,901.66	16,826.00	4,202.98	7,111.25	18,578.27	1,159,162.84	3,014,422.11	1.3	1.0378		5,675	166,941,601	664,350	
17	Bedford UA	E0202	4,129,196.95	145,192.11	35,785.72	0.00	2,812,194.55	32,003.79	41,020.06	261.82	24,295.21	19,156.09	1,129,282.34	2,426,419.45	1.3	1.0393		4,974	161,467,370	650,427	
18	Bexley	E5032	4,078,358.19	93,651.84	0.00	0.00	2,933,837.34	0.00	274.73	0.00	0.00	0.00	1,119,145.18	3,317,077.06	1.5	1.0760		5,440	173,834,087	951,118	
19	Birmingham	E4601	21,244,951.22	91,948.08	0.00	654,535.28	28,227,272.54	3,903.33	660,488.67	0.00	0.00	0.00	7,294,805.63	15,940,690.68	1.7	1.0134		44,954	1,050,070,091	5,482,864	
20	Blaby	E2431	503,507.83	28,886.08	996.16	250,000.00	295,586.37	11,819.37	5,242.13	786.19	0.00	0.00	724,142.83	895,683.31	0.9	1.0000		2,027	94,881,944	388,821	
21	Blackburn with Darwen	E2301	2,705,771.71	70,412.91	0.00	249,010.35	3,086,714.76	15,794.34	35,642.30	2,566.52	1,949.36	0.00	855,371.21	3,743,628.23	1.3	1.0000		6,088	128,104,595	495,775	
22	Blackpool	E2302	1,578,354.15	0.00	0.00	0.00	1,066,987.00	1,665.36	28,663.19	0.00	0.00	0.00	833,379.64	5,147,462.69	1.3	1.0000		6,835	132,003,794	528,036	
23	Bolsover	E1032	396,895.25	3,657.98	16,333.44	0.00	406,496.01	776.22	22,635.41	0.00	0.00	0.00	349,002.65	1,020,987.89	0.9	1.0000		2,223	49,863,769	201,175	
24	Bolton	E4201	5,060,357.21	79,038.10	0.00	216,383.64	2,660,913.93	170,687.29	155,970.62	0.00	0.00	0.00	1,616,350.51	5,939,920.12	1.7	1.0169		9,337	236,387,610	1,253,110	
25	Boston	E2531	900,704.23	32,743.59	22,783.12	0.00	687,396.00	17,018.71	22,482.80	8,179.82	1,332.77	0.00	332,127.32	1,102,208.51	0.9	1.0000		2,066	48,754,970	182,556	
26	Bournemouth	E1202	4,251,659.41	69,616.00	0.00	0.00	1,003,154.59	39,767.27	22,534.73	2,610.60	0.00	0.00	1,148,714.24	3,739,828.10	1.3	1.0000		7,233	169,272,701	713,112	
27	Bracknell Forest	E0301	1,664,283.59	2,271.68	0.00	241,626.60	1,472,938.29	15,306.88	39,391.69	0.00	0.00	0.00	992,360.04	770,947.26	1.3	1.1039		2,502	132,319,670	589,123	
28	Bradford	E4701	9,054,988.52	114,995.84	12,168.43	0.00	10,118,264.42	5,168.50	445,108.57	1,385.45	0.00	11,852.57	2,755,922.59	11,511,267.48	1.7	1.0055		17,470	383,044,614	1,909,065	
29	Braintree	E1532	1,489,635.27	89,629.17	16,715.94	0.00	1,119,980.50	18,193.60	399,180.20	148.28	1,579.24	0.00	666,817.32	2,322,132.76	0.9	1.0130		4,339	103,300,739	392,939	
30	Breckland	E2631	1,080,667.94	3,167.92	84,347.83	155,780.13	1,291,002.00	7,339.76	0.00	17.75	8,919.77	0.00	468,400.12	2,283,844.29	0.9	1.0000		4,130	74,811,912	272,058	
31	Brent	E5033	6,288,670.40	23,687.76	0.00	1,209.03	5,265,666.08	135,385.67	13,627.84	585.10	0.00	0.00	1,751,500.17	3,193,293.49	1.5	1.1113		8,289	269,405,465	1,527,002	
32	Brentwood	E1533	2,016,554.30	40,578.80	5,295.15	16,861.28	338,144.18	21,455.58	43,497.42	1,268.08	2,940.86	11,285.16	536,847.74	839,919.58	0.9	1.0618		2,131	75,376,468	297,764	
33	Brighton & Hove	E1401	7,762,159.05	54,072.44	0.00	0.00	3,291,467.50	30,434.20	48,283.02	622.97	0.00	0.00	1,834,144.00	5,124,214.65	1.3	1.0090		9,463	264,201,864	1,097,515	
34	Bristol	E0102	13,606,490.42	154,411.95	0.00	78,947.70	11,093,889.97	54,474.42	496,695.21	2,159.01	0.00	0.00	3,799,543.06	6,361,851.85	1.3	1.0378		15,046	529,577,274	2,204,291	
35	Broadland	E2632	798,020.84	34,139.32	51,474.02	10,000.00	256,133.73	3,172.59	36,234.54	0.00	38,605.51	6,672.07	476,579.52	1,985,366.27	0.9	1.0000		3,255	172,207,039	279,208	
36	Bromley	E5034	6,833,221.68	154,595.16	0.00	0.00	3,366,697.09	50,277.12	148,516.94	9,662.20	0.00	0.00	1,392,339.71	3,922,084.50	1.5	1.0760		7,289	215,770,679	1,197,382	
37	Bromsgrove	E1831	1,410,295.78	14,729.28	3,217.45	0.00	908,693.89	26,339.27	74,321.82	832.42	1,099.20	0.00	522,655.81	1,443,961.49	0.9	1.0000		2,942	69,396,956	259,745	
38	Broxbourne	E1931	1,577,807.20	68,571.76	0.00	5,936.84	690,198.43	19,318.07	19,540.20	741.51	0.00	0.00	764,724.20	1,036,825.97	0.9	1.0816		2,212	95,529,275	372,363	
39	Broxtove	E3033	767,500.70	0.00	2,624.35	0.00	476,121.05	8,360.95	47,933.69	0.00	1,968.25	0.00	399,036.41	1,295,647.43	0.9	1.0121		2,513	60,886,129	244,665	
40	Burnley	E2333	1,731,159.71	21,379.44	2,598.35	0.00	1,449,383.05	6,826.71	40,448.04	0.00	0.00	0.00	487,639.50	2,041,017.77	0.9	1.0000		3,579	72,222,764	261,287	
41	Bury	E4202	1,783,890.74	54,850.08	0.00	0.00	451,549.00	63,909.94	54,919.65	3,128.73	0.00	0.00	1,601,135.20	3,431,647.97	1.7	1.0169		5,516	130,965,337	731,972	
42	Calderdale	E4702	2,832,452.98	129,347.99	11,762.41	4,234.21	2,280,026.13	58,447.34	197,954.21	0.00	3,490.82	0.00	987,650.04	5,041,567.98	1.7	1.0055		8,621	153,982,120	791,506	
43	Cambridge	E0531	19,455,475.48	16,469.68	0.00	40,000.00	1,408,212.68	41,217.03	17,105.25	0.00	0.00	0.00	1,963,122.45	1,100,174.55	0.9	1.0339		3,967	252,358,236	911,674	
44	Camden	E5011	49,985,008.77	13,098.80	0.00	0.00	11,069,345.32	128,832.98	51,819.44	0.00	0.00	0.00	9,251,438.64	2,245,416.15	1.1	1.2208		16,653	1,243,949,750	6,156,745	
45	Cannock Chase	E3431	885,663.06	787.76	0.00	0.00	833,983.57	3,314.66	7,041.37	12.31	0.00	0.00	555,797.60	1,834,771.10	0.9	1.0000		3,196	84,361,606	312,273	
46	Canterbury	E2232	5,953,645.08	94,492.73	12,811.36	0.00	1,060,758.00	54,290.21	46,713.04	1,079.74	0.00	7,689.92	934,429.52	2,541,046.99	0.9	1.0					



Data taken from NDR1 or NDR2 for 2012-13																						VOA Data 2010 List	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
No.	Local Authority	Ecodes	Mandatory Reliefs					Discretionary Reliefs					Small business rate relief - additional yield	Small business rate relief - cost of relief	Losses %	ACF	NDR2	Number of hereditaments as at 30 Sept 2012	Rateable Value as at 30 Sept 2012	Allowances for losses in collection	Enterprise Zone baseline		
			Charity	Community amateur sports clubs	Rural	Part Occ	Empty Premises	Charity	Non Profit	Community amateur sports clubs	Rural	Other											
67	Coventry	E4602	10,292,042.01	25,648.00	0.00	15,250.65	3,277,264.93	200,717.90	196,776.17	1,603.00	0.00	0.00	2,159,162.05	4,050,726.69	1.7	1.0134		8,017	296,670,678	1,574,354			
68	Craven	E2731	1,055,313.71	21,587.24	38,877.52	0.00	363,342.19	4,946.98	25,363.55	0.00	24,082.88	14,157.47	329,641.09	1,310,084.41	0.9	1.0000		3,006	46,942,005	175,789			
69	Crawley	E3834	2,078,385.34	21,544.32	0.00	304,777.30	7,204,078.48	66,034.98	30,629.25	390.73	0.00	0.00	2,021,139.33	630,256.10	0.9	1.1039		3,164	262,260,350	1,054,140			
70	Croydon	E5035	6,941,163.30	126,444.95	0.00	81,934.98	7,337,221.41	55,261.66	61,778.08	0.00	0.00	0.00	2,026,000.51	4,717,634.04	1.5	1.0760		8,885	295,668,223	1,655,046			
71	Dacorum	E1932	3,055,787.24	76,663.81	3,801.40	0.00	3,356,647.42	42,114.59	12,213.28	237.88	0.00	138.35	1,104,786.84	1,662,301.75	0.9	1.0816		4,393	152,444,310	582,145			
72	Darlington	E1301	1,994,163.07	34,903.26	2,846.99	0.00	1,331,490.31	7,068.48	595.26	0.00	0.00	0.00	519,083.72	1,727,834.72	1.3	1.0000		3,472	86,298,629	362,384			
73	Dartford	E2233	2,023,913.77	48,155.95	629.75	0.00	2,212,765.34	10,957.11	1,372.42	1,854.90	0.00	1,616.93	1,534,578.38	1,189,281.06	0.9	1.0618		2,932	195,633,752	799,432			
74	Daventry	E2832	1,140,523.40	13,879.90	30,132.21	0.00	758,763.03	10,520.28	20,585.84	186.14	278.24	0.00	653,508.94	1,084,128.29	0.9	1.0132		2,434	94,679,421	372,006			
75	Derby	E1001	4,695,419.48	32,060.00	0.00	92,739.00	1,774,369.54	14,274.24	118,405.04	1,660.25	0.00	0.00	1,501,888.22	3,229,481.37	1.3	1.0000		7,085	212,041,433	905,470			
76	Derbyshire Dales	E1035	912,777.36	43,894.22	58,942.46	0.00	397,073.05	22,964.39	93,371.79	1,071.69	44,206.85	7,212.35	254,440.94	1,980,322.26	0.9	1.0000		3,791	46,319,315	166,217			
77	Doncaster	E4402	4,596,728.52	27,095.28	9,178.53	36,100.93	3,464,047.64	59,694.56	107,906.35	0.00	0.00	0.00	4,750,483.26	1,573,473.11	1.7	1.0000		8,503	224,628,850	1,194,663			
78	Dover	E2234	1,703,355.47	60,080.54	23,355.97	1,246,813.65	914,329.65	37,274.68	31,080.83	0.00	615.94	0.00	606,641.53	1,789,314.97	0.9	1.0068		3,487	91,505,102	333,733			
79	Dudley	E4603	3,848,386.14	25,134.00	0.00	130,000.00	4,831,385.83	116,169.11	23,088.82	1,570.88	0.00	0.00	1,460,107.48	5,117,869.89	1.7	1.0134		10,207	244,374,408	1,297,270			
80	Durham UA	E1302	8,253,310.79	201,456.73	92,043.08	10,535.40	2,301,155.34	92,677.29	16,604.66	174.40	13,226.96	4,178.36	1,978,417.37	7,421,577.76	1.3	1.0000		14,640	296,748,846	1,211,262			
81	Ealing	E5036	7,527,912.00	94,868.90	0.00	473,390.00	4,601,646.00	131,163.00	17,962.00	0.00	0.00	0.00	3,476,657.59	1,573,473.11	1.5	1.1113		9,485	352,143,120	2,043,741			
82	East Cambridgeshire	E0532	1,429,298.92	13,108.40	34,071.15	9,942.87	593,912.00	28,228.27	22,370.44	204.82	10,310.55	0.00	286,329.94	1,295,177.74	0.9	1.0339		2,131	46,543,192	160,923			
83	East Devon	E1131	2,077,817.25	115,497.19	48,287.32	0.00	775,186.64	30,587.32	5,771.27	4,236.83	11,764.64	0.00	484,870.36	3,299,537.77	0.9	1.0000		5,776	84,686,331	295,491			
84	East Dorset	E1233	704,680.83	0.00	15,164.86	0.00	461,887.30	8,153.38	1,120.67	0.00	10,849.81	6,978.20	267,742.52	1,619,610.69	0.9	1.0000		2,632	53,831,261	204,836			
85	East Hampshire	E1732	2,000,671.00	47,947.00	24,104.00	10,000.00	1,008,532.00	40,107.00	2,900.00	0.00	18,078.00	0.00	466,688.00	2,026,041.00	0.9	1.0360		3,512	73,931,316	269,358			
86	East Hertfordshire	E1933	3,324,932.62	90,815.49	50,841.65	399,506.00	2,135,597.11	34,974.62	18,264.34	53.17	16,320.54	0.00	786,429.30	2,008,407.26	0.9	1.0816		4,143	115,510,102	425,938			
87	East Lindsey	E2532	1,639,450.23	67,157.10	113,750.10	0.00	826,860.99	14,758.48	2,387.91	1,701.07	16,412.05	0.00	592,782.96	3,851,425.21	0.9	1.0000		6,993	88,037,539	319,471			
88	East Northamptonshire	E2833	1,321,517.39	20,158.29	23,415.03	0.00	837,568.58	12,960.98	85,615.28	1,259.89	11,638.11	39,433.28	353,362.68	1,464,626.47	0.9	1.0132		2,306	55,081,429	197,366			
89	East Riding of Yorkshire	E2001	2,613,738.80	36,894.55	110,038.09	0.00	2,218,861.52	23,768.43	436,903.22	1,145.65	27,387.97	146,321.97	1,470,894.46	5,995,297.02	1.3	1.0000		10,389	228,779,374	923,626			
90	East Staffordshire	E3432	1,449,819.13	48,254.28	8,660.10	0.00	2,722,733.08	23,352.37	80,233.20	1,653.03	7,692.80	1,992.58	823,020.17	1,463,748.15	0.9	1.0000		3,967	133,360,759	520,870			
91	Eastbourne	E1432	1,916,137.24	73,995.48	0.00	0.00	443,738.00	7,802.02	376.37	0.00	0.00	0.00	567,928.12	1,611,847.00	0.9	1.0090		2,872	81,862,080	316,987			
92	Eastleigh	E1733	1,705,789.85	0.00	0.00	0.00	990,866.12	9,791.00	98,928.00	0.00	0.00	0.00	974,547.68	1,213,748.33	0.9	1.0360		2,968	132,626,746	536,676			
93	Eden	E0935	1,086,925.62	70,541.16	59,008.78	0.00	234,375.58	12,176.78	29,556.82	491.83	12,819.05	2,475.56	310,078.36	1,719,265.32	0.9	1.0000		3,210	51,573,569	185,900			
94	Elmbridge	E3631	2,802,980.55	51,625.76	0.00	0.00	1,996,490.06	21,670.91	255,008.20	0.00	0.00	0.00	926,436.01	1,559,123.33	0.9	1.1039		3,579	128,524,212	501,982			
95	Enfield	E5037	4,252,200.38	89,328.32	0.00	0.00	1,812,618.00	42,965.55	338,188.82	0.00	0.00	0.00	1,700,612.49	3,071,735.00	1.5	1.0760		6,972	257,556,647	1,518,356			
96	Epping Forest	E1537	2,015,519.78	17,990.24	8,018.35	0.00	1,233,334.38	3,311.80	44,951.60	0.00	3,608.27	6,458.16	558,075.53	1,816,383.00	0.9	1.0618		3,833	87,032,249	328,340			
97	Epsom & Ewell	E3632	2,368,227.27	46,441.20	0.00	0.00	578,382.03	15,868.65	411.08	2,035.93	0.00	0.00	429,663.88	833,461.02	0.9	1.1039		1,726	60,525,856	225,851			
98	Erewash	E1036	1,400,043.45	76,266.49	1,946.50	0.00	499,929.00	4,704.59	25,466.11	0.00	850.16	0.00	381,148.20	1,982,729.80	0.9	1.0000		3,379	63,032,835	235,109			
99	Exeter	E1132	4,341,934.08	36,653.13	0.00	7,359.10	2,151,486.15	101,058.63	34,350.00	1,009.76	0.00	0.00	1,358,624.32	1,587,519.82	0.9	1.0000		4,727	185,545,451	721,860			
100	Fareham	E1734	2,350,847.35	0.00	0.00	0.00	1,539,305.08	25,931.27	161,073.24	0.00	0.00	0.00	765,764.87	1,295,393.42	0.9	1.0360		3,003	103,922,249	387,953			
101	Fenland	E0533	1,017,694.04	24,546.01	29,673.71	0.00	326,603.62	6,816.76	59,178.44	0.00	22,255.28	0.00	395,048.80	1,754,205.43	0.9	1.0339		2,953	61,888,401	228,578			
102	Forest Heath	E3532	794,119.81	10,091.73	17,652.09	69,484.88	455,869.00	3,403.60	0.00	157.69	1,417.42	0.00	367,259.48	1,056,848.09	0.9	1.0054		2,097	53,324,900	210,217			
103	Forest of Dean	E1633	1,265,244.24	2,617.94	51,329.06	0.00	374,009.76	12,162.56	50,527.55	95.61	38,050.14	0.00	182,703.08	1,685,667.11	0.9	1.0197		3,068	34,297,734	112,925			
104	Fylde	E2335	874,872.08	5,234.60	3,053.72	0.00	412,529.00	12,704.87	20,519.92	181.50	2,181.22	0.00	420,941.26	1,581,389.98	0.9	1.0000		2,613	61,763,495	239,750			
105	Gateshead	E4501	3,056,831.94	85,077.76	18,755.00	500,000.00	3,515,465.00	62,114.82	53,288.12	2,640.00	11,250.00	11,250.00	1,516,777.34	3,030,284.86	1.7	1.0000		6,507	211,063,950	1,147,637			
106	Gedling	E3034	869,059.91	45,891.60	2,032.38	0.00	241,532.53	19,750.08	31,325.74	1,379.73	4,370.03	0.00	335,601.28	1,324,723.48	0.9	1.0121		2,418	52,481,564	205,722			
107	Goucester	E1634	2,675,089.49	34,379.33	0.00	0.00	1,400,144.28	580.74	35,387.04	0.00	0.00	0.00	882,992.61	1,471,483.27	0.9	1.0197		3,924	124,130,071	488,374			
108	Gosport	E1735	862,071.68	14,820.88	0.00	0.00	176,820.16	13,236.98	85,154.96	0.00	0.00	0.00	257,849.36	1,018,512.60	0.9	1.0360		1,911	39,718,816	151,539			
109	Gravesham	E2236																					

Data taken from NDR1 or NDR2 for 2012-13																						VOA Data 2010 List	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
No.	Local Authority	Ecodes	Mandatory Reliefs					Discretionary Reliefs					Small business rate relief - additional yield	Small business rate relief - cost of relief	Losses %	ACF	NDR2	Number of hereditaments as at 30 Sept 2012	Rateable Value as at 30 Sept 2012	Allowances for losses in collection	Enterprise Zone baseline		
			Charity	Community amateur sports clubs	Rural	Part Occ	Empty Premises	Charity	Non Profit	Community amateur sports clubs	Rural	Other											
134	Huntingdonshire	E0551	2,229,333.26	192,445.96	41,706.01	15,122.65	1,904,518.61	251.90	51,007.99	0.00	16,175.57	0.00	1,061,560.16	1,744,280.60	0.9	1.0339		4,846	141,876.976	560,991			
135	Hyndburn	E2336	1,052,138.26	32,701.20	0.00	0.00	1,912,389.38	23,760.94	86,099.41	0.00	0.00	0.00	385,690.68	1,767,073.58	0.9	1.0000		3,300	59,054,985	206,559			
136	Ipswich	E3533	2,436,727.33	89,035.20	0.00	0.00	1,957,096.86	25,556.72	41,022.45	0.00	0.00	0.00	939,276.98	1,342,045.41	0.9	1.0054		4,272	132,660,697	520,042			
137	Isle of Wight Council	E2101	1,935,307.08	79,527.12	17,342.47	0.00	688,621.55	17,146.12	33,270.84	652.65	10,860.13	2,502.53	539,313.92	3,489,620.12	1.3	1.0360		6,128	90,881,748	359,607			
138	Isles of Scilly	E4001	13,540.16	5,975.04	1,175.66	0.00	6,381.72	2,102.64	746.98	1,332.78	819.22	0.00	13,742.00	249,341.00	1.3	1.5000		438	4,212,950	16,528			
139	Islington	E5015	20,383,352.85	0.00	0.00	0.00	8,820,894.00	147,915.11	148,293.92	0.00	0.00	0.00	3,423,723.65	3,021,859.65	1.1	1.2208		10,938	485,249,298	2,317,413			
140	Kensington and Chelsea	E5016	15,013,717.06	0.00	0.00	0.00	7,970,031.66	30,897.63	148,206.89	0.00	0.00	0.00	5,011,650.11	1,104,143.88	1.1	1.2208		8,372	663,146,584	3,355,578			
141	Kettering	E2834	1,769,313.00	65,658.00	11,254.00	22,064.00	732,143.00	14,045.00	32,402.00	2,580.00	1,736.00	0.00	506,607.00	1,444,210.00	0.9	1.0132		2,452	75,015,345	292,492			
142	Kings Lynn and West Norfolk	E2634	1,731,474.40	22,121.40	72,304.11	0.00	1,013,155.83	22,619.05	40,799.64	0.00	23,838.21	21,241.25	694,057.46	2,625,498.14	0.9	1.0000		5,283	104,840,117	390,663			
143	Kingston upon Hull	E2002	4,423,297.93	28,874.69	0.00	6,340.50	2,076,993.36	263.35	6,075.18	0.00	0.00	0.00	1,584,056.82	4,350,341.12	1.3	1.0000		8,691	233,676,364	1,010,559			
144	Kingston upon Thames	E5043	5,131,462.11	64,328.74	0.00	22,244.11	2,807,693.15	9,219.98	269,375.16	0.00	0.00	0.00	1,421,841.88	2,038,798.74	1.5	1.1113		4,800	201,029,124	1,171,541			
145	Kirklees	E4703	4,876,049.76	137,016.39	8,227.40	25,477.14	5,142,599.28	53,551.20	86,719.78	1,897.15	3,018.29	88,796.72	2,014,185.65	9,444,761.20	1.7	1.0055		14,946	285,555,551	1,460,104			
146	Knowsley	E4301	1,907,357.58	14,271.28	0.00	304,000.00	1,817,416.86	62,627.70	24,898.50	0.00	0.00	0.00	744,591.20	1,325,205.67	1.7	1.0075		2,907	103,909,305	556,075			
147	Lambeth	E5017	14,118,819.66	7,236.40	0.00	0.00	3,699,933.03	139,781.09	254,295.68	0.00	0.00	0.00	2,138,722.90	4,208,462.57	1.1	1.2208		8,421	311,593,305	1,463,074			
148	Lancaster	E2337	3,304,859.10	39,042.05	26,058.17	0.00	1,442,643.17	25,254.41	461.42	2,247.45	0.00	0.00	1,168,997.85	2,789,175.67	0.9	1.0000		5,184	163,487,167	424,682			
149	Leeds	E4704	18,294,895.06	277,027.81	10,579.80	500,000.00	15,534,658.60	11,496.22	238,460.69	4,780.73	4,465.50	4,130.86	6,650,861.52	12,860,841.73	1.7	1.0055		26,692	925,552,263	4,959,467			
150	Leicester	E2401	7,436,573.00	37,446.00	0.00	20,561.00	2,194,030.00	80,213.00	115,609.00	0.00	0.00	0.00	1,702,774.00	6,553,614.00	1.3	1.0000		11,641	261,363,852	1,091,227			
151	Lewes	E1435	1,658,072.57	75,817.32	14,210.76	0.00	614,995.56	37,285.87	2,229.29	125.95	0.00	0.00	384,869.59	1,728,805.46	0.9	1.0090		3,097	60,948,782	220,847			
152	Lewisham	E5018	4,790,864.14	0.00	0.00	0.00	1,997,862.84	54,553.24	24,620.63	0.00	0.00	0.00	795,012.46	4,002,076.33	1.1	1.2208		5,989	133,224,033	614,144			
153	Lichfield	E3433	726,754.07	50,404.39	6,108.58	95,000.00	1,132,832.20	7,715.49	29,358.31	0.00	2,748.00	0.00	610,202.22	1,303,005.85	0.9	1.0000		2,841	81,672,613	321,065			
154	Lincoln	E2533	3,340,382.52	74,285.77	0.00	0.00	1,190,023.08	8,531.22	601.46	883.25	0.00	0.00	790,159.24	1,164,265.68	0.9	1.0000		3,383	104,513,012	398,559			
155	Liverpool	E4302	13,669,469.48	0.00	0.00	0.00	14,972,930.24	122,093.85	226,557.89	0.00	0.00	0.00	3,735,183.94	5,936,492.47	1.7	1.0075		16,936	522,035,213	2,640,323			
156	Luton	E0201	3,150,631.73	252,115.28	0.00	284,991.72	1,752,243.58	80,000.00	40,000.00	34.91	0.00	0.00	1,133,420.38	2,897,367.92	1.3	1.0393		5,577	172,058,371	733,714			
157	Maidstone	E2237	2,751,237.28	73,594.93	1,963.67	0.00	1,851,888.02	27,897.39	3,471.32	721.36	0.00	0.00	992,584.23	1,698,910.60	0.9	1.0068		4,596	141,235,352	544,166			
158	Maldon	E1539	672,943.79	23,092.36	13,165.58	0.00	405,125.54	7,224.35	13,871.95	33.21	2,067.44	0.00	199,023.32	1,383,577.94	0.9	1.0130		2,304	34,612,606	124,569			
159	Malvern Hills	E1851	1,603,722.01	37,148.83	55,413.60	0.00	267,971.57	18,587.21	52,296.08	2,303.20	30,268.28	6,425.85	243,264.48	1,748,036.78	0.9	1.0000	y	2,717	42,577,858	155,568			
160	Manchester	E4203	23,799,912.96	111,286.67	0.00	100,000.00	28,458,815.19	153,500.64	624,116.63	0.00	0.00	0.00	6,261,931.70	6,900,103.89	1.7	1.0169		23,361	857,664,809	4,347,582			
161	Mansfield	E3035	1,190,140.79	9,251.60	445.41	0.00	891,641.14	1,306.26	20,796.75	0.00	0.00	0.00	470,631.94	942,773.07	0.9	1.0121		3,023	70,157,578	273,901			
162	Medway	E2201	4,887,683.48	118,024.27	9,079.85	200,000.00	3,512,528.13	64,966.50	138,717.21	7,033.02	0.00	0.00	1,615,102.72	2,296,504.52	1.3	1.0068		6,211	230,643,641	871,102			
163	Melton	E2436	686,849.00	34,066.00	23,222.00	0.00	145,419.00	3,796.00	10,719.00	93.03	8,809.56	852.13	133,759.00	856,506.00	0.9	1.0000		1,482	32,476,476	122,648			
164	Mendip	E3331	2,501,155.70	76,251.84	31,699.29	0.00	1,476,486.20	7,586.79	4,100.48	644.68	7,699.63	5,588.86	537,368.85	2,308,422.76	0.9	1.0000		3,913	81,610,187	291,818			
165	Merton	E5044	4,407,117.31	93,193.84	0.00	0.00	1,042,031.08	104,448.36	59,231.03	44.66	0.00	0.00	1,418,178.05	2,276,707.34	1.5	1.1113		5,356	204,646,054	1,210,670			
166	Mid Devon	E1133	1,013,674.11	31,303.05	32,040.87	0.00	946,756.00	13,597.62	5,684.71	6,290.04	1,788.97	329.55	1,492,772.00	2,276,707.34	0.9	1.0000		2,701	39,546,521	143,055			
167	Mid Suffolk	E3534	772,412.32	33,549.42	88,998.93	0.00	738,034.15	38,033.74	36,760.24	1,575.86	66,749.11	63,171.13	386,562.43	1,025,590.82	0.9	1.0054		3,188	53,555,589	201,078			
168	Mid Sussex	E3836	3,495,428.54	45,946.56	6,520.77	0.00	401,783.79	18,801.61	65,754.87	246.18	4,890.59	0.00	712,447.92	1,817,985.67	0.9	1.0000		3,976	105,073,507	404,286			
169	Middlesbrough	E0702	3,735,315.04	30,536.80	0.00	0.00	2,685,261.00	1,021.34	14,097.38	382.50	0.00	0.00	782,820.94	1,853,970.00	1.3	1.0000		4,126	111,851,478	446,857			
170	Milton Keynes	E0401	6,447,260.00	37,196.00	11,679.00	246,209.00	6,989,690.00	116,072.00	130,284.00	0.00	0.00	0.00	2,532,234.00	2,532,234.00	1.3	1.0675		6,777	351,614,753	1,518,883			
171	Mole Valley	E3634	1,664,965.91	25,133.21	8,976.80	0.00	1,171,765.51	18,532.83	37,878.29	504.26	5,787.98	17,720.18	626,789.12	1,369,340.65	0.9	1.1039		3,142	91,023,997	352,294			
172	New Forest	E1738	2,769,492.43	121,012.76	14,401.77	519.55	1,227,440.58	22,208.49	57,531.84	0.00	3,031.59	0.00	1,073,369.66	3,481,872.41	0.9	1.0360		6,484	158,177,353	590,774			
173	Newark and Sherwood	E3036	1,145,468.40	70,666.28	24,366.14	1,889.10	797,583.36	12,575.41	32,984.62	0.00	2,742.84	0.00	629,030.16	1,904,930.52	0.9	1.0121		3,812	92,899,175	375,136			
174	Newcastle-upon-Tyne	E4502	11,603,567.07	109,863.20	2,049.55	0.00	8,259,168.23	230,571.90	15,090.05	0.00	0.00	0.00	2,898,192.46	2,755,079.59	1.7	1.0000		9,663	386,647,984	2,047,416			
175	Newcastle-under-Lyme	E3434	2,152,534.94	13,721.68	17,228.80	95,040.00	949,373.40	5,679.81	52,863.05	0.00	0.00	0.00	673,961.91	1,681,709.70	0.9	1.0000		3,300	83,842,476	319,047			



