

Public Document Pack

Housing Select Committee Agenda

Wednesday, 19 June 2013
7.30pm, Committee Room 4
Civic Suite
Lewisham Town Hall
London SE6 4RU

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Part 1

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Housing Select Committee Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Wednesday, 19 June 2013.

Barry Quirk, Chief Executive
Tuesday, 11 June 2013

Councillor Carl Handley (Chair)	
Councillor Vincent Davis (Vice-Chair)	
Councillor Anne Affiku	
Councillor Paul Bell	
Councillor Liam Curran	
Councillor Amanda De Ryk	
Councillor Patsy Foreman	
Councillor Vicky Foxcroft	
Councillor Darren Johnson	
Councillor Sam Owolabi-Oluyole	
Councillor Alan Hall (ex-Officio)	
Councillor Kevin Bonavia (ex-Officio)	

MINUTES OF THE HOUSING SELECT COMMITTEE

Thursday, 16 May 2013 at 7.30 pm

PRESENT: Councillors Carl Handley (Chair), Vincent Davis (Vice-Chair), Amanda De Ryk, Patsy Foreman, Darren Johnson and Sam Owolabi-Oluyole.

APOLOGIES: Councillors Paul Bell and Liam Curran.

ALSO PRESENT: Timothy Andrew (Scrutiny Manager), Steve Bonvini (Operations Director) (Regenter B3), Scott Cook (Partnerships and Service Improvement Manager), Jeff Endean (Principal Policy Officer), Mark Humphreys (Group Finance Manager, Customer Services), Genevieve Macklin (Head of Strategic Housing), Colin Moone (Acting Housing Needs Manager), Roger Raymond, Kevin Sheehan (Executive Director for Customer Services), Andrew Potter (Chief Executive) (Lewisham Homes), Hilary Barber (Director of Corporate Services) (Lewisham Homes), Dominic Johnson (Head of Health and Safety) (Lewisham Homes), Tracy Jones (Operations Manager) (Regenter B3), Steve Langslow (Health and Environmental Manager) (Rydon's), Suzy Lloyd (Chief Executive) (SOLON), Nimisha Patel (Head of PFI) (Pinnacle), Suzanne Ste-Croix (Acting Contracts Manager) (Pinnacle) and Clifford Yeend (Divisional Manager) (Rydon).

1. Minutes of the meeting held on 3 April 2013

Resolved: that the minutes of the meeting held on 3 April 2013 be signed as an accurate record of the meeting.

2. Declarations of interest

There were none.

3. Housing matters update

3.1 Jeff Endean (Programme Manager – Housing Matters), introduced the report, the key points to note were:

- A report on new build housing that will be considered by Mayor & Cabinet on 22 May.
- The GLA launched the Building the Pipeline prospectus on the 8th March 2013 as part of the Mayor of London's Housing Covenant. The prospectus makes available £100m in London.
- Officers expect to submit bid for at least £940,000 to the GLA's Building the Pipeline fund. This is in addition to the bid of £4.5m that has already been submitted to the GLA Care and Support fund.

3.2 In response to questions from the Committee, the following was noted:

- In respect of providing open space and garden areas around the new housing, officers would look at all the options available.
- The Council intends to integrate residents fully into the consultation process.

- To date, seven organisations or community groups have expressed an interest in the Church Grove self-build site, and officers have worked alongside the National Self-Build Association to develop an appraisal process for the options on the site. The Council will convene a Panel who will then select which organisations or community groups are asked to develop plans for the site.
- The Council is open to working with other organisations who have financed self-build projects.
- The conversation with tenants and leaseholders on the two options for future investment is still in progress.
- The 500 homes have been identified from the initial 15 sites; there are a possible 54 sites in total, so this figure could rise as further feasibility work is carried out.

3.3 Suzy Lloyd (Chief Executive, SOLON), gave a presentation to the Committee, the key points to note were:

- SOLON are a resident involvement consultancy based in London specialising in Independent Resident Advisor work. They have been working with residents in Lewisham for the past two months.
- They will provide independent and impartial advice to all residents.
- They have previous experience in dealing with resident consultations on stock option appraisals in other areas. Some have resulted in stock transfers and others have not. Those that have resulted in stock transfer include:
 - Wycombe
 - Braintree
 - City West Salford
 - 4 stock transfers in Lewisham
- The key challenges for the consultation are as follows:
 - Clarity about the two options
 - Explaining difficult concepts
 - Raising aspirations
 - Giving residents a voice
 - Building trust
- The Steering Group have now agreed their terms of reference.
- SOLON are looking to build the capacity of knowledge of the residents in a number of ways, such as:
 - Providing information on the Stock condition survey
 - A coach tour of the properties to get a better understanding of the estate.
 - Information on changes to housing finance
- The wider Independent Tenant Advice (ITA) service also consists of:
 - Freephone
 - Newsletters
 - Area Panel conference
 - Working with Tenant Resident Associations (TRAs) and Tenant Management Organisations (TMOs)
 - Sessions with sheltered residents
 - Session with Board of Lewisham Homes

- Focus Groups with uninvolved residents
- ITA will be producing a Newsletter, the first of which will be published shortly.

3.4 In response to questions from the Committee, the following was noted:

- Members were reassured that SOLON will present the information in a non-biased, balanced way and will not lead residents into the direction of one option or the other.
- The consultation process would be, and seen to be, led by the residents.
- The choice to put the independent advisory service back out to tender was decided by the Resident Steering Group, and from this new tendering process, SOLON was selected.
- Members were invited to Resident Steering Group meetings in the future so they can observe how they are conducted and how the information is being presented.
- The first newsletter from the ITA will be sent to Members once available.

Resolved: that the report and presentation were noted.

4. Lewisham Homes end of year review

4.1 Hilary Barber (Director of Corporate Services, Lewisham Homes), introduced the report. The key points to note were:

- The achievements for the year for Lewisham Homes were as follows:
- Repairs: the repairs service is meeting most of its targets:
 - 99.6% of repairs were completed on time, against a 99% target
 - 98.3% of repairs were completed on the first visit against a 95% target
 - tenant satisfaction with completed repairs is slightly below the 95% target at 94% but is an increase from 93% last year
 - the repairs contact centre has answered 91% of calls within 20 seconds, which is above the 90% target
- Rent loss: Rent loss through vacant properties was 0.81% (or £564k) for 2012/13, compared to 1.39% and 1.98% in the previous two years.
- Benefit changes: close working with the Council's Universal Credit Pilot team has led to a better understanding of the impact of the changes and developing strategies for households affected by the benefit cap. Targeting households affected by the 'bedroom tax', there were individual conversations with almost all households affected, which has helped them to understand the implications of changes. Support has been provided for tenants to plan how they will deal with the changes, as well as promoting employment initiatives and assisting with transfer applications.
- Health and Safety: after an independent audit carried out by British Safety Council (BSC) of Lewisham Homes health and safety framework a four-star rating was achieved in January 2013. This is an improvement from the three-star rating obtained in 2010 and shows a very positive direction of travel. The overall score achieved was 88.76% which was 4% short of achieving a five-star rating.

- Gas safety: gas safety continues to be a high priority for the Council and Lewisham Homes – the performance for the legally required annual gas safety checks remains high and achieved 100% at year end, compared to 99.97% and 99.98% in the previous two years.
- Sprinklers: a pilot sprinkler system has been installed in one of the sheltered housing blocks. This was a ground breaking pilot as it was the first of its type in London and was worked on in partnership with the London Fire Brigade.
- Areas for improvement were as follows:
- Dealing with empty properties: less time has been taken to re-let properties – an average of 62 days at the end of September, compared with 95 days last year. Three quarters of all 650 properties were let in 49 days or less, well within the 55 day target. However the average of 62 days is adversely affected by 15 hard to let sheltered housing flats and other properties with specific issues. These 15 were all empty for over a year; without them the average relet time would be 45 days.
- Improving ‘satisfaction’ in area such as ‘Caretaking’: satisfaction with caretaking was at 64% for the year as a whole, below the 70% target, but the trend is improving with resident satisfaction at 72% in the final quarter. The improvement is coming as a result of commencing the implementation of a Service Improvement Plan.
- Improvements in the area of rent collection: to continue the steady improvement in rent collection, as income collection rates are improved on last year’s performance. Rent collection for the period was 98.87%, an improvement on performance from 98.7% in the previous year.

4.2 In response to questions from the Committee, the following was noted:

- In respect of damp and mould, Lewisham Homes has been proactive since the Committee’s review into damp and mould. This includes:
 - A YouTube video was produced to provide residents with information on preventing damp and mould
 - 1-to-1 consultations with residents
 - Much more information and support to residents
- Lewisham Homes have re-assessed their procedures in respect of Anti-Social Behaviour to deal with the issues more effectively. They do have a good previous track record on working with the council officers, the police and partner organisations in combating Anti-Social Behaviour (ASB).
- One of their officers, Kevin Jones, is overseeing a project to improve their Caretaking facilities over the estate.
- Lewisham Homes has reviewed its procedures in respect of empty properties to attempt to lessen the possibility that properties will not be occupied by squatters in the future.

Resolved: that the report be noted.

5. Brockley PFI end of year review

5.1 Steve Bonvini (Operations Director, Regenter B3), introduced the report. The key points to note were:

- Regenter B3 has been working in Lewisham since September 2007.
- The achievements for the year for RB3 were as follows:
- In respect of the Complaints Service, RB3's performance over the year regarding answering correspondence on time has been inconsistent and deductions will be applied accordingly. They have put in place actions that will deal with the complaints in a more effective way. Following this, complaints have come down in 2012-13, compared to 2011-12.
- The target for income collection for RB3 is a rolling figure, and is set as a minimum of 0.5% above the average collection rate of the Councils housing providers. As at the end of March 2013, RB3 are reporting an average YTD collection rate of 99.1% of rental income against the Councils providers of 98.1%.
 - Days for staff to concentrate on a dedicated activity e.g. court papers
 - Partnership working with Lewisham Credit Union
 - Establish evening rent arrears / welfare benefit surgeries
 - Strategic partnership working with Lewisham Homes
- In terms of void management, it is monitored monthly through a contractual KPI which measures the average time in letting minor void dwellings and a target of 28 days has been set. In 2011/12, there were a total of 45 voids leading to an average re-let time of 18 days. Rydon Ltd has received 55 void properties categorised as initial availability within the period. Re-servicing of the void properties have averaged 19.85 days. Some properties have required extensive decoration works and major works to bring the property back to a Decent Home standard.
- In terms of repair and maintenance, the average number of repairs carried each month for the half year to date is 403. There are three main Key Performance Indicators relating to the responsive repairs performance. It is noted that the number of responsive repairs requested by tenants compared to the same period last year has fallen by 39.
- The RB3 Residents Board represents all residents in the RB3 area and is the forum where discussion and consultation on issues of relevance to residents takes place. It has been meeting monthly since the contract began and participation has increased steadily from low levels initially to the current attendance by 20 to 25 residents at most meetings. Also, three new TRAs have been formed since the beginning of the contract bringing the number of TRAs in RB3 to 5.
- In terms of new energy proposals, have taken several initiatives forward as a result of the pilot: a new energy information leaflet has been produced and is now part of the sign up pack and the welcome home pack for new residents now includes energy saving bulbs and low temperature washing powder.
- Areas for improvement were as follows:
- In terms of ASB, work is being carried out to improve their response to issues of ASB. For example, the review and examination of some high profile ASB cases has resulted in a refreshed approach to the management of these cases. There is now a regular call over with housing managers to discuss and review cases, consider new initiatives and share good practice. They also work with the Safer Neighbourhood team and the local Police to tackle ASB and use a range of methods to resolve ASB – such as Mediation and ABC Acceptable Behaviour contracts, where appropriate. RB3 also work with the Councils Anti-Social Behaviour Action Team, and

LAMP (Lewisham Action on Mediation Project) who provide support through mediation.

- Leaseholder Valuation Tribunal: The Class action involving 23 individual leaseholders against the Council and Regenter has now been determined by the Upper Tribunal. The Major Works invoices have been recalculated and the Leaseholders involved have been issued with revised invoices based on this determination.

5.2 In response to questions the Committee were advised:

- The Leaseholder Valuation Tribunal means that residents would be entitled to a 2% cash-back on the management fee if the total bill was over the £10,000 cap.
- RB3 are aware of 6 properties on their estate with issues of damp and mould that Asset Management is looking into. If any other complaints are known, Members may forward the information to RB3 who will then be able to investigate the complaint.
- They have carried out surveys on 67 other properties, which may have problems with damp and mould.
- RB3 are also working with a company to experiment with a number of solutions to lessen damp and mould on its estate.

Resolved: that the report be noted.

6. Emergency services review

6.1 Timothy Andrew (Scrutiny Manager), introduced the report. The key points to note were:

- The Safer Stronger Communities Select Committee had already received evidence from the Borough Fire Commander about the proposals in the draft fifth London safety plan.
- Other Select Committees would receive evidence for the Emergency Services Review related to their respective terms of reference.
- The information provided by officers about responses to the Lakanal House inquest and the ongoing work with housing providers in the borough, formed the first part of the Committee's contribution to the Emergency Services Review.

6.2 Scott Cook (Partnerships and Service Improvement Manager, Strategic Housing, Customer Services), introduced evidence for the Emergency Services Review. The key points to note were:

- Fire risk assessments had been undertaken to all high rise housing blocks in the borough, completing all fire safety works by March 2012.
- The findings of the inquest into the Lakanal House fire in Southwark were announced in March 2013. Housing providers in Lewisham had been asked to respond.
- The six key areas of the recommendations from the Lakanal House inquest were:

- Publication and promotion of fire safety
- Signage in high rise residential buildings
- Policy and Procedures concerning fire risk
- Training of staff engaged in maintenance and refurbishment work on existing buildings
- Access for emergency vehicles
- Retro fitting of sprinklers
- Officers in Strategic Housing had asked Lewisham's housing providers to respond to each of the recommendations. Key points to note were:
 - Fire safety and advice leaflets had been given to all residents in high rise blocks.
 - Lewisham Homes and RB3 were both 100% compliant on fire safety
 - Lewisham Homes and RB3 employed fire safety specialists
 - Both Lewisham Homes and RB3 were compliant on access for emergency services and vehicles
 - Many buildings managed by Lewisham Homes are being assessed for the feasibility of fitting sprinklers; prioritising sheltered blocks

6.3 In response to questions the Committee were advised:

- The Council worked closely with Lewisham Homes and RB3 to ensure that their buildings were 100% fire safety compliant, including the fitting of fire and escape doors, maintaining signage and carrying out risk assessments.
- Where the condition of buildings had deteriorated or there were older doors installed, maintenance operatives had been trained to ensure work was being carried out to the required standard.
- Lewisham Homes employed a specialist company to fit flat entrance fire doors and there would be further assessments once they had been fitted.
- Where work was being carried out as part of the decent homes programme Lewisham Homes worked to ensure that fire safety measures could be built into, or enhanced, as part of the works. One example was the inclusion of self-closing kitchen doors as part of the decent homes work upgrading kitchens.
- The Council had committed to assessing the feasibility of installing sprinklers in each of the developments proposed as part of the 'New Homes, Better Places' programme.
- The key to ensuring safety in high rise blocks was the effectiveness of measures to limit the spread of fire.
- In high rise buildings, each fire door (assuming it is fitted and maintained properly) should hold back the spread of fire by 30 minutes.
- There might be cases where tailored fire safety advice was required for high rise blocks, especially where the layout of buildings was not straightforward.

- Fire safety checks were carried out in Lewisham Homes' properties on a monthly basis. Problems would also be identified by caretakers during their daily checks of buildings and these would be dealt with accordingly.
- Any complaints/queries by residents in respect of fire safety were dealt with through the repairs and maintenance system.
- Work was ongoing to inform residents about fire safety.

Resolved: that the report be noted.