Data taken from NDR1 or NDR2 for 2012-13																						VOA Data 2010 List				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22					
			Mandatory Reliefs					Discretionary Reliefs							Losses		ACF									
No.	Local Authority	Ecodes	Community amateur sports clubs			Rural		Part Occ		Empty Premises			Community amateur sports clubs		Rural			Other	Small business rate relief - additional yield	Small business rate relief - cost of relief	NDR2		Number of hereditaments as at 30 Sept 2012	Rateable Value as at 30 Sept 2012	Allowances for losses in collection	Enterprise Zone baseline
			Charity						Charity	Non Profit										%						
201	Portsmouth	E1701	5,315,121.45	31,162.32	0.00	33,044.20	1,568,518.37	65,000.00	5,750.00	209.25	0.00	0.00	1,456,731.26	2,772,677.63	1.3	1.0360		5.890	204,613,702			871,379				
202	Preston	E2339	4,357,952.36	69,336.77	2,716.10	0.00	1,776,785.71	14,989.29	6,225.94	283.96	841.58	0.00	1,211,301.81	2,729,589.46	0.9	1.0000		5.313	169,374,914			646,813				
203	Purbeck	E1236	524,089.19	57,261.25	16,259.89	0.00	355,302.00	3,830.82	5,641.17	379.01	4,659.21	0.00	230,120.49	1,515,000.00	0.9	1.0000		2.304	43,414,036			155,799				
204	Reading	E0303	3642549	5033	0.00	43,314.86	4,343,847.88	16,007.29	0.00	0.00	0.00	0.00	1,849,192.45	1,360,794.95	1.3	1.0806		4.892	243,158,467			1,071,869				
205	Redbridge	E5046	3,085,347.54	37,693.40	0.00	0.00	1,556,259.79	0.00	11,387.59	0.00	0.00	0.00	807,979.13	2,594,849.47	1.5	1.0760		6.184	137,345,231			778,157				
206	Redcar and Cleveland	E0703	2,148,893.49	60,237.99	6,310.10	0.00	615,877.54	17,712.37	78,509.66	0.00	3,418.68	545.31	930,875.23	1,955,010.36	1.3	1.0000		3.739	129,101,376			547,799				
207	Redditch	E1835	843,749.28	12,411.97	1,305.30	0.00	593,524.11	10,238.76	29,267.51	775.75	978.98	0.00	601,952.64	1,047,899.66	0.9	1.0000		2.416	85,512,416			347,149				
208	Reigate and Banstead	E3635	2,843,710.00	61,784.00	0.00	0.00	2,029,392.00	3,680.00	3,722.00	0.00	0.00	0.00	862,767.00	1,642,134.00	0.9	1.1039		3.496	121,941,270			466,888				
209	Ribble Valley	E2340	772,842.20	22,909.16	19,374.96	31,847.24	290,502.24	6,553.49	7,772.63	0.00	4,123.28	1,139.06	208,683.57	1,494,743.99	0.9	1.0000		2.137	36,645,815			130,168				
210	Richmond upon Thames	E5047	6,698,058.54	48,368.46	0.00	0.00	3,371,099.09	63,407.93	118,923.53	933.18	0.00	0.00	1,347,121.84	1,788,163.23	1.5	1.1113		5.964	206,335,665			1,167,641				
211	Richmondshire	E2734	500,544.78	31,913.44	41,228.88	0.00	316,671.42	11,934.75	10,308.25	0.00	15,223.56	7,162.26	194,467.53	1,394,198.53	0.9	1.0000		2.472	33,309,837			120,488				
212	Rochdale	E4205	2,454,072.00	88,070.00	0.00	120,000.00	3,187,682.00	81,921.00	46,677.00	3,498.00	0.00	0.00	1,310,488.00	3,847,822.00	1.7	1.0169		6.546	165,799,425			875,066				
213	Rochford	E1540	860,289.46	7,159.62	246.17	0.00	493,204.57	8,863.65	0.00	48.09	184.63	0.00	246,936.40	1,251,607.13	0.9	1.0130		2.044	41,195,555			150,196				
214	Rossendale	E2341	426,694.26	44,954.94	0.00	51,960.00	1,024,331.00	10,141.69	17,003.44	749.17	296.03	0.00	223,851.42	1,578,256.00	0.9	1.0000		2.575	36,384,770			127,319				
215	Rother	E1436	1,412,215.46	62,965.84	28,472.34	7,662.04	463,705.16	6,655.66	0.00	1,347.21	7,721.65	0.00	265,352.70	2,146,347.80	0.9	1.0090		3.460	47,027,675			161,647				
216	Rotherham	E4403	2,592,481.90	31,059.66	12,694.88	300,000.00	2,069,737.48	22,741.07	400,097.18	1,351.55	0.00	0.00	1,385,832.13	3,945,853.70	1.7	1.0000		7.185	188,051,498			1,001,262				
217	Rugby	E3733	2,176,008.11	66,284.71	8,008.97	280,000.00	1,911,248.40	11,435.45	78,318.00	174.15	609.47	0.00	718,865.46	1,432,818.08	0.9	1.0213		2.856	102,192,252			384,579				
218	Runnymede	E3636	2,632,168.11	34,700.80	1,575.00	0.00	1,476,232.04	5,645.99	492.35	0.00	1,723.14	0.00	783,902.48	1,047,957.20	0.9	1.1039		2.354	106,690,095			416,772				
219	Rushcliffe	E3038	2,288,236.73	68,563.33	10,634.75	0.00	474,496.48	5,527.71	238,320.30	0.00	1,641.09	615.16	488,862.93	1,530,263.48	0.9	1.0121		2.488	71,276,058			231,818				
220	Rushmoor	E1740	1,250,421.49	9,269.92	0.00	0.00	1,735,296.78	10,711.42	203,690.99	579.37	0.00	0.00	781,263.48	994,007.83	0.9	1.0360		2.466	106,353,340			430,197				
221	Rutland	E2402	889,138.02	11,450.00	8,153.90	281.92	146,026.39	5,115.71	115,835.49	0.00	6,115.40	1,329.35	190,556.86	709,766.80	1.3	1.0000		1.294	25,730,807			104,843				
222	Ryedale	E2755	771,087.16	24,080.00	30,590.77	0.00	417,932.00	20,590.09	57,727.94	0.00	13,558.91	0.00	254,942.21	1,718,201.75	0.9	1.0000		2.812	42,958,875			154,205				
223	Salford	E4206	5,202,168.44	73,773.57	0.00	293,124.70	7,245,964.10	101,090.24	137,613.56	1,092.73	0.00	0.00	1,412,293.12	3,273,006.27	1.7	1.0169		10.273	233,786,760			1,166,796				
224	Sandwell	E4604	3,612,079.10	89,016.88	0.00	230,858.56	6,336,851.00	103,523.43	89,248.02	0.00	0.00	0.00	1,829,154.60	4,229,703.38	1.7	1.0134		10.152	249,470,107			1,310,900				
225	Scarborough	E2736	1,313,086.41	144,379.60	23,757.63	107,281.23	623,871.00	29,603.74	54,847.55	0.00	860.63	0.00	508,456.98	3,951,539.25	0.9	1.0000		6.350	85,168,617			306,107				
226	Sedgemoor	E3332	1,561,716.19	24,404.68	68,737.51	0.00	571,391.35	16,520.57	7,683.66	0.00	27,783.50	256.50	569,954.89	2,145,574.89	0.9	1.0000		3.846	89,304,465			328,086				
227	Sefton	E4304	3,942,286.58	27,887.40	1,623.75	0.00	3,370,384.07	56,403.37	38,283.23	0.00	0.00	0.00	1,236,478.52	4,343,271.58	1.7	1.0075		7.536	180,255,141			956,496				
228	Selby	E2757	783,211.61	42,499.74	25,417.40	0.00	749,802.13	43,977.16	17,219.52	963.43	12,774.95	3,974.81	753,060.32	1,273,885.95	0.9	1.0000		2.494	104,526,398			372,325				
229	Sevenoaks	E2239	2,257,086.01	79,179.48	16,863.57	0.00	1,298,273.38	28,719.72	29,757.74	17.00	0.00	6,788.59	650,906.35	1,905,540.27	0.9	1.0618		3.772	90,501,329			332,206				
230	Sheffield	E4404	14,037,398.07	16,837.20	0.00	952,867.16	7,068,080.65	1,568.00	516,724.24	0.00	0.00	0.00	4,015,258.99	8,449,736.43	1.7	1.0000		17.356	531,455,993			2,802,894				
231	Shepway	E2240	1,861,370.55	92,749.53	22,560.11	0.00	827,000.10	9,639.19	268.31	214.34	0.00	0.00	491,981.20	2,131,573.29	0.9	1.0068		3.681	74,847,482			274,969				
232	Shropshire UA	E3202	4,614,272.09	120,744.21	112,472.39	74,709.53	2,785,183.28	66,929.24	81,750.05	3,978.96	7,248.69	0.00	1,233,453.23	6,409,013.25	1.3	1.0000		11.513	199,321,302			785,517				
233	Slough	E0304	2,989,105.42	0.00	0.00	0.00	5,532,603.32	80,891.13	44,445.46	0.00	0.00	0.00	823,330.90	1,719,693.40	1.3	1.1039		3.351	227,030,211			987,805				
234	Solihull	E4605	3,572,999.75	69,114.55	916.00	373,573.42	4,223,654.39	7,434.63	6,578.03	0.00	0.00	0.00	1,976,731.09	1,710,531.84	1.7	1.0134		4.439	261,218,727			1,466,246				
235	South Bucks	E0434	1,462,734.27	55,611.31	2,633.50	0.00	1,850,787.14	3,467.03	23,218.50	60.69	0.00	0.00	540,202.13	767,070.69	0.9	1.0816		1.966	74,075,266			283,653				
236	South Cambridgeshire	E0536	7,994,392.03	36,331.11	78,332.20	0.00	1,164,780.90	24,848.14	34,077.74	0.00	62,891.91	26,136.56	1,267,680.48	1,835,525.34	0.9	1.0339		4.431	175,269,064			659,705				
237	South Derbyshire	E1039	864,568.09	31,776.04	25,607.91	3,465.21	850,726.00	174.61	4,438.02	0.00	0.00	0.00	362,944.38	1,150,946.00	0.9	1.0000		2.113	54,249,510			205,108				
238	South Gloucestershire	E0103	5,131,475.00	85,957.44	27,302.69	279,614.95	2,731,087.65	29,615.41	325,980.28	0.00	17,445.59	18,374.71	2,406,361.62	2,777,888.92	1.3	1.0378		6.187	317,880,394			1,403,370				
239	South Hams	E1136	1,409,395.97	83,540.02	50,256.17	0.00	435,399.96	43,068.18	65,081.74	0.00	7,819.20	0.00	569,892.83	2,087,400.17	0.9	1.0000		5.183	82,110,354			285,462				
240	South Holland	E2535	751,122.48	46,165.05	40,456.00	0.00	529,127.09	16,183.34	32,355.94	1,386.50	30,342.00	0.00	472,640.41	1,481,477.67	0.9	1.0000		2.682	63,171,423			225,228				
241	South Kesteven	E2536	2,385,174.60	137,820.93	44,729.45	85,000.00	1,421,248.84	3,290.67	41,245.29	0.00	17,391.83	10,167.00	677,342.75	2,048,653.86	0.9	1.0000		4.226	100,844,968			382,147				
242	South Lakeland	E0936	2,615,960.68	99,193.43	23,300.41	0.00	321,861.91	12,496.87	19,397.27	2,550.04	6,371.36	7,959.21	597,646.00	4,792,796.06	0.9	1.0000		7.572	105,692,504			379,562				
243	South Norfolk	E2637	2,799,368.06	49,289.96	83,986.32	0.00	715,961.46	19,979.69	63,402.72	2,798.22	26,978.87	14,182.37	463,946.29	1,832,850.86	0.9	1.0000		3.602	73,803,854			261,457				
244	South Northamptonshire	E2836	1,066,225.60	5,880.72	48,386.25	0.00	754,085.06	28,180.57	99,953.73	367																

		Data taken from NDR1 or NDR2 for 2012-13													VOA Data 2010 List						
1	2	3	Mandatory Reliefs					Discretionary Reliefs					14	15	16	17	18	19	20	21	22
No.	Local Authority	Ecodes	Community amateur sports clubs				Community amateur sports clubs					Small business rate relief - additional yield	Small business rate relief - cost of relief	Losses	ACF	NDR2	Number of hereditaments as at 30 Sept 2012	Rateable Value as at 30 Sept 2012	Allowances for losses in collection	Enterprise Zone baseline	
			Charity	Rural	Part Occ	Empty Premises	Charity	Non Profit	Rural	Other			%								
268	Sutton	E5048	3,815,014.26	17,678.80	0.00	50,000.00	909,680.00	0.00	247,959.74	0.00	0.00	863,507.98	2,399,746.84	1.5	1.1113		4,191	132,896,179	755,315		
269	Swale	E2241	1,947,309.84	87,116.40	33,730.89	100,000.00	1,171,848.00	54,695.45	86,388.29	5,444.78	25,298.17	767,678.02	2,255,081.66	0.9	1.0068		4,075	105,860,490	390,802		
270	Swindon	E3901	4,957,115.35	42,777.20	5,485.26	541,754.19	3,827,778.72	43,644.73	33,803.06	2,673.58	4,113.93	1,937,491.89	1,920,822.81	1.3	1.0216		5,287	258,660,628	1,139,936		
271	Tameside	E4208	2,200,993.62	107,151.80	0.00	2,010.14	2,830,337.45	64,601.55	120,856.99	2,806.85	0.00	986,501.66	4,547,431.31	1.7	1.0169		7,105	150,305,543	762,878		
272	Tamworth	E3439	453,096.12	30,915.00	0.00	16,254.84	2,518,584.67	5,116.16	1,889.25	593.97	0.00	573,219.68	892,831.13	0.9	1.0000		1,926	78,793,206	305,922		
273	Tandridge	E3639	1,971,599.30	29,460.39	14,007.30	0.00	591,575.71	9,886.21	9,486.59	8.88	10,505.48	3,712.50	1,604,852.26	0.9	1.1039		2,868	55,425,974	198,940		
274	Taunton Deane	E3333	2,993,888.99	43,193.90	30,089.08	0.00	441,360.05	31,094.80	47,872.18	0.00	9,478.88	9,211.85	1,805,420.34	0.9	1.0000		3,757	101,419,865	384,359		
275	Teignbridge	E1137	1,789,682.93	67,149.59	49,202.59	0.00	549,616.76	23,206.63	38,342.94	1,557.63	19,180.79	9,270.92	550,706.89	2,883,120.02	0.9	1.0000		4,815	80,849,743	289,406	
276	Telford and the Wrekin	E3201	3,275,049.35	32,199.58	4,307.49	449,215.96	1,665,552.51	47,506.31	23,190.55	564.49	1,994.02	1,717.50	1,194,011.50	2,087,161.09	1.3	1.0000		4,566	166,672,312	715,342	
277	Tendring	E1542	1,735,542.01	111,477.79	40,333.56	0.00	373,338.00	6,045.06	0.00	0.00	30,250.14	0.00	415,238.75	3,499,294.06	0.9	1.0130		7,673	70,780,765	248,318	
278	Test Valley	E1742	2,431,846.00	57,827.08	25,860.96	100,000.00	1,295,743.47	39,517.05	18,293.87	3,614.19	18,502.58	27,101.93	902,750.92	1,781,039.77	0.9	1.0360		4,003	118,987,347	464,266	
279	Tewkesbury	E1636	909,585.99	30,682.42	9,991.28	0.00	452,918.00	9,616.60	4,877.70	0.00	3,182.52	0.00	633,221.00	1,393,237.00	0.9	1.0197		2,738	83,996,288	338,264	
280	Thanet	E2242	2,782,315.53	37,003.75	7,179.15	2,071.80	790,222.44	33,134.87	23,506.67	0.00	523.84	0.00	563,575.86	2,839,068.55	0.9	1.0068		4,673	88,262,195	310,664	
281	Three Rivers	E1938	1,951,503.00	24,836.00	2,776.00	40,000.00	1,144,902.00	43,610.00	97,181.00	1,374.00	2,081.00	665.00	374,433.00	692,318.00	0.9	1.0816		1,896	68,132,340	248,851	
282	Thurrock	E1502	2,214,000.00	32,000.00	1,600.00	329,000.00	5,381,000.00	9,000.00	23,000.00	200.00	0.00	9,000.00	1,382,000.00	1.3	1.0618		3,647	253,853,487	1,109,008		
283	Tonbridge and Malling	E2243	3,663,067.68	77,574.24	10,740.10	0.00	2,386,817.34	12,043.19	0.00	3,280.89	2,055.85	12,846.60	990,843.76	1,217,021.04	0.9	1.0068		3,532	136,129,230	517,098	
284	Torbay	E1102	2,404,924.64	142,144.80	0.00	1,788.75	950,126.43	16,594.37	217,607.60	1,161.83	0.00	0.00	619,843.58	3,390,015.21	1.3	1.0000		5,038	99,690,024	397,962	
285	Torridge	E1139	763,319.93	30,905.84	58,382.92	0.00	247,091.14	18,598.70	23,685.74	1,748.99	9,463.43	0.00	158,000.82	2,109,454.74	0.9	1.0000		3,221	31,248,987	98,520	
286	Tower Hamlets	E5020	14,285,541.42	0.00	0.00	1,000,000.00	6,686,547.00	199,258.18	233,002.27	0.00	0.00	0.00	5,936,564.83	4,237,354.76	1.1	1.2208		14,622	814,931,906	4,192,329	
287	Trafford	E4209	4,247,515.63	57,708.00	469.45	0.00	6,994,694.24	31,599.94	212,713.10	0.00	352.09	0.00	2,871,511.14	3,218,893.64	1.7	1.0169		9,185	386,462,659	2,157,582	
288	Tunbridge Wells	E2244	3,591,465.70	19,642.77	13,551.07	0.00	1,659,197.08	6,534.07	33,225.23	227.29	5,096.68	22,928.63	780,676.34	1,709,030.21	0.9	1.0068		3,975	130,051,957	475,021	
289	Uttlesford	E1544	1,466,640.62	49,810.01	48,181.09	0.00	1,361,299.73	8,411.66	59,161.32	38.93	26,914.04	48,611.83	761,115.09	1,357,401.44	0.9	1.0130		2,990	100,610,476	390,295	
290	Vale of White Horse	E3134	4,889,372.47	52,505.12	33,865.65	0.00	2,428,804.12	38,201.55	6,461.86	820.38	10,158.15	1,231.88	1,102,485.42	1,357,488.37	0.9	1.0534		3,764	151,084,695	552,486	
291	Wakefield	E4705	4,985,571.90	61,803.40	7,747.00	678,267.18	2,618,798.57	141,272.25	224,308.88	2,351.31	0.00	0.00	2,175,722.80	5,832,093.64	1.7	1.0055		10,243	308,016,276	1,679,316	
292	Walsall	E4606	3,802,321.18	16,744.48	0.00	188,539.89	3,001,872.41	38,468.58	59,863.03	749.98	0.00	0.00	1,204,897.54	4,292,575.37	1.7	1.0134		8,112	180,163,562	942,226	
293	Waltham Forest	E5049	3,254,288.81	40,728.92	0.00	33,342.20	1,892,282.31	33,590.45	50,144.03	828.31	0.00	0.00	893,204.51	3,935,570.32	1.5	1.0760		6,458	147,711,703	811,392	
294	Wandsworth	E5021	7,222,114.60	22,086.00	0.00	10,000.00	4,682,192.95	18,171.65	476,635.21	888.21	0.00	0.00	1,702,731.84	3,012,927.23	1.1	1.2208		8,997	260,771,399	1,290,000	
295	Warrington	E0602	2,141,760.60	45,287.04	1,688.87	0.00	2,084,409.95	27,363.78	323,492.87	1,213.70	633.33	2,480.63	1,887,124.87	2,161,629.10	1.3	1.0130		6,386	253,607,487	1,142,989	
296	Warwick	E3735	3,405,219.32	63,516.17	9,051.23	0.00	2,884,179.59	24,828.99	132,500.18	4,093.09	7,294.43	0.00	1,128,277.16	2,282,955.87	0.9	1.0213		4,472	163,064,167	620,377	
297	Watford	E1939	2,359,712.00	0.00	0.00	70,000.00	2,182,522.00	72,000.00	22,436.00	0.00	0.00	0.00	1,104,565.00	942,000.00	0.9	1.0816		3,156	164,144,275	653,679	
298	Waveney	E3537	1,294,915.54	61,966.34	18,857.10	0.00	862,282.89	29,789.43	38,028.61	2,804.15	11,337.35	0.00	424,102.68	2,550,459.29	0.9	1.0054		5,210	69,513,424	254,216	
299	Waverley	E3640	4,403,977.70	30,548.59	6,832.73	11,787.41	861,302.65	3,278.09	222,578.18	0.00	2,306.04	3,503.25	626,207.86	1,556,739.03	0.9	1.1039		3,835	96,714,979	347,242	
300	Wealden	E1437	2,063,517.03	126,343.38	81,235.57	63,100.55	1,401,471.40	18,314.78	19,593.78	0.00	10,147.08	10,291.42	3,446,749.67	461,304.20	0.9	1.0090		5,168	101,060,774	278,452	
301	Wellingborough	E2837	1,411,311.40	1,931.00	6,070.97	0.00	1,594,108.30	22,348.01	22,357.13	0.00	2,666.31	0.00	627,701.24	1,749,112.70	0.9	1.0132		2,547	72,516,484	285,432	
302	Welwyn Hatfield	E1940	4,868,209.43	41,952.80	812.95	28,655.67	2,203,602.00	49,960.98	22,720.05	1,332.49	0.00	0.00	1,124,171.81	1,210,115.00	0.9	1.0816		2,700	141,877,340	538,257	
303	West Berkshire	E0302	2,890,588.36	33,459.65	31,362.42	84,000.00	2,227,570.80	8,234.25	16,809.96	0.00	11,412.43	31,346.67	1,375,460.13	1,175,493.20	1.3	1.0806		5,044	194,368,638	839,701	
304	West Devon	E1140	718,083.45	46,327.01	41,419.00	563.80	360,511.69	4,456.45	8,195.70	230.56	9,889.81	2,232.83	200,642.51	1,007,107.43	0.9	1.0000		2,169	29,156,108	100,290	
305	West Dorset	E1237	2,106,301.14	84,823.95	72,756.89	0.00	747,823.99	31,215.35	3,495.05	347.77	44,002.18	0.00	542,222.34	2,419,024.00	0.9	1.0000		5,168	79,410,081	292,750	
306	West Lancashire	E2343	2,001,222.32	0.00	4,710.22	51,596.31	1,623,358.73	2,001.46	19,281.48	0.00	2,119.60	0.00	552,027.05	1,200,186.36	0.9	1.0000		3,109	80,724,147	301,957	
307	West Lindsey	E2537	1,189,243.46	23,898.44	30,034.92	15,000.00	344,077.17	6,838.42	27,177.83	1,267.52	4,745.44	0.00	300,912.02	1,046,520.24	0.9	1.0000		2,658	42,350,592	156,054	
308	West Oxfordshire	E3135	1,449,839.85	82,031.46	40,157.48	0.00	577,247.51	16,992.03	0.00	0.00	3,280.42	0.00	493,784.56	1,884,449.71	0.9	1.0534		3,756	77,559,241	295,574	
309	West Somerset	E3335	475,812.30	7,236.40	33,716.98	0.00	175,368.10	6,621.29	58,034.65	452.28	25,287.68	40,376.45	197,804.76	1,041,278.63	0.9	1.0000		1,853	31,480,366	101,692	
310	Westminster	E5022	58,061,334.41	21,617.60	0.00	899,609.20	93,205,409.55	178,221.59	16,089.37	1,351.10	0.00	0.00	32,903,024.49	1,582,665.64	1.1	1.2208		35,125	4,230,179,454	21,032,919	
311	Weymouth and Portland	E1238	794,035.31	67,496.57	0.00	0.00	354,922.00	5,777.10	54,696.68	0.00	0.00	0.00	302,370.01	1,019,195.00	0.9	1.0000		2,702	42,592,677	163,438	
312	Wigan	E4210	4,000,356.07	151,988.80	0.00	195,624.27	3,901,172.59	194,894.39	201,950.40	6,659.69	0.00	0.00	1,365,314.54	5,401,704.37	1.7	1.0169		9,067	205,617,588	1,044,776	
313	Wiltshire UA	E3902	7,328,483.00	125,751.00	162,084.00	0.00	4,055,544.00	11,351.00	539,387.00	129.00	38,300.00	3,881.00	2,350,150.00	4,638,733.00	1						

		Supplementary Data from NDR1 2012-13																
1	2	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
No.	Local Authority	New Development Deals baseline	Mandatory Relief for charitable occupation 31-12-11	Mandatory Relief for community amateur sports clubs 31-12-11	Mandatory Relief for rural general stores etc 31-12-11	Mandatory Relief for partly occupied premises 31-12-11	Mandatory Relief for empty premises 31-12-11	Discretionary Relief for charitable occupation 31-12-11	Discretionary Relief for non profit making bodies 31-12-11	Discretionary Relief for community amateur sports clubs 31-12-11	Discretionary Relief for general stores etc. 31-12-11	Discretionary Relief for other small rural businesses 31-12-11	Number of hereditaments within Enterprise Zones being granted	Contributing to SBR by paying additional multiplier 31-12-11	Receiving a discount from SBR scheme 31-12-11	i. RV between £0 and £6,000 that receive the maximum discount	ii. RV between £6,001 and £12,000 receive the discount on a sliding scale	Paying SBR multiplier and not granted a discount 31-12-11
1	Adur		66	11	0	0	122	25	5	1	0	0	0	1200	816	618	198	52
2	Allerdale		264	8	42	0	530	126	51	1	3	0	0	2815	1697	1349	348	64
3	Amber Valley		179	2	23	3	564	76	18	0	19	2	0	1373	1404	1002	402	922
4	Arun		239	24	7	0	397	84	5	11	6	0	0	2570	1562	1074	488	109
5	Ashfield		89	1	17	0	267	64	14	0	13	6	0	1918	944	742	202	37
6	Ashford		202	35	38	2	521	138	26	32	16	7	0	2793	1131	723	408	101
7	Aylesbury Vale		274	10	52	61	477	151	267	0	0	0	0	3308	1265	736	529	242
8	Babergh		181	27	70	0	337	132	2	28	70	6	0	1867	1109	780	329	100
9	Barking and Dagenham		168	2	0	0	446	106	2	2	0	0	0	2889	989	455	534	241
10	Barnet		429	10	0	0	265	123	31	0	0	0	0	6285	1467	518	949	491
11	Barnsley		274	8	6	0	833	102	12	0	2	0	1	4061	2363	1786	577	1984
12	Barrow-in-Furness		125	29	1	5	256	67	16	28	1	0	0	1484	770	611	159	50
13	Basildon		192	8	2	2	281	21	11	0	0	0	0	3323	1054	509	545	245
14	Basingstoke & Deane		303	5	23	2	333	212	49	5	36	0	0	3189	719	426	293	138
15	Bassetlaw		202	1	44	1	516	99	46	1	44	2	0	2366	1238	940	298	919
16	Bath & North East Somerset		374	43	16	12	578	40	13	25	9	39	0	3774	1709	1020	689	219
17	Bedford UA		322	18	32	0	529	138	13	6	32	18	0	2132	1378	810	568	1455
18	Bexley		225	13	0	0	725	0	2	0	0	0	0	3418	1709	869	840	315
19	Birmingham		1414	9	0	8	11326	8	170	0	0	0	86	34870	8891	5801	3090	558
20	Blaby		62	11	3	5	150	41	9	10	0	0	0	1418	552	404	148	35
21	Blackburn with Darwen		234	7	0	9	1086	74	42	3	0	0	0	3343	2391	1869	522	109
22	Blackpool		141	0	0	0	1112	2	27	0	0	0	0	2244	2931	1847	1084	1588
23	Bolsover		69	1	17	0	378	28	23	0	0	0	0	1493	718	587	131	14
24	Bolton		379	10	0	23	655	238	42	0	0	0	0	5608	3318	2225	1093	301
25	Boston		114	10	26	0	223	74	6	11	5	0	0	1375	643	454	189	46
26	Bournemouth		238	1	0	0	645	64	7	1	0	0	0	3759	3304	2537	767	200
27	Bracknell Forest		108	1	0	1	340	71	14	0	0	0	0	2017	396	208	188	48
28	Bradford		687	14	12	5	3162	11	219	1	0	16	0	10352	6573	4386	2187	487
29	Braintree		206	18	16	0	306	132	50	2	5	0	0	2923	1306	828	478	126
30	Breckland		223	4	75	7	441	79	3	0	22	3	0	2442	1496	1063	433	139
31	Brent		298	10	0	1	1245	139	4	3	0	0	0	3125	1801	601	1200	3313
32	Brentwood		102	2	4	0	49	53	17	2	4	4	0	1540	451	197	254	114
33	Brighton & Hove		417	12	0	0	608	86	17	6	0	0	0	5991	3190	1929	1261	313
34	Bristol		874	28	0	10	2083	168	144	17	0	0	0	10956	3457	1855	1602	518
35	Broadland		152	15	44	0	242	33	10	0	44	4	0	1882	1317	973	344	70
36	Bromley		361	27	0	0	923	80	39	28	0	0	0	4846	2026	1010	1016	424
37	Bromsgrove		121	3	3	0	196	106	27	2	1	0	0	1171	825	483	342	115
38	Broxbourne		92	4	0	0	209	37	6	1	0	0	0	1539	543	236	307	111
39	Broxtowe		95	0	6	0	197	55	7	0	6	0	0	1697	796	632	164	37
40	Burnley		124	2	2	0	667	39	46	0	0	0	0	2198	1327	1016	311	69
41	Bury		156	7	0	0	326	125	21	7	0	0	0	1895	1905	1152	753	1651
42	Calderdale		304	27	14	1	881	179	141	0	4	0	0	5513	3104	2261	843	2409
43	Cambridge		433	4	0	4	404	70	4	0	0	0	0	3233	748	237	511	125
44	Camden		817	1	0	0	928	137	3	0	0	0	0	14489	1258	437	821	820
45	Cannock Chase		83	1	0	0	519	56	12	1	0	0	0	2118	1013	641	372	105
46	Canterbury		324	21	8	0	335	154	29	3	0	7	0	3019	2013	1475	538	204
47	Carlisle		253	5	31	0	483	98	38	1	0	13	0	2920	1223	901	322	65
48	Castle Point		70	6	0	0	69	43	16	6	0	0	0	1156	741	407	334	60
49	Central Bedfordshire UA		325	10	34	0	377	209	58	0	24	5	0	2836	2000	1117	883	2076
50	Charnwood		184	9	1	2	563	82	31	2	0	0	0	2769	1609	1118	491	147
51	Chelmsford		235	9	7	1	545	17	17	0	2	0	0	2282	1038	532	506	1231
52	Cheltenham		192	8	0	6	352	15	2	0	0	0	0	2671	997	602	395	288
53	Cherwell		212	4	43	0	429	91	61	0	42	4	0	3446	897	528	369	106
54	Cheshire East UA		490	29	25	2	1742	288	114	19	18	13	0	8526	3693	2392	1301	489
55	Cheshire West & Chester UA		592	15	39	0	1633	497	77	13	39	0	0	7793	2728	1841	887	203
56	Chesterfield		151	5	4	0	500	45	8	3	0	0	0	2591	1259	929	330	78
57	Chichester		234	19	28	0	178	0	3	0	30	6	0	2731	1625	1147	478	137
58	Chiltern		177	5	16	0	107	37	29	3	7	0	0	1856	647	372	275	104
59	Chorley		163	19	7	0	423	14	0	0	0	0	0	1954	1146	837	309	69
60	Christchurch		64	14	0	0	150	52	14	3	0	0	0	1082	657	445	212	64
61	City of London		201	0	0	1	2941	22	4	0	0	0	0	8681	187	60	127	7743
62	Colchester		324	16	16	8	786	185	19	17	16	0	0	3694	1554	1039	515	126
63	Copeland		165	17	30	0	269	0	0	0	1	0	0	1557	748	608	140	28
64	Corby		71	1	5	16	130	0	2	0	0	4	0	1311	414	272	142	-13
65	Cornwall UA		1476	69	217	5	1897	899	285	17	132	20	0	15594	10971	8394	2577	623
66	Cotswold		261	18	36	0	315	102	29	Page	1	15	0	3034	1305	849	456	200