7. Housing supply and demand

7.1 Colin Moone, Housing Needs Service Group Manager, Customers Services, introduced the report. The key points to note were:

- Lewisham has about 116,091 dwellings in the borough, approximately 42.4% are owner-occupied, 24.3% are private rented, 31.1% are social rented properties, 1.2% are shared ownership and 1% living rent free (Source: 2011 Census).
- There are approximately 7,700 on the housing register in Lewisham. The register had been reviewed over the past year, bringing down the figure from about 18,000.
- Last year, there were 1,661 social rented properties available for letting throughout the borough.
- With data from April-December 2012, the average waiting time for those on the housing register for a 2-bedroom household was 109 weeks, and for a 4-bedroom household it was 285 weeks.
- In terms of temporary accommodation, about 1,165 have been placed in provision provided by a number of suppliers, for example hostels, private sector landlords, or bed and breakfasts.
- The two main reasons for being made homeless in the borough were loss of rented property and 'family/friend exclusion'. These two reasons accounted for over 80% of homeless applications and acceptances
- Lewisham had 205 out-of-borough placements in neighbouring boroughs in 2012. All London boroughs have signed up to an agreement to regulate inter borough placements, to ensure the host borough is not out-bid for properties within their own jurisdiction.
- Lewisham has a Rent Incentive Scheme, which is voluntary, and allows households to move to the private sector if they so wish. In 2012-13, 47 households were relocated under this scheme.
- In conclusion:
 - Housing register is currently 7,836
 - 1,000 new applications a year
 - 1,211 homeless applications last year; 700 accepted

- 1,661 lettings last year
- 1,165 households accommodated in temporary accommodation (TA)
- 618 in temporary accommodation in private sector
- Currently 10,000 landlords accommodating households on housing benefits
- There is not enough social housing supply to meet the demands of our community
- The volume of social rented housing available for letting in any one year just about meets emerging demand but does not address any of the backlog on the housing register

7.2 In response to questions the Committee were advised:

- Work has been carried out previously to convert properties to larger homes, and officers are submitting a bid to the GLA “Building the Pipeline” fund to support further deconversion and extensions as well as for more new build.
- As well as the Rent Incentive Scheme, there is the Private Sector Leasing Scheme, which is a scheme where Lewisham Council leases private rented property for a flexible term of up to three years. These properties are then let by the Council to homeless families in need of temporary accommodation. The difference between the two schemes is that the Council will manage the properties and cover any ‘empty’ periods that may occur on the Private Sector Leasing Scheme.
- Boroughs across London are trying to work together to tackle the issue of limited available accommodation for those registered as homeless. The places where people work, live, travel and socialise are quite interchangeable for a lot of residents, and that makes managing the use of properties by homeless households and individuals more challenging.
- There are a couple of ‘property exchange’ schemes that are available; Lewisham participates in the House Exchange scheme. If someone is a council or housing association tenant, then they can arrange to swap their house or flat with another tenant, provided their landlord agrees.
- The Council are working with developers to extract as much social housing as they can in new developments.
- On Convoys Wharf, while the Council’s planning policy position is to aim for up to 50% of housing to be affordable/social housing, this can only be achieved if it is financially viable and fits alongside the development of other priorities such as schooling and healthcare facilities.
- Officers would supply Members with information on:
 - Breakdown of the Homeless figures in respect of Reasons and Age
 - Number of homeless refusals and reasons.

Resolved: that the report be noted

8. Select Committee work programme

8.1 Timothy Andrew, Scrutiny Manager, introduced the report. The key points to note were:

- In respect of the item on 'Preparation for the Housing Benefit Cap in Lewisham' at the next meeting, Members asked that it cover the following areas:
 - Brighton's policy on the Under-Occupancy Charge, more commonly known as the 'Bedroom Tax'
 - Debts
 - Eviction policies

Resolved: that the work programme be noted.

9. Items to be referred to Mayor and Cabinet

None

The meeting ended at 10.15 pm

Chair:

Date:

Agenda Item 2

Housing Select Committee			
Title	Declarations of Interest		
Contributor	Chief Executive	Item No.	2
Class	Part 1	Date	19 June 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)

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Agenda Item 3

Housing Select Committee			
Title	Emergency services review	Item	3
Contributor	Scrutiny Manager		
Class	Part 1	Date	19 June 2013

1. Purpose of paper

- 1.1 The Overview and Scrutiny Committee has agreed that its select committees will carry out a review of emergency services in Lewisham. The Housing Select Committee has been tasked with determining impact of the changes as they relate to the borough's housing.
- 1.2 At its meeting in March, the Committee requested that officers provide further information about how it might approach this task. A scoping report was considered by Members at their meeting on 03 April 2013 and it was agreed that the Committee would receive evidence for the review at its meetings on 16 May and 19 June 2013.
- 1.3 At its meeting on 16 May, the Committee heard from Lewisham Homes and Brockley PFI about their work to ensure fire safety in their housing stock. The Committee requested further information about work being carried out to engage with residents, as well as Lewisham Homes' plans to install sprinklers in the borough's housing stock.

2. Recommendations

The Committee is asked to:

- consider the content of the attached report from Lewisham Homes
- direct questions to officers at the meeting on 19 June
- consider whether recommendations should be made to the overview and scrutiny committee

3. Background

- 3.1 At its meeting on the 11 February 2013 the Overview and Scrutiny Committee considered a scoping report, which set out the terms of reference for a review into emergency services in Lewisham. At the meeting, it was decided that the review would be co-ordinated across all select committees. Members of the O&S Committee considered the proposed terms of reference and they agreed that the review would aim to:
 - clarify the key policy initiatives and financial constraints impacting on emergency services locally
 - identify the local implications for services
 - consider the potential impact of any service changes

- 3.2 As part of the review, the Committee resolved that the Housing Select Committee would:
- identify the related impact on services and performance locally, particularly in relation to tenants and housing providers (Lift call outs, fire safety checking responsibilities etc)
 - consider the potential impact of any service changes specifically in relation to tenants and housing providers
- 3.3 The Housing Select Committee agreed that its contribution to the emergency services review would focus on:
- Prevention, engagement and enforcement
 - Potential future implications of the proposed changes
- 3.4 Proposals in the draft fifth London safety plan include the intention to close New Cross and Downham fire stations and reduce the number of fire fighters in the borough. The Safer Stronger Communities Select Committee heard from the borough fire commander on 8 May 2013 that, if the proposals were agreed, response times in the borough would increase. In order to mitigate the impact of the changes, the fire service intends to intensify its efforts to work with communities and housing providers to prevent fires from starting. Furthermore, it is anticipated that this work will be targeted at those most at risk from fire (demographic information from the draft fifth London safety plan has been included as appendix B).

4. Key lines of enquiry

- 4.1 The terms of reference for the review have been established by the Overview and Scrutiny Committee. The Committee has agreed to address these areas by seeking answers to a set of key questions:

Prevention, engagement and enforcement

- How will the proposed changes impact on work to prevent fires in Lewisham's housing stock?
- How will partners continue to ensure that effective prevention work takes place?
- How much training for housing providers was carried out in previous years- and how much is expected to be carried out following the proposed changes?
- What plans do housing providers have in place to engage with residents on the issue of fire safety?
- How many issues and enforcement notices have been issued by the fire brigade for Lewisham's public housing?
- How will support be maintained for enforcement activity to be carried out?

Future implications

- Do the proposed changes take into account the anticipated growth in Lewisham's population, as well as likely increases in housing density?
- How will the changes to the lifts policy impact on housing providers in the borough?
- Have housing providers assessed the potential impact of the proposals to charge for multiple false alarms and unnecessary lift call outs?

5. Further implications

There are no direct legal, financial, equalities, sustainability or crime and disorder implications arising as a result of the implementation of the recommendations in this report. However, there may be further implications arising as a result of the review. These will need to be considered, as appropriate.

If you have any questions about this report please contact Timothy Andrew (Scrutiny Manager) on 02083147916.

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Housing Select Committee			
Title	Emergency services review	Item	3
Contributor	Lewisham Homes		
Class	Part 1	Date	19 June 2013

1. Purpose

- 1.1 The purpose of this report is to provide members with a response to issues raised at the last Housing Select Committee on 16 May 2013:
- Progress on considering the installation of sprinklers in Lewisham Homes' high rise buildings
 - The response to proposals by the Fire Service to reduce the number of fire fighters based in the borough by one quarter, in particular how residents are being involved and informed about fire safety.

2. Recommendation

It is recommended that Members note the contents of the report.

3. Background

- 3.1 Housing Select Committee considered a report on the Emergency Service Review at its last meeting on 16th May 2013. Following this, the Committee wanted to know more about two of the issues raised:
- 3.2 Firstly, progress on discussions about the installation of sprinklers in Lewisham Homes' high rise buildings.
- 3.3 Secondly, the Committee wanted to know more about resident involvement in fire safety and prevention measures. Specifically, how residents are being informed about fire safety, and, when problems are identified in particular buildings, how these are dealt with. The Committee also wanted to know whether there were ways in which residents could become more involved in ensuring that their buildings are fire safe.

4. Retro-fitting of sprinklers to blocks of flats managed by Lewisham Homes

- 4.1 In line with legislative requirements, Lewisham Homes has adopted a risk-based approach to managing fire safety. A fire risk assessment has been completed for each building and there is an on-going programme to

- regularly review these assessments, and make any reasonable improvements to fire safety in each block.
- 4.2 Sheltered accommodation was identified as a higher priority due a combination of fire risk assessments and the vulnerability of tenants living in those schemes. Therefore, Lewisham Homes completed a programme of intrusive fire risk assessments, to ensure that the strategy for managing fire risk in sheltered housing is effective. Feasibility studies are now programmed for 2013-14 to assess the viability of installing sprinklers in these properties.
 - 4.3 There are additional factors, for example problems in managing the storage of mobility scooters. These present a fire risk because they are flammable and can obstruct the access routes from a building. They are also highly valued by their users and equality legislation requires proper consideration of the needs of those with disabilities. The installation of sprinklers, if viable, can address those risks.
 - 4.4 The use of sprinklers has been piloted, and a sprinkler system has been installed in Somerville, which is an extra-care sheltered housing block. This was a ground breaking approach, and the first of its type in London, developed in partnership with the London Fire Brigade. It has been heralded as good practice because it greatly increases protection to residents by suppressing a fire in its early stages. Lewisham Homes has been taking part in good practice seminars organised by the LFB to promote this approach.
 - 4.5 Intrusive fire risk surveys are currently being considered for other blocks, with priority being given to the buildings that present the highest risk. The height of a building is not a good indicator of the greatest risk – some lower blocks with complex construction or housing vulnerable people present a higher risk. Future assessments will consider retro-fitting sprinklers as one option, comparing this to the cost of remedial works.
 - 4.6 It is difficult to estimate the future costs of fitting sprinkler systems, as each block is different. However, an indication can be given from the cost of installing sprinklers at Somerville - this was £41,800 and covered all communal areas, 2 offices and 26 flats, making a unit cost of £1500.

5. Response to reductions in fire fighters in the borough

- 5.1 The storage or dumping of combustible items within or close to buildings is a major contributory factor to fires in social housing. Regular checks and removal of combustible items are carried out by Lewisham Homes.

- 5.2 Residents can actively improve the fire safety arrangements in their building by observing the guidance given by Lewisham Homes in various publications including the 'Fire Safety in the Home' booklet. They can also contribute by reporting promptly to Lewisham Homes any items that have been left within the communal areas.
- 5.3 Residents receive information about fire safety from Lewisham Homes in the following ways
- Fire safety booklet and Tenants' handbook provide guidance;
 - The Lewisham Homes' residents magazine has regular articles on fire safety;
 - All new tenants are shown a DVD at sign-up which similarly gives advice;
 - Tenants are advised about the maintenance of smoke alarms fitted as part of major works refurbishments in an after care booklet.
- 5.4 In terms of involvement, tenants and residents associations are encouraged to have fire safety as an agenda items, and to feed back to Lewisham Homes any issues identified. The Lewisham Homes Fire Safety Advisor has also attended TRA meetings to give advice. At community events, including DIY training run by major works contractors, sessions are run by the London Fire Brigade to promote fire safety.

6 Further implications

There are no financial, legal, crime & disorder, sustainability of equalities implications arising from this report.

Please contact Louise Spires, Housing Strategy, Policy and Development Manager, 020 8314 6649.

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Targeting those most at risk from fire

Fifth London Safety Plan
Supporting document No.5
Consultation draft

March 2013

Targeting Home Fire Safety Visits

Background

The Incident Risk Analysis Toolkit, or 'iRAT', is an LFB term used to describe a suite of statistical analysis techniques which have been adopted to better understand where incidents occur and who is affected by them.

Developed during 2005 and launched in the autumn of 2006, iRAT combines what we know about incidents with the information we know about people and where and how they live. iRAT identifies the areas of London, and the lifestyles of the people, where incidents are most likely to occur so that preventative campaigns can be focused in those areas to reduce incidents, stop fatalities and casualties and improve London-wide performance.

iRAT can be used to identify the likelihood of any type of incident occurring, but most of the work in developing the models has focused on accidental dwelling fires (ADFs) – fires in peoples' homes, where most fire fatalities occur – where we target our home fire safety visits (HFSVs) and the majority of our prevention campaigns.

In 2008, the outputs from the statistical modelling and our knowledge about lifestyle risk were combined to create 'priority postcodes' for targeted HFSVs. Priority postcodes (which are sometimes referred to as "P1s") enable the iRAT risk information to be more easily interpreted and provide an easy tool for station-based staff to plan and prioritise their HFSV work.

This briefing focuses on the analysis that supports the identification of priority postcodes.

The 2008 analysis

To understand which types of people are at the greatest risk from accidental fires in the home, Mosaic lifestyle profile data has been used¹. Mosaic is a commercial product (used by many public sector organisations and service providers) that describes households by different lifestyles. The segmentation approach adopted by Mosaic combines various data about household composition and activities to characterise households into groups and types.

The Brigade collects detailed information about the people involved in fatal fires, but less data is collected about people who experience fire in the home but are not killed by it. The Mosaic data can be matched to those individual incident records to give an approximation for the types of people who experience the most fires. For this reason, the Mosaic data is a valuable product as it covers every identifiable home in London in a standard and comparable format.

To determine which groups are 'at risk' the number of incidents, by Mosaic group, is compared with the base number of those lifestyles present within London. If accidental fires in the home are a random event, then the rates should be similar (for example, if Group A make up x per cent of London, then they should also have x per cent of the fire incidents). However, the data shows that fire adversely affects some groups more than others.

The Mosaic Groups, showing their number and proportion in London, together with the number of fires and casualty causing fires are shown in Table 1.