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1	2	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
No.	Local Authority	New Development Deals baseline	Mandatory Relief for charitable occupation 31-12-11	Mandatory Relief for community amateur sports clubs 31-12-11	Mandatory Relief for rural general stores etc 31-12-11	Mandatory Relief for partly occupied premises 31-12-11	Mandatory Relief for empty premises 31-12-11	Discretionary Relief for charitable occupation 31-12-11	Discretionary Relief for non profit making bodies 31-12-11	Discretionary Relief for community amateur sports clubs 31-12-11	Discretionary Relief for general stores etc. 31-12-11	Discretionary Relief for other small rural businesses 31-12-11	Number of hereditaments within Enterprise Zones being granted	Contributing to SBR by paying additional multiplier 31-12-11	Receiving a discount from SBR scheme 31-12-11	i. RV between £0 and £6,000 that receive the maximum discount	ii. RV between £6,001 and £12,000 receive the discount on a sliding scale	Paying SBR multiplier and not granted a discount 31-12-11
67	Coventry		377	4	0	6	1135	194	39	4	0	0	0	3369	2374	1661	713	2206
68	Craven		178	6	77	0	177	59	51	0	32	11	0	1849	1079	789	290	65
69	Crawley		103	12	0	3	556	84	10	12	0	0	0	2760	358	170	188	49
70	Croydon		328	12	0	10	1110	362	17	0	0	0	0	4775	2486	1551	935	1426
71	Dacorum		228	21	2	0	505	116	35	6	0	1	0	2026	973	487	486	148
72	Darlington		137	8	4	0	480	36	1	0	0	0	0	2264	1100	745	355	79
73	Dartford		104	6	1	0	408	54	3	1	0	1	0	2248	620	362	258	66
74	Daventry		127	4	24	0	373	109	16	3	1	0	0	1758	597	355	242	64
75	Derby		321	3	0	1	1238	130	34	2	0	0	0	5013	1960	1417	543	121
76	Derbyshire Dales		202	5	66	0	307	147	64	3	66	8	0	2297	1359	1043	316	96
77	Doncaster		372	10	12	1	1298	86	19	0	0	0	0	3266	2952	2230	722	2198
78	Dover		207	10	19	2	244	120	39	0	1	0	0	2276	1101	800	301	57
79	Dudley		369	12	0	7	1866	324	17	12	0	0	0	6747	3052	2023	1029	399
80	Durham UA		828	53	110	3	1100	422	16	3	30	5	0	5309	4942	3827	1115	4364
81	Ealing		315	6	0	5	400	153	6	53	0	0	0	6850	1931	956	975	621
82	East Cambridgeshire		138	2	19	1	191	92	7	0	9	0	0	1350	761	488	273	113
83	East Devon		352	36	43	1	375	202	7	34	26	0	0	3384	2206	1553	653	131
84	East Dorset		125	13	15	1	242	72	3	0	14	4	0	1622	923	542	381	108
85	East Hampshire		227	11	19	0	105	122	5	11	22	0	0	2191	1176	711	465	171
86	East Hertfordshire		293	17	38	8	398	158	5	1	23	0	0	1794	1088	536	552	167
87	East Lindsey		354	31	110	0	595	128	0	0	15	32	0	3668	3155	2609	546	119
88	East Northamptonshire		163	9	20	0	246	120	44	9	19	19	0	1416	861	588	273	36
89	East Riding of Yorkshire		491	7	116	4	1063	242	162	5	69	158	3	6276	3709	2608	1101	316
90	East Staffordshire		148	14	12	0	621	105	37	9	13	2	0	2615	1230	822	408	101
91	Eastbourne		158	9	0	0	272	37	2	0	0	0	0	1905	863	434	429	91
92	Eastleigh		143	0	0	4	110	60	1	0	0	0	0	2135	690	393	297	135
93	Eden		267	10	59	0	175	169	31	5	25	4	0	2008	1163	905	258	36
94	Elmbridge		218	17	0	0	421	114	17	0	0	0	0	2608	849	439	410	98
95	Enfield		279	11	0	0	332	135	51	0	0	0	0	2420	1674	636	1038	2905
96	Epping Forest		129	4	5	0	209	14	34	0	5	3	0	2531	1059	523	536	221
97	Epsom & Ewell		81	4	0	0	153	30	1	4	0	0	0	771	923	178	229	407
98	Erewash		115	16	3	0	251	21	34	0	1	0	0	2072	1236	914	322	49
99	Exeter		274	14	0	1	719	65	13	5	0	0	0	3769	849	450	399	116
100	Fareham		107	0	0	0	335	87	39	0	0	0	0	2050	845	471	374	108
101	Fenland		161	10	31	0	341	148	38	0	33	6	0	1823	1036	708	328	82
102	Forest Heath		129	3	13	14	219	49	0	0	3	0	0	1400	657	439	218	86
103	Forest of Dean		205	3	67	0	252	150	53	2	66	0	0	1873	1208	982	226	50
104	Fylde		76	4	5	0	399	0	14	1	6	0	0	1643	903	603	300	80
105	Gateshead		248	14	9	0	1057	76	23	0	0	0	0	4490	1876	1357	519	135
106	Gedling		103	4	3	0	169	77	14	2	4	0	0	1513	824	569	255	77
107	Gloucester		215	14	0	4	335	3	6	0	0	0	0	2986	934	699	235	71
108	Gosport		101	4	0	0	86	38	15	0	0	0	3	1231	672	402	215	55
109	Gravesham		113	13	6	1	333	28	4	1	1	0	0	1638	587	346	241	38
110	Great Yarmouth		177	1	6	1	555	123	24	0	1	0	4	3213	1385	1056	329	61
111	Greenwich		284	13	0	1	425	135	14	0	0	0	0	3456	1352	752	600	168
112	Guildford		273	17	18	1	222	108	11	0	18	4	0	3449	807	479	328	76
113	Hackney		552	0	0	0	643	60	6	0	0	0	0	6519	2499	1117	1382	568
114	Halton		122	4	2	3	711	53	27	2	0	0	0	2597	838	631	207	79
115	Hambleton		228	26	64	0	336	143	9	20	27	1	0	2511	1232	865	367	55
116	Hammersmith and Fulham		291	0	0	0	1260	40	23	0	0	0	0	3992	863	350	513	4254
117	Harborough		141	13	28	0	210	76	28	13	28	0	0	1843	796	538	258	88
118	Haringey		300	7	0	5	597	134	38	0	0	0	0	2111	1830	763	1067	2827
119	Harlow		136	7	0	0	125	25	1	0	0	0	0	1861	403	216	187	58
120	Harrogate		264	26	58	0	820	31	87	1	47	34	0	4328	2178	1433	745	213
121	Harrow		211	6	0	0	446	76	32	1	0	0	0	3154	1946	750	1196	250
122	Hart		97	3	2	0	116	75	10	0	2	0	0	1470	499	253	246	113
123	Hartlepool		127	8	0	6	249	90	17	2	0	1	2	1594	963	727	236	672
124	Hastings		162	8	0	0	258	111	20	8	0	0	0	1906	1006	724	282	55
125	Havant		134	1	2	0	311	42	19	0	2	0	0	1850	1189	803	386	95
126	Havering		191	17	0	0	601	82	8	9	0	0	0	3851	1357	622	735	356
127	Herefordshire		549	22	90	0	759	511	67	19	86	0	0	4544	2725	2020	705	123
128	Hertsmere		138	3	0	1	143	66	26	0	0	0	0	2096	614	287	327	80
129	High Peak		153	20	19	0	477	22	14	0	4	0	0	1103	1301	1002	299	919
130	Hillingdon		286	8	0	1	1311	188	43	0	0	0	0	6710	1300	530	770	271
131	Hinckley and Bosworth		97	2	7	0	376	107	79	2	0	0	0	1713	1083	783	300	71
132	Horsham		222	8	6	1	372	130	5	1	2	0	0	2817	1163	707	456	149
133	Hounslow		227	10	0	0	1152	76	29	Page	2	0	0	3162	1029	448	581	2732

		Supplementary Data from NDR1 2012-13																
1	2	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
No.	Local Authority	New Development Deals baseline	Mandatory Relief for charitable occupation 31-12-11	Mandatory Relief for community amateur sports clubs 31-12-11	Mandatory Relief for rural general stores etc 31-12-11	Mandatory Relief for partly occupied premises 31-12-11	Mandatory Relief for empty premises 31-12-11	Discretionary Relief for charitable occupation 31-12-11	Discretionary Relief for non profit making bodies 31-12-11	Discretionary Relief for community amateur sports clubs 31-12-11	Discretionary Relief for general stores etc. 31-12-11	Discretionary Relief for other small rural businesses 31-12-11	Number of hereditaments within Enterprise Zones being granted	Contributing to SBR by paying additional multiplier 31-12-11	Receiving a discount from SBR scheme 31-12-11	i. RV between £0 and £6,000 that receive the maximum discount	ii. RV between £6,001 and £12,000 receive the discount on a sliding scale	Paying SBR multiplier and not granted a discount 31-12-11
134	Huntingdonshire		249	19	36	2	264	2	46	0	21	1	0	3298	1328	762	566	204
135	Hyndburn		138	3	0	0	812	87	32	0	0	0	0	1401	1071	849	222	836
136	Ipswich		223	5	0	0	578	66	24	0	0	0	0	2210	905	690	215	62
137	Isle of Wight Council		306	18	22	0	396	62	55	1	20	1	0	3537	2417	1832	585	99
138	Isles of Scilly		6	3	2	0	0	4	0	2	1	0	0	240	189	145	44	7
139	Islington		730	0	0	0	1365	169	48	0	0	0	0	8702	1445	468	977	860
140	Kensington and Chelsea		309	0	0	0	938	99	29	0	0	0	0	4909	632	253	379	2829
141	Kettering		129	14	9	0	133	96	25	14	4	1	0	1655	751	520	231	45
142	Kings Lynn and West Norfolk		278	5	77	0	519	174	40	0	48	18	0	3234	1897	1425	472	99
143	Kingston upon Hull		365	4	0	1	718	1	8	0	0	0	0	6099	2441	1625	816	158
144	Kingston upon Thames		235	14	0	2	581	29	37	0	0	0	0	3385	1126	561	565	304
145	Kirklees		453	30	6	4	2418	88	48	14	6	48	0	10101	4435	3188	1247	362
146	Knowsley		130	3	0	1	234	67	4	0	0	0	0	1281	795	560	235	810
147	Lambeth		634	2	0	0	970	139	34	0	0	0	0	2958	2237	1170	1067	3173
148	Lancaster		280	27	31	2	823	148	6	14	4	0	0	3077	1966	1494	472	117
149	Leeds		1026	61	8	6	3059	34	147	47	5	8	0	18525	7146	4360	2786	692
150	Leicester		460	8	0	11	2060	231	38	0	0	0	0	7581	3907	2783	1124	162
151	Lewes		182	20	1	1	306	93	2	1	0	0	0	1938	1027	634	393	88
152	Lewisham		216	0	0	0	742	71	11	0	0	0	0	1684	1971	1027	944	2320
153	Lichfield		105	13	7	0	410	25	26	0	4	0	0	2019	709	368	341	101
154	Lincoln		193	11	0	0	331	37	1	4	0	0	0	1823	1095	767	328	67
155	Liverpool		826	2	0	0	3604	112	39	0	0	0	0	12858	3560	2510	1050	256
156	Luton		213	6	0	0	1034	33	3	1	0	0	0	4290	1076	532	544	131
157	Maidstone		242	26	7	0	422	94	3	1	5	0	0	3560	915	492	423	87
158	Maldon		135	7	12	2	244	83	5	1	7	0	0	716	858	586	272	711
159	Malvern Hills		184	9	36	1	294	138	27	9	34	4	0	1600	1094	0	0	76
160	Manchester		909	13	0	0	5801	43	62	0	0	0	0	18725	3793	2262	1531	399
161	Mansfield		136	1	2	0	421	7	17	0	0	0	0	2070	888	704	184	26
162	Medway		285	13	9	1	537	198	46	12	1	0	0	4366	1675	983	692	127
163	Melton		71	7	20	0	75	46	7	2	11	3	0	936	508	351	157	34
164	Mendip		266	12	28	0	417	64	8	5	15	40	0	2403	1389	939	450	111
165	Merton		228	6	0	0	189	119	17	1	0	0	0	2122	1157	443	714	2077
166	Mid Devon		186	8	25	5	471	113	39	8	10	2	0	1234	1030	710	320	409
167	Mid Suffolk		225	8	77	0	355	214	35	7	77	25	0	2210	905	690	215	62
168	Mid Sussex		215	5	6	2	287	125	100	18	1	6	0	2817	1002	594	408	148
169	Middlesbrough		179	5	0	0	725	4	2	2	0	0	0	2946	1065	780	285	118
170	Milton Keynes		346	16	10	0	973	224	28	0	0	0	0	5160	1397	764	633	176
171	Mole Valley		198	13	8	0	377	77	36	11	9	1	0	2282	770	428	342	88
172	New Forest		296	21	11	4	372	136	45	0	8	0	0	3585	2615	1810	805	219
173	Newark and Sherwood		203	16	26	1	359	90	30	0	6	0	0	2440	1191	868	323	70
174	Newcastle-upon-Tyne		555	19	2	0	1014	49	19	0	2	0	0	7245	2206	1459	747	163
175	Newcastle-under-Lyme		104	2	13	0	356	47	34	0	0	0	0	2318	988	660	328	81
176	Newham		303	0	0	2	609	0	0	0	0	0	0	4897	1754	668	1086	294
177	North Devon		267	40	34	0	166	154	12	40	18	6	0	2947	1889	1387	502	126
178	North Dorset		213	0	25	0	207	54	7	0	8	0	0	1335	820	545	275	51
179	North East Derbyshire		88	4	8	3	140	22	14	1	2	0	0	1544	889	685	204	53
180	North East Lincolnshire		188	12	2	1	924	77	29	2	2	0	0	2084	1624	1254	370	1707
181	North Hertfordshire		207	10	16	0	516	72	28	5	7	4	0	2900	1028	544	484	186
182	North Kesteven		176	5	43	1	202	114	10	0	12	0	0	1009	1976	833	1143	67
183	North Lincolnshire		195	8	33	1	704	107	96	7	33	6	0	3329	1711	1268	443	76
184	North Norfolk		321	31	72	1	265	40	26	0	16	2	0	3096	2739	2298	441	172
185	North Somerset		272	12	18	1	788	99	102	0	8	0	0	3766	1771	1105	666	200
186	North Tyneside		221	12	0	1	838	142	28	12	0	0	0	3654	1555	1048	507	82
187	North Warwickshire		95	8	13	0	374	59	3	8	11	0	0	1463	627	431	196	26
188	North West Leicestershire		100	8	15	0	207	75	25	4	15	1	0	2119	991	755	236	52
189	Northampton		261	3	0	7	1391	149	36	3	0	0	210	4575	1511	799	712	129
190	Northumberland UA		739	53	96	0	1147	476	104	16	15	4	0	7760	3911	2938	973	189
191	Norwich		296	3	0	13	880	77	13	0	0	0	0	4275	1451	813	638	171
192	Nottingham		505	8	0	2	1593	142	68	1	0	0	0	5077	2594	1981	613	3419
193	Nuneaton and Bedworth		133	2	0	0	158	64	18	0	0	0	0	2142	818	549	269	98
194	Oadby and Wigston		47	0	0	0	140	31	4	0	0	0	0	816	473	316	157	28
195	Oldham		267	17	10	0	1339	99	25	4	2	0	0	2805	2564	1789	775	112
196	Oxford		509	6	0	5	205	0	8	0	0	0	0	3276	486	194	292	107
197	Pendle		115	0	2	0	421	65	49	0	2	0	0	479	2509	2172	337	485
198	Peterborough		296	4	10	0	748	121	1	2	5	0	0	3887	1323	769	554	299
199	Plymouth		495	5	0	0	763	23	62	0	0	0	0	4676	1873	1159	714	214
200	Poole		155	7	0	0	473	75	70	Page	5	0	0	3037	2161	1617	544	140

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No.	Local Authority	New Development Deals baseline	Mandatory Relief for charitable occupation 31-12-11	Mandatory Relief for community amateur sports clubs 31-12-11	Mandatory Relief for rural general stores etc 31-12-11	Mandatory Relief for partly occupied premises 31-12-11	Mandatory Relief for empty premises 31-12-11	Discretionary Relief for charitable occupation 31-12-11	Discretionary Relief for non profit making bodies 31-12-11	Discretionary Relief for community amateur sports clubs 31-12-11	Discretionary Relief for general stores etc. 31-12-11	Discretionary Relief for other small rural businesses 31-12-11	Number of hereditaments within Enterprise Zones being granted	Contributing to SBR by paying additional multiplier 31-12-11	Receiving a discount from SBR scheme 31-12-11	i. RV between £0 and £6,000 that receive the maximum discount	ii. RV between £6,001 and £12,000 receive the discount on a sliding scale	Paying SBR multiplier and not granted a discount 31-12-11
201	Portsmouth		302	10	0	4	543	50	3	2	0	0	0	4148	1527	882	645	150
202	Preston		300	0	3	2	751	61	1	0	1	0	0	3558	1566	1024	542	143
203	Purbeck		115	8	13	0	132	62	8	2	8	0	0	1160	1081	757	324	34
204	Reading		255	4	0	4	732	38	0	0	0	0	0	2600	732	298	434	1549
205	Redbridge		272	12	0	0	615	0	11	0	0	0	0	4125	1558	637	921	469
206	Redcar and Cleveland		188	13	16	0	271	53	222	0	11	2	0	1221	1266	983	283	1257
207	Redditch		82	2	1	0	189	57	9	2	1	0	0	1736	595	364	231	77
208	Reigate and Banstead		184	20	0	0	409	22	2	0	0	0	0	2621	869	452	417	95
209	Ribble Valley		113	3	20	1	121	45	5	0	7	1	0	1140	902	590	312	63
210	Richmond upon Thames		279	10	0	0	463	97	42	2	0	0	0	4372	1023	338	685	607
211	Richmondshire		132	3	41	0	206	59	27	0	32	6	0	1461	996	831	165	30
212	Rochdale		292	12	0	1	1042	95	14	10	0	0	0	4160	2155	1429	726	175
213	Rochford		95	3	1	0	213	45	0	1	1	0	0	685	694	392	302	664
214	Rossendale		79	12	0	0	511	42	18	8	1	0	0	1525	1001	779	222	59
215	Rother		201	26	22	2	327	56	0	16	9	0	0	974	1382	967	415	1070
216	Rotherham		275	11	0	4	616	56	37	10	0	0	58	4672	2447	1835	612	137
217	Rugby		160	11	9	8	157	66	2	1	2	0	0	1920	871	594	277	69
218	Runnymede		104	11	1	0	285	29	3	0	1	0	0	1040	578	289	289	724
219	Rushcliffe		137	15	14	0	189	66	34	0	5	0	0	1546	932	656	276	43
220	Rushmoor		91	4	0	0	337	43	10	4	0	0	0	1789	531	297	234	109
221	Rutland		71	3	10	1	63	39	29	0	11	2	0	817	436	334	102	30
222	Ryedale		176	2	29	0	126	147	56	0	2	0	0	1467	1159	865	294	159
223	Salford		342	9	0	12	3000	156	77	5	0	0	0	8270	1855	1149	706	58
224	Sandwell		287	8	0	25	1709	165	22	0	0	0	0	6903	3107	2020	1087	86
225	Scarborough		266	27	20	8	393	147	61	0	1	0	0	3432	2711	2146	565	126
226	Sedgemoor		220	12	63	0	738	114	20	0	44	1	0	1415	1348	961	387	1078
227	Sefton		368	15	2	0	1050	47	26	0	0	0	0	4688	2653	1912	741	142
228	Selby		114	15	28	0	334	75	25	1	27	5	0	1657	806	544	262	49
229	Sevenoaks		185	35	16	0	394	49	16	1	0	5	0	2543	1008	561	447	183
230	Sheffield		930	13	0	70	3052	3	72	0	0	0	0	12429	4463	2783	1680	352
231	Shepway		189	29	20	0	569	49	2	4	0	0	0	2311	1265	904	361	95
232	Shropshire UA		652	39	119	9	1371	394	99	16	27	0	0	7081	4119	3004	1115	195
233	Slough		129	0	0	0	708	98	32	0	0	0	0	2962	420	169	251	67
234	Solihull		200	17	1	8	558	37	4	0	0	0	0	2322	937	539	398	1142
235	South Bucks		96	19	2	0	263	37	1	1	0	0	0	1514	409	215	194	53
236	South Cambridgeshire		251	5	50	0	261	143	16	0	53	8	0	3202	1062	650	412	101
237	South Derbyshire		115	7	25	0	292	5	4	1	0	0	0	1407	718	542	176	44
238	South Gloucestershire		319	25	25	4	674	169	30	0	23	6	0	4364	1601	985	616	136
239	South Hams		276	17	47	0	210	157	51	0	7	0	0	3053	1917	1454	463	148
240	South Holland		108	23	46	0	326	113	23	17	46	0	0	1642	966	732	234	55
241	South Kesteven		221	28	41	0	498	60	11	0	47	7	0	2888	1180	746	434	121
242	South Lakeland		428	22	27	0	250	95	17	13	16	5	0	4342	3085	2367	718	153
243	South Norfolk		241	8	68	0	223	151	26	8	35	7	0	2308	1231	907	324	97
244	South Northamptonshire		147	2	43	0	237	118	62	2	15	1	0	839	758	489	269	58
245	South Oxfordshire		291	26	36	0	447	170	3	26	23	0	0	2803	1129	662	467	150
246	South Ribble		125	7	4	2	306	66	12	0	4	0	0	1075	911	599	312	766
247	South Somerset		354	5	66	2	420	145	45	3	133	0	0	3581	1693	1163	530	114
248	South Staffordshire		84	9	13	0	282	50	35	8	10	0	0	1524	904	620	284	69
249	South Tyneside		153	5	0	4	503	128	46	1	0	0	0	2193	1352	1030	322	79
250	Southampton		308	7	0	3	1056	0	33	0	0	0	0	4684	1511	832	679	263
251	Southend-on-Sea		197	17	0	0	667	68	6	17	0	0	0	3093	2399	1576	823	185
252	Southwark		723	6	0	0	1092	126	9	6	0	0	0	4066	2120	1066	1054	4342
253	Spelthorne		81	2	0	0	294	59	17	2	0	0	0	1846	540	336	204	50
254	St Albans		222	15	0	0	428	60	22	1	0	0	0	1883	669	275	394	1225
255	St Edmundsbury		232	8	40	0	350	81	34	0	22	11	0	2501	995	637	358	127
256	St Helens		184	13	1	0	679	99	16	13	0	0	0	2799	1456	1024	432	94
257	Stafford		215	5	27	5	477	152	39	5	20	0	0	2721	1096	735	361	106
258	Staffordshire Moorlands		169	4	20	0	442	49	31	2	11	0	0	948	1179	904	275	787
259	Stevenage		107	0	0	0	142	75	14	0	0	0	0	1609	352	135	217	58
260	Stockport		295	35	0	0	1116	0	19	12	0	0	0	6397	3138	2016	1122	340
261	Stockton-on-Tees		234	9	5	0	361	104	17	5	6	2	0	3604	1271	917	354	84
262	Stoke-on-Trent		311	12	0	0	1609	187	30	9	0	0	0	5494	2836	1896	940	221
263	Stratford-on-Avon		263	9	26	0	319	9	25	0	20	0	0	3104	1607	990	617	211
264	Stroud		292	11	34	4	383	129	6	0	4	0	0	2426	1345	972	373	68
265	Suffolk Coastal		339	20	49	0	602	265	63	0	38	13	0	3514	2888	2446	442	84
266	Sunderland		304	6	2	0	485	117	15	1	0	0	0	2888	2414	1812	602	2214
267	Surrey Heath		86	4	0	0	215	52	16	4	0	0	0	1117	539	266	273	718



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268	Sutton		183	4	0	0	427	0	32	0	0	0	0	2736	1215	533	682	191	
269	Swale		199	22	22	2	659	165	26	22	22	0	0	2678	1263	826	437	85	
270	Swindon		251	3	5	7	810	173	17	3	5	0	0	2537	1094	636	458	1643	
271	Tameside		211	12	0	1	1407	180	38	8	0	0	0	4175	2711	1963	748	137	
272	Tamworth		77	5	0	1	238	38	2	3	0	0	0	1436	459	265	194	32	
273	Tandridge		136	12	12	0	157	35	25	1	13	1	0	1842	885	539	346	120	
274	Taunton Deane		252	12	26	0	215	113	21	0	17	5	0	2532	1078	711	367	101	
275	Teignbridge		296	20	39	4	285	172	20	18	27	8	0	2679	1966	1422	544	182	
276	Telford and the Wrekin		239	13	5	7	504	139	8	2	3	1	0	3150	1248	868	380	188	
277	Tendring		241	28	36	0	210	16	0	0	36	0	0	2931	4627	4102	525	440	
278	Test Valley		232	10	23	1	292	136	15	10	22	13	0	2648	1080	691	389	189	
279	Tewkesbury		140	12	11	0	224	79	4	0	7	0	0	1912	867	587	280	81	
280	Thanet		267	13	6	1	346	86	11	0	1	0	0	2871	1705	1276	429	75	
281	Three Rivers		120	5	2	2	174	63	2	4	3	0	0	1338	535	168	367	20	
282	Thurrock		133	7	1	0	456	93	16	6	0	0	0	1774	756	449	307	1122	
283	Tonbridge and Malling		191	22	8	0	373	57	2	22	6	11	0	2725	699	418	281	93	
284	Torbay		232	27	0	2	334	87	31	3	0	0	0	2884	1954	1269	685	180	
285	Torridge		184	10	46	1	201	118	12	10	19	1	0	714	1636	1337	299	773	
286	Tower Hamlets		575	0	0	0	1864	254	59	0	0	0	0	5946	2510	1274	1236	5969	
287	Trafford		277	9	1	0	1485	59	42	0	1	0	0	4581	1691	814	877	2879	
288	Tunbridge Wells		234	5	14	0	456	52	18	6	7	7	0	2924	935	490	445	125	
289	Uttlesford		158	6	32	0	454	77	70	1	25	12	0	1312	762	430	332	906	
290	Vale of White Horse		243	29	34	0	524	120	7	29	17	1	0	2906	756	442	314	69	
291	Wakefield		331	6	15	12	691	89	250	5	0	0	0	6381	3529	2499	1030	267	
292	Walsall		376	6	0	0	819	165	50	4	0	0	0	5447	2479	1684	795	140	
293	Waltham Forest		298	10	0	0	281	49	10	7	0	0	0	3760	2190	897	1293	449	
294	Wandsworth		360	7	0	0	1294	87	11	3	0	0	0	6710	1726	725	1001	621	
295	Warrington		201	5	3	0	1022	122	54	4	3	1	0	2988	1188	793	395	99	
296	Warwick		249	17	8	0	379	105	42	0	8	0	0	3047	1240	722	518	250	
297	Watford		115	0	0	0	377	58	6	0	0	0	0	2316	589	372	217	30	
298	Waveney		261	20	13	0	464	186	15	10	11	0	0	1452	2254	1927	327	1482	
299	Waverley		252	26	6	2	219	53	16	0	6	2	0	2840	874	466	408	125	
300	Wealden		281	45	43	3	528	20	14	0	12	5	0	2890	2043	1269	774	187	
301	Wellingborough		143	1	5	3	333	85	11	0	4	0	0	1688	870	601	269	59	
302	Welwyn Hatfield		178	10	1	1	310	77	9	10	0	0	0	2094	531	337	194	25	
303	West Berkshire		214	12	21	2	544	34	16	0	10	23	0	3921	899	464	435	152	
304	West Devon		180	26	41	1	107	111	6	6	21	3	0	1428	688	498	190	56	
305	West Dorset		335	26	64	0	357	1	2	3	52	0	0	3016	2088	1462	626	163	
306	West Lancashire		146	0	5	6	357	8	15	0	6	0	0	2099	931	613	318	63	
307	West Lindsey		164	9	38	1	288	82	37	8	17	0	0	1626	1022	758	264	57	
308	West Oxfordshire		217	21	23	0	175	12	0	0	4	0	0	2425	1164	783	381	130	
309	West Somerset		137	1	34	0	113	28	35	1	34	73	0	1059	738	569	169	32	
310	Westminster		1084	1	0	3	5394	173	2	1	0	0	0	22016	982	307	675	11906	
311	Weymouth and Portland		108	15	0	0	251	4	0	0	0	0	0	1213	1460	1022	438	66	
312	Wigan		380	9	0	0	724	339	73	7	0	0	0	5745	3105	2121	984	211	
313	Wiltshire UA		954	28	241	0	1410	184	279	3	43	2	0	9701	3808	2397	1411	460	
314	Winchester		215	22	13	5	358	95	4	7	10	3	0	2839	1081	670	411	147	
315	Windsor and Maidenhead		148	0	7	9	652	148	46	0	7	10	0	3990	738	299	439	145	
316	Wirral		430	9	1	12	1248	410	31	9	1	0	0	4829	3175	2123	851	201	
317	Woking		133	0	1	0	113	111	13	0	0	0	0	1982	451	210	241	96	
318	Wokingham		179	4	6	9	463	10	21	1	2	0	0	2639	750	434	316	120	
319	Wolverhampton		273	4	0	0	1587	174	61	4	0	0	0	5724	2196	1437	759	158	
320	Worcester		201	4	0	0	461	123	10	3	0	0	0	2225	856	0	0	93	
321	Worthing		154	6	0	2	133	56	2	6	0	0	0	1095	1198	828	370	833	
322	Wychavon		236	14	39	3	608	210	30	14	33	21	0	2861	1651	0	0	117	
323	Wycombe		234	8	12	0	285	132	65	5	12	6	0	2474	969	552	417	1578	
324	Wyre		157	5	7	0	396	2	49	5	1	0	0	1129	1671	1161	510	1039	
325	Wyre Forest		165	15	8	0	319	105	64	0	1	0	0	2195	957	614	343	65	
326	York		369	24	12	2	642	89	10	22	8	16	0	4687	1358	768	590	144	
327	ZZZZ																		

**Tier split shares**

Year: Baseline (2013/14)

Central Government: 0.5

1	2	3	4	5	6	7	8	9	
E-code	Billing authority	Billing proportion	E-code	Upper tier	Final upper tier	E-code	Fire	Final fire proportion	Sum
E0101	Bath & North East Somerset UA	0.98	NA	UA	0.00	E6101	Avon Fire Authority	0.02	1.00
E0102	Bristol UA	0.98	NA	UA	0.00	E6101	Avon Fire Authority	0.02	1.00
E0103	South Gloucestershire UA	0.98	NA	UA	0.00	E6101	Avon Fire Authority	0.02	1.00
E0104	North Somerset UA	0.98	NA	UA	0.00	E6101	Avon Fire Authority	0.02	1.00
E0201	Luton UA	0.98	NA	UA	0.00	E6102	Bedfordshire Fire Authority	0.02	1.00
E0202	Bedford UA	0.98	NA	UA	0.00	E6102	Bedfordshire Fire Authority	0.02	1.00
E0203	Central Bedfordshire UA	0.98	NA	UA	0.00	E6102	Bedfordshire Fire Authority	0.02	1.00
E0301	Bracknell Forest UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0302	West Berkshire UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0303	Reading UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0304	Slough UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0305	Windsor & Maidenhead UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0306	Wokingham UA	0.98	NA	UA	0.00	E6103	Berkshire Fire Authority	0.02	1.00
E0401	Milton Keynes UA	0.98	NA	UA	0.00	E6104	Buckinghamshire Fire Authority	0.02	1.00
E0431	Aylesbury Vale	0.80	E0421	Buckinghamshire	0.18	E6104	Buckinghamshire Fire Authority	0.02	1.00
E0432	Chiltern	0.80	E0421	Buckinghamshire	0.18	E6104	Buckinghamshire Fire Authority	0.02	1.00
E0434	South Bucks	0.80	E0421	Buckinghamshire	0.18	E6104	Buckinghamshire Fire Authority	0.02	1.00
E0435	Wycombe	0.80	E0421	Buckinghamshire	0.18	E6104	Buckinghamshire Fire Authority	0.02	1.00
E0501	Peterborough UA	0.98	NA	UA	0.00	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0531	Cambridge	0.80	E0521	Cambridgeshire	0.18	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0532	East Cambridgeshire	0.80	E0521	Cambridgeshire	0.18	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0533	Fenland	0.80	E0521	Cambridgeshire	0.18	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0536	South Cambridgeshire	0.80	E0521	Cambridgeshire	0.18	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0551	Huntingdonshire	0.80	E0521	Cambridgeshire	0.18	E6105	Cambridgeshire Fire Authority	0.02	1.00
E0601	Halton UA	0.98	NA	UA	0.00	E6106	Cheshire Fire Authority	0.02	1.00
E0602	Warrington UA	0.98	NA	UA	0.00	E6106	Cheshire Fire Authority	0.02	1.00
E0603	Cheshire East UA	0.98	NA	UA	0.00	E6106	Cheshire Fire Authority	0.02	1.00
E0604	Cheshire West and Chester UA	0.98	NA	UA	0.00	E6106	Cheshire Fire Authority	0.02	1.00
E0701	Hartlepool UA	0.98	NA	UA	0.00	E6107	Cleveland Fire Authority	0.02	1.00
E0702	Middlesbrough UA	0.98	NA	UA	0.00	E6107	Cleveland Fire Authority	0.02	1.00
E0703	Redcar & Cleveland UA	0.98	NA	UA	0.00	E6107	Cleveland Fire Authority	0.02	1.00
E0704	Stockton-on-Tees UA	0.98	NA	UA	0.00	E6107	Cleveland Fire Authority	0.02	1.00
E0801	Cornwall UA	1.00	NA	UA	0.00	NA	County	0.00	1.00
E0931	Allerdale	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E0932	Barrow-in-Furness	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E0933	Carlisle	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E0934	Copeland	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E0935	Eden	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E0936	South Lakeland	0.80	E0920	Cumbria	0.20	NA	County	0.00	1.00
E1001	Derby UA	0.98	NA	UA	0.00	E6110	Derbyshire Fire Authority	0.02	1.00
E1031	Amber Valley	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1032	Bolsover	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1033	Chesterfield	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1035	Derbyshire Dales	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1036	Erewash	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1037	High Peak	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1038	North East Derbyshire	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1039	South Derbyshire	0.80	E1021	Derbyshire	0.18	E6110	Derbyshire Fire Authority	0.02	1.00
E1101	Plymouth UA	0.98	NA	UA	0.00	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1102	Torbay UA	0.98	NA	UA	0.00	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1131	East Devon	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1132	Exeter	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1133	Mid Devon	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1134	North Devon	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1136	South Hams	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1137	Teignbridge	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1139	Torridge	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1140	West Devon	0.80	E1121	Devon	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E1201	Poole UA	0.98	NA	UA	0.00	E6112	Dorset Fire Authority	0.02	1.00
E1202	Bournemouth UA	0.98	NA	UA	0.00	E6112	Dorset Fire Authority	0.02	1.00
E1232	Christchurch	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1233	East Dorset	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1234	North Dorset	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1236	Purbeck	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1237	West Dorset	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1238	Weymouth & Portland	0.80	E1221	Dorset	0.18	E6112	Dorset Fire Authority	0.02	1.00
E1301	Darlington UA	0.98	NA	UA	0.00	E6113	Durham Fire Authority	0.02	1.00
E1302	Durham UA	0.98	NA	UA	0.00	E6113	Durham Fire Authority	0.02	1.00
E1401	Brighton & Hove UA	0.98	NA	UA	0.00	E6114	East Sussex Fire Authority	0.02	1.00
E1432	Eastbourne	0.80	E1421	East Sussex	0.18	E6114	East Sussex Fire Authority	0.02	1.00
E1433	Hastings	0.80	E1421	East Sussex	0.18	E6114	East Sussex Fire Authority	0.02	1.00
E1435	Lewes	0.80	E1421	East Sussex	0.18	E6114	East Sussex Fire Authority	0.02	1.00
E1436	Rother	0.80	E1421	East Sussex	0.18	E6114	East Sussex Fire Authority	0.02	1.00
E1437	Wealden	0.80	E1421	East Sussex	0.18	E6114	East Sussex Fire Authority	0.02	1.00
E1501	Southend-on-Sea UA	0.98	NA	UA	0.00	E6115	Essex Fire Authority	0.02	1.00
E1502	Thurrock UA	0.98	NA	UA	0.00	E6115	Essex Fire Authority	0.02	1.00
E1531	Basildon	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1532	Braintree	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1533	Brentwood	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1534	Castle Point	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1535	Chelmsford	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1536	Colchester	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1537	Epping Forest	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1538	Harlow	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1539	Maldon	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00

**Tier split shares**

Year: Baseline (2013/14)

Central Government: 0.5

1	2	3	4	5	6	7	8	9	
E-code	Billing authority	Billing proportion	E-code	Upper tier	Final upper tier	E-code	Fire	Final fire proportion	Sum
E1540	Rochford	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1542	Tendring	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1544	Uttlesford	0.80	E1521	Essex	0.18	E6115	Essex Fire Authority	0.02	1.00
E1631	Cheltenham	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1632	Cotswold	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1633	Forest of Dean	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1634	Gloucester	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1635	Stroud	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1636	Tewkesbury	0.80	E1620	Gloucestershire	0.20	NA	County	0.00	1.00
E1701	Portsmouth UA	0.98	NA	UA	0.00	E6117	Hampshire Fire Authority	0.02	1.00
E1702	Southampton UA	0.98	NA	UA	0.00	E6117	Hampshire Fire Authority	0.02	1.00
E1731	Basingstoke & Deane	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1732	East Hampshire	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1733	Eastleigh	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1734	Fareham	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1735	Gosport	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1736	Hart	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1737	Havant	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1738	New Forest	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1740	Rushmoor	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1742	Test Valley	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1743	Winchester	0.80	E1721	Hampshire	0.18	E6117	Hampshire Fire Authority	0.02	1.00
E1801	Herefordshire UA	0.98	NA	UA	0.00	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1831	Bromsgrove	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1835	Redditch	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1837	Worcester	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1838	Wyche	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1839	Wyre Forest	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1851	Malvern Hills	0.80	E1821	Worcestershire	0.18	E6118	Hereford and Worcester Fire Authority	0.02	1.00
E1931	Broxbourne	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1932	Dacorum	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1933	East Hertfordshire	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1934	Hertsmere	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1935	North Hertfordshire	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1936	St Albans	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1937	Stevenage	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1938	Three Rivers	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1939	Watford	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E1940	Welwyn Hatfield	0.80	E1920	Hertfordshire	0.20	NA	County	0.00	1.00
E2001	East Riding of Yorkshire UA	0.98	NA	UA	0.00	E6120	Humberside Fire Authority	0.02	1.00
E2002	Kingston-upon-Hull UA	0.98	NA	UA	0.00	E6120	Humberside Fire Authority	0.02	1.00
E2003	North East Lincolnshire UA	0.98	NA	UA	0.00	E6120	Humberside Fire Authority	0.02	1.00
E2004	North Lincolnshire UA	0.98	NA	UA	0.00	E6120	Humberside Fire Authority	0.02	1.00
E2101	Isle of Wight Council UA	1.00	NA	UA	0.00	NA	County	0.00	1.00
E2201	Medway UA	0.98	NA	UA	0.00	E6122	Kent Fire Authority	0.02	1.00
E2231	Ashford	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2232	Canterbury	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2233	Dartford	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2234	Dover	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2236	Gravesham	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2237	Maidstone	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2239	Sevenoaks	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2240	Shepway	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2241	Swale	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2242	Thanet	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2243	Tonbridge & Malling	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2244	Tunbridge Wells	0.80	E2221	Kent	0.18	E6122	Kent Fire Authority	0.02	1.00
E2301	Blackburn with Darwen UA	0.98	NA	UA	0.00	E6123	Lancashire Fire Authority	0.02	1.00
E2302	Blackpool UA	0.98	NA	UA	0.00	E6123	Lancashire Fire Authority	0.02	1.00
E2333	Burnley	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2334	Chorley	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2335	Fylde	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2336	Hyndburn	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2337	Lancaster	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2338	Pendle	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2339	Preston	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2340	Ribble Valley	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2341	Rossendale	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2342	South Ribble	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2343	West Lancashire	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2344	Wyre	0.80	E2321	Lancashire	0.18	E6123	Lancashire Fire Authority	0.02	1.00
E2401	Leicester UA	0.98	NA	UA	0.00	E6124	Leicestershire Fire Authority	0.02	1.00
E2402	Rutland UA	0.98	NA	UA	0.00	E6124	Leicestershire Fire Authority	0.02	1.00
E2431	Blaby	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2432	Charnwood	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2433	Harborough	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2434	Hinckley & Bosworth	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2436	Melton	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2437	North West Leicestershire	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2438	Oadby & Wigston	0.80	E2421	Leicestershire	0.18	E6124	Leicestershire Fire Authority	0.02	1.00
E2531	Boston	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2532	East Lindsey	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2533	Lincoln	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2534	North Kesteven	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2535	South Holland	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2536	South Kesteven	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00

**Tier split shares**

Year: Baseline (2013/14)

Central Government: 0.5

1	2	3	4	5	6	7	8	9	
E-code	Billing authority	Billing proportion	E-code	Upper tier	Final upper tier	E-code	Fire	Final fire proportion	Sum
E2537	West Lindsey	0.80	E2520	Lincolnshire	0.20	NA	County	0.00	1.00
E2631	Breckland	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2632	Broadland	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2633	Great Yarmouth	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2634	King's Lynn & West Norfolk	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2635	North Norfolk	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2636	Norwich	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2637	South Norfolk	0.80	E2620	Norfolk	0.20	NA	County	0.00	1.00
E2701	York UA	0.98	NA	UA	0.00	E6127	North Yorkshire Fire Authority	0.02	1.00
E2731	Craven	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2732	Hambleton	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2734	Richmondshire	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2736	Scarborough	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2753	Harrogate	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2755	Ryedale	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2757	Selby	0.80	E2721	North Yorkshire	0.18	E6127	North Yorkshire Fire Authority	0.02	1.00
E2831	Corby	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2832	Daventry	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2833	East Northamptonshire	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2834	Kettering	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2835	Northampton	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2836	South Northamptonshire	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2837	Wellingborough	0.80	E2820	Northamptonshire	0.20	NA	County	0.00	1.00
E2901	Northumberland UA	1.00	NA	UA	0.00	NA	County	0.00	1.00
E3001	Nottingham UA	0.98	NA	UA	0.00	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3031	Ashfield	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3032	Bassetlaw	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3033	Broxtowe	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3034	Gedling	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3035	Mansfield	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3036	Newark & Sherwood	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3038	Rushcliffe	0.80	E3021	Nottinghamshire	0.18	E6130	Nottinghamshire Fire Authority	0.02	1.00
E3131	Cherwell	0.80	E3120	Oxfordshire	0.20	NA	County	0.00	1.00
E3132	Oxford	0.80	E3120	Oxfordshire	0.20	NA	County	0.00	1.00
E3133	South Oxfordshire	0.80	E3120	Oxfordshire	0.20	NA	County	0.00	1.00
E3134	Vale of White Horse	0.80	E3120	Oxfordshire	0.20	NA	County	0.00	1.00
E3135	West Oxfordshire	0.80	E3120	Oxfordshire	0.20	NA	County	0.00	1.00
E3201	Telford & Wrekin UA	0.98	NA	UA	0.00	E6132	Shropshire Fire Authority	0.02	1.00
E3202	Shropshire UA	0.98	NA	UA	0.00	E6132	Shropshire Fire Authority	0.02	1.00
E3331	Mendip	0.80	E3320	Somerset	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E3332	Sedgemoor	0.80	E3320	Somerset	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E3333	Taunton Deane	0.80	E3320	Somerset	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E3334	South Somerset	0.80	E3320	Somerset	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E3335	West Somerset	0.80	E3320	Somerset	0.18	E6161	Devon and Somerset Fire Authority	0.02	1.00
E3401	Stoke-on-Trent UA	0.98	NA	UA	0.00	E6134	Staffordshire Fire Authority	0.02	1.00
E3431	Cannock Chase	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3432	East Staffordshire	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3433	Lichfield	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3434	Newcastle-under-Lyme	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3435	South Staffordshire	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3436	Stafford	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3437	Staffordshire Moorlands	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3439	Tamworth	0.80	E3421	Staffordshire	0.18	E6134	Staffordshire Fire Authority	0.02	1.00
E3531	Babergh	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3532	Forest Heath	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3533	Ipswich	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3534	Mid Suffolk	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3535	St Edmundsbury	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3536	Suffolk Coastal	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3537	Waveney	0.80	E3520	Suffolk	0.20	NA	County	0.00	1.00
E3631	Elmbridge	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3632	Epsom & Ewell	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3633	Guildford	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3634	Mole Valley	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3635	Reigate & Banstead	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3636	Runnymede	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3637	Spelthorne	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3638	Surrey Heath	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3639	Tandridge	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3640	Waverley	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3641	Woking	0.80	E3620	Surrey	0.20	NA	County	0.00	1.00
E3731	North Warwickshire	0.80	E3720	Warwickshire	0.20	NA	County	0.00	1.00
E3732	Nuneaton & Bedworth	0.80	E3720	Warwickshire	0.20	NA	County	0.00	1.00
E3733	Rugby	0.80	E3720	Warwickshire	0.20	NA	County	0.00	1.00
E3734	Stratford-on-Avon	0.80	E3720	Warwickshire	0.20	NA	County	0.00	1.00
E3735	Warwick	0.80	E3720	Warwickshire	0.20	NA	County	0.00	1.00
E3831	Adur	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3832	Arun	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3833	Chichester	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3834	Crawley	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3835	Horsham	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3836	Mid Sussex	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3837	Worthing	0.80	E3820	West Sussex	0.20	NA	County	0.00	1.00
E3901	Swindon UA	0.98	NA	UA	0.00	E6139	Wiltshire Fire Authority	0.02	1.00
E3902	Wiltshire UA	0.98	NA	UA	0.00	E6139	Wiltshire Fire Authority	0.02	1.00
E4001	Isles of Scilly	1.00	NA	UA	0.00	NA	County	0.00	1.00

**Tier split shares**

Year: Baseline (2013/14)

Central Government: 0.5

1	2	3	4	5	6	7	8	9	
E-code	Billing authority	Billing proportion	E-code	Upper tier	Final upper tier	E-code	Fire	Final fire proportion	Sum
E4201	Bolton	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4202	Bury	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4203	Manchester	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4204	Oldham	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4205	Rochdale	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4206	Salford	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4207	Stockport	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4208	Tameside	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4209	Trafford	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4210	Wigan	0.98	NA	MD	0.00	E6142	Greater Manchester Fire	0.02	1.00
E4301	Knowsley	0.98	NA	MD	0.00	E6143	Merseyside Fire	0.02	1.00
E4302	Liverpool	0.98	NA	MD	0.00	E6143	Merseyside Fire	0.02	1.00
E4303	St Helens	0.98	NA	MD	0.00	E6143	Merseyside Fire	0.02	1.00
E4304	Sefton	0.98	NA	MD	0.00	E6143	Merseyside Fire	0.02	1.00
E4305	Wirral	0.98	NA	MD	0.00	E6143	Merseyside Fire	0.02	1.00
E4401	Barnsley	0.98	NA	MD	0.00	E6144	South Yorkshire Fire	0.02	1.00
E4402	Doncaster	0.98	NA	MD	0.00	E6144	South Yorkshire Fire	0.02	1.00
E4403	Rotherham	0.98	NA	MD	0.00	E6144	South Yorkshire Fire	0.02	1.00
E4404	Sheffield	0.98	NA	MD	0.00	E6144	South Yorkshire Fire	0.02	1.00
E4501	Gateshead	0.98	NA	MD	0.00	E6145	Tyne and Wear Fire	0.02	1.00
E4502	Newcastle-upon-Tyne	0.98	NA	MD	0.00	E6145	Tyne and Wear Fire	0.02	1.00
E4503	North Tyneside	0.98	NA	MD	0.00	E6145	Tyne and Wear Fire	0.02	1.00
E4504	South Tyneside	0.98	NA	MD	0.00	E6145	Tyne and Wear Fire	0.02	1.00
E4505	Sunderland	0.98	NA	MD	0.00	E6145	Tyne and Wear Fire	0.02	1.00
E4601	Birmingham	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4602	Coventry	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4603	Dudley	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4604	Sandwell	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4605	Solihull	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4606	Walsall	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4607	Wolverhampton	0.98	NA	MD	0.00	E6146	West Midlands Fire	0.02	1.00
E4701	Bradford	0.98	NA	MD	0.00	E6147	West Yorkshire Fire	0.02	1.00
E4702	Calderdale	0.98	NA	MD	0.00	E6147	West Yorkshire Fire	0.02	1.00
E4703	Kirklees	0.98	NA	MD	0.00	E6147	West Yorkshire Fire	0.02	1.00
E4704	Leeds	0.98	NA	MD	0.00	E6147	West Yorkshire Fire	0.02	1.00
E4705	Wakefield	0.98	NA	MD	0.00	E6147	West Yorkshire Fire	0.02	1.00
E5010	City of London	0.60	E51np	GLA - functions excluding police	0.40	NA	NA	0.00	1.00
E5011	Camden	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5012	Greenwich	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5013	Hackney	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5014	Hammersmith & Fulham	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5015	Islington	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5016	Kensington & Chelsea	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5017	Lambeth	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5018	Lewisham	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5019	Southwark	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5020	Tower Hamlets	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5021	Wandsworth	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5022	Westminster	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5030	Barking & Dagenham	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5031	Barnet	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5032	Bexley	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5033	Brent	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5034	Bromley	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5035	Croydon	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5036	Ealing	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5037	Enfield	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5038	Haringey	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5039	Harrow	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5040	Havering	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5041	Hillingdon	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5042	Hounslow	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5043	Kingston-upon-Thames	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5044	Merton	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5045	Newham	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5046	Redbridge	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5047	Richmond-upon-Thames	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5048	Sutton	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00
E5049	Waltham Forest	0.60	E5100	Greater London Authority	0.40	NA	NA	0.00	1.00

# Agenda Item 8

<b>Chief Officer Confirmation of Report Submission</b> <b>Cabinet Member Confirmation of Briefing</b> <b>Report for: Mayor</b> <input type="checkbox"/> <b>Mayor and Cabinet</b> <input checked="" type="checkbox"/> <b>Mayor and Cabinet (Contracts)</b> <input type="checkbox"/> <b>Executive Director</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Part 1</b> <input checked="" type="checkbox"/> <b>Part 2</b> <input type="checkbox"/> <b>Key Decision</b> <input type="checkbox"/>	
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<b>Date of Meeting</b>	16 January 2013
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<b>Title of Report</b>	Assets of Community Value
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<b>Originator of Report</b>	Kath Nicholson	<b>Ext.</b> 47648
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	Yes	
Legal Comments from the Head of Law	Yes	
Crime & Disorder Implications	Yes	
Environmental Implications		
Equality Implications/Impact Assessment (as appropriate)	Yes	
Confirmed Adherence to Budget & Policy Framework	Yes	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed:  Executive Member

Date: 07/01/2013

Signed:  Director/Head of Service

Date 08/01/2013

Control Record by Committee Support	
Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	



	<b>Mayor and Cabinet</b>	<b>Item</b>	
<b>Title</b>	Assets of Community Value		
<b>Wards</b>	All		
<b>Contributors</b>	Executive Director for Resources & Regeneration		
<b>Class</b>	<b>Part 1</b>	<b>Date</b>	16 January 2013

## Introduction

1. This report provides information on the background to, and implications of provisions relating to assets of community value in the Localism Act 2011 (sometimes referred to as the Community Right to Bid). This came into force, by Regulations, on 21 September 2012.

## Recommendations

2. The Mayor is recommended to:
  - i) note the contents of this report; and
  - ii) agree the amendments to the Mayoral scheme of delegation as reflected in Appendix 1.

## Policy context

3. One of the primary functions of the Council is to promote the social, economic and environmental well being of the borough and its people. As Council funding is provided through public resources (grants from central government; Business Rates and Council Tax) the local authority must also demonstrate both responsibility and accountability in the stewardship of public assets and resources.
4. The overarching policy and decision making framework for the discharge of the Council's many functions and duties is Lewisham's Sustainable Community Strategy. The Strategy contains two overarching principles which are:
  - reducing inequality – narrowing the gap in outcomes
  - delivering together efficiently, effectively and equitably – ensuring that all citizens have appropriate access to and choice of high quality local services

5. Also contained within this overarching policy framework are the Council's ten priorities. These priorities describe the specific contribution that the local authority will make to the delivery of the Sustainable Community Strategy. The Council priorities are as follows:
- Community leadership and empowerment
  - Young people achievement and involvement
  - Clean, green and liveable
  - Safety, security and visible presence
  - Strengthening the local economy
  - Decent homes for all
  - Protection of children
  - Caring for adults and older people
  - Active healthy citizens
  - Inspiring efficiency, effectiveness and equity

### **The Community Right to Bid**

6. This is a right given to eligible local community and voluntary groups to ask the Council to list certain assets as being of value to the community by making a nomination. If an asset is listed and then comes up for sale, the new right will give an eligible community interest group that wishes to be treated as a potential bidder to purchase the asset, 6 months to put together a bid to buy it.
7. This right is intended to give communities an increased chance to save shops, pubs or other local facilities which are of community value. Eligible voluntary or community groups can nominate both privately and publicly owned assets which meet the definition of "community value". This therefore means that the Council's own assets can be nominated. Local authorities cannot list land on their own initiative - it must be nominated.

### **Definition of "community value"**

8. A building or land in the borough will fall within the definition of an asset of community value if in the opinion of the Council:
- a current primary use of the building/land furthers the social well-being or social interests (cultural, recreational, or sporting interests) of the local community; and it is realistic to think that a use may continue that promotes such interests, or
  - in the recent past there has been a primary use of the building/land that furthered such interests and it is realistic to think that within five years the buildings/land could be used to promote social wellbeing or interests.
9. Residential property and land connected with it, caravan sites and statutory undertakers' land are excluded from the definition.



## **Groups eligible to make a nomination**

10. The organisations which may make a nomination are a parish council or a community/voluntary organisation with a local connection.
11. Broadly, a local connection is established if the organisation operates in the area or for its benefit. Community/voluntary organisations include:
  - a neighbourhood forum
  - a parish council;
  - an unincorporated body with at least 21 individual members which does not distribute any profits
  - a charity;
  - a company limited by guarantee which does not distribute profits;
  - an industrial and provident society which does not distribute profits; and
  - a community interest company.
12. The definition does not include a public or local authority (except a parish council).

## **The consequences of listing**

13. Owners of listed assets cannot dispose of them without:
  - letting the Council know that they intend to sell the asset or grant a lease of more than 25 years
  - waiting until the end of a six week 'interim moratorium' period if the Council does not receive a request from an eligible community interest group to be treated as a potential bidder
  - waiting until the end of a six month 'full moratorium' period if the Council does receive a request from an eligible community interest group to be treated as a potential bidder
14. The owner does not have to sell the asset to the community interest group and, as long as it has complied with the above requirements, can sell the asset to whoever it wants within a 'protected period' (18 months from the time that the owner notified the Council of their intention to dispose of the asset) if it has not accepted a bid from the community interest group.
15. Once an asset is listed, it will remain on the register for 5 years after which it can then be re-nominated. The Council can remove an asset from the register at any time if it considers that it is no longer of community value.

## **Enforcement**

16. The Regulations introduce a clear penalty for non compliance, and measures to minimise the chance of a disposal not being compliant with the scheme. There is no specific enforcement role for local authorities. However, there are a number of requirements placed on local authorities as follows:

- Local authorities are required to add that an asset has been listed to the local land charges register. This will ensure that all prospective new owners will be aware that an asset has been listed, since local land charges apply to both registered and unregistered land.
- Local authorities are required to notify the owner that their asset has been listed and inform them of the implications. Owners are required to inform the local authority if they have become the new owner of listed land (together with giving their name and address details) .
- Local authorities are required to apply to the Land Registry for entry of a restriction on the Land Register when they list a building or other land as an Asset of Community Value, or, if necessary, where the owner of the listed asset has changed. The local authority is also required to apply to the Land Registry for cancellation of the restriction when it removes an asset from its list.

17. When a listed asset is disposed of, and a new owner applies to the Land Registry to register a change of ownership of a listed asset, they will therefore need to provide the Land Registry with a certificate from a conveyancer that the disposal (and any previous disposals if this is the first registration) did not contravene the moratorium requirements. Any disposal which contravenes the moratorium requirements will be void.

## **Review & Compensation**

18. Members attention is drawn to the fact that owners aggrieved by registration have a right of review. This is set out in the guidance note at Appendix 1. They may also be entitled to compensation from the Council for costs incurred as a result of listing/e.g. additional security

## **Key tasks and timescales for the Council**

16 The Guidance Note for Officers showing the key tasks and timescales for the Council is attached at Appendix 1.

17 This also sets out recommendations as to which officers should be responsible for the various key tasks. The key tasks can be summarised as follows:

- i. Prepare the list of assets of community value and list of unsuccessful nominations. A template is provided at Appendix 2.

- ii. Decision on application for listing to be made within 8 weeks of receiving nomination.
- iii. Registration – local land charge and Land Registry restriction
- iv. Oral hearing to review listing on application of owner. Owner has 8 weeks from decision to request review and review must be completed within 8 weeks.
- v. Decision on any application for compensation by owner.
- vi. Oral hearing to review compensation on application of owner. Owner has 8 weeks from initial decision on compensation to request a review.
- vii. Maintenance of list.
- viii. Publicising notices of disposal of assets on the list.
- ix. Dealing with requests by community interest groups to be treated as bidders

19. The resources implications are therefore unknown and will have to be kept under review as applications are received.

### **Decision making and conflict**

20. The Council needs a clear decision making process to enable decisions to be made within the relevant statutory periods.

21. The recommendations as to responsibility for key tasks take into account the potential for conflict of interest. In the case of nominations for Council owned assets, there needs to be sufficient flexibility to enable officers within the relevant holding department and dealing with asset disposals (who may be perceived by the community to have a conflict of interest) to take no part in the decision making process.

### **Implications for disposals of Council owned assets**

22. The key implication is delay. If the Council wishes to dispose of an asset which is listed, there is a potential for delay in disposal of up to 6 months if an eligible community interest group expresses an interest in bidding and triggers the full moratorium period.

23. If the Council does not accept a bid from a community interest group, it only has 12 months from the end of the 6 month period (i.e. the balance of the protected period of 18 months) to complete a disposal. This is a disposal of a freehold or long leasehold interest or the point at which an agreement to make such a disposal becomes binding.

24. The listing process may delay proposed disposals of Council assets. Developers are likely to see this as a risk, particularly as an application for listing could be

made at any time up until a disposal takes place. There is clearly potential for delay and abortive costs in these circumstances.

## **Publicising the Community Right to Bid**

25. There are no specific legal requirements about publicity except in the course of dealing with specific applications. However, a webpage has been created on the Council's website, which summarises the Community Right to Bid, provides links to the Regulations and contains the Assets of Community Value application form (Appendix 3) and Frequently Asked Questions (also at Appendix 3).

## **Member reporting**

26. Consideration needs to be given to formal decision making about how the Council deals with the registration of assets of community value. At the very least, amendments to the Mayoral scheme of delegation will need to be drawn up and made known to all members. Some members have already asked for information about how the process works and there has been at least one enquiry from a member of the public in relation to a specific property, though no formal application has yet been received.

## **Legal Implications**

27. The report reflects the legal position as it stands under the Localism Act 2011 and regulations made under it. The key issues are dealt with in the report.

28. Though there is no sanction set out in the legislation if the Council fails to publish notices of disposal, it is always possible that if an owner were to have a disposal set aside because of the Council's failure, that the Council may be liable in tort for negligence or breach of statutory duty which could attract damages. It is therefore essential that the duties in relation to the register of assets of community value are taken seriously and implemented meticulously.

## **Financial implications**

29. Actual disbursements in relation to the day to day administration of applications for listing (including land registry charges, notices of disposal etc) are not likely to exceed £1000 per case. However we cannot be sure how many applications for listing will be received in any one year. If 10 were received this could represent outlay of approximately £10,000 per annum.

30. Of far more significance is the requirement to commit the time of an employee to administer the lists and that of senior employees to be involved in decision making about inclusion on the list and compensation and in hearing appeals in relation to listing and compensation. Again, we cannot be sure how much this will entail until the list is operative and owners seek to dispose of registered assets.

31. The largest potential liability is in relation to compensation claims from owners. The legislation provides that owners will be entitled to compensation from the local authority for costs incurred as a result of the listing. No doubt the Council will need external professional advice on the appropriate level of compensation. The cost of compensation may be very significant, including such items as security costs, diminution in value, and abortive costs if a potential development falters because of delays occasioned by listing. These costs may be very large indeed. It is noteworthy that the Council and public authorities may not claim compensation.
32. The Government has indicated that its new burdens funding reflects 40 successful claims for compensation per year across all administering authorities. They have also said that a safety net will be provided for authorities facing claims of over £20,000 per annum either from a single claim or a number of claims. However it is anticipated that this relief will only be available until the Spending Review is completed after which point authorities are likely to have to meet these costs themselves.

### **Crime and disorder implications**

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

### **Equality Implications**

34. The principles of the 2010 Equality Act are particularly relevant when considering applications to nominate assets of community value and when deciding on competing bids from organisations seeking to purchase Council owned assets.
35. The Equality Act includes a new public sector equality duty (the equality duty or the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. The new duty 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.
36. 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.

## BACKGROUND PAPERS

Short Title of Document	Date File	Location	Contact Officer
Localism Act	December 2011	<a href="#">Localism Act 2011</a>	
Assets of Community Value	September 2012	<a href="#">Assets of Community Value Statutory Regulations</a>	

**Contacts:** Kath Nicholson; Head of Law; Legal Services

## Appendix 1

# Community Right to Bid Guidance for Officers

## 1. Introduction

The Community Right to Bid is a statutory right given to community and voluntary bodies to nominate assets of community value. The right also enables eligible community organisations to bid for the assets when they come up for sale. This note provides guidance to officers about how the Council will handle this statutory right.

## 2. Scope of responsibilities

The framework within which asset nominations are to be managed is provided for in regulations. The Council's responsibilities extend to:

- Making decisions on asset nominations
- Maintaining and publicising two lists; one for successful nominations and the other for unsuccessful nominations
- Ensuring that reviews are conducted fairly and in timely manner
- Maintaining audit trails of evidence used to inform decision making
- Making decisions on compensation claims

A decision making process has been developed which describes how the above-mentioned functions will be managed within the framework. This appears at Appendix A, whilst a flowchart illustrating the bidding process is at Appendix B.