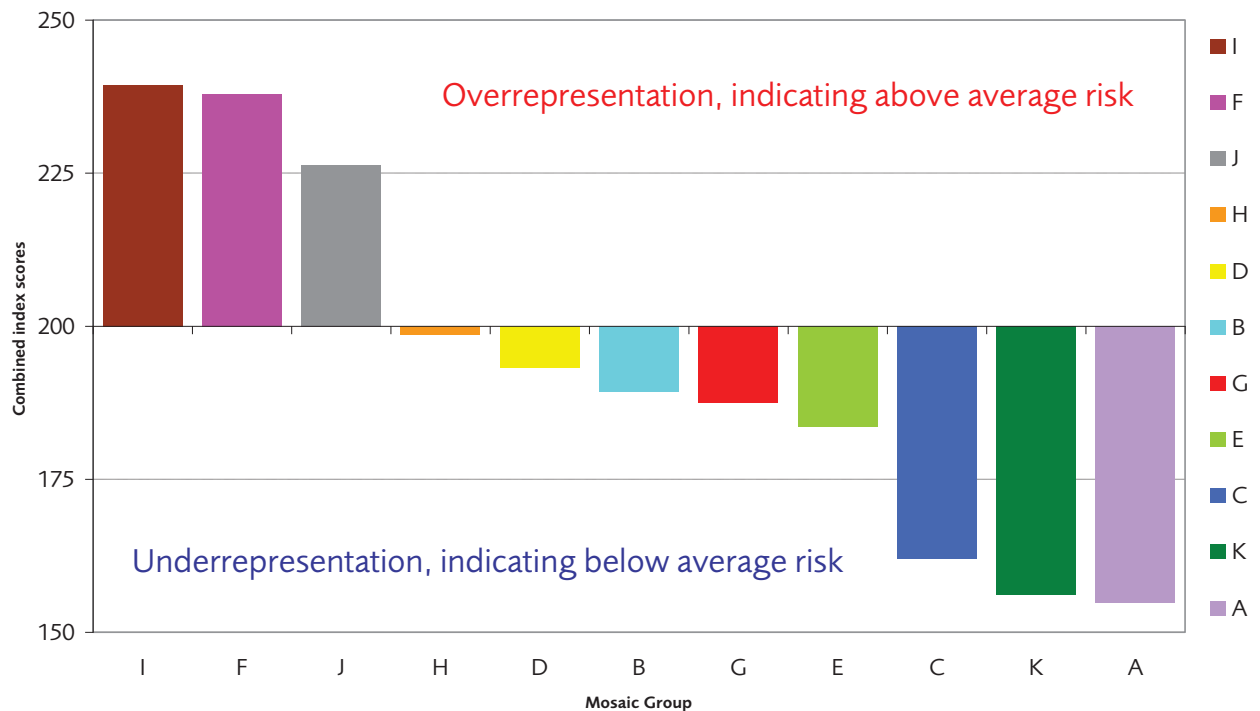
¹ Experian Public Sector Mosaic: <http://publicsector.experian.co.uk/Products/Mosaic%20Public%20Sector.aspx>

Table 1: Mosaic Groups 2008 compared to accidental fires and casualties in the home

Group	Description	# of Homes	% of Homes	# of Fires (3y)	% of Fires (3y)	# of Casualties (3y)	% of Casualties (3y)
A	Career professionals living in sought after locations	466,617	14%	1,871	11%	297	9%
B	Younger families living in newer homes	83,121	3%	299	2%	73	2%
C	Older families living in suburbia	490,714	15%	1,835	11%	342	11%
D	Close-knit, inner city and manufacturing town communities	497,919	15%	2,855	17%	509	16%
E	Educated, young, single people living in areas of transient populations	919,829	28%	4,952	29%	872	27%
F	People living in social housing with uncertain employment in deprived areas	471,751	14%	3,442	20%	727	22%
G	low income families living in estate based social housing	23,653	1%	124	1%	23	1%
H	Upwardly mobile families living in homes bought from social landlords	159,562	5%	723	4%	166	5%
I	Older people living in social housing with high care needs	53,774	2%	423	2%	88	3%
J	Independent older people with relatively active lifestyles	105,312	3%	586	3%	142	4%
K	People living in rural areas far from urbanisation	1,319	0%	6	0%	1	0%
N/A				-	0%	-	0%
London		3,273,571	100%	17,116	100%	3,240	100%

The differences in proportions between the each Mosaic Group and the number of fires and casualties they have can be converted to an index score which highlights where particular groups are over or under represented. Using the index scale, 100 indicates no bias either way, above 100 indicates an over representation and below 100 indicates an underrepresentation. In the chart that follows the index scores for both the likelihood of an incident occurring and the chance of that incident causing a casualty (death or injury) have been combined to identify the lifestyle groups at most risk.

Chart showing Mosaic Groups by their combined fire/casualty risk index



From this analysis the target groups for home fire safety visits were identified as groups I, F and J. A summary description of the lifestyles of those groups is presented below²;

■ **Group I** – generally consists of elderly people who are mostly reliant on state benefits, and live in housing designed by local authorities and housing associations. Some live in old people's homes or sheltered accommodation, while others live in small bungalows, set in small enclaves within larger council estates. Most of these people spend money only on the basic necessities of life.

■ **Group F** – is comprised of many people who are struggling to achieve the material and personal rewards that are assumed to be open to all in an affluent society. Few hold down rewarding or well paying jobs and, as a result, most rely on the council for their accommodation, on public transport to get around and on state benefits to fund even the bare essentials. The lack of stability in many family formations undermines social networks and leads to high levels of anti-social behaviour among local children.

■ **Group J** – consists mostly of pensioners who own their homes and who have some source of income beyond the basic state pension. Many of these people have, on retirement, moved to the seaside or the countryside to live among people similar to themselves. Today many of these people have quite active lifestyles and are considered in their purchasing decisions.

2008 Summary

From the 2008 analysis around 630,000 homes were identified as being in a Priority Postcode. This represented 19 per cent of the homes in London which accounted for 26 per cent of the accidental dwelling fires and 30 per cent of the casualties they caused.

Mosaic's new public sector segmentation

The postcode and household details in Mosaic are updated annually (so allowing new homes to be incorporated), but at the end of 2009 Experian (the providers of Mosaic) undertook a detailed update of the Mosaic Public Sector product. This update involved a whole new segmentation analysis to create a new set of Groups and Types. It isn't surprising that there are similarities between the profiles of the lifestyles in the two segmentations, but Mosaic 2009 has 15 Groups (compared with 11 previously) and 69 Types (compared to 64 previously).

Updating the priority postcode analysis

As with the analysis undertaken in 2008, the new Mosaic segmentation data has been used with the Brigades incident data so that comparisons can be made between the proportions of each type of lifestyle in London and the number of incidents they experience.

² Multimedia Guide to Mosaic Public Sector – Summary descriptions

Table 2: New Mosaic segmentations compared to accidental fires and casualties in the home

Group	Description	# of Homes	% of Homes	# of Fires (3y)	% of Fires (3y)	# of Casualties (3y)	% of Casualties (3y)
A	Residents of isolated rural communities	1,170	0%	4	0%	1	0%
B	Residents of small and mid-sized towns with strong local roots	72,131	2%	215	1%	36	1%
C	Wealthy people living in the most sought after neighbourhoods	228,145	7%	927	5%	125	4%
D	Successful professionals living in suburban or semi-rural homes	34,800	1%	82	0%	8	0%
E	Middle income families living in moderate suburban semis	382,946	12%	1,436	8%	300	9%
F	Couples with young children in comfortable modern housing	28,094	1%	77	0%	7	0%
G	Young, well-educated city dwellers	1,020,303	31%	4,554	25%	805	24%
H	Couples and young singles in small modern starter homes	188,927	6%	946	5%	207	6%
I	Lower income workers in urban terraces in often diverse areas	458,907	14%	2,636	15%	531	16%
J	Owner occupiers in older-style housing in ex-industrial areas	36,571	1%	129	1%	28	1%
K	Residents with sufficient incomes in right-to-buy social housing	60,041	2%	245	1%	47	1%
L	Active elderly people living in pleasant retirement locations	57,110	2%	239	1%	41	1%
M	Elderly people reliant on state support	61,520	2%	647	4%	98	3%
N	Young people renting flats in high density social housing	634,196	19%	5,566	31%	1,130	33%
O	Families in low-rise social housing with high levels of benefit need	36,688	1%	213	1%	49	1%
U		-	0%	-	0%	-	0%
London		3,301,549	100%	17,916	100%	3,413	100%

From the new Mosaic segmentations, only two groups emerge as being significantly above average for fire likelihood and casualty causing dwelling fires. As a result of the new segmentation, Group L, which is similar to the previous Group J (i.e. more wealthy and active older people), no longer has the higher level of casualty causing fires and so drops back to being an average group.

The two groups that form the new target group for priority postcodes are now Group M and Group N. These groups are characterised as³:

■ Group M – contains large numbers of pensioners in their later retirement years, many of whom live on low incomes in social housing or in care homes. This group contains many older pensioners who no longer have the physical and mental ability to maintain the homes and gardens in a manner which was within their capability in earlier retirement years. The majority are people who, on account of their low incomes, lived in a house on a council estate where they could never realistically look forward, on retirement, to more than the basic state pension. These people tend to live in a mix of different types of accommodation. Some live in nursing homes or in sheltered accommodation and benefit from the services of a resident warden, others in accommodation designed for semi-independent older people, such as modest bungalows on a council estate or council accommodation not designed for this Group but nonetheless quite well suited to its needs.