Key stages	Note
<b>Processing applications</b>	
<p>1. On receipt of an application to nominate an asset of community value, <b>the list administrator (acting on behalf of the Principal Property Lawyer) must notify the designated Head of Service (generally the Head of Community and Neighbourhood Development)</b> that an application has been submitted and requires a decision.</p> <p>2. <b>The list administrator must then forward details</b> of the application to the designated Head of Service for consideration and advise <b>the Principal Property Lawyer who must provide written notification</b> to the owner and lawful occupant of the land, that their property has been nominated.</p>	<p>A dedicated email account: 'community assets' has been set up to receive nominations for assets of community value.</p> <p>A number of officers from across the Council have direct access to the 'community assets' email account. Collectively this group will ensure that there will always be an officer available to identify and process new applications as they arrive.</p> <p>In order to ensure that the land/ asset owner is given notification that their asset is being considered for nomination, Land Registry searches and other enquiries may need to be made in order to establish ownership and occupancy.</p>
<b>Making an initial decision</b>	
<p>3. <b>On receipt of the application the designated Head of Service must consider the application and make an initial decision.</b> Specifically, the designated Head of</p>	<p>Only a voluntary or community body with local connection is eligible to make a community nomination. The regulations identify the following organisations as those able to nominate an asset of community value:</p>



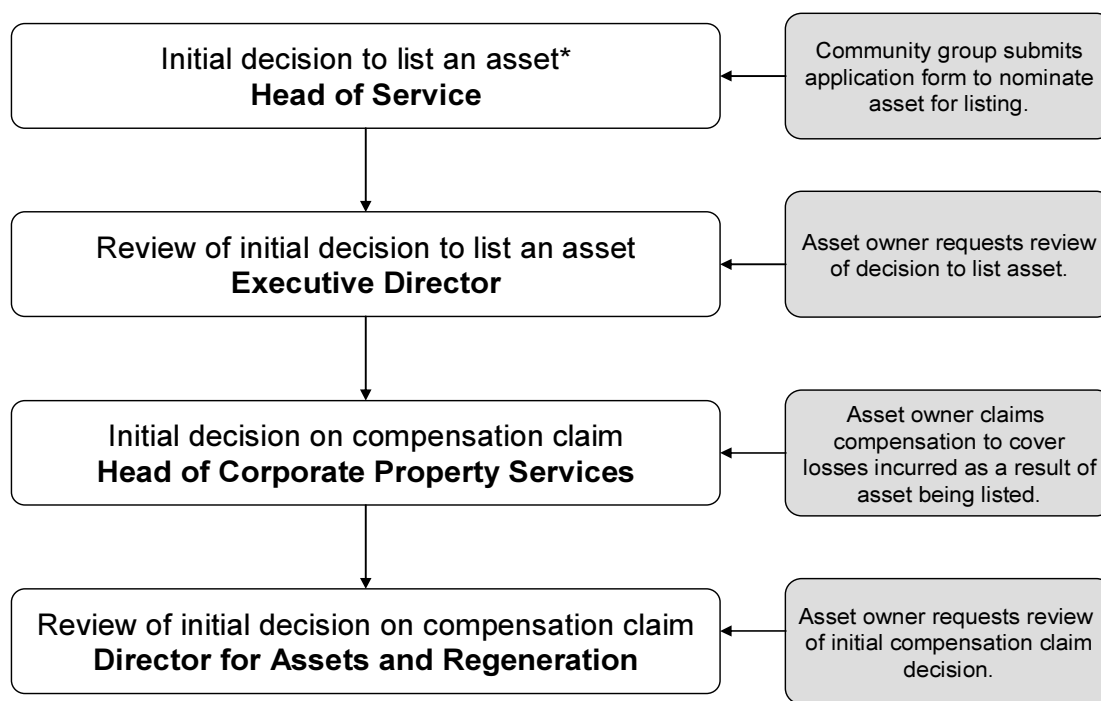
<p>Service will need to determine:</p> <ul style="list-style-type: none"> <li>• whether the application is <b>made by an eligible organisation</b></li> <li>• whether the application <b>meets the definition</b> of an ‘asset of community value’.</li> </ul> <p>4. If additional information is <b>required the designated Head of Service may (at their discretion) contact the nominating organisation</b> and ask for this to be supplied.</p> <p>5. <b>The designated Head of Service must reach a decision</b> as to whether or not to list the asset within <u>8 weeks</u> of receiving the nomination.</p> <p>6. <b>Once the designated Head of Service has reached a decision they must advise</b> the Principal Property Lawyer of that decision.</p> <p>7. <b>The designated Head of Service must then write to the nominating organisation and the property owner</b> to advise them of the decision. In the event that a nomination has been unsuccessful, the letter must include reasons for the decision not to list the asset.</p> <p>8. <b>The designated Head of Service must</b> maintain an audit trail of the evidence that informed their decision and <b>forward this to the list administrator or Principal Property Lawyer</b>.</p>	<ul style="list-style-type: none"> <li>• a charity</li> <li>• an unincorporated body whose members include at least 21 individuals and which does not distribute any surplus it makes to its members</li> <li>• a body designated as a neighbourhood forum</li> <li>• a company limited by guarantee which does not distribute any surplus it makes to its members</li> <li>• an industrial and provident society which does not distribute any surplus it makes to its members</li> <li>• a community interest company</li> </ul> <p>The legislation provides that an asset satisfies the definition of an asset of community value if:</p> <ul style="list-style-type: none"> <li>• the local authority decides that the actual main, current use of the building or land is to further the social wellbeing or social interests of the local community and it is realistic to think that there can continue to be a main use of the building or land which will further the social wellbeing or social interests of the local community; or</li> <li>• in the opinion of the local authority there is a time in the recent past when the actual and main use of the building or land furthered the social well being or social interests of the local community and, it is realistic to think that there is a time in the next five years when there could be a main use of the building or land that would further the social wellbeing or social interests of the local community.</li> </ul> <p>“Social interests” includes (in particular) cultural, recreational and sporting interests.</p>
<b>Review of the initial decision</b>	
<p>9. If within eight weeks of being notified in writing, the asset owner requests a review of the decision, the Council must undertake a review of its decision within eight weeks. The review <b>must be heard by an Executive Director</b>.</p> <p>10. In advance of the review, <b>the Executive Director must write to the asset owner</b> advising them when a decision will be made and whether any additional information</p>	<p>The owner of the land has the right to ask for the Council’s decision to be reviewed. However, the owner of the land must request a review within <u>8 weeks</u> from time they are notified that the asset is to be included on the list.</p> <p>The Council may however, extend the review request period if it so chooses.</p> <p>If requested, the review of the decision to list must be completed within <u>8 weeks</u> unless parties otherwise agree in writing.</p>

<p>will be required to inform that decision.</p> <p>11. To inform the review, the <b>Head of Service who made the original decision must</b> compile the relevant documentation to enable the Executive Director to reach their decision.</p> <p>12. Following the review <b>the Executive Director must</b> write to the asset owner and nominating body advising of the decision, set out how the decision was reached and the implications.</p> <p>13. If the request to review the listing of the asset is successful the entry must be removed from the successful nominations list <b>by the list administrator (acting on behalf of the Principal Property Lawyer)</b> and included on the list of unsuccessful nominations.</p> <p>14. <b>The Executive Director must</b> maintain an audit trail of the evidence that informed their decision and <b>forward this to the list administrator or Principal Property Lawyer.</b></p>	<p>An oral hearing must be held at owner's written request. If no request is made, the Council can decide whether or not an oral hearing is required.</p> <p>Representations to the Executive Director reviewing the decision may be made by the owner/owner's representative orally and/or in writing.</p> <p>The listing can also be removed if the Council for any reason no longer considers the land to be of community value and after a period of five years has elapsed (however after five years the asset can be re-nominated).</p> <p>If the asset owner wishes to appeal against listing review decision they can lodge their appeal to a First-Tier Tribunal</p> <p>The list must be published and be available for free inspection. One free copy of list must be provided on request</p> <p>Local authorities are required to add that an asset has been listed to the local land charges register. This will ensure that all prospective new owners will be aware that an asset has been listed, since local land charges apply to both registered and unregistered land.</p> <p>Local authorities are required to apply to the Land Registry for entry of a restriction on the Land Register when they list a building or other land as an Asset of Community Value, or, if necessary, where the owner of the listed asset has changed. The local authority is also required to apply to the Land Registry for cancellation of the restriction when it removes an asset from its list.</p>
<b>Disposal of a listed asset</b>	
<p>15. Once the asset owner notifies the Council of their intention to sell the listed asset, <b>the Principal Property Lawyer must give written notification</b> to the community organisation which nominated the asset for listing and arrange for public notification of the proposed disposal (in the area where the land is situated). The letter to the nominating body as well as the public notification must clearly set out the process and timescales involved.</p>	<p>The asset owner must notify the Council in writing that they wish to enter into a relevant disposal. A "relevant disposal" is a disposal with vacant possession.</p> <p>During this moratorium period a community interest group may request in writing to be treated as a potential bidder for the asset; this will bring the full moratorium period into force (see Appendix B).</p> <p>Only a defined "community interest group" may express an interest in bidding for an asset. The community interest group does not have to</p>

<p>16. Upon notification, <b>the Principal Property Lawyer must amend the successful nominations list to show that:</b></p> <ul style="list-style-type: none"> <li>• the notice of disposal has been received,</li> <li>• the date the notice was received and the end of the: <ul style="list-style-type: none"> <li>- interim moratorium period (<u>6 weeks</u> from date of notification),</li> <li>- full moratorium period (<u>6 months</u> from date of notification) and</li> <li>- protected period (<u>18 months</u> from date of notification).</li> </ul> </li> </ul> <p>17. If during the six week moratorium period no eligible community organisation submits a written expression of interest to bid for the asset, <b>the Principal Property Lawyer must write to the asset owner</b> advising them that they are free to proceed with the sale of their asset to whomsoever they wish.</p>	<p>provide any evidence of intention or financial resources to make such a bid.</p> <p>However, a community interest group must have one or more of the following structures:</p> <ul style="list-style-type: none"> <li>• a charity</li> <li>• a community interest company</li> <li>• a company limited by guarantee that is non profit distributing</li> <li>• an industrial and provident society that is non profit distributing (these groups will be renamed as community benefit societies by the Co-operative and Community Benefit Societies and Credit Unions Act 2010 when the relevant provisions come into force)</li> </ul>
<b>Responding to a request to bid</b>	
<p>18. If the Council receives a written request (in any form) within the six week interim moratorium period from a <b>community interest group</b> wishing to be treated as potential bidder, <b>details must be passed to the owner of the land by the Principal Property Lawyer.</b></p> <p>19. <b>The Principal Property Lawyer must also write to the eligible organisation</b> advising that their expression of interest has been received and has been forwarded on to the asset owner.</p>	<p>During this period it is up to the bidding organisation or organisations to pull together a business plan and finances to bid for the asset.</p> <p>Other than passing on the details of a potential bidder to the asset owner the Council is not required to play any further role in facilitating a possible sale.</p>
<b>Dealing with compensation claims</b>	
<p>20. <b>Claims for compensation will be handled by the Head of Corporate Property Services.</b> Upon receipt of a claim <b>the Head of Corporate Property Services must write back</b> to the claimant confirming receipt.</p> <p>21. <b>In considering the claim, the</b></p>	<p>The owner of land is entitled to claim compensation where they have “incurred loss or expense in relation to the land which would not have been incurred if the land had not been listed”.</p> <p>However, the claim must be made within <u>13 weeks</u> after loss or expense incurred/finished</p>

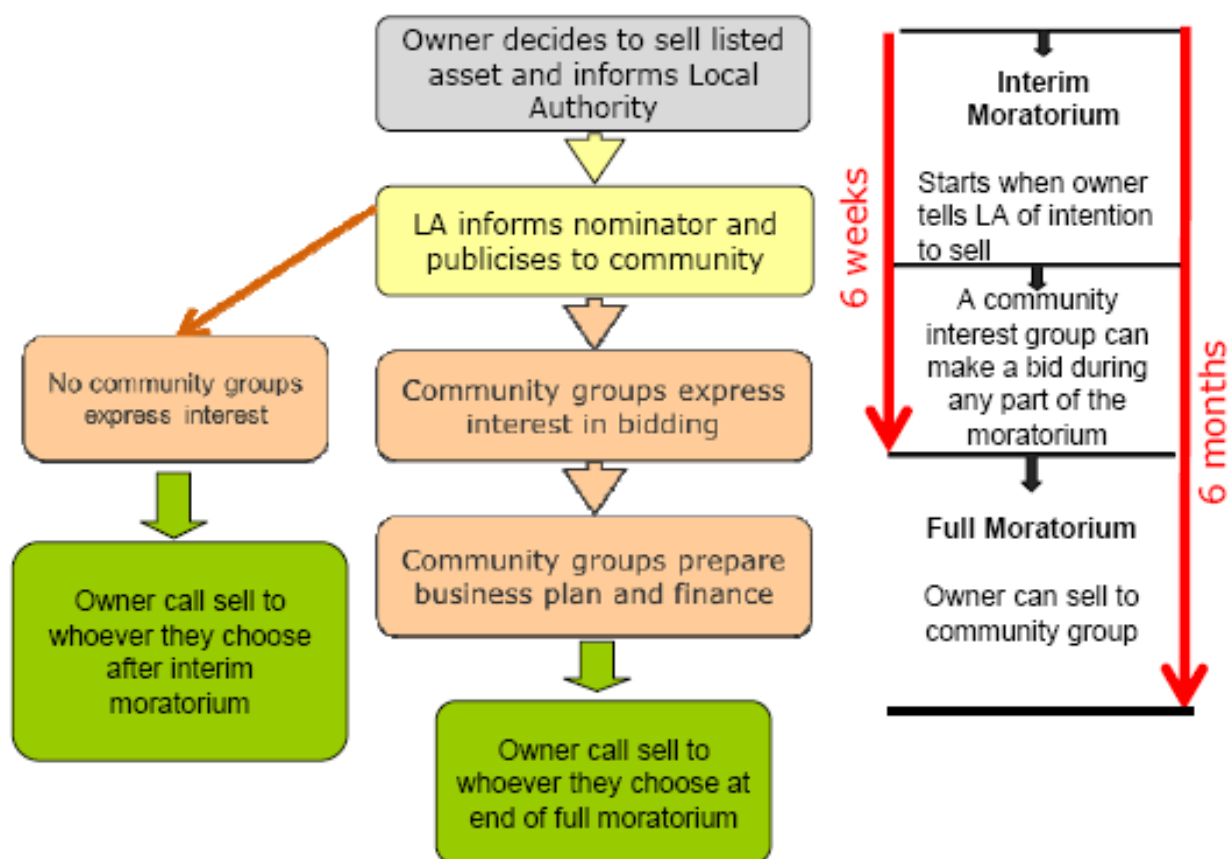
<p><b>Head of Corporate Property Services must</b> ensure that there is sufficient evidence available to reach a decision.</p> <p>22. At their discretion the <b>Head of Corporate Property Services may</b> need to undertake a more detailed investigation in order to establish the validity of the claim. This may include inviting the claimant to provide additional evidence.</p> <p>23. <b>Once the decision has been made the Head of Corporate Property Services must</b> write to the claimant with details of the decision.</p> <p>24. <b>The Head of Corporate Property Services must</b> maintain an audit trail of the evidence that informed their decision and <b>pass this on to the Principal Property Lawyer.</b></p>	<p>being incurred.</p> <p>There is no time frame for a decision to be reached.</p>
<b>Compensation claim review</b>	
<p>25. In the event that the Council rejects a claim for compensation and the owner requests a review, <b>the review must be conducted by the Director for Assets and Regeneration.</b></p> <p>26. <b>The Head of Corporate Assets and Property, who made the original decision, must</b> assemble the relevant documentation to enable the Director for Assets and Regeneration to undertake their review.</p> <p>27. <b>The Director for Assets and Regeneration must</b> maintain an audit trail of the evidence that informed their decision and <b>forward this to the Principal Property Lawyer.</b></p>	<p>A request to review a compensation claim must be made within <u>8 weeks</u> of written notification of reasons for decision on compensation, or such longer period as the Council may allow</p> <p>The asset owner has the right to lodge an appeal against the compensation review decision. This appeal will need to be lodged before a First-Tier Tribunal.</p>

## Decision making flow chart



\*The asset lists for both successful and unsuccessful nominations will be maintained by Legal Services.

## Flow chart for bidding process



## REGISTER OF COMMUNITY ASSETS – SUCCESSFUL NOMINATIONS

Asset details	Date asset registered	Nominating body	Land Charge entry date	Land Registry restriction date	Notice of disposal date	Interim moratorium period expires	Full moratorium period expires	Protected period expired	Owner(s) of asset

REGISTER OF COMMUNITY ASSETS – UNSUCCESSFUL NOMINATIONS

Asset details	Date of nomination	Nominating body	Date of decision not to list	Reasons for decision not to list	Owner(s) of asset





# **Application to Nominate Assets of Community value**

## Application to nominate an asset of community value

If you wish to nominate an asset of community value for listing you will need to complete this application form. The responses to the questions in your application will enable the Council to reach a decision about your nomination. In the event that the information you supply is insufficient to make a decision, your application will be rejected.

Before completing this application **please read** the frequently asked questions section attached as an appendix. The explanations in that section will help you to better understand whether the asset you propose to nominate meets with the definition of an 'asset of community value'. They also provide additional information about your rights to nominate and bid for assets as well as the rights of asset owners.

Your completed application should be emailed to: [community.assets@lewisham.gov.uk](mailto:community.assets@lewisham.gov.uk)

Alternatively you can send your completed application to:

Assets of Community Value  
List Administrator  
Legal Services  
3rd Floor  
Town Hall  
Catford  
SE6 4RU

For information, the table below summarises the 'assets of community value' nominating and bidding process in four simple stages.

### **Stage one: Identify an asset for nomination**

If an eligible community or voluntary group thinks that a local asset meets the definition of an 'asset of community value' they can fill in an application form and ask the Council to list the property as an 'asset of community value'. If the nomination meets the relevant criteria and is approved by the Council, the asset will be included on the list. A list will also be compiled for any unsuccessful nominations that do not meet the criteria.

### **Stage 2: The owner wants to sell their asset**

If the owner wants to sell their asset they must notify the Council, which will then notify the community group that nominated the asset and publicise the proposed sale to the wider community. If within six weeks of informing the Council of their intention to sell their asset an eligible community interest group does not come forward, the owner is free to sell their asset for a period of eighteen months from the date that they notified the Council of their intention to sell the asset.

### **Step 3: A designated community group wants to bid for the asset**

If an eligible community interest group *does* express an interest in bidding for the asset, this group or groups will be granted extra time to prepare a business plan and gather the finance needed to purchase the asset. All in all, the time-frame for groups to put together their bids is six months starting from the time the asset owner informs the Council of their intention to sell the asset.

### **Step 4: The point at which the asset is to be sold**

The six month window of opportunity is only for eligible community interest groups to

put their business plans together and gather necessary funding. Once the six month window has expired, the asset owner is free to sell their property to who they want. They are under no obligation to sell the asset to any eligible community interest group or groups who bid to purchase the asset.

## Nomination form

**1. In this section, please describe the building or land you wish to nominate including its proposed boundaries**

**2. In this section, please provide all the information you have with regard to the names of current occupants of the building or land and the names and current or last known addresses of all those holding a freehold or leasehold estate in the land**

**3. In this section, please explain why you think that the Council should conclude that the building or land is of community value**

**In this section please provide evidence that you are eligible to make a community nomination.**

**Your details**

<b>Your Organisation</b>	
--------------------------	--

<b>Contact name</b>	
---------------------	--

<b>Position held</b>	
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<b>Address</b>	
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<b>Postcode</b>	
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<b>Telephone</b>	
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<b>Email</b>	
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### **What is the definition of an asset of community value?**

The legislation provides that an asset satisfies the definition of an asset of community value if:

- the local authority decides that the actual main, current use of the building or land is to further the social wellbeing or social interests of the local community and it is realistic to think that there can continue to be a main use of the building or land which will further the social wellbeing or social interests of the local community; or
- in the opinion of the local authority there is a time in the recent past when the actual and main use of the building or land furthered the social well being or social interests of the local community and, it is realistic to think that there is a time in the next five years when there could be a main use of the building or land that would further the social wellbeing or social interests of the local community.

“Social interests” includes (in particular) cultural, recreational and sporting interests.

### **Who can nominate an asset of community value?**

The legislation sets out that the following bodies can nominate an asset of community value for listing:

- a charity
- an unincorporated body whose members include at least 21 individuals and which does not distribute any surplus it makes to its members
- a body designated as a neighbourhood forum
- a company limited by guarantee which does not distribute any surplus it makes to its members
- an industrial and provident society which does not distribute any surplus it makes to its members
- a community interest company
- a parish council

### **To make a nomination, does a nominating body have to have any local connection to the area?**

Yes it does. Organisations whose activities are wholly or partly concerned with the local authority’s area or with a neighbouring authority’s area can make a nomination. Certain other organisations can also nominate if any surplus they make is wholly or partly used for the benefit of the local authority’s area or for the benefit of a neighbouring authority’s area.

### **If my group nominates a community asset for listing will it also be able to bid for the asset if the owner decides to sell the asset?**

The legislation sets out that only community interest groups can bid for assets. These are a charity, a company limited by guarantee which does not distribute any surplus to its members, an industrial and provident society which does not distribute any surplus to its members or a community interest company, in each case having a local connection to the building or land; or a parish council.

### **Who makes the decision on whether or not a nomination has been successful?**

Decisions as to whether or not a nomination has been successful are made by the local authority. In making its decision the local authority must comply with the legislation.

### **How long will the decision take and how will I find out what it is?**

The local authority is required to make its decision within 8 weeks of receiving a nomination. The local authority will notify the owner and occupants of the asset that it is considering a nomination. If the local authority decides to list the asset, it will notify the owner, occupant and the community nominee. If the nomination is unsuccessful, the local authority will give the community nominee written reasons for its decision not to list.

### **Is there a right of appeal against a listing?**

Yes there is. At the time when the local authority makes its decision it will take into consideration all relevant and available information. However, if after the decision has been taken to list an asset, the asset owner contacts the local authority within 8 weeks (or such longer period as the local authority may allow) asking for the decision to be reviewed, the local authority is obliged to carry out an internal review of its decision. This will generally be at an oral hearing which will be heard by a senior officer of the local authority who took no part in the original decision. If following that review (which must be completed within 8 weeks unless the parties agree otherwise) the local authority decides that the asset does not fit the criteria of an asset of community value, the asset will be removed from the list. If the local authority decides not to remove the asset from the list, the owner has a further right of appeal to an external Tribunal.

### **Once the local authority agrees to list an asset what happens next?**

If the local authority agrees to list an asset, it will then be included on the local authority's register of assets of community value. This register includes details of all successful nominations; the description of the asset; who nominated the asset and the date when the asset was nominated. Members of the public will be able to view the list on the Council's website. It will also be available for free inspection at Community Services, Town Hall, Catford and one free copy of the list will be provided on request.

### **What happens if my nomination has been unsuccessful?**

As well as a list of successful nominations, the local authority is obliged to maintain a list of unsuccessful nominations. This list will include a summary of the asset that was nominated; the asset owner; the nominating group and the reason for the decision not to nominate the asset. Members of the public will be able to view the list on the Council's website. It will also be available for free inspection at Community Services, Town Hall, Catford and one free copy of the list will be provided on request.

### **What sorts of buildings are exempt from listing as assets of community value?**

The legislation sets out that there are some assets that are exempt from listing. These are:

- a private residence and land connected with that residence
- statutory undertakers' land
- caravan sites

### **If an asset is listed, how long does the listing last for?**

The asset will remain on the list for 5 years, after which it will be removed. However, it can then be re-nominated to go back on the list. An asset can also be removed if, at any time, the local authority no longer considers it to be of community value. Notice of removal is required to be given to the owner, occupant and the community nominee who originally nominated the asset to go on the list.

### **How do I find out when an owner of a listed asset is proposing to dispose of it?**

The owner must notify the local authority that it wishes to dispose of the asset. The local authority will then amend the list to show that notice of disposal has been received and the dates of the initial moratorium period (6 weeks from notification), full moratorium period (6 months from notification) and protected period (18 months from nomination). The local



authority will give written notice to the community nominee who originally nominated the asset to go on the list and will publicise the proposed disposal in the area where the asset is situated. If the local authority receives a written request from a community interest group within the interim period to be treated as a potential bidder, it will pass the details to the owner of the land.

For more information about the Localism Act 2011 and Assets of Community Value please click on the links below:

[Localism Act 2011](#)

[Assets of Community Value Statutory Regulations](#)

# Agenda Item 9

<b>Chief Officer Confirmation of Report Submission</b>			
<b>Report for:</b>	<b>Mayor</b>		<input type="checkbox"/>
	<b>Mayor and Cabinet</b>		<input checked="" type="checkbox"/>
	<b>Mayor and Cabinet (Contracts)</b>		<input type="checkbox"/>
	<b>Executive Director</b>		<input type="checkbox"/>
<b>Information</b>	<b>Part 1</b>	<input checked="" type="checkbox"/>	<b>Part 2</b>
		<input type="checkbox"/>	<b>Key Decision</b>
			<input type="checkbox"/>

<b>Date of Meeting</b>	16 January 2013
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<b>Title of Report</b>	London Borough Grants Scheme
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<b>Originator of Report</b>	Sandra Jones	46579
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	✓	
Legal Comments from the Head of Law	✓	
Crime & Disorder Implications	✓	
Environmental Implications	✓	
Equality Implications/Impact Assessment (as appropriate)	✓	
Confirmed Adherence to Budget & Policy Framework	✓	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed  
Date

*Chris Best*

Executive Member

Signed  
Date

*John Budge*

Executive Director

### Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	London Borough Grants Scheme - 2013/2014 Expenditure		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	All		
<b>Contributors</b>	Executive Director for Community Services/Head of Law, Executive Director for Resources and Regeneration		
<b>Class</b>	Part 1	Date:	16 January 2013

## 1. Summary

The London Borough Grants Committee (LBGC) was established to provide funding for voluntary organisations offering London-wide services or operating in two or more London Boroughs. This report considers the recommendation of the Grants Committee of the London Councils on the level of expenditure for the London Boroughs Grants Scheme in 2013/14 and the proposed contribution by the London Borough of Lewisham. It also outlines the London Councils Grants process for the 2013/15 funding round.

## 2. Purpose

To consider the recommendation of the Grants Committee of the London Councils on the level of expenditure for London Borough Grants Scheme in 2013/2014 and the proposed contribution by the London Borough of Lewisham.

## 3. Policy Context

- 3.1 The LBGC was established in 1985 to provide funding for voluntary organisations offering London-wide services or operating in two or more London Boroughs. The thirty-two London Boroughs and Corporation of London are required by statute to contribute to the funding of London Borough Grants.
- 3.2 Lewisham's contribution to the London Councils Grants Scheme funds voluntary sector activity in Lewisham that contributes towards the vision for Lewisham outlined in the Sustainable Community Strategy. London Councils Grants Scheme also supports infrastructure development of the third sector, which assists the council with delivering local public services.
- 3.3 The Council gives grant aid to a number of organisations in pursuit of the objectives of the Council's Community Strategy, specifically to "work with the voluntary and community sector to build their capacity and to facilitate their involvement in the development and delivery of local outcomes." The grant aid also assists with the objectives set out in the Council's ten corporate priorities, particularly "Community leadership and empowerment: Developing opportunities for the active participation and engagement of people in the life of the community".

#### **4. Recommendations**

The Mayor is recommended:

- 4.1 to agree the overall expenditure for the London Councils Grants Scheme in 2013/2014 of £10,000,000 (inclusive of £2million gross ESF programme).
- 4.2 to agree a sum of £303,763 in respect of the London Borough of Lewisham's contribution, and
- 4.3 to note the London Councils grants consultation 2013/15 as set out in paragraph 9.

#### **5. Background**

- 5.1 On 17 October 1985 the London Borough Grants Scheme was set up in accordance with the requirements of Section 48 of the Local Government Act 1985. On 1 April 2000 the London Local Authorities established a joint committee under Sections 101 and 102 of the Local Government Act 1972 and resolved to delegate various functions to the Association of London Government Grants joint committee. This was then amended at the end of 2001 to take account of the new political management arrangements. The purpose of the scheme is to provide funding for voluntary organisations offering London-wide services or operating in two or more London Boroughs.
- 5.2 Constituent Councils are required to contribute to the London Councils Grants Scheme under Regulations 6(8) of the Levying Bodies (General) Regulations 1992. Individual council's contributions should be proportionate to their populations. For 2013/14 the apportionment is based on the Office for National Statistics (ONS) June 2011 estimate of population.
- 5.3 In accordance with the Grants to Voluntary Organisations Order 1992 which came into effect on 02 November 1992 and remains in force, two-thirds of constituent Councils must agree the budget before 1 February 2013. If not the overall level of expenditure will be deemed to be the same as that approved for 2012/13 which totalled £12,500,000.

#### **6. London Councils' 2013 - 15 funding round**

- 6.1 In September 2012 the London Councils launched the 2013/15 commissioning round based on revised principles and priorities for the scheme.

The principles are:

- Commissioning services that deliver effectively and can meet the outcomes specified by London Councils, rather than funding organisations  
Commissioning services where there is clear evidence of need for services that complement borough and other services to support organisations that deliver services
- Commissioning services where it is economical and efficient to deliver services on a London wide basis or where mobility is key to delivery of a service to secure personal safety
- Commissioning services that can not reasonably be delivered locally, at a borough or sub-regional level

- Commissioning services that work with statutory and non-statutory partners and contribute to meeting the objectives of the Equality Act 2010.

6.2 Services which satisfy the principles outlined above are required to meet at least one of the following priority areas in order to be eligible for receipt of funding from the scheme:

- Tackling homelessness amongst individuals and households through direct services and/or developing new ways of working with partners to generate housing and accommodation and access services
- Sexual and domestic violence
- Tackling poverty by promoting access to employment and training drawing on opportunities for match funding provided by boroughs working with London Councils and European Social Fund
- Providing support to London's voluntary and community organisations enabling those organisations gain access to funds, skills and resources to provide effective services to communities.

6.3 The timetable for the programme is as follows:

Launch	September 2012
Deadline for applications	26 October 2012
Assessment of applications	November – December 2012
Applicants informed of recommendations (applications that are not recommended for funding are presented with option to submit a right to reply)	January 2013
Grants Committee meets to agree funding	February 2013

6.4 Officers of the London Councils will assess the applications, and will seek the views of borough officers from 33 London boroughs. Recommendation will be sent to applicants in January 2013 and presented to Grants Committee in February 2013.

## 7. Expenditure for 2013/2014

7.1 On 13 November 2012 the London Councils Leaders' Committee agreed to recommend to constituent Council's a total expenditure of £10,000,000 for 2013/2014 comprising £7,540,000 for grant aiding, £520,000 for administrative expenditure (inclusive of central recharges), £1,880 ESF Co-financing and £60,000 for London Funders Membership fees. This would be financed by using European Social Fund grant of £1,000,000 and contributions from Boroughs of £9,000,000.

7.2 Borough contributions are in proportion to member council's population and are calculated using the Office for Population and Census Statistics mid 2011 estimates. The Lewisham population has increased by 10,400 since the previous years estimate from the overall population of London has increased from 7,825,300 to 8,204,100. This has led to the apportionment for Lewisham decreasing to 3.38% from 3.41%. Lewisham's contribution in 2012/2013 will decrease by £87,884 from £391,646 to £303,763, which equates to a decrease of 22.44%.

## **8. Options**

- 8.1 Under Section 48 of the Local Government Act 1985 the Council is obliged to participate in the scheme as it is not possible for a single borough to unilaterally decide to pull out of the Scheme. Under statute two-thirds of the constituent boroughs must agree to set up the Scheme, two-thirds of the boroughs to agree the budget (with the Secretary of State's reserve power to set a budget as at current year level if boroughs fail to agree one by 31 January) and two-thirds to decide to end the Scheme.
- 8.2 If the Council no longer wanted to participate in the Scheme then it would also need to decide whether the Scheme should continue at all. If it felt that it should not then it would need to get formal agreement from two-thirds of the membership. If it feels that it does not want to contribute in 2013/2014 then it would need to get agreement from two-thirds of the membership by 31 January 2013.
- 8.3 The Council could decide that the level of the overall budget is not satisfactory. Again two-thirds of the membership is required to set the budget so the Council would need to get agreement from this proportion to set a budget at a level it sees fit. Given the time constraints it is unlikely that this will be done by 31 January 2013 and if no decision is made by this date then the budget level for 2012/2013 will remain the same as 2012/2013. It is recommended to agree the budget at the proposed level.

## **9. Financial Implications**

- 9.1 This report recommends a contribution of £303,763 to the London Boroughs Grant Scheme (LBGS) for 2013/14.
- 9.2 Lewisham's 2012/13 contribution for LBGS is currently £391,650. This will generate a saving of £87,887 in 2013/14.
- 9.3 This saving will be considered as part of the 2013/14 revenue budget process

## **10. Legal Implications**

The legal framework for the London Borough Grants Scheme is set out in the body of the Report at paragraph 7. Given the time constraints and the process which has to be undergone to set the level of Boroughs' budget which requires the agreement of two-thirds of the membership a decision to agree this year's contribution would not be unreasonable.

## **11. Crime and Disorder Implications**

- 11.1 A number of organisations that work within the crime and disorder field providing a service in Lewisham are funded by London Councils.

## **12. Equality Implications**

- 12.1 London Borough Grants funds an extensive number of services targeted at tackling the needs of individuals and groups excluded from mainstream economic, social and cultural opportunities. London Councils were responsible for undertaking equalities impact assessments on the decisions.

- 12.2 For the financial year 2012/2013 the sum of £9,920,000 was awarded to voluntary organisations based throughout London to carry out various services and activities covering legal advice, health & social care, citizenship & human rights, support for women, support for children and young people, arts and culture, sustainable forms of transport, quality childcare provisions, support for the elderly, support for migrant communities, facilities for homeless persons, tackling homelessness, development of social enterprise across London, social cohesion, etc. London Borough of Lewisham influences the pattern of the London Councils support through its representation on both Grants and Leaders Committees as a constituent council.
- 12.3 This funding is based on levels of deprivation and need. Residents in Lewisham benefit from a wider range of services from organisations other than those simply based within the borough. Organisations based in Lewisham also serve the populations of other London boroughs.

### **13. Environmental Implications**

- 13.1 A number of environmental organisations providing a service in Lewisham are funded by London Councils.

### **14. Conclusion**

- 14.1 The report outlines the background to the London Borough Grants Scheme, details the 2013/15 funding programme and proposes that the Council approve the recommended budget as set out in the London Councils' notification to Chief Executives for the reasons outlined in paragraph 8 above.

## **BACKGROUND PAPERS**

None

If you would like more information on this report please contact Sandra Jones of Community Services Directorate's Community Sector Unit on 0208 314 6579.

## Borough Contributions 2013/14

## Appendix 1

ONS Mid-2010 Estimate of Population ('000)	%	2012/13 Borough Contribution (£)		ONS Mid-2011 Estimate of Population ('000)	%	2013/14 Borough Contribution (£)	Difference from 2012/13 (£)
<b>Inner London</b>							
235.4	3.01%	345,942	Camden	220.1	2.68%	241,452	-104,490
11.7	0.15%	17,194	City of London	7.4	0.09%	8,118	-9,076
228.5	2.92%	335,802	Greenwich	255.5	3.11%	280,287	-55,515
219.2	2.80%	322,135	Hackney	247.2	3.01%	271,181	-50,953
169.7	2.17%	249,390	Hammersmith & Fulham	182.4	2.22%	200,095	-49,295
194.1	2.48%	285,248	Islington	206.3	2.51%	226,314	-58,934
169.5	2.17%	249,096	Kensington & Chelsea	158.3	1.93%	173,657	-75,439
284.5	3.64%	418,099	Lambeth	304.5	3.71%	334,040	-84,059
266.5	3.41%	391,646	Lewisham	276.9	3.38%	303,763	-87,884
287.0	3.67%	421,773	Southwark	288.7	3.52%	316,707	-105,065
237.9	3.04%	349,616	Tower Hamlets	256.0	3.12%	280,835	-68,781
289.6	3.70%	425,594	Wandsworth	307.7	3.75%	337,551	-88,043
253.1	3.23%	371,954	Westminster	219.6	2.68%	240,904	-131,050
<b>2,846.7</b>	<b>36.38%</b>	<b>4,183,488</b>		<b>2,930.6</b>	<b>35.72%</b>	<b>3,214,905</b>	<b>-968,583</b>
<b>Outer London</b>							
179.7	2.30%	264,086	Barking & Dagenham	187.0	2.28%	205,141	-58,944
348.2	4.45%	511,712	Barnet	357.5	4.36%	392,182	-119,530
228.0	2.91%	335,067	Bexley	232.8	2.84%	255,385	-79,683
256.6	3.28%	377,097	Brent	312.2	3.81%	342,487	-34,610
312.4	3.99%	459,101	Bromley	310.6	3.79%	340,732	-118,369
345.6	4.42%	507,891	Croydon	364.8	4.45%	400,190	-107,701
318.5	4.07%	468,065	Ealing	339.3	4.14%	372,216	-95,849
294.9	3.77%	433,383	Enfield	313.9	3.83%	344,352	-89,031
225.0	2.88%	330,658	Haringey	255.5	3.11%	280,287	-50,372
230.1	2.94%	338,153	Harrow	240.5	2.93%	263,831	-74,322
236.1	3.02%	346,971	Havering	237.9	2.90%	260,979	-85,991
266.1	3.40%	391,058	Hillingdon	275.5	3.36%	302,227	-88,832
236.8	3.03%	347,999	Hounslow	254.9	3.11%	279,628	-68,371
169.0	2.16%	248,361	Kingston upon Thames	160.4	1.96%	175,961	-72,400
208.8	2.67%	306,851	Merton	200.5	2.44%	219,951	-86,900
240.1	3.07%	352,849	Newham	310.5	3.78%	340,622	-12,227
270.5	3.46%	397,525	Redbridge	281.4	3.43%	308,699	-88,825
190.9	2.44%	280,545	Richmond upon Thames	187.5	2.29%	205,690	-74,855
194.2	2.48%	285,395	Sutton	191.1	2.33%	209,639	-75,756
227.1	2.90%	333,744	Waltham Forest	259.7	3.17%	284,894	-48,850
4,978.6	63.62%	7,316,512		5,273.5	64.28%	5,785,095	-1,531,417
7,825.3	100.00%	11,500,000	Totals	8,204.1	100.00%	9,000,000	-2,500,000



<b>Chief Officer Confirmation of Report Submission</b>			
<b>Report for:</b>	<b>Mayor</b> <b>Mayor and Cabinet</b> <b>Mayor and Cabinet (Contracts)</b> <b>Executive Director</b>		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Information</b>	<b>Part 1</b> <input checked="" type="checkbox"/> <b>Part 2</b> <input type="checkbox"/> <b>Key Decision</b> <input type="checkbox"/>		

<b>Date of Meeting</b>	16 January 2013
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<b>Title of Report</b>	Time Credits
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<b>Originator of Report</b>	Andy Thomas		49996
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	✓	
Legal Comments from the Head of Law	✓	
Crime & Disorder Implications	✓	
Environmental Implications	✓	
Equality Implications/Impact Assessment (as appropriate)	✓	
Confirmed Adherence to Budget & Policy Framework	✓	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed \_\_\_\_\_ Executive Member  
 Date *Chris Best*

Signed \_\_\_\_\_ Executive Director  
 Date *Alex Gubb*

**Control Record by Committee Support**

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Lewisham Time Credits		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	All		
<b>Contributors</b>	Executive Director for Community Services, Head of Law & Executive Director for Resources and Regeneration		
<b>Class</b>	Part 1	Date:	16 January 2013

## 1. Purpose of Report

- 1.1 This report seeks approval of proposals for a variation in the Council's charging policy by delegating authority to Executive Director level to specify where charges for services can be waived in order that Lewisham Time Credits can be accepted as payment.

## 2 Recommendation

The Mayor is recommended to:

- 2.1 Approve the delegation of authority in relation to the Council's charging policy to Executive Director level restricted to:
- (a) decisions relating to charges for services which are proposed to be waived in order that Lewisham Time Credits can be accepted as payment, and
  - (b) those decisions where the financial impact to any service area is under £10,000.
- 2.2 Note the success of the Lewisham Time Credits pilot in Telegraph Hill and Lee Green and the borough wide roll out of the programme from March 2013.

## 3. Policy Context

- 3.1 The Council recognises that changing and modernising Lewisham requires involvement from all sections of the community. The voluntary, community and faith sectors have a key role in developing partnerships for inclusive communities. The Council is committed to working with and supporting a vibrant, innovative and effective voluntary and community sector. The unique role of voluntary, community and faith groups in enabling local people to articulate their needs and to develop services to meet those needs.
- 3.2 The Lewisham Time Bank Strategy puts forward a strategic goal that "There will be new and innovative ways in which time credits can be exchanged that incorporate local businesses, leisure and arts services".

- 3.3 The recommendation set out in this report supports the priorities of Lewisham's Sustainable Community Strategy: Empowered and responsible where people can be actively involved in their local area and contribute to supportive communities and healthy, active and enjoyable where people can actively participate in maintaining and improving their health and well-being.
- 3.4 The recommendation set out in this report supports the Council's Corporate Priorities: Community leadership and empowerment - developing opportunities for the active participation and engagement of people in the life of the community and caring for adults and older people - working with health services to support adults and older people in need of care.
- 3.5 Approval of the recommendation will support the ongoing development of an initiative designed to increase community participation by thanking people for giving their time.

#### **4 Background**

- 4.1 The Lewisham Time Credits programme builds on the tradition of time banking. Time Banking is a community development tool designed to increase active citizenship, and encourage individuals to value theirs and others' skills, thereby revitalising a sense of good neighbourliness and systems of support. It was founded by Edgar Cahn in 1980 and builds on the traditions of mutualism and collective action. Time Banks are able to encourage a greater sense of community by using time as a medium of exchange - creating reciprocal relationships between people, where everybody has something of value to contribute. People within a community exchange 'services' with each other, for example, gardening, shopping or DIY. Every hour a person gives in helping someone in their community, entitles them to an hour of help in return. The 'currency' provides a simple system of exchange that acts as a stimulus for people to become actively included in their community
- 4.2 Lewisham has a strong tradition of time banking and is home to one of the foremost time banks nationally in Rushey Green Time Bank as well as Lee Fairshare and a number of other emerging time bank initiatives.
- 4.3 In 2009 the Lewisham Time Bank Strategy put forward a strategic goal that "There will be new and innovative ways in which time credits can be exchanged that incorporate local businesses, leisure and arts services". Since October 2011, officers in the Council's Community & Neighbourhood Development division have been partnering with the Lewisham Timebank Network and the charity Spice to develop a Lewisham time credits system.
- 4.4 The time credits approach differs from existing time banking in Lewisham but builds on the approach by enhancing and expanding the reach of local time banks. Where current time banking focuses on a 'person to person' approach ie exchanges between individuals, the time credits approach facilitates a 'person to organisation' approach where individuals can offer their time in the context of an organisation as well as through mutual exchanges.

4.5 Time credits provide an innovative means of mobilising individuals to give time to their communities. Local community groups and statutory services identify current and new opportunities for people to contribute their time based on the interests, skills and availability of local people. People are thanked with one credit for each hour given and can then use these credits to access events, training and leisure services, or to trade time with neighbours. Organisations accepting time credits identify 'spare capacity' to support their local communities and at the same time fill empty seats (eg. theatre seats, leisure centres) and experience 'secondary' sales (eg drinks and snacks). Community organisations use their existing resources to support engagement (eg. trips, activities and training) as a way of recognising and thanking people for the contributions they have made. Activities are also generated by people giving time to organise social activities and evenings (eg dance lessons, film clubs). Examples of the type of exchange that are already taking place in Lewisham are where people have earned credits by giving their time to support a summer library scheme, community clean up or in running new activities in a community centre and have used those time credits to watch a Millwall football match, receive a treatment at the Lewisham College beauty school or attend a performance at Blackheath Halls

4.6 Spice has unique experience of supporting public and community services to develop time credit systems. The organisation began as an institute within the University of Wales, and later became an independent, registered company with charitable status. Spice has been working with community organisations in South Wales since 2005 to develop time credit projects. Independent evaluation has found that between 2005 and 2008 the number of people actively giving their time to the community rose from 278 people to 2981 (cited Phillip Blond et al, 2010) In Bettws more than 500 young people have become actively engaged, with a drop off in crime of 17%. (J Neuberger 2009) . In a study of Spice's projects, 86% reported that they had learnt a new skill and 72% felt a stronger sense of community (University of Wales, 2008). Time credits are particularly successful at engaging socially isolated people, older and younger people and in generating a culture of mutual support.

## **5. Process**

5.1 In 2011, London Borough of Lewisham successfully bid to be part of a Spice led programme to develop time credit projects in England, including both a neighbourhood focus and a specific focus on developing opportunities to support the adult social care agenda. This programme will run to the end of March 2014, by which time it is anticipated that time credits will be well embedded within existing local infrastructure and facilitated by Rushey Green Time Bank.

5.2 Community consultation took place to establish the initial geographical focus within the borough and a decision was made that pilot work would take place within Lee Green ward and Telegraph Hill ward. Co-design workshops took place within these localities as a means of involving local residents in shaping the nature of the project and what benefits it will bring. Individuals and representatives of voluntary and community organisations came together

to establish a consensus around the kinds of activities that would be promoted by the programme as a means of earning time credits and those that would be seen as attractive as opportunities for spending credits. Information was also gathered on what organisations people would hope to see involved, and what skills, interests and talents there are in their area which could form the Time Credit Network. Participants were also consulted on the design of a paper based currency.

5.3 A growing number of partner organisations and individuals within the two pilots areas have joined the time credits networks. To date this includes:

- 20 organisations offering time credits earning opportunities through volunteer activities.
- 300 individuals involved in earning time credits
- 1600 time credits issued - representing 1600 volunteer hours given

Examples of time giving include the development of new activities in a community centre setting, a food co-op, community gardening and in supporting service user involvement within an organisation serving people with learning disabilities.

5.4 The pilot has also developed a dedicated work stream to identify ways of supporting vulnerable adults to participate in the time credits programme and thereby play a more active role within their community. This has focussed initially on working with 3 partner organisations to develop volunteer opportunities for people with learning disabilities as well as work with day centres and other organisations supporting carers and older adults.

5.5 The time credits initiative complements work being done through the Communities that Care Investment Fund to support voluntary and community sector organisations in addressing the adult social care transformation agenda. A number of the projects funded so far are exploring ways that time credits can be used in this process. In October 2012 Rushey Green Time Bank was funded through the Communities that Care Investment Fund to develop satellite time banks in a number of locations across the borough, using Lewisham Time Credits as a part of the process. This initiative will also see Rushey Green Time Bank taking on the central role in sustaining the Lewisham Time Credits programme when the development phase has been completed by Spice.

5.6 It is anticipated that in March 2013, the Lewisham Time Credits programme will be opened up at a borough wide level, providing access to new ways of time giving for all of Lewisham's residents. Time credits will not replace more traditional forms of volunteering, which will continue to form a key part of the offer. Support will however be provided to organisations who want to use them as part of an approach to increase the range of volunteers and to particularly engage people who would not normally be involved in volunteering activity.

- 5.7 Time credits provide opportunities for a broad range of Council services where increased community participation is being encouraged and will be an important means in the future of encouraging communities to do more for themselves. Examples of where this opportunity has already been taken up include a reading scheme provided through the Library Service, community clean-ups provided through Greenscene and in supporting the development of a school based time bank.
- 5.8 The opportunity to use time credits to access services and activities has received encouraging support from both the voluntary sector, the business sector and other statutory partners. The full range of spending opportunities can be seen at Appendix C but includes access to all activities at Fusion leisure centres, home games at Millwall Football Club, a range of performances at both The Albany and Blackheath Halls and all services provided by the Beauty School at Lewisham College. Negotiations with other organisations is ongoing and further spending opportunities will be added as agreements are reached.
- 5.9 This report seeks approval of a variation in the Council's charging policy by delegating authority to Executive Director level to specify where charges for services can be waived in order that Lewisham Time Credits can be accepted as payment. This will support the ongoing development of an initiative designed to increase community participation by thanking people for giving their time. It will also give an important message to volunteers that it values the contribution that they are giving to support its services and to partners that the Council is fully participating in the time credits programme.
- 5.10 Participation in the scheme by any Council service area will be carefully monitored to ensure that any impact on provision is minimal and is identified at an early stage. All participating organisations, including Council service areas, reserve the right to opt out at any stage and to put a cap on the number of time credits accepted in any given period of time. A proforma will be completed by any Council service area proposing to participate in the scheme to ensure that all relevant information has been considered before approval can be given by Executive Directors. A sample completed proforma can be found at Appendix B
- 5.11 Library Services has already developed a proposal for service users where time credits could be accepted, with minimal impact on service provision, for the hire of DVDs, CDs and games. Details of how the scheme would work can be found at Appendix B.

## **6 Financial Implications**

- 6.1 This report proposes that Lewisham Time Credits can be used to pay for certain Council services. Although this will mean some loss of income for the Council this is not expected to be significant in the context of the Council's overall budget. Specific member approval will be sought if the impact in any one area is projected to exceed £10,000 but this is considered unlikely.

## **7. Legal Implications**

- 7.1 The Council may provide for a Time Credits scheme by relying on its general power of competence derived from Section 1 of the Localism Act 2011. This allows the Council to do anything that an individual may do unless specifically prohibited by law.
- 7.2 Under the Council's Constitution decisions relating to charges for services are reserved to members and the Mayor can, under his scheme of delegation, delegate the decision in relation to the waiver of charges to the relevant Executive Director.
- 7.3 The Equality Act 2010 (the Act) brings together all previous equality legislation in England, Scotland and Wales. The Act includes a new public sector equality duty (the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 5 April 2011.
- 7.4 The duty consists of the 'general equality duty' which is the overarching requirement or substance of the duty, and the 'specific duties' which are intended to help performance of the general equality duty.
- 7.5 The duty 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.
- 7.6 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.

These are often referred to as the three aims of the general equality duty.

- 7.7 As was the case for the original separate duties, the new 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.
- 7.8 The Equality and Human Rights Commission (EHRC) have 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. Equality objectives and the equality duty
  3. Equality information and the equality duty
  4. Meeting the equality duty in policy and decision-making

## 5. Engagement and the equality duty

- 7.9 All the guides have now been revised and are up to date. 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/>

- 7.10 The EHRC guidance does not have legal standing. Unlike the statutory Code of Practice on the public sector equality duty which was due to be produced by the EHRC under the Act. However, the Government has now stated that no further statutory codes under the Act will be approved. The EHRC has indicated that it will issue the draft code on the PSED as a non statutory code following further review and consultation but, like the guidance, the non statutory code will not have legal standing.

## 8. Equalities Implications

- 8.1 An Equality Analysis carried out in relation to this projects can be found at Appendix A.

## 9. Crime & Disorder Implications

- 9.1 There are no specific crime and disorder implications arising out of this report.

## 10. Environmental Implications

- 10.1 There are no specific environmental implications arising out of this report.

## 11. Conclusions

- 11.1 Approval of funding recommendations will provide an opportunity to support the development of new and innovative services in Lewisham, designed to support and increase community participation.

## Background Documents

None

For further information on this report please contact Andy Thomas,  
Community Partnership Manager, Community Services Directorate on 020  
8314 9996



## Equality Analysis – Mental Health Peer Support Programme

<b>Name of proposal</b>	Lewisham Time Credits
<b>Lead officer</b>	Andy Thomas, Extn. 49996
<b>Other stakeholders</b>	Spice Innovations
<b>Start date of Equality Analysis</b>	1 December 2012
<b>End date of Equality Analysis</b>	31 January 2013
<b>1. Background</b>	
<p>1.1 The Lewisham Time Credits programme builds on the tradition of time banking. Time Banking is a community development tool designed to increase active citizenship, and encourage individuals to value theirs and others' skills, thereby revitalising a sense of good neighbourliness and systems of support. It was founded by Edgar Cahn in 1980 and builds on the traditions of mutualism and collective action. Time Banks are able to encourage a greater sense of community by using time as a medium of exchange - creating reciprocal relationships between people, where everybody has something of value to contribute. People within a community exchange 'services' with each other, for example, gardening, shopping or DIY. Every hour a person gives in helping someone in their community, entitles them to an hour of help in return. The 'currency' provides a simple system of exchange that acts as a stimulus for people to become actively included in their community.</p> <p>1.2 Lewisham has a strong tradition of time banking and is home to one of the foremost time banks nationally in Rushey Green Time Bank as well as Lee Fairshare and a number of other emerging time bank initiatives.</p> <p>1.3 In 2009 the Lewisham Time Bank Strategy put forward a strategic goal that "There will be new and innovative ways in which time credits can be exchanged that incorporate local businesses, leisure and arts services". Since October 2011, officers in the Council's Community &amp; Neighbourhood Development division have been partnering with the Lewisham Timebank Network and the charity Spice to develop a Lewisham time credits system.</p> <p>1.4 Spice has unique experience of supporting public and community services to develop time credit systems. The organisation began as an institute within the University of Wales, and later became an independent, registered company with charitable status. Spice has been working with community organisations in South Wales since 2005 to develop time credit projects.</p>	
<b>2. Details of the proposed activity</b>	
<p>2.2 The time credits initiative uses a time banking approach, building on existing time banking by enhancing and expanding the reach of local time banks. Where current time banking focuses on a 'person to person' approach ie exchanges between individuals, the time credits approach facilitates a 'person to organisation' approach where individuals can offer their time in the context of an organisation as well as through mutual exchanges.</p> <p>2.3 Time credits provide an innovative means of mobilising individuals to give time to their communities. Local community groups and statutory services identify current and new opportunities for people to contribute their time based on the interests, skills and availability of local people. People are thanked with one credit for each hour given and can then use these credits to access events, training and leisure services, or to trade time with neighbours. Organisations accepting time credits identify 'spare capacity' to support their local communities</p>	

and at the same time fill empty seats (eg. theatre seats, leisure centres) and experience 'secondary' sales (eg drinks and snacks). Community organisations use their existing resources to support engagement (eg. trips, activities and training) as a way of recognising and thanking people for the contributions they have made. Activities are also generated by people giving time to organise social activities and evenings (eg dance lessons, film clubs). Examples of the type of exchange that are already taking place in Lewisham are where people have earned credits by giving their time to support a summer library scheme, community clean up or in running new activities in a community centre and have used those time credits to watch a Millwall football match, receive a treatment at the Lewisham College beauty school or attend a performance at Blackheath Halls.

- 2.4 The initiative has also developed a dedicated work stream to identify ways of supporting vulnerable adults to participate in the time credits programme and thereby play a more active role within their community. This has focussed initially on working with 3 partner organisations to develop volunteer opportunities for people with learning disabilities as well as work with day centres and other organisations supporting carers and older adults.
- 2.5 The time credits initiative complements work being done through the Communities that Care Investment Fund to support voluntary and community sector organisations in addressing the adult social care transformation agenda. A number of the projects funded so far are exploring ways that time credits can be used in this process. In October 2012 Rushey Green Time Bank was funded through the Communities that Care Investment Fund to develop satellite time banks in a number of locations across the borough, using Lewisham Time Credits as a part of the process. This initiative will also see Rushey Green Time Bank taking on the central role in sustaining the Lewisham Time Credits programme when the development phase has been completed by Spice.
- 2.6 It is anticipated that in March 2013, the Lewisham Time Credits programme will be opened up at a borough wide level, providing access to new ways of time giving for all of Lewisham's residents. Time credits will not replace more traditional forms of volunteering, which will continue to form a key part of the offer. Support will however be provided to organisations who want to use them as part of an approach to increase the range of volunteers and to particularly engage people who would not normally be involved in volunteering activity.
- 2.7 Time credits provide opportunities for a broad range of Council services where increased community participation is being encouraged and will be an important means in the future of encouraging communities to do more for themselves. Examples of where this opportunity has already been taken up include a reading scheme provided through the Library Service, community clean-ups provided through Greenscene and in supporting the development of a school based time bank.

### **3 The Equality Duty**

- 3.1 The Equality Act became law in October 2010 and aims to streamline all previous anti-discrimination laws within a single act. The new public sector Equality Duty, which is part of the Equality Act 2010, came into effect on 5<sup>th</sup> April 2010. The legislation covers nine protected characteristics. For more information on these characteristics, please refer to Appendix 1.
- 3.2 The Equality Duty has three aims. It requires public bodies to have due regard to these when making decisions:
- Eliminate unlawful discrimination, harassment, victimisation and any conduct prohibited by the Equality Act 2010
  - Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and

- Foster good relations between people who share a protected characteristic and people who do not share it.

#### 4. Equality Assessment Analysis

4.1 Independent evaluation of time credits initiatives in Wales has found that between 2005 and 2008 the number of people actively giving their time to the community rose from 278 people to 2981 (cited Phillip Blond et al, 2010) In Bettws more than 500 young people have become actively engaged, with a drop off in crime of 17%. (J Neuberger 2009) . In a study of Spice's projects, 86% reported that they had learnt a new skill and 72% felt a stronger sense of community (University of Wales, 2008). Time credits are particularly successful at engaging socially isolated people, older and younger people and in generating a culture of mutual support.

4.2 In 2009, Rushey Green Timebank conducted a Mental Wellbeing Impact Assessment which provided feedback from members who stated that the organisations activities support:

##### **Resilience and control because it generates:**

- Trust and Safety
- Steps to healthy lifestyle
- Social contacts and support
- Emotional support
- Learning & Development
- Emotional Well-being
- Independence
- Opportunities to influence decisions

##### **Space for spirituality and belief**

- There is freedom to grow and be different, meet and interact with people of other faiths
- There is mutual respect, Members are accepted for who they are, and are not judged about their lifestyles and beliefs.

##### **Space for participation and feeling involved**

- Each person is valued and equal to others and members have a sense of belonging.
- Their knowledge matters, they are invited to contribute and there are opportunities to be involved

4.3 Looking Back (2010) provides a summary of the impact of time credits initiatives from four evaluations carried out for The Wales Institute for Community Currencies

***'Hidden Work, Co-production by people outside paid employment'*** The New Economics Foundation, 2006

***'The Impact of Co Production on People Outside Paid Work'*** Sarah B James 2007

***'An Evaluation of the work of the Wales Institute for Community Currencies'***

Mick Warden, 2007. Evaluation conducted for the European Union Regional Development Fund.

***'WICC; 5 years on'*** The Wales Institute for Community Currencies (Internal evaluation) 2008

Over the last five years the work of Spice has had a profound impact on the organisations and individuals who have engaged in the time credit projects. The work has been evaluated using the following three principles and their associated indicators

#### **A. People are Assets**

Community members and staff have reported that as a result of the time credit project there is:

- Increased self-esteem, confidence and well-being
- Improvement health
- Increased skills development
- Increased motivation and access to paid employment

### **B. Create a Two Way Street**

Community members and staff have reported that as a result of the time credit project there is:

- Many more people giving time to the community
- A dramatic increase in social capital
- New improved relationships between professionals and members of the community
- Increased collaboration between voluntary and public sector
- Organisations

### **C. Look Upstream**

Community members and staff have reported that as a result of the time credit project there is:

- Improved relationships between community members and public service staff
- Indication that money is being saved as a result of the improved relationships within the community

4.4 The table below outlines the potential impacts of the new service on the protected characteristics of residents in Lewisham. This assessment will be used in the design of the specification to deliver the new services.

Protected characteristic	
General	The Informal nature of the project and the wide variety of interactions between individuals, highlights the need to ensure that equalities awareness is properly promoted and monitored throughout the project to ensure that all of the protected characteristics are fully included.
Age	Opportunities to develop trust between younger and older people through activities and shared learning when they do things for and with each other, thus appreciating and valuing the respective skills and knowledge across the generations.
Disability	Ensuring services are delivered in a range of informal settings which are accessible for disabled people.
	Increased awareness of disability issues and disabled people feeling more valued and supported through the sharing of skills between disabled and non disabled members.
Gender	Past experience of the organisation has found that time banks in a health setting tend to attract more women, resulting in activities designed to be more suitable for women.
Gender reassignment	None
Marriage & civil partnerships	None

Pregnancy & maternity	Opportunities to link people into supportive networks, including new and existing/experienced mothers. Opportunities to develop targeted groups and other activities	
Race	None	
Religion or belief	None	
Sexual orientation	None	
<b>5. Consultation</b>		
<p>5.1. Consultation was initially carried out with voluntary and community sector organisations around the value of introducing a time credits programme into Lewisham as well as the geographical focus of the two pilot areas.</p> <p>5.2 Co-design workshops took place within the two localities identified as pilots as a means of involving local residents in shaping the nature of the project and what benefits it will bring. Individuals and representatives of voluntary and community organisations came together to establish a consensus around the kinds of activities that would be promoted by the programme as a means of earning time credits and those that would be seen as attractive as opportunities for spending credits. Information was also gathered on what organisations people would hope to see involved, and what skills, interests and talents there are in their area which could form the Time Credit Network. Participants were also consulted on the design of a paper based currency.</p>		
<b>6. Assessment / Result</b>		
<p>6.1 It is considered that no major change is required to the proposal. The new service will have an overall positive impact across the protected characteristics by providing a new service to benefit people with mental health issues and it will provide an opportunity for more targeted work to take place. Any potential negative impacts will be identified through the consultation process and can be mitigated as outlined in the draft action plan.</p>		
<b>7. Action plan</b>		
7.1 In order to ensure that the potential negative impacts are mitigated the following actions will be put in place		
<b>Issue</b>	<b>Action</b>	<b>Monitored by</b>
Lack of disabled access to venues used for activities	Spice ensure that venues with disabled access will be used at all times.	Andy Thomas
Lack of understanding of the Equalities Duty by volunteers.	Equality training will be included as part of the induction for all new volunteers	Andy Thomas
Lack of dedicated activities for any of the protected characteristics	Spice will actively promote the development of peer support groups serving the protected characteristics.	Andy Thomas
<b>Sign Off</b>		

## Appendix B

### Proposal to waive charges for services in order that Lewisham Time Credits can be accepted as payment

**1. Service name &**  
Lewisham Library Services

#### Details of services for which time credits will be accepted

Members of the public will be permitted to hire DVDs, CDs and electronic games based on the principle of 'an hour for an hour'. For example a film lasting up to two hours will cost two time credits to hire.

#### How will the scheme be managed?

- The scheme will be managed as part of the Lewisham Library Service ongoing community engagement work and will be accepted as payment for services and also used to thank people for giving their time
- Where time credits are used to thank people for giving their time, this will be done by designated officers who will record the details of who has volunteered, what activity they have supported and how many hours have been given
- Where time credits are collected as payment they will be stored securely alongside cash.
- A monthly return will be provided to the Lewisham Time Credits Coordinator, detailing the number of time credits issued and the number accepted.

#### Benefits of participating in the time credits scheme

- Increased access to a pool of volunteers – the time credits network promotes an ongoing relationship with people who have previously given their time which provides additional benefits in terms of building the experience & skills base of volunteers
- Increased footfall in libraries. Time credits encourage people who don't normally access library services – particularly young people
- Alternative means of accessing charged for services – important for people on low income

#### Financial impact

Any impact will be minimal. Time credits will support Lewisham Library Services to achieve its target of increasing use of library services and specifically number of issues

#### Risks of participating in the time credits scheme

Risk Description	High/medium/low	Mitigating actions
Very high use of time credits in accessing library services leading to reduced access for other customers	Low	Regular monitoring will provide an opportunity to cap the use of time credits in order to restore the balance.

## Appendix C

### Lewisham Time Credits – Current Spending Opportunities

(Negotiations with other organisations are ongoing and further spending opportunities will be added as agreements are finalised)

<b>Venues</b>	<b>Time Credit value</b>
Blackheath Halls	2 Time Credits = 1 ticket at selected performances
Canada Water Culture Space	1 Time Credit = 1 ticket at selected performances
The Albany	1 Time Credit = 1 hour of room hire
1st Bowl Lewisham	1 Time Credit = 2 games
170 Community Project	1 Time Credit = 1 class on selected classes
T'ien Beauty School	1 Time Credit = 1 hour treatment on selected treatments
Colfe's leisure centre	1 Time Credit = 1 class
Ladywell Arena	1 Time Credit = 1 hour track time
Ladywell leisure centre	1 Time Credit = 1 hour swimming, gym or Bollywood fusion. 2 Time Credits = 1 gym induction
The Bridge leisure centre	1 Time Credit = 1 hour swimming or gym. 2 Time Credits = 1 gym induction
Wavelengths leisure centre	1 Time Credit = 1 hour swimming, gym or aqua. 2 Time Credits = 1 gym induction
Millwall Football Club	2 Time Credits = 1 seat at selected matches
Eco Computer Systems	1 Time Credit = 1 hour training. 2 Time Credits = 1 leisure activity

# Agenda Item 11

**Chief Officer confirmation of report submission**  
**Cabinet member confirmation of briefing**  
**Report for: Full Council**  
**Mayor and Cabinet**   
**Mayor and Cabinet (Contracts)**  
**Executive Director**  
**Information Part 1**  **Part 2** **Key Decision**

Date of Meeting 16 January 2013

Title of Report Catford town centre – CRPL business plan

Originator of Report Executive Director for Resources & Regeneration

At the time of submission for the agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		
Legal Comments from the Head of Law		
Crime & Disorder Implications	N/A	
Environmental Implications	N/A	
Equality Implications/Impact Assessment (as appropriate)	N/A	
Confirmed Adherence to Budget & Policy Framework	N/A	
Risk Assessment Comments (as appropriate)	N/A	
Reason for Urgency (as appropriate)	N/A	

Signed:  Executive Member

Date 07/01/2013

Signed:  Executive Director

Date 08/01/2013

**Control Record by Committee Support**

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	



<b>Mayor &amp; Cabinet</b>		
Report Title	Catford town centre – Catford Regeneration Partnership Limited business plan	
Key Decision	Yes	Item No.
Ward	Rushey Green	
Contributors	Interim Director Regeneration & Asset Management, Head of Law, Capital Project Manager	
Class	Part 1	Date: 16 January 2013

### 1. Summary

This report presents the CRPL 2013/14 business plan to Mayor & Cabinet for information prior to its submission for approval by full Council as per the CRPL articles of association.

### 2. Purpose of report

- 2.1 To submit the business plan for Catford Regeneration Partnership Limited (CRPL), to be noted by Mayor & Cabinet prior to consideration by Council on 23 January 2013.

### 3. Policy context

- 3.1 Lewisham's overarching sustainable communities strategy sets out a vision for the future of the borough. One of the priorities laid out in the strategy is to develop, build and grow communities that are *dynamic and prosperous – where people are part of vibrant communities and town centres, well connected to London and beyond*. This report supports the aims of the strategy.
- 3.2 This report is also in alignment with the Council's corporate policy. Lewisham's Asset Management Plan sets out the approach to using property effectively in order to achieve the Council's objective of making Lewisham the best place in London to live, work and learn. It acknowledges that the Council's assets have a key role to play in supporting the borough's regeneration aims.
- 3.3 The content of this report also supports the aims of Lewisham's Regeneration Strategy, 'people, prosperity and place', which links the Council's corporate priorities to the development and regeneration of Lewisham's communities, the local economy and the built environment.