■ Group N – contains people on limited incomes mostly renting small flats from local councils or housing associations. Typically these are young single people or young adults sharing a flat. They may also be single people of older working age or even pensioners. Most live in properties that are not suited to the needs of families with children. In some areas of London, this Group contains large numbers of recent immigrants, students and young professionals, elsewhere populations are almost exclusively white. Quite a few of the larger blocks that these people live in have structural defects, and have turned out to be less attractive places to live in than their architects and planners had originally envisaged. As a result, many of them are hard to

³ Multimedia Guide to Mosaic Public Sector – Summary descriptions

let. In the smaller blocks, especially in London and in Scotland, there are a number of parents with young children sometimes living in conditions of serious overcrowding. Not necessarily living in housing of their own choice, many residents are disadvantaged by living among neighbours who suffer seriously high levels of unemployment and sickness, and who experience low incomes and high levels of social deprivation.

At this stage of the analysis priority postcodes would make up 21 per cent of the homes in London and account for 35 per cent of the accidental dwelling fires and 36 per cent of the casualties they have caused. This is a marked increase in the effectiveness of Priority Postcode targeting as a result of the new segmentation.

Improving performance in outer London boroughs

Given the characteristic of Group N, it is not surprising that the majority of postcodes of this type are located towards inner London. For example, in an inner London Borough, priority postcodes can make up around 56 per cent of the homes in the borough and account for 63 per cent of the dwelling fires and 71 per cent of the casualties. Whereas in an outer London borough, priority postcodes could make up only two per cent of the homes in the borough and account for five per cent of the dwelling fires and five per cent of the casualties.

This in itself is not a problem. But as fire engines are for the most part located in their own stations, there is a need to identify sufficient and appropriate local work (local risk) for those crews to carry out. For this reason a way of identifying the local risks of outer London boroughs was considered.

The 15 Mosaic Groups can be further segmented into 69 different Types. Analysis was undertaken to see whether any of the Types in Groups N and M presented less risk, and if that was the case (and therefore could be excluded from the total), were there any Types in the outer-London boroughs that presented a notable local risk (and should be added into the Priority Postcode list).

From the Type analysis of Groups N and M, four Types were found to have lower risk likelihood scores and were excluded from the target group (a reduction of 74,000 homes). Fourteen boroughs were examined for local risk factors and 85,000 homes in these boroughs were added to the Priority Postcode target list.

The overall effect of this 'local top-up' is that 707,086 homes in London have been identified in priority postcodes. These make up 21 per cent of the homes in London and account for 34 per cent of the accidental dwelling fires and 36 per cent of the casualties they have caused.

For example, with the local top up applied to Havering, priority postcodes now make up 10 per cent of the homes in the borough and account for 22 per cent of the dwelling fires and 27 per cent of the casualties.

	No of homes	% of homes	% of Accidental Dwelling Fires (ADF)	% of casualties	P1 ADF rate per 10,000 homes	Non-P1 ADF rate per 10,000 homes
Old	630,837	19%	26%	30%	24	19
New	707,086	21%	34%	36%	29	15

Target group for social media

Social media provides a unique opportunity to work with groups that the Brigade is not targeting through home fire safety visits.

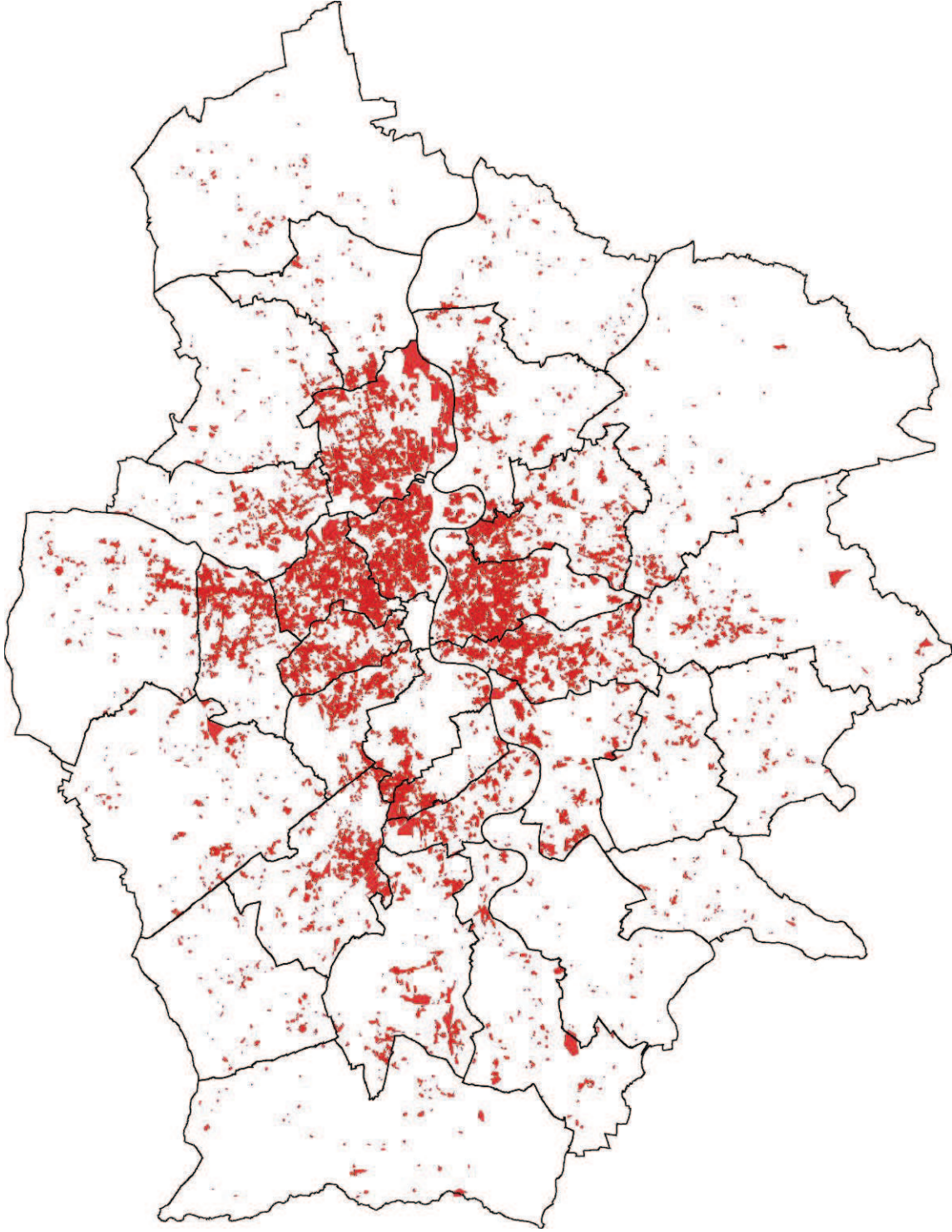
While HFSVs have been extremely successful, they do not reach the groups in London that, while less at risk, have the most fires as a group. The Mosaic analysis shows that Group G are underrepresented for fire risk and casualty causing fires, but because they make up such a high proportion of London (31 per cent) this group is responsible for a quarter of all dwelling fires. More than one in three households in the capital fit in to Group G

– a lifestyle our communications team describe as YEPILs; Young Educated People In London. Trying to encourage this group of Londoners to change their behaviour in order to reduce fires has proven a particularly difficult challenge as they do not respond to direct forms of communication - such as local newspaper articles or HFSVs - that have proven effective with other groups of Londoners.

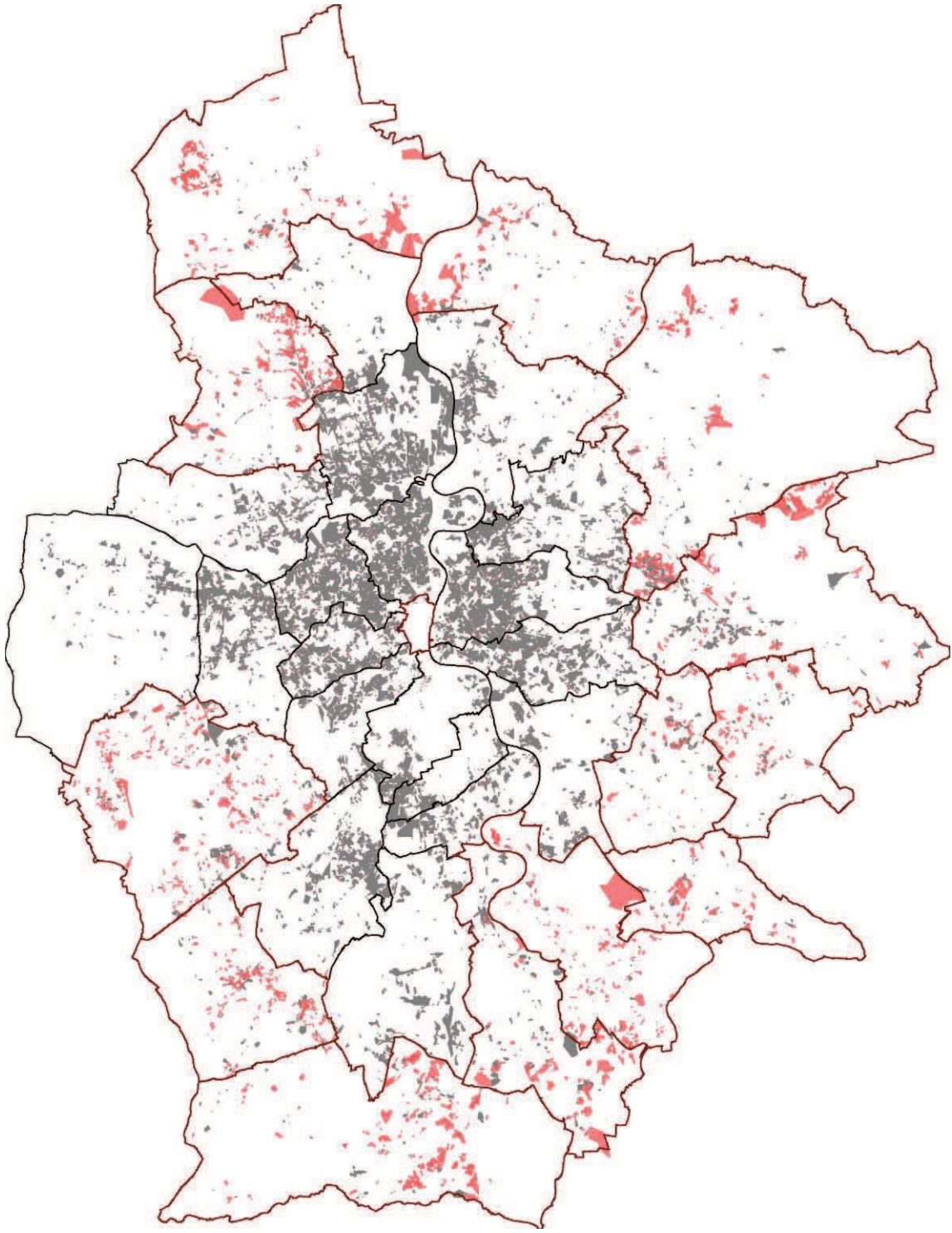
With YEPILs being heavy users of Web 2.0 (two-way rather than a one-way broadcast form of communication), and in particular social media, the Brigade will use the social media opportunities to help facilitate behavioural change to help Londoners help protect themselves from fire. We have already been able to demonstrate, through the use of short term social media campaigns, how we can reduce fires in this particular group. However, in the coming years, we will expand this work to develop more opportunities to nudge people into protecting themselves from fire.

Source note: *Some of this document is an extract from report FEP1740 "Home fire safety visits (HFSVs) – targeting those most at risk from fire" considered at a meeting of the LFEPA Community Safety Committee on 9 June 2011.*

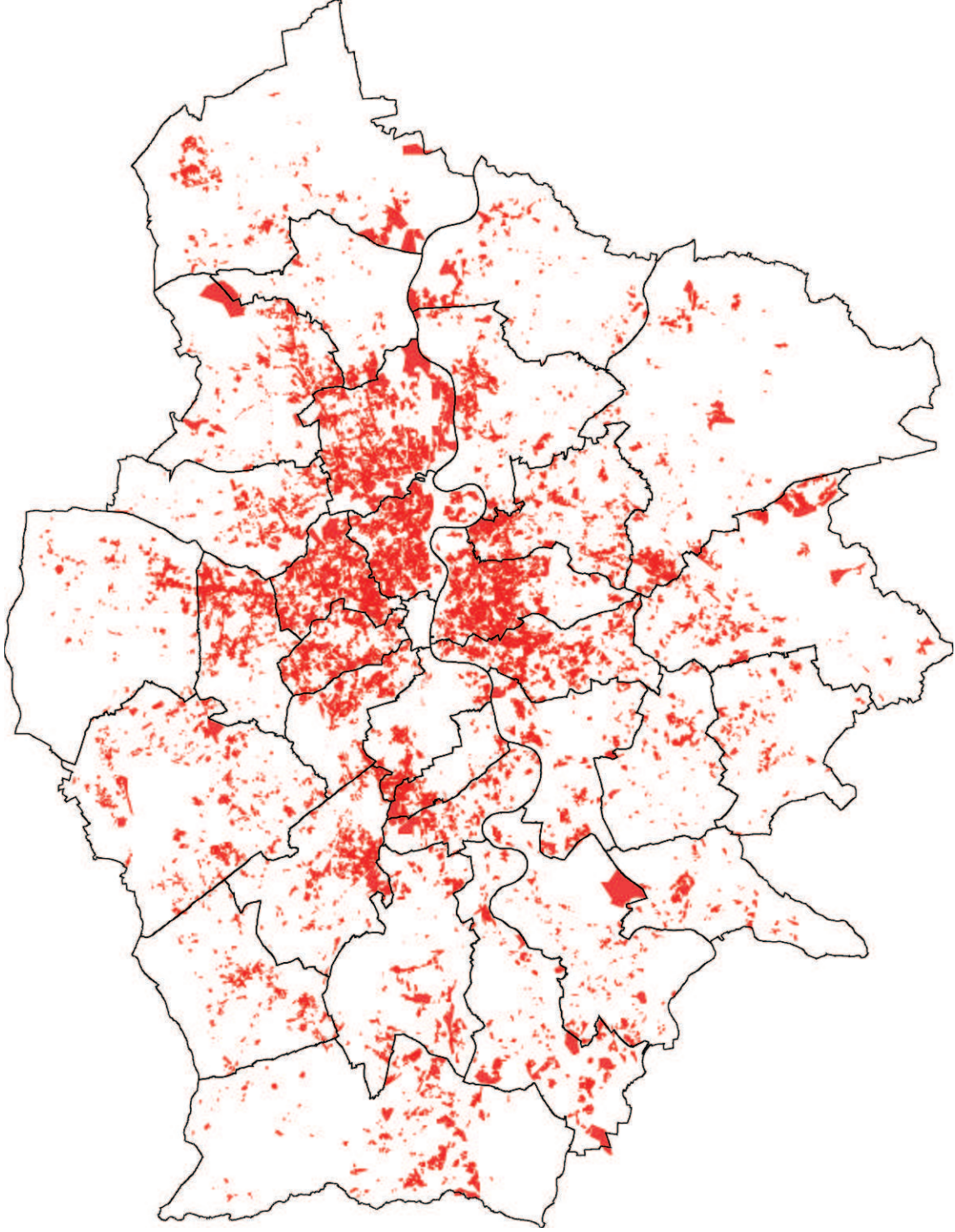
Annex 1 – Map of London showing priority postcodes before the 'local top-up' is applied



Annex 2 - Map of London showing priority postcodes with the 'local top-up' is applied (existing postcode in grey)



Annex 3 – Map of London showing all priority postcodes



Agenda Item 4

Housing Select Committee			
Title	Under Occupation and the Benefit Cap: preparing for the changes		
Contributor	Executive Director for Customer Services	Item	4
Class	Part 1 (Open)	Date	19 June 2013

1 Summary

- 1.1 On the 8 March 2012 the Welfare Reform Act received Royal Assent. The Act legislates for the biggest change to the welfare system for over 60 years.
- 1.2 As part of these changes, from April 2013, a restriction will be implemented to the number of bedrooms for which a social rented sector tenant can receive housing benefit. This rule will only apply for people of working age.
- 1.3 The new rules allow one bedroom for:
 - every adult couple
 - any person aged 16 or over
 - any two children of the same sex under 16
 - any two children aged under 10
 - any other child
 - a carer (or team of carers) who do not live with you but provide you or your partner with overnight care
- 1.4 People who are under-occupying (living in a house with more bedrooms than they need), will have their rent reduced by 14% (for 1 bedroom) and 25% (for 2 or more bedrooms).
- 1.5 In addition to this, from August 2013, a cap will be applied to the total out of work benefits a household can receive. The cap of £350 for singles and £500 for families will affect over 478 households in Lewisham.