### 4. Recommendation

The Mayor is recommended to:

- 4.1 note that the attached report detailing progress made by CRPL in managing the Catford Centre in 2012/13 and projections for the coming 13/14 financial year will be presented to Council on 23 January 2013 for approval;

## 5. Current Position

- 5.1 Since the acquisition of the centre in February 2010, CRPL has been working on operational management issues to ensure that the centre is fit for purpose, meets quality standards, and that rent is collected in a timely manner. All health and safety standards are now being complied with and major repairs works identified have been completed. Rental collection is at around 95% and arrears issues are being resolved to raise this figure. Further detail is provided in the attached report to Council.

## 6. Financial and legal implications

- 6.1 Financial and legal implications are included in the attached proposed report to Council.

## 7. Equality implications

- 7.1 There are no immediate equality implications associated with the recommendations of this report. A strategic equalities analysis has been carried out as part of the ongoing feasibility work for the regeneration of Catford town centre. Further equalities analysis will be carried out at the appropriate time.

## 8. Environmental implications

- 8.1 There are no immediate environmental implications associated with the recommendations of this report. Environmental implications for the future regeneration programme will be considered at the appropriate time.

## 9. Crime and disorder implications

- 9.1 There are no immediate crime and disorder implications associated with the recommendations of this report. Crime and disorder implications for the future regeneration programme will be considered at the appropriate time.

## 10. Conclusion

- 10.1 Approval of this report by full council will allow CRPL to proceed with the activities, aims and objectives detailed in the business plan for 2013/14.

### **BACKGROUND PAPERS**

<u>Short title of document</u>	Date	File Location	Contact Officer
Catford town centre – CRPL business plan	25 January 2012	Programme Management	Eleanor Hoyle
Catford town centre – CRPL business plan <a href="http://councilmeetings.lewisham.gov.uk/documents/s7">http://councilmeetings.lewisham.gov.uk/documents/s7</a>	18 January 2012	Programme Management	Eleanor Hoyle

<a href="#">330/CRPL%20business%20plan%202012-13.pdf</a>			
Catford town centre – CRPL business plan	1 March 2011	Programme Management	Eleanor Hoyle
Catford town centre – CRPL business plan  <a href="http://councilmeetings.lewisham.gov.uk/documents/s1662/Catford%20Town%20Centre%20business%20plan%202011-12.pdf">http://councilmeetings.lewisham.gov.uk/documents/s1662/Catford%20Town%20Centre%20business%20plan%202011-12.pdf</a>	23 February 2011	Programme Management	Eleanor Hoyle
Catford Town Centre update report – part 2  <a href="http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabinet/20100714/Agenda/Item%2016%20Catford%20-%2014%20July%202010%20-%20PDF.pdf">http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabinet/20100714/Agenda/Item%2016%20Catford%20-%2014%20July%202010%20-%20PDF.pdf</a>	14 July 2010	Programme Management	Eleanor Hoyle
Catford Centre Mayor & Cabinet Report  <a href="http://councilmeetings.lewisham.gov.uk/Data/Council/20100127/Agenda/1fd4acfa995e44a9980d316e8d7d69caCouncilMinutes27January2010.PDF">http://councilmeetings.lewisham.gov.uk/Data/Council/20100127/Agenda/1fd4acfa995e44a9980d316e8d7d69caCouncilMinutes27January2010.PDF</a>	27 January 2010	Programme Management	Eleanor Hoyle

**CATFORD**  
**REGENERATION**  
**PARTNERSHIP**  
**LTD**  
**BUSINESS PLAN**  
**2013/14**

## **Introduction**

Catford Regeneration Partnership Limited (CRPL) is a wholly owned subsidiary of Lewisham Council. The company was created in January 2010 to purchase the leasehold interests in and around the Catford centre in order to manage and regenerate the property to improve the economic, social and environmental wellbeing of the London Borough of Lewisham.

The purpose of this business plan is to set out the company's objectives, activities, and budget for 2013/14 for agreement by the Council as sole shareholder in accordance with the company's articles of association (listed at Appendix B)

## **Structure and governance**

CRPL currently has two directors, Ralph Wilkinson (LBL Head of Public Services) and Conrad Hall (LBL Head of Business Management and Service Support). The directors are responsible for the day to day running of the company in line with the articles of association and have other statutory duties as defined by the Companies Act 2006. The directors must take account of the approved business plan when exercising their functions in the management of the Company. Directors are appointed and removed by the Council as sole shareholder.

Certain key decisions in relation to the company are classified as reserved matters, and must be approved by the Council as sole shareholder. The Mayoral Scheme of Delegation allows specific officers to take executive decisions in relation to the Company where appropriate. The complete list of shareholder reserved matters is included at Appendix B, with key matters including:

- the approval of each Business Plan;
- the approval of each Budget and in any financial year changes over £20,000 in any one amendment to the Budget and changes to the Budget exceeding £100,000 in aggregate in any financial year;
- the making of any acquisition or disposal by the Company other than in accordance with the then current Business Plan and Budget;
- the making of any application for planning permission;
- the implementation of any regeneration initiative other than in accordance with the then current Business Plan.

These reserved matters ensure that the Council retains control over the direction of future regeneration proposals. The Council's Catford Programme Board, chaired by the Chief Executive, has responsibility for setting the overall direction on the regeneration of Catford town centre. CRPL directors are represented at board meetings, which are used as the mechanism for updating the Council on progress against the company's objectives.

CRPL directly employs two centre management staff; a centre manager and a cleaning supervisor. Council officers also conduct work on behalf of the company, and officer time is recharged to the company as appropriate.

## Objectives

In line with the plans presented to the Council in previous financial years, CRPL has continued to develop an effective and efficient management approach for the operation of the property through a team of professional advisors. In addition CRPL has continued to work alongside the Council to build on the proposed delivery strategy and commercial approach for a regeneration programme for Catford town centre. CRPL directors propose the following company objectives for the 2013/14 financial year:

- To continue the effective management of the Catford Centre, ensuring that the operational management standards remain high and that the full commercial potential of the centre is being realised through letting and renewal strategies.
- To enable the redevelopment of the Catford Centre by working with Lewisham Council to undertake a regeneration process and reach a commercial agreement with key stakeholders in the town centre, in order to contribute to the regeneration aims for the town centre as a whole.

## Activities

In order to achieve these objectives, CRPL continues to promote, commission, undertake or participate in a range of activities, including:

### Centre management

- Rent collection and arrears management
- Service charge administration; including reconciliations to tenants and the creation of future service charge budgets
- Tenant liaison; operational issues, lease issues and queries on wider regeneration aims.
- Health & safety; assessment and compliance of property, day to day implementation of H&S policies and practices
- Facilities management and maintenance; ensuring that all of the landlord's obligations are met, create and maintain a schedule of repairs, major works, improvements and comprehensive redecoration as required.
- Asset management including acquisitions and disposals, redevelopment and lease structuring
- Legal proceedings relating to leases and rental arrears
- Data management; maintenance of accurate records and accounts
- Lease renewals and Rent reviews
- New Lettings
- CRPL contracts; procurement and management of services provided to CRPL by outside parties. These include centre management, legal, accountancy and asset management services.

### Regeneration

- Procurement of a design team (in conjunction with LBL)
- Consultation (in conjunction with LBL)
- Commercial negotiation with other land owners
- Engagement with stakeholders (in conjunction with LBL)
- Retail element proposals
- Planning strategy (led by LBL)
- Milford Towers decant strategy (led by LBL)

- Council office design (led by LBL)
- Housing proposals (in conjunction with LBL)

Key professional services to assist CRPL in the delivery of these activities include:

- DTZ - Managing agents
- Mason Owen - Letting agents
- Johnson Fellows - Surveyors & rent review negotiators
- Russell Cooke - Solicitors

### **2012/13 Budget review**

The 2012/13 budget was developed by officers based on 2011/12 figures, projected CRPL running costs, the rental income from the Catford Centre and adjoining properties as well as the provisions of the service charging system.

The company is projecting a surplus for this financial year, which will broadly offset the deficit which was made in 2011/12. The main reason for this difference is that the costs of the conversion of the Catford Mews Indoor Market to the retail outlet occupied by Poundland were incurred in 2011/12, whereas rental income for the unit is being received from 2012/13 onwards.

Lettings fees – there have been a number of new lettings this financial year, including 150 Rushey Green (Subway), 36 Winslade Way (Grocers) and 1 Winslade Way (Hair salon) and there are further new lettings underway that are likely to contribute to the projected total cost, including 14/15 Catford Broadway and 34/35 Winslade Way. This is due to a number of lease and management issues that have arisen, including companies going into administration and CRPL taking positive management action to avoid a negative change in tenant mix in the town centre units under its control.

Professional fees – other professional fees, including those for lease renewal and centre management, have all been at or below projected levels. This is largely due to the development of good working practices that have been established with those providing the services to ensure that costs can be anticipated.

Repairs – due to works required on new letting units, there has been some spend on major repairs in the 12/13 financial year that was not projected. However overall the spend on unrecoverable costs is lower than projected, as other costs, including repairs to the centre (this category covers physical work to the communal areas of the centre) has been lower than projected.

### **2013/14 Budget**

An analysis of rental income against the projected rental income has been undertaken. This considers issues such as rent free periods for new lettings and arrears and is considered to be a prudent assumption on likely future rental income. This analysis has been used to arrive at the rental income figure of £960k for the 13/14 financial year.

The main centre service charge is a separate cost to tenants and all expenditure must be reconciled with their payments at the end of the service charge year. The current service charge budget has been calculated using the actual spend figures for the previous service charge year, assumptions on increased costs and the renegotiation of service contracts.

There are fewer opportunities for new lettings in 13/14 as a result of breaks in existing leases, but an increased likelihood of vacancies as the proposed redevelopment date approaches. Although CRPL will continue to pursue all opportunities for new lettings, it is considered likely that overall there will be fewer lettings in 13/14. However, due to the fact that there are some forthcoming lease renewals and given the current economic climate, which has resulted in many retailers being unable to continue with their leases, the budgets for letting and renewal fees, along with the budget for covering empty property costs, are being kept at the same level as the 12/13 budget.

The level of repairs liability to CRPL, which is anything that is not covered via the service charge (shared between all tenants and CRPL), is being reduced to £30k from £35k to reflect the level of projected repair work. Regular inspections are undertaken to ensure that all planned maintenance work can be factored into this budget allowance. However a contingency must always be allowed for unforeseen repair work.

CRPL is projecting a small surplus in 13/14. This shows that the company is operating successfully and it is felt that this is a fair budget assumption given the 12/13 budget position.

### **Future year budget projections**

CRPL will continue to manage the Catford Centre on the same principles that have been in place to date in future financial years, until the redevelopment proposals are implemented. It is envisaged that with the agreed revised target vacant possession date of December 2015 (M&C 14 November 2012) in place, the 14/15 financial position will be largely similar to the 13/14 position. Budget projections for 14/15 are included in Appendix A.

The 15/16 financial year is likely to be significantly affected by a target vacant possession date of December 2015, as CRPL would in that scenario seek to exercise its lease break options (requiring 6 months' notice). This would reduce the overall rental income to the centre for that financial year, as there would be very little 4<sup>th</sup> quarter income, and may also coincide with the company accepting some lease surrenders to allow for vacant possession to be achieved. How this issue is dealt with will be part of the overall proposals for the redevelopment of the site as part of the wider regeneration programme for the town centre. As the nature of the redevelopment proposals is still to be decided, projections for the 15/16 financial year have not yet been carried out.



## APPENDIX A

### CRPL - 2012/13 BUDGET MONITORING AND FUTURE YEARS BUDGETS

	2012/13 Budget £	2012/13 Draft Outturn £	2013/14 Proposed Budget £	2014/15 Proposed Budget £
<b><u>INCOME</u></b>				
<b>Lease Rents Receivable</b>				
Shopping Centre	1,030,000cr	1,022,000cr	960,000cr	950,000cr
	<b>1,030,000cr</b>	<b>1,022,000cr</b>	<b>960,000cr</b>	<b>950,000cr</b>
<b>Tenants Service Charges</b>	<b>159,000cr</b>	<b>154,600cr</b>	<b>156,500cr</b>	<b>156,500cr</b>
<b>TOTAL INCOME</b>	<b>1,189,000cr</b>	<b>1,176,600cr</b>	<b>1,116,500cr</b>	<b>1,106,500cr</b>
<b><u>EXPENDITURE</u></b>				
<b><u>CRPL costs</u></b>				
Letting Fees	30,000	60,000	40,000	40,000
Renewal & Review Fees	20,000	10,000	20,000	20,000
Empty Property Costs	30,000	10,000	20,000	20,000
Repairs and Maintenance	35,000	10,000	10,000	10,000
Major Repairs and Works	-	25,000	20,000	20,000
DTZ Comm and Salary Costs	20,000	-	10,000	10,000
Property Insurance Liability	25,000	20,000	24,000	24,000
Employers Liability	5,500	5,500	6,000	6,000
Directors and Officers Liability	8,800	8,800	9,000	9,000
Prof and Other Fees	2,000	2,000	2,000	2,000
Auditors Remuneration	5,200	7,000	7,000	7,000
	<b>181,500</b>	<b>158,300</b>	<b>168,000</b>	<b>168,000</b>
<b><u>Tenants Service Charges</u></b>				
Staff Salaries	82,000	81,400	82,000	82,000
Other Employee Costs	5,000	1,200	1,500	1,500
LBL Staff recharge costs	72,000	72,000	73,000	73,000
	<b>159,000</b>	<b>154,600</b>	<b>156,500</b>	<b>156,500</b>
<b>Loan Interest (5.62%) / Prin</b>	<b>699,000</b>	<b>757,520</b>	<b>757,500</b>	<b>757,500</b>
<b>TOTAL EXPENDITURE</b>	<b>1,039,500</b>	<b>1,070,420</b>	<b>1,082,000</b>	<b>1,082,000</b>
<b>NET DEFICIT / SURPLUS cr</b>	<b>149,500cr</b>	<b>106,180cr</b>	<b>34,500cr</b>	<b>24,500cr</b>

## **APPENDIX B - Shareholder reserved matters**

- 1 CRPL's articles of association identify the following items as shareholder reserved matters:
  - 1.1 the approval of each Business Plan;
  - 1.2 the approval of each Budget and in any financial year changes over £20,000 in any one amendment to the Budget and changes to the Budget exceeding £100,000 in aggregate in any financial year;
  - 1.3 the declaration and/or payment of any dividends by the Company save where such declaration and distribution is made in accordance with the Company's dividend policy;
  - 1.4 the approval of and any change to the Company's dividend policy;
  - 1.5 the increase in any indebtedness of the Company other than in accordance with the prevailing Budget;
  - 1.6 the commencement by the Company of any new business not being ancillary to or in connection with the Business or making any change to the nature of the Business;
  - 1.7 the Company participating in any activity which is detrimental to and/or incompatible with the Business;
  - 1.8 the making of any political or charitable donation;
  - 1.9 the making of any acquisition or disposal by the Company other than in accordance with the then current Business Plan and Budget;
  - 1.10 writing off a bad debt exceeding £25,000 provided that if debts of that person or organisation have been written off by the Company in the previous three years in an aggregate amount of £50,000 or more, the decision to write off any further bad debts for that person or organisation shall also be a reserved matter;
  - 1.11 the making of any application for external funding;
  - 1.12 the repurchase or cancellation by the Company of any shares, or the reduction of the amount (if any) standing to the credit of its share premium account or capital redemption reserve (if any) or any other reserve of the Company;
  - 1.13 a change of name of the Company or location of its registered office;
  - 1.14 any issue of new shares in the Company.
  - 1.15 the devolution or transfer of all or part of the management of the Company or its business to persons who are not directors of the Company and, if approved, the terms of such devolution;

- 1.16 without limiting the generality of article 25.15, the appointment of any Chief Executive Officer or person holding a similar role and the terms of such appointment;
- 1.17 the appointment or removal of any director of the Company;
- 1.18 the engagement of (and terms of engagement of) any individual person as a consultant (but excluding for such purposes any firm/professional advisers) or employee;
- 1.19 the engagement of (and terms of engagement of) any company, partnership, individual person or other entity for the provision of services to the Company where the services provided are not contemplated in the then current Business Plan and Budget and/or where the value of the services is above the Official Journal of the European Union limit for services and/or where the services have not been tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.20 any change to the terms of employment/engagement and/or remuneration of a person referred to in articles 25.18 and 25.19;
- 1.21 the letting of any contract for the provision of supplies to the Company where the supplies provided are not contemplated in the then current Business Plan and Budget and/or where the value of the contract is above the Official Journal of the European Union limit for supplies and/or where the contract has not been tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.22 the letting of any contract for the provision of works to the Company where the works provided are not contemplated in the then current Business Plan and Budget and/or where the value of the contract is above £200,000 and/or where the contract has been not tendered in accordance with the [Company's Contract Lettings Procedure];
- 1.23 the instigation of any court proceedings where the directors have not taken appropriate legal advice or where such proceedings would be against that legal advice;
- 1.24 the authorisation of the levying of distress against the occupants of land or property in arrears where the directors have not taken appropriate legal advice or where such actions would be against that legal advice;
- 1.25 the making of any application for planning permission;
- 1.26 the implementation of any regeneration initiative other than in accordance with the then current Business Plan;
- 1.27 the commencement of any winding-up or dissolution of or the appointment of any liquidator, administrator or administrative receiver of the Company or any of its assets unless it shall have become insolvent.



<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Governors' Services:- Local Authority Governors and Instruments of Government		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Various		
<b>Contributors</b>	Executive Director for Children and Young People		
<b>Class</b>	Part 1	Date:	16 January 2013

### 1. Summary

- 1.1 The report sets out details of nominees for appointment as Local Authority governors and amendments to two Instruments of Government.

### 2. Purpose

- 2.1 To consider and approve the appointment of Local Authority governors detailed in paragraph 6 below.
- 2.2 To consider and agree revised Instruments of Government for All Saints' Church of England Primary School and St. Margaret's Lee Church of England Primary School provided in Appendix 1 and 2 respectively.

### 3. Recommendation/s

The Mayor is recommended to:

- 3.1 agree the revised Instrument of Government for All Saints' Church of England Primary School and St. Margaret's Lee Church of England Primary School provided in Appendix 1 and 2 respectively;
- 3.2 agree to appoint the persons set out in paragraph 6 as Local Authority governors;
- 3.3 note the information concerning the new and re-appointed governors in Appendix 3.

### 4. Policy Context

- 4.1 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their school. The appointment of governors is a vital element in achieving these aims.

4.2 The appointment of governors supports the broad priorities within Lewisham’s Sustainable Community strategy, in particular those of being “ambitious and achieving” and “empowered and responsible”. In particular, governors help inspire our young people to achieve their full potential by removing the barriers to learning. The role of governors also promotes volunteering and empowers citizens to be involved in their local area and responsive to the needs of those who live there.

4.3 Two specific corporate priorities that are relevant pertain to “community leadership and empowerment” and “young people’s achievement and involvement”.

**5. Background**

5.1 We have recently been informed by the Southwark Diocesan Board of Education (SDBE), that the legal designation of “The Archdeacon of Lewisham” changed to the “The Archdeacon of Lewisham and Greenwich” , therefore requiring a revision to the previously agreed Instrument of Government for All Saints’ Church of England Primary School and St. Margaret’s Lee Church of England Primary School respectively.

5.2 Every governing body, under Section 19 of the Education Act 2002 and Regulations made under it, is required to have at least one representative of the Local Authority (LA) as part of its membership. Free schools and Academies are exempt from this requirement. A vacancy has arisen on the governing body of the educational establishments listed and a new appointment or re-appointment is required.

5.3 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The persons listed in paragraph 6 would serve the normal 4 years.

5.4 It is important for Cllr. Adefiranye to remain as a Local Authority governor until Crossways sixth form closes to ensure that there is continuity and capacity within the governing body to undertake necessary governing body activities.

**6. Governors recommended for Appointment / Reappointment**

Name	School	Reappointment	New
Cllr. Obajimi Adefiranye	Crossways sixth form	Yes	
Simon Allen	Torridon Infant School	Yes	
Mary Stiasny	Sydenham School		Yes

## **7. Financial implications**

- 7.1 There are no financial implications arising from this report.

## **8. Legal implications**

- 8.1 Section 20 of the Education Act 2002 requires all maintained schools to have an instrument of government which determines the constitution of the school and other matters relating to the school.
- 8.2 Each school must have an Instrument of Government detailing the name of the school, the type of school and the membership of the governing body. The category of governor and the number in each category is specified in the Regulations.
- 8.3 The governing body can review the Instrument of Government at any time. When the governing body requests a change to the Instrument, the Local Authority must ensure that the Instrument conforms to the principles laid out in the Regulations and must make the new Instrument. The Instruments of Government proposed by All Saints' Church of England Primary School and St. Margaret's Lee Church of England Primary School conforms to the School Governance (Constitution) (England) Regulations 2012.
- 8.4 Section 19 of the Education Act 2002 and Regulations made under it require every governing body to have at least one representative of the Local Authority as part of its membership. Academies are exempt from this requirement.

## **9 Crime and Disorder Implications**

- 9.1 There are no specific crime and disorder implications arising from this report.

## **10. Equalities Implications**

- 10.1 Lewisham Council's policy is to encourage all sections of the community to be represented as Local Authority governors. In particular, we would encourage further representation from the black community and minority groups including disabled people, who are currently under-represented as governors. The numbers of governors in these groups is kept under review.

## **11. Environmental Implications**

11.1 There are no specific environmental implications arising from this report.

## **12. Conclusion**

12.1 The new governors detailed in Appendix 3 are either local people or have close connections with Lewisham and view being a governor as a way of serving the local community. Every governing body, under Section 36 and Schedule 9 of the School Standards and Framework Act 1998, is required to have at least one representative of the Local Authority (LA) as part of its membership. A vacancy has arisen on the governing body of the educational establishments listed and a new appointment or re-appointment is required.

12.2 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The nominees listed in paragraph 6 would serve the normal 4 years.

## **Background Documents**

There are no background papers.

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, Governors' Services, 3<sup>rd</sup> Floor, Laurence House, telephone 020 8314 7670





**INSTRUMENT OF GOVERNMENT  
CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOLS**

1. The name of the school is **All Saints' Church of England Primary School**
2. The school is a Voluntary Aided school.
3. The name of the governing body is "The governing body of '**All Saints' Church of England Primary School**'"
4. The governing body shall consist of:
  - a. Three parent governors
  - b. One LA governor
  - c. One staff governor
  - d. One headteacher
  - e. Nine foundation governors
  - f. One co-opted governor
5. Total number of governors **16**
6. The foundation governors in 4(e) above shall comprise:
  - (a) **2** appointed by the Southwark Diocesan Board of Education;
  - (b) **6** appointed by the Parochial Church Council of All Saints' Blackheath

- 7 (a) The holder of the following office shall be a foundation governor ex officio:

The principal officiating minister of the ecclesiastical parish of All Saints' Blackheath

(b) The Archdeacon of Lewisham and Greenwich shall be entitled to appoint a foundation governor to act in place of the ex officio foundation governor whose governorship derives from the office named in 7(a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his/her governorship exists, or has been removed from office under regulation 21 (1)

8. The Archdeacon of Lewisham and Greenwich shall be entitled to request the governing body to remove the ex officio governor referred to in 7(a) above and appoint any substitute governor
9. The School has a trust
10. Ethos statement

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils

11. This Instrument of Government comes into effect on **16<sup>th</sup> January 2013**
12. This instrument was made by order of Lewisham Local Authority on **16<sup>th</sup> January 2013**
13. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor), any trustees and to the appropriate religious body



**INSTRUMENT OF GOVERNMENT  
CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOLS**

1. The name of the school is **St Margaret's Lee Church of England Primary School**
2. The school is a Voluntary Aided school
3. The name of the governing body is "The governing body of **St Margaret's Lee Church of England Primary School** "
4. The governing body shall consist of:
  - a. Three parent governors
  - b. One LA governor
  - c. One staff governor
  - d. One headteacher
  - e. Nine foundation governors
  - f. One co-opted governor
5. Total number of governors **16**
6. The foundation governors in 4(e) above shall comprise:
  - (a) **2** appointed by the Southwark Diocesan Board of Education;
  - (b) **6** appointed by the Parochial Church Council of St Margaret, Lee
- 7 (a) The holder of the following office shall be a foundation governor ex officio:

The principal officiating minister of the ecclesiastical parish of St Margaret, Lee

(b) The Archdeacon of Lewisham and Greenwich shall be entitled appoint a foundation governor to act in place of the ex officio foundation governor whose governorship derives from the office named in 7(a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his/her governorship exists, or has been removed from office under regulation 21 (1)

8. The Archdeacon of Lewisham and Greenwich shall be entitled to request the governing body to remove the ex officio governor referred to in 7(a) above and appoint any substitute governor
9. The School has a trust
10. Ethos statement

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils

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13. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor), any trustees and to the appropriate religious body

**MAYOR AND CABINET  
New LA Governor Appointments and Re-appointments**

**APPENDIX 3**

<b>Name</b>	<b>School</b>	<b>Occupation</b>	<b>Residential Area</b>	<b>Précis of Suitability to be considered as a school governor</b>	<b>Governor Monitoring Information</b>
Cllr. Obajimi Adefiranye	Crossways sixth form	Retired / Local Councillor	SE4	Cllr. Adefiranye has been a Local Authority Governor for over 30 years.	Black African
Simon Allen	Torridon Infant School	Housing Manager/ Church Worker	SE6	Actively involved in the community. Has been a governor for nearly 8 years.	White British
Mary Stiasny	Sydenham School	Pro-Director, Institute of Education, University of London	SE26	Has a career in education, with experience in particular of Initial teacher education in four Universities, including two in the local area. Was a teacher, and now a senior manager at the IOE, University of London. She has considerable experience of widening participation and student recruitment to universities, teacher development, curriculum planning among other areas of education.	White British

# Agenda Item 13

<b>Mayor and Cabinet</b>			
<b>Title</b>	Matters referred by Safer Stronger Communities Select Committee – <i>promoting a sense of belonging</i> review		
<b>Key decision</b>	No	<b>Item No.</b>	
<b>Contributors</b>	Safer Stronger Communities Select Committee		
<b>Class</b>	Part 1	<b>Date</b>	16 January 2013

## **1. Purpose**

- 1.1 This report presents the final report and recommendations arising from the Safer Stronger Communities Select Committee's *promoting a sense of belonging* review, which is attached at appendix A.

## **2. Recommendations**

- 2.1 The Mayor is recommended to:
- (a) Take account of the views and recommendations of the Committee set out in the main report at appendix A.
  - (b) Agree that the Executive Director for Community Services be asked to respond to the Committee's recommendations.
  - (c) Ensure that a response is provided to the Safer Stronger Communities Select Committee.

## **3. Context**

- 3.1 The scope of the review was agreed in May 2012 and two evidence gathering sessions were held in July and September 2013. The Committee finalised the report and agreed the recommendations in November 2013.

## **4. Financial implications**

- 4.1 There are no financial implications arising out of this report per se, although the financial implications of the recommendations will need to be considered in due course.

## **5. Legal implications**

- 5.1 The Constitution provides for Select Committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

## **6. Equalities implications**

- 6.1 The Equality Act 2010 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.

The Council must, in the exercise of its functions, have due regard to the need to:

1. eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
  2. advance equality of opportunity between people who share a protected characteristic and those who do not.
  3. foster good relations between people who share a protected characteristic and those who do not.
- 6.2 There are no direct equalities implications arising from this report. However, the implementation of the recommendations made by the Committee in its report might have equalities implications. These will need to be considered in due course.

## **7. Crime and disorder/environmental implications**

- 7.1 There are no specific implications.

### **Background information**

If you have any queries on this report, please contact Timothy Andrew, Scrutiny Manager (0208 3147916), or Kevin Flaherty, Head of Business & Committee (0208 3149327).

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# Overview and Scrutiny

Promoting a sense of belonging: social cohesion in Lewisham

Safer Stronger Communities Select Committee

November 2012

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Membership of the Safer Stronger Communities Select Committee in 2012-13:

Councillor Pauline Morrison (Chair)

Councillor Joseph Folorunso (Vice-Chair)

Councillor Jackie Addison

Councillor Anne Affiku

Councillor Paul Bell

Councillor Duwayne Brooks

Councillor Jim Mallory

Councillor Stephen Padmore

Councillor Dan Whittle



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2. Community events	
3. Citizenship	
4. Intergenerational work	
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## Chair's Introduction



To be inserted.

Pauline Morrison  
Chair of the Safer Stronger Communities Select Committee

## Executive summary

Cohesion and belonging are complex and multifaceted ideas. Both, as words and concepts, are used regularly in Council policy, in committee discussions and in everyday life. However, they may mean very different things to different people. It is also easy to use the term 'groups' in discussions about cohesion and assume that there are cohesive collectives of people who share identities. It is easy to imagine that these 'groups' have common understandings about issues affecting their communities yet evidence submitted to the Committee indicates that this is not necessarily the case. Citizens, individually and in collectives, often view community issues in distinct and diverse ways. Depending on the issues at hand as well as the context, location and history of a question- people living together, working together or studying together might view similar events with entirely different perspectives.

There are many services, activities, events and occasions that play a part in enhancing community cohesion. With this in mind, the Safer & Stronger Communities Select Committee resolved to carry out their review by building on previous community cohesion work in the borough. Their starting place was the work of the 'community cohesion in Lewisham steering group', which was commissioned in 2009 to examine community cohesion locally. Drawing from this work, the Committee was able to narrow the focus of their review on to these key areas:

- Community and civic events
- Citizenship ceremonies
- Local assemblies
- Intergenerational activities

People from many different countries call Lewisham their home and in a myriad different ways they are connected to communities from across the world. An excellent demonstration of this diversity was the celebration of the London 2012 Olympic Games, which saw Lewisham host a popular and successful festival on Blackheath. Central to the event was a big screen showing live Olympic coverage. The organisers report that the event was a major success and in their evidence to the Committee, they spoke about the good-natured competition and sense of community spirit that was brought to life by the celebrations. 'Jamaica, Land We Love' was sung alongside God Save the Queen in the spirit of harmony and people from across the borough, with connections to the world, came together to share in the community spirit and good feeling generated by the summer of sport. It is in the context of inclusion, equal access and celebration that the Committee embarked on this review.

## Purpose and structure of review

At the 11<sup>th</sup> April 2012 meeting of the Safer Stronger Communities Select Committee, members agreed to carry out a short review into social cohesion in Lewisham. The aim of the review was to gather evidence about Lewisham's approach to promoting cohesion and belonging. The Committee were particularly interested in finding out:

- How the services, activities and campaigns carried out under the headings identified by the community cohesion in Lewisham steering group had promoted social cohesion.
- Whether these had been as effective as they could have been.
- If there had been ways that these could be improved or new approaches that could have been taken.
- What other councils had successfully done to promote cohesion.

An outline of the information required for the review was agreed by the Committee in May 2012 and evidence-taking sessions were held in July and September 2012. Evidence was received from the following:

- Liz Dart (Head of Neighbourhood and Community Development, LBL) and Ade Joseph (Local Assemblies Coordinator, LBL) about the local assemblies programme.
- Lesley Jones (Events Manager, LBL) about the community live site on Blackheath for the Olympics.
- Councillor Peggy Fitzsimmons, Jane Hopkins, Beatrice Scott, Christine Castro and Tessa Pearce about the Positive Ageing Council.
- Lesley Jones (Head of Communications and Community Involvement), Susan Asquith (Community Involvement Manager) and Joy Burnett (Community Involvement Officer) from Lewisham Homes about their community involvement work.
- Martyn Manlow (Registration Manager, LBL), Matthew Spencer (Group Manager, Service Point, LBL), Ralph Wilkinson (Head of Public Services, LBL) about citizenship ceremonies.

The findings from the review are presented in four sections. Each section outlines the evidence provided to the Committee:

1. Local assemblies
2. Community events
3. Citizenship
4. Intergenerational unity

### Defining cohesion

The Committee looked at previous research into cohesion during their initial consideration of evidence for the review. Members reviewed the work of the community cohesion in Lewisham steering group, which was set up by the Lewisham Strategic Partnership (LSP) in 2009. This group was commissioned

to carry out research, assess levels of integration and determine which factors had a positive effect on cohesion. The group considered the national and regional context of their work as well as hosting workshops and discussions to develop a local understanding of cohesion and belonging. It was agreed that a cohesive Lewisham could be described as a place where:

1. People feel they belong and are proud to belong.
2. People's differences and similarities are recognised valued and respected.
3. People from all backgrounds have equal life opportunities.
4. People from all backgrounds are able to interact with each other, sharing experiences while developing mutually supportive and positive relationships.
5. People work together, with common values towards a shared vision – in their neighbourhood, workplace, school and in the borough at large.