2 Purpose

- 2.1 The aim of this report is to provide a high-level summary of the size criteria and under occupation-related issues, including the approaches that Lewisham is currently developing in response.
- 2.2 The report also provides a summary of the benefit cap and the approaches that Lewisham is developing in response to that.

3 Recommendation

- 3.1 That the Committee notes the report and the presentation given by Peter Gadsdon (Head of Strategy and Performance, Customer Services) at the meeting on 19 June.

4 Policy context

4.1 On the 8 March 2012 the Welfare Reform Act received Royal Assent. The Act legislates for the biggest change to the welfare system for over 60 years.

4.2 The elements of the Welfare Reform Act discussed in this report are:

- application of the size eligibility criteria in the private rented sector to social housing. Families under-occupying properties will have a reduction made to their housing benefit entitlement of either 14% for one bedroom or 25% for two or more bedrooms (this is informally known as the bedroom tax);
- the introduction of a benefit cap so that no out of work household can receive more than £500 a week for families and £350 for singles.

5 Under Occupancy

5.1 In contrast to the private rented sector, eligible rent levels for claimants in the social rented sector were not determined by the size of the claimant's household. However, the Welfare Reform Act changed this by setting financial penalties for working age tenants living in social housing that is larger than their needs (as defined by legislation).

5.2 The key rules governing this change, which came into force in April 2013, are:

- The reduction in Housing Benefit is 14% (up to £14pw) of rent for tenants with one extra bedroom and 25% (up to £32pw) of rent for tenants with two extra bedrooms or more;
- One bedroom is allowed for each person/couple living as part of a household, although the size of the bedroom will not be considered;¹
- Two children aged under 16 of the same gender are expected to share regardless of the room size and two children aged under 10 are expected to share, regardless of gender and room size.²

5.3 The differences in the criteria applied by Housing Benefit and LBL's Allocations Scheme will impact most detrimentally on larger families. The main impact is for households currently living in or applying for accommodation with four bedrooms – they are assessed as having a four bed need under the Allocations Scheme, but a three bed need under the Housing Benefit criteria. For example, a couple with four children aged under 10 in receipt of Housing Benefit would therefore be subject to a 14% reduction in entitlement, although they could potentially be able to bid for a four bed property as per the Allocations Scheme criteria.

5.4 There are three amendments to the legislation:

- Disabled tenants/partners needing a non-resident overnight carer are allowed an extra room.

¹ LBL's current Allocations Scheme allows one bedroom for each person/couple with no restriction on the size of the room. However, other housing provider partners in the borough allocate individual tenants to a single room and couples to a double room.

² LBL's current Allocations Scheme expects two children of the same gender aged under 18 to share a room, but does not place any restrictions on its size. However, other housing provider partners allocate single rooms to one child and double rooms to two children.

- People who are approved foster carers are allowed an additional room, whether or not a child has been placed with them, providing they have fostered a child in the previous 12 months.
- Adult children serving in the armed forces who continue to live with their parents.

5.5 LBL is currently reviewing the Allocations Scheme and will include the additional room criteria for foster carers and families with adult children serving in the armed forces in the revised document, although it should be noted that these exemptions are already applied when supporting evidence is provided.

Impact In Lewisham

5.6 In June 2013, the council completed an in-depth analysis of the households impacted by the bedroom tax using data provided by Housing Benefit. From this analysis we know that:

- 3,023 households in total are affected by the changes to the size criteria
- 2,355 are subject to a 14% reduction in rent
 - 1540 (65.4%) are single people
 - 136 (5.8%) are couples
 - 568 (24.1%) are lone parents
 - 111 (4.7%) are couples with children
- 668 are subject to a 25% reduction in rent
 - 494 (74%) are single people
 - 77 (11.5%) are couples
 - 81 (12.1%) are lone parents
 - 16 (2.4%) are couples with children

5.7 These figures also show that the four largest providers have the following number of tenants affected:

Housing Provider	Number Affected By 14% Reduction	Number Affected By 25% Reduction	Total
Lewisham Homes	903	250	1153
L&Q	440	168	568
Phoenix	420	139	559
Hyde	175	37	212

Other Impacts

5.8 If under occupying households affected by the bedroom tax do not move, the potential consequences (as well as increased rent arrears) include:

- An increase in tenancy and income management work;
- An increase in homelessness if evicted for rent arrears;
- A lack of housing mobility (i.e. the opportunities for other priority households, such as those being decanted, with serious medical needs or living in overcrowded homes, to move into suitable properties via the Housing Register will be reduced).

5.9 At present, there are 645 households on Lewisham's Housing Register who are classed as under occupying (defined as a council or partner tenants vacating a property with two or more bedrooms to move into accommodation of an appropriate size which has at least one less bedroom). All these households are prioritised as

Band 1 and can bid/view as many properties as they are successfully shortlisted for, although under occupying tenants have historically tended to be more selective about the properties they are willing to accept (leading to longer average letting times for this group).

- 5.10 Work is currently being undertaken to determine how many of these households have registered as under occupiers as a result of the bedroom tax and what impact this has on the current stock profile within the borough. As an indicator of need, there are 144 Lewisham Homes tenants affected by the bedroom tax who have expressed an interest in moving.

Move-On Options

- 5.11 LBL's Annual Lettings Plan for 2013/14 anticipates 1,515 lets overall, with a planned target of 139 moves (11.4%) for under occupiers. This broadly reflects the current number of Lewisham Homes tenants who have expressed an interest in moving, but will not provide for the total number of under occupying households on the Housing Register (currently 645).
- 5.12 Of the Lewisham Homes tenants affected by the bedroom tax, 596 are in rent arrears, some of which may be due to the shortfall in rent experienced since April 2013. LBL, together with our housing provider partners, has now changed the arrears policy to enable under occupiers with rent arrears of up to £800 to move into suitably sized properties via the Housing Register (households with arrears over this sum are considered on an individual basis).
- 5.13 Discretionary Housing Payments (DHP) can also be awarded to under occupying households affected by the bedroom tax for a maximum of six months if they are able to demonstrate that they have joined the Housing Register and are actively bidding.³

Developing Our Strategic Response

- 5.14 Following a meeting of the Welfare Reform Steering Group in April 2013, senior officers from LBL and Lewisham Homes met to discuss current work in this area and begin developing a number of strategic approaches to mitigate the impact of the bedroom tax on affected tenants.
- 5.15 To date, the following activities (including the move-on options outlined above) have either been completed or are in progress:
- Under occupation approaches (e.g. working with housing providers to identify affected households or obtaining details of those potentially entitled to DHP) coordinated internally by a lead officer within Housing Benefit
 - Various projects to contact affected tenants and provide advice about their housing options undertaken by individual housing providers
 - Lewisham Housing Affordable Housing Group (LEWAHG) subgroup established to track progress and share good practice

³ Discretionary Housing Payments (DHP) are funded by the DWP and administered by local authorities, who decide the length and amount of any awards. They are intended to help customers who qualify for housing benefit, but may need additional support with their housing costs. This additional support could include rent deposits, rent in advance, rent arrears (but not if customers were receiving enough housing benefit to pay all their rent when the arrears built up) or to meet