The group identified a number of factors, which it felt, had positive and negative impacts on cohesion in Lewisham:

Factors having a negative impact on cohesion:

- Intergenerational tensions
- Population churn
- Overall deprivation
- Crime and fear of crime
- Anti-social behaviour

Factors having a positive influence on cohesion:

- Voluntary sector and the level of volunteering
- Community events
- Diversity
- Education and early years providers

In response to the findings of the steering group, the LSP's Stronger Communities Partnership drew up a cohesion delivery plan, which set out three specified outcomes:

- Community cohesion is an underpinning principle in service provision across all sectors,
- There are positive relationships between people from different backgrounds
- The contribution that all communities make to the boroughs quality of life is encouraged and valued.

The Safer Stronger Communities Select Committee resolved to build on this work for their review. Members looked at the range of services currently being delivered by the Council and its partners and decided to focus on local democracy and decision-making; events and celebrations; citizenship and intergenerational collaboration.

The Committee concluded its review and agreed its recommendations in November 2012.

## Recommendations

### Recommendation 1:

The local assemblies programme should continue in its efforts to engage with a wide cross section of citizens. Using existing channels and links with partner organisations in health, housing and the community and voluntary sector, coordinating groups should work to develop good practice, share ideas and build on their successes.

### Recommendation 2:

Following the commissioning of the local assemblies survey in Autumn/Winter 2012, assembly steering groups and assembly chairs should be encouraged to use the information gathered to build on what they do well. Specifically, assemblies should use the feedback explore ideas for developing a sense of belonging in their communities.

### Recommendation 3:

Local assembly chairs and coordinating groups should work with organisations representing minority groups in the borough to encourage more local people to get involved in their local assembly and local assembly steering group.

### Recommendation 4:

The Council and its partners, including health, housing and community safety should continue to work together to share expertise about events, consultation and community involvement. Publishing and web resources should be shared to maximise the audience for community events.

### Recommendation 5:

The 'welcome pack' being developed by Lewisham Homes for new residents should include relevant information about Local Assemblies and other opportunities for residents to become involved in their communities. Furthermore, all local housing partners should be encouraged to include this information in their communications with residents.

### Recommendation 6:

Building on the success of the Big Lunch, groups wishing to hold similar community events should be encouraged to make use of public buildings, community spaces, schools and other indoor space (particularly when the weather prevents the event from being held outdoors).

### Recommendation 7:

The Mayor should be invited to refresh his letter of welcome to new citizens on behalf of the Council.

### Recommendation 8:

All Councillors should be encouraged to attend a citizenship ceremony. Dates of meetings should be made available to Councillors so they can meet with new citizens. Councillors and other local people who have made a difference

in the community should be invited to welcome new citizens by presiding as dignitaries.

**Recommendation 9:**

Further information should be included in the packs given to new citizens at citizenship ceremonies. The pack should include information about how citizens can get involved in a range of activities in their local area, particularly the local assemblies programme.

**Recommendation 10:**

An article on citizenship ceremonies should be commissioned for Lewisham life. Where possible, ceremonies should also be promoted in other local media.

**Recommendation 11:**

The Council and its strategic partners in health and housing should formally recognise the important work of the Positive Ageing Council and of other older people's groups in the borough. In doing so, the Council could mark international older peoples' day on the 1st of October annually. [Link](#)

**Recommendation 12:**

The Council and its partners should encourage younger and older peoples groups to explore further options for intergenerational activities and initiatives. The Committee has discussed the potential for further scrutiny in this area and will consider further scrutiny of citizenship activities for young people as part of its work programme for 2013/14.

## Findings

### 1. Local assemblies

- 1.1 The 18 ward assemblies provide every neighbourhood in Lewisham with an opportunity to develop a shared vision for their area. Each has agreed on a set of priorities and these have been developed into an action plan to help local people successfully achieve their ambitions for their neighbourhoods. Assembly meetings, events and activities also enable people from different backgrounds to meet, share ideas, deal with local problems and celebrate together.
- 1.2 The Head of Neighbourhood and Community Development was invited to give evidence to the Committee about the role of assemblies in building cohesion. She set out a number of ways in which the programme enables local people to develop a sense of belonging. The Committee heard that the assemblies programme encourages local communities to become more cohesive by:
- Organising celebrations, festivals and carnivals that bring communities together and provide an opportunity for people from different backgrounds to interact.
  - Utilising community facilities, key buildings and public spaces such as parks; connecting local people with their neighbourhoods. Hosting meetings in different places to ensure that these spaces are in frequent use by all sections of the community. Through local assemblies, communities may also look to preserve local landmarks or key buildings.
  - Creating a focal point for activities and shared interests, which might gather citizens around a particular campaign or encourage neighbours to work together to resolve a local issue. Assemblies provide a neutral place for people to debate issues of importance and build on their shared experiences.
  - Recalling history, key events in the past and local memories. Assemblies might preserve local stories and commemorate events of importance.
  - Developing a sense of pride in and care for Lewisham's neighbourhoods, which bolsters a sense of belonging. Assemblies encourage citizens to work together to improve their local area. Officers gave the example of a War Memorial in Grove Park, which the assembly helped to clean and restore. Volunteers worked on the project and the assembly provided funding.



## Representation and membership

- 1.3 Evidence provided by officers indicated that the assemblies programme had a positive influence on cohesion in Lewisham. However, members of the Committee were also concerned that formal involvement in assembly activities might not be representative of local populations. Monitoring information collected at meetings indicates that the involvement of Black and minority ethnic citizens is not representative of the local population. However, involvement in the assembly outside of meetings is not routinely monitored. Participation in events, celebrations, other community groups and local projects may well be more representative of the Lewisham population.
- 1.4 Evidence indicates that at each assembly meeting around a third of the participants are newcomers. Some citizens attend only to hear about specific issues or topics they are interested in. There is also a core group of people who are fully involved with setting the assembly's work programme and dealing with local priorities. A steering group of citizens helps to drive each assembly's agenda, consult with members and draw attention to ward priorities.
- 1.5 Members of the Committee were interested to explore new avenues for assemblies, which would encourage participation in local democracy to prosper and grow. Recent work by the Lee Green assembly highlights the role that assemblies can play in focusing local concerns. The assembly worked with officers from the Council to develop proposals for parking in the ward. The issues raised by the assembly required careful consideration by all groups in the local area. Ultimately, through the co-ordinated approach to tackling this difficult local issue members of the assembly were able to change arrangements for parking in Lee Green and feed into the review of borough wide parking policy.
- 1.6 At each assembly meeting attendees are asked to fill in a short survey. At present the survey does not include any questions relating to cohesion and belonging. However, as part of their ongoing improvement work, the assemblies' team decided to commission a more detailed survey, which had the space to include questions about cohesion and belonging. The survey took place in Autumn 2012. Members of the Committee were asked to input into the survey in order that it might provide information for this review or its recommendations. Members were keen to ensure that the questions would give participants the opportunity to express their views about the impact of the assemblies process. It was agreed that once the analysis of the survey had taken place, it would be made available to the Committee.

## 1.7 Summary

The local assemblies programme fosters a sense of belonging and promotes cohesion by:

- Creating a place for people from different backgrounds to come together, share experiences and develop a shared vision for their locality.
- Involving citizens in local democracy and decision making as well as enhancing the role they play in their neighbourhoods.
- Serving as a focal point for a community, developing a shared identity for neighbourhoods and preserving the use of community facilities.

## 1.8 Recommendations

### Recommendation 1:

The local assemblies programme should continue in its efforts to engage with a wide cross section of citizens. Using existing channels and links with partner organisations in health, housing and the community and voluntary sector, coordinating groups should work to develop good practice, share ideas and build on their successes.

### Recommendation 2:

Following the commissioning of the local assemblies survey in Autumn/Winter 2012, assembly steering groups and assembly chairs should be encouraged to use the information gathered to build on what they do well. Specifically, assemblies should use the feedback explore ideas for developing a sense of belonging in their communities.

### Recommendation 3:

Local assembly chairs and coordinating groups should work with organisations representing minority groups in the borough to encourage more local people to get involved in their local assembly and local assembly steering group.

## 2. Community events

- 2.1 Communities thrive when they have places to come together and celebrate. Events and activities supported by the Council contribute to cohesion in the borough by creating opportunities for people to meet collectively, share experiences and act in unison. On occasions, people might come together to celebrate and at other times they might gather to grieve, or to recall tragic moments from the past. At a fundamental level, events and activities provide opportunities for citizens to communicate with their neighbours and broaden their understanding of the lives of others. The Council's support for groups wanting to host their own events and celebrations also encourages communities to work together to solve problems, fundraise and reach

agreement about issues of importance. The Council and its partners organise, support or contribute towards the following events:

- Blackheath Fireworks
- Lewisham People's Day
- Big Lunch (including Jubilee for 2012)
- Lewisham Olympic Big Screen for 2012
- New Cross Bursary Award
- Holocaust Memorial Day
- Annual Memorial Service
- Armed Forces Day
- Remembrance Sunday
- Andy Hawkins Memorial Lecture

2.2 Other events include local celebrations to mark national observances, such as Black history month, which celebrates the involvement of Black and minority ethnic communities in British history and culture; Lesbian, Gay, Bisexual and Trans history month, which celebrates the lives and achievements of the LGB&T community and Carers week, which recognises and upholds the important contribution of carers. There are also many other festivals, small events and exhibitions that the Council supports, advises on or encourages. The list above is not definitive.

2.3 Drawing on the breadth of experience, knowledge and expertise in the Council's Community and Neighbourhood division, officers provided evidence to the Committee about the role of events in creating cohesion and promoting a sense of belonging. The Committee heard that events impact positively on cohesion in the following ways:

Creating opportunities for mass participation: bringing people together to celebrate

2.4 The Blackheath fireworks provide citizens with opportunities for mass participation, bringing people from diverse backgrounds together to enjoy an event alongside each other. The fireworks are the most popular event held in the borough. The event is part of a national celebration but the depth of experience is limited to the enjoyment of a good night out, surrounded by other members of the community and a fantastic fireworks display.

2.5 It is difficult to assess the impact of mass participation. There were approximately 100,000 people at the Blackheath fireworks last year but it would be difficult to quantify the benefits in measureable terms. Anecdotal and documentary evidence suggests that the fireworks are well received and that there is a good level of attendance from a broad cross section of Lewisham's population. Developing a detailed understanding of the events impact on cohesion and belonging would be difficult.

### Providing opportunities for people to try new things

- 2.6 People's Day is an annual event, which enables people to get involved with their community and learn more about what happens in their area. There are hundreds of local organisations and thousands of individual performers involved in staging People's Day each year. The programme is put together in partnership with other public sector and many third sector organisations to highlight every aspect of Lewisham life.
- 2.7 People's Day is the most costly event to stage because of the large number of participants and the need to create a safe environment that can cater for the whole community. The depth of experience on offer at this event is clearly much greater than other mass participation events, although it caters for less than a third of the visitors that Blackheath fireworks attracts.

### Empowering individuals and communities to deliver their own events

- 2.8 The Big Lunch is a nationwide initiative, launched by the Eden Project aimed at encouraging people across the country to sit down in their own street with their neighbours and have lunch together. Big Lunches can provide participants with the opportunity to meet new people, who they may not otherwise have met, help those who may feel isolated in their homes and they generate a feeling of pride in a local area. A Big Lunch can be anything from a simple gathering of immediate neighbours – in a garden, on the street – through to organising a bigger street party, with food, bunting and music.
- 2.9 Lewisham residents have enthusiastically embraced the concept of the Big Lunch. In 2012 it coincided with the Jubilee celebrations and therefore included an element of celebrating British culture. The last two years have seen very poor weather conditions, which has had an impact on the success of the day. Nonetheless, it remains a very affordable way of encouraging grass roots neighbourhood events with the emphasis on low-key local celebration.

### Joining in a nationwide celebration

- 2.10 The events, activities and celebrations around Lewisham Big Screen on Blackheath for the Olympics were planned to enable local residents to join in the national celebration of London hosting the Olympics. The screen itself was the focal point of the event and attracted the most visitors but there was also a funfair, sports and arts activities, stalls and a performance venue in the Spiegel Tent. The Big Screen took place over the entire 17 days of the Olympics. The largest attendance was at the Opening and Closing ceremonies with over 12,000 people attending each.
- 2.11 A number of the performance partners that normally play a role at People's Day hosted events in the Spiegel Tent including an intergenerational tea dance, BSL event, Sing Out! Choirs showcase, youth music and dance showcases etc. The Committee heard that feedback from the Big Screen had

been overwhelmingly positive with residents expressing their gratitude at being able to feel part of London hosting this world event.

### Revitalising neighbourhoods: fostering a sense of belonging and place

2.12 Officers from Lewisham Homes' community involvement team presented evidence to the Committee about the Community events sponsored by the organisation. They highlighted the following key points:

- In the past year, almost 3000 Lewisham Homes residents had been involved in nearly 100 community events and activities.
- The organisation had also been developing its work in the area of corporate social responsibility – specifically it had been working to create work experience opportunities with its contractors and its anti-social behaviour diversion activities had been broadened into youth opportunities work.
- The community involvement team had been asked to advise other authorities about good practice.
- The organisation was also working to bring community facilities back into use.
- Residents had initiated many of their own projects, drawing funding from a variety of sources, including Lewisham Homes' community improvement competitive fund.

2.13 Tenants and Residents Associations (TRAs), which enable residents of Lewisham homes to engage with the organisation, are supported by the community involvement team. There are currently 31 committees across the borough, though there is a lack of take up in some areas. Where people live in homes that are not represented by a TRA residents can be co-opted onto areas based forums. There are also other mechanisms for residents to make themselves heard:

- Through partnership working  
The Committee heard that there was a great deal of co-operation between partner organisations in Lewisham. Lewisham Homes works with the assemblies programme, other landlords in the borough and it has close ties with teams from across the Council.
- Surveys  
Lewisham Homes intends to carry out a borough wide survey called 'Get Involved'. It is due to take place in April 2013. The survey will provide listing of all the involvement opportunities available and residents. Respondents will also be able to indicate their interests by returning the survey or by registering online. The survey will also provide existing residents, who are already involved in some aspects of their community with a chance to refresh their interests and to become further involved in their neighbourhood.

- Community events

Inspired by London 2012, residents in Honor Oak organised mini-Olympics with funding from the community improvement competitive fund. The event was designed to break down barriers, deflect stigma from the estate and enable people to get to know their neighbours. A variety of events and activities for people of all ages were designed to bring the community together and dispel the myths surrounding the estate.

- 2.14 The community involvement team also plans to produce a 'Welcome Pack' for new residents to provide information on local TRAs, where applicable, as well as links to the organisation's training programme and involvement opportunities available to residents.

#### Reflecting on history and joining together in remembrance

- 2.15 The Council supports, funds or coordinates a number of historic and commemorative events each year. The Committee received information about these events and their importance in the borough calendar. Each event has an impact on cohesion and belonging in different ways. Some enable people to remember or to grieve and others celebrate struggle over adversity. However, all provide opportunities for Lewisham's community to come together and make a collective statement about the importance of reflecting on history:

- New Cross Bursary Award

The award was instigated in 2005 in memory of the fourteen young people who died as a result of the fire that took place on 18 January 1981 at 439 New Cross Road. The bursary enables two young people to study, who would otherwise not have had the opportunity.

- Annual Memorial Service

The service was started in the 1950's by the Council as a way in which bereaved families across the borough could come together in grief at an annual event.

- Armed Forces Day

The day is a celebration of the contribution by all those people past and present who have served in the Armed Forces. It takes place at the end of June each year as near as possible to 27 June. This date was chosen as it came a day after the first Victoria Cross was awarded in the 19<sup>th</sup> century.

- Holocaust Memorial Day

The memorial is held annually on the 27<sup>th</sup> of January because this is the date Auschwitz concentration camp was liberated in 1945. In dialogue with the Jewish community a small committee, chaired by a Councillor, was set up to plan Lewisham's events from 2001. The committee comprises people of different faiths, representatives from the Standing Advisory Council on Religious Education as well as from the local synagogue.

It was decided by the memorial committee to stage a multi-faith service at the synagogue and a theatre production at the Broadway Theatre, comprising

drama, poetry, dancing and singing from pupils from numerous Lewisham's schools to make young people aware of the Holocaust. A launch takes place in one of the schools in November each year.

- Remembrance Sunday

The Council has staged services to mark Remembrance Sunday since the 1920's. Two services and parades take place each Remembrance Sunday, one at the New Cross War Memorial and the other much larger service and parade in Lewisham High Street. It is the Council's opportunity to remember the people from this borough, both from the armed forces and civilians, who have made the ultimate sacrifice in all conflicts over the last century and in current conflicts.

The Council's event coincides with the national service of remembrance in Whitehall. Attendees respectfully stay silent for two minutes from 11 a.m. The passing traffic is stopped by the police. It is a chance for everyone to reflect and remember the debt owed to those service people who did not return or who have been badly injured as a result of conflicts.

- Andy Hawkins memorial lecture

Andy Hawkins was leader of the Council from 1971-1984. He served as an Alderman and then a Councillor from the mid 1950's until 1986. He was given the Freedom of the Borough in 1990. The lecture is held annually in recognition of the enormous impact his service had in shaping the borough.

## 2.16 Summary

The Council hosts a number of community events. The impact of these events on community cohesion is difficult to quantify in measureable terms. However, the programme enables people from different backgrounds to come together, to celebrate, or to commemorate, and to interact with people from different backgrounds.

Lewisham Homes also has a number of initiatives that are designed to involve residents in decision-making and to enable citizens to drive improvements in their neighbourhoods.

The Council and its partners also support local groups to host their own events. These events bring people together to organise and coordinate. These events do not require a great deal of input from the Council or other large organisations but they can have a significant positive impact on their neighbourhoods.

## 2.17 Recommendations

### Recommendation 4:

The Council and its partners, including health, housing and community safety should continue to work together to share expertise about events, consultation and community involvement. Publishing and web resources should be shared to maximise the audience for community events.

Recommendation 5:

The 'welcome pack' being developed by Lewisham Homes for new residents should include relevant information about Local Assemblies and other opportunities for residents to become involved in their communities. Furthermore, all local housing partners should be encouraged to include this information in their communications with residents.

Recommendation 6:

Building on the success of the Big Lunch, groups wishing to hold similar community events should be encouraged to make use of public buildings, community spaces, schools and other indoor space (particularly when the weather prevents the event from being held outdoors).

### 3. Citizenship ceremonies

- 3.1 Citizenship ceremonies are a statutory duty for local authorities, which Lewisham has embraced. Prospective citizens are required to swear an oath of allegiance to the United Kingdom before they can be formally accepted as British. Regular ceremonies are held in the Council's civic suite to enable applicants to take this oath. The occasion also provides to opportunity to formally welcome or re-connect new citizens to the community. At each ceremony, there are approximately 40 new citizens, along with their children and guests. Officers from the registration service ensure that participants are made to feel welcome and that individual circumstances and cultural differences are respected. New citizens are also encouraged to become involved in the ceremony and to mix with other new citizens. Positive feedback from attendees and the continued popularity of Lewisham's ceremonies indicate that the service is performing well.

#### Welcoming new citizens

- 3.2 New citizens are given a welcome pack, which contains formal information from the home office, details about how to apply for a British passport, a welcome letter from the Mayor, information about the union flag and a Lewisham pin badge. A dignitary attends the ceremony to welcome the new citizens on behalf of the local authority and to present certificates. Local Councillors, the Mayor and other well-known people in the borough, including Sybil Phoenix OBE, often take on this role. Other notable dignitaries in the past have included Terry Waite and the Registrar General.
- 3.3 As part of the proceedings, the dignitary is invited to give a speech. Dignitaries come from all over the world, and some tell of their experience of arriving in the UK with limited resources and knowledge of the country. They talk about the contribution they have made to the community, including serving as Mayor of the Borough, becoming local councillors and in some instances even receiving recognition from the Queen. New citizens are able to see at first hand that people from all backgrounds have opportunities to succeed.



- 3.4 Dignitaries usually give some background information about Lewisham and encourage the new citizens to join in the day-to-day life of their community. They also ask new citizens to and take pride in the borough and to use their skills for the benefit of their community. On occasion choirs from local schools are invited to lead the national anthem and sing other appropriate songs. Schoolchildren also learn about citizenship at school so it gives them an opportunity to gain an understanding about nationality and the citizenship ceremony process. This creates further links with the local area and builds on the positive experience of community for new citizens.

#### Symbols of belonging and national identity

- 3.5 The ceremony is usually held in the Council Chamber, which is dressed in red, white and blue decorations for the occasion. The union flag and a portrait of the Queen are also on display. New citizens are invited to join in singing of the national anthem and as part of the ceremony, they are asked to affirm their allegiance to the United Kingdom. At every ceremony, three volunteers are asked to come forward to read a verse each of a short poem about the Union flag, celebrating Britain and reaffirming the new citizens' allegiance to their new community.

#### Becoming British

- 3.6 The letter from the home secretary to new citizens reads:

As a full and equal citizens I know that you will help to make the United Kingdom a more prosperous, generous and open society. A society in which we recognise and respect each other's cultures and faiths against a background of democracy, law and tolerance... There is much that is good in British society. And together, working as a community, we can make it even better.'

(Message from the home secretary 2012)

- 3.7 People of all nationalities, from many different backgrounds, interact with each other before, during and after the ceremony to share experiences. At the ceremony, when the new citizens are called to come forward to receive their certificates, their country of birth is mentioned and people often seek out other citizens from their home country to talk to after the ceremony. After everyone has received their certificates, they are asked to congratulate the people around them for becoming British. Officers informed the Committee that this is an important, often moving, moment for new citizens.
- 3.8 Due to the openness, efficiency and quality of Lewisham's offer, people from across London come to the borough to have their citizenship ceremony. Therefore, borough specific information may not be directly applicable to participants at ceremonies. Nonetheless, citizenship ceremonies provide the Council and its partners with an opportunity to tap into an enthusiastic new resource. New citizens may bring skills and experience from different cultures, which might be of benefit to their neighbourhood or local community.

### 3.9 Summary

Lewisham has embraced the idea of citizenship ceremonies and the service is proving popular with new citizens from across the city.

At each ceremony, there is a local dignitary, who formally welcomes new citizens on behalf of the borough.

The ceremony incorporates the Union flag, music by British composers, references to the monarchy and singing of the national anthem.

Ceremonies provide an opportunity for new citizens to hear about the good work happening in Lewisham.

### 3.10 Recommendations

Recommendation 7:

The Mayor should be invited to refresh his letter of welcome to new citizens on behalf of the Council.

Recommendation 8:

All Councillors should be encouraged to attend a citizenship ceremony. Dates of meetings should be made available to Councillors so they can meet with new citizens. Councillors and other local people who have made a difference in the community should be invited to welcome new citizens by presiding as dignitaries.

Recommendation 9:

Further information should be included in the packs given to new citizens at citizenship ceremonies. The pack should include information about how citizens can get involved in a range of activities in their local area, particularly the local assemblies programme.

Recommendation 10:

An article on citizenship ceremonies should be commissioned for Lewisham life. Where possible, ceremonies should also be promoted in other local media.

## 4. Intergenerational work

4.1 Communities can only be successful and cohesive if the concerns and cares of all citizens are understood and respected. The Committee heard that intergenerational tension has a corrosive effect on cohesion and the desire to belong may be seriously undermined by fear and misunderstanding between groups. The Committee received evidence from the Positive Ageing Council (PAC), which works to support older people and develop mutual respect and understanding between generations.

4.2 The Committee considered the PAC's annual report as part of the review. Members of the PAC steering group were also invited to share their expertise

about intergenerational dialogue with the Committee. The group informed the Committee that their aim when working across generations is to harness the wisdom and experience of older people and the enthusiasm and ambition of young people in order to improve services for all citizens. The group aims to promote understanding between groups and combat negative stereotypes.

4.3 As part of their intergenerational work members of the group have been active in addressing anti-social behaviour on public transport. Working with Transport for London, the PAC helped to design a marketing campaign, which encourages people using public transport to show consideration to others. This work not only benefits older people it also serves to make public transport safer and more efficient for people of all generations. The group has continued to work with transport providers to deal with issues and concerns as they arise.

4.4 The PAC also works with young people's groups, including the Young Mayor's team, to disseminate information about intergenerational best practice to schools. They use a variety of different approaches to encourage good citizenship on transport and to build links between generations in neighbourhoods and communities. Through its work, the group has found that older and younger people often enjoy meeting each other and sharing their experiences. In order to facilitate communication between people of different ages the PAC arranges regular opportunities for people from different generations to interact. In the past, these events have included:

- A day trip to Brighton with the PAC and a group of young people.
- Christmas Lunch, prepared by the Young Mayor's Team.
- Christmas celebration for the volunteers at Seniors Club with entertainment provided by the Young Mayor's Team.
- Table top discussions

4.5 The events and activities organised by the PAC help to improve understanding between older and younger people by facilitating discussion, providing safe spaces for ideas to be shared and by demonstrating that both groups share common ground. Evidence presented to the Committee shows that both young and old have experiences, ideas, ambitions and hopes for the future to share. The Committee heard that the combined wisdom, creative energy, experience and positivity of both generations can be used to break down barriers, encourage innovation and find solutions to shared problems.

4.6 Recommendations

Recommendation 11:

The Council and its strategic partners in health and housing should formally recognise the important work of the Positive Ageing Council and of other older people's groups in the borough. In doing so, the Council could mark international older peoples' day on the 1st of October annually. [Link](#)

Recommendation 12:

The Council and its partners should encourage younger and older peoples groups to explore further options for intergenerational activities and initiatives. The Committee has discussed the potential for further scrutiny in this area and will consider further scrutiny of citizenship for young people as part of its work programme for 2013/14.

## Monitoring and further scrutiny

- The results of the local assemblies' survey should be presented to the Committee for scrutiny.
- The Committee will consider further scrutiny on the role of citizenship education as part of its work programme for 2013/14.
- The Committee will consider further scrutiny of Lewisham's interaction with hard to reach groups as part of its work programme for 2013/14. This work might include scrutiny of approaches to the engagement of newly arrived residents in the borough in the democratic process
- A further update on this review will be scheduled for the 2013/14 municipal year.

## Sources

Citizenship Ceremonies: [link](#)

Events in Lewisham: [link](#)

International day of older persons: [link](#)

Positive Ageing Council annual report (2011/12): [link](#)

<b>Mayor and Cabinet</b>			
<b>Title</b>	Comments of the Sustainable Development Select Committee on the Mayor and Cabinet response to the Committee on the Financial Exclusion Review		
<b>Contributors</b>	Sustainable Development Select Committee	<b>Item No.</b>	14
<b>Class</b>	Part 1	<b>Date</b>	16 January 2013

## 1. Summary

- 1.1 This report informs the Mayor and Cabinet of the comments and views of the Sustainable Development Select Committee, arising from discussions held on the officer report entitled *Response to recommendations on Financial Inclusion Review*, considered at its meeting on 11 December 2012.

## 2. Recommendation

- 2.1 The Mayor is recommended to take account of the views of the Sustainable Development Select Committee as set out in section three of this referral and agree that the Executive Director for Customer Services be asked to respond.

## 3. Sustainable Development Select Committee views

- 3.1 On 11 December 2012, the Committee considered the response to its Financial Exclusion Review.
- 3.2 The Committee is satisfied that the majority of its recommendations have been properly considered. However, the Committee is not content that one of its most important recommendations, proposing the creation of a financial inclusion partnership, has been fully addressed. The Committee requests a further response to this recommendation.
- 3.3 The Committee believes that, if the recommendation is accepted, the new dedicated *financial inclusion partnership* should focus specifically on issue of exclusion, including in its terms of reference a range of activities such as: outreach, campaigning, capacity building, support for innovation, encouraging the sharing of resources and the development of best practice, as set out in the Committee's report.

## 4. Financial Implications

- 4.1 There are no financial implications arising out of this report per se; but there are financial implications arising from carrying out the action proposed by the Committee.

## 5. Legal Implications

- 5.1 The Constitution provides for Select Committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from

the relevant Executive Director; and report back to the Committee within two months (not including recess).

## **6. Further Implications**

**6.1** At this stage there are no specific environmental, equalities or crime and disorder implications to consider.

### **Background papers**

- Minutes of the Sustainable Development Select Committee meeting held on 11 December 2012
- Response to recommendations on Financial Exclusion Review (24 October 2012)
- Financial Exclusion Review referral to Mayor and Cabinet by the Sustainable Development Select Committee (30 May 2012)

If you have any queries on this report, please contact Timothy Andrew, Scrutiny Manager (ext. 47916), or Kevin Flaherty, Head of Committee Business (ext. 49327).

<b>Mayor and Cabinet</b>			
<b>Title</b>	Comments of the Safer Stronger Communities Select Committee on the Mayor's response to the Committee on the Riots Communities and Victims Panel final report.		
<b>Contributors</b>	Safer Stronger Communities Select Committee	<b>Item No.</b>	15
<b>Class</b>	Part 1	<b>Date</b>	16 January 2013

## 1. Purpose

- 1.1 This report informs Mayor and Cabinet of the comments and views of the Safer Stronger Communities Select Committee, arising from discussions held on the report entitled *Mayoral Response to the comments of the Safer Stronger Communities Select Committee on the Riots Communities and Victims Panel final report*, considered at its meeting on 27 November 2012.

## 2. Recommendation

- 2.1 The Mayor is recommended to take account of the views of the Safer Stronger Communities Select Committee as set out in section three of this referral and agree that the relevant executive director be asked to respond.

## 3. Safer Stronger Communities Select Committee views

- 3.1 On 27 November 2012, the Safer Stronger Communities Select Committee considered a report entitled *Mayoral Response to the comments of the Safer Stronger Communities Select Committee on the Riots Communities and Victims Panel final report*.
- 3.2 The Committee felt that the comments and views expressed in its referral were not fully addressed by the response from Mayor and Cabinet. The Committee would have welcomed further exploration of the issue of sentencing policy in relation to the riots.
- 3.3 The Committee also questioned the 'noting' of the final point in their referral. The Committee would have welcomed a response and an indication from the Mayor about whether or not he shared the Committee's view.

## 4. Financial Implications

- 4.1 There are no financial implications arising from this report.

## 5. Legal Implications

- 5.1 The Constitution provides for Select Committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

## **6. Further Implications**

- 6.1 At this stage there are no specific environmental, equalities or crime and disorder implications to consider.

### **Background papers**

Minutes of the meeting of the Safer Stronger Communities Select Committee (27/11/12)

Safer Stronger Communities Select Committee report – Mayoral Response to the comments of the Select Committee on the Riots Communities and Victims Panel Final Report (27/11/12)

Mayor and Cabinet report – Mayoral response to the comments of the Safer Stronger Communities Select Committee on the Riots Communities and Victims Panel (24/10/12)

Mayor and Cabinet report – Comments of the Safer Stronger Communities Select Committee on the Riots Communities and Victims Panel Final Report (11/07/12)

Minutes of the meeting of the Safer Stronger Communities Select Committee (09/05/12)

After the riots – the final report of the Riots Communities and Victims Panel (2011)

If you have any queries on this report, please contact Timothy Andrew, Scrutiny Manager (ext. 47916), or Kevin Flaherty, Head of Committee Business (ext. 49327).



<b>MAYOR &amp; CABINET</b>		
<b>Report Title</b>	Exclusion of the Press and Public	
<b>Key Decision</b>	No	Item No.
<b>Ward</b>		
<b>Contributors</b>	Chief Executive (Head of Business & Committee)	
<b>Class</b>	Part 1	Date: 16 January 2013

### **Recommendation**

It is recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3, 4 and 5 of Part 1 of Schedule 12(A) of the Act, as amended by the Local Authorities (Executive Arrangements) (Access to Information) (Amendments) (England) Regulations 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information:-

- 18     Housing Matters
- 19.    Public Health Staffing

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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By virtue of paragraph(s) 3, 4, 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

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of the Local Government Act 1972.

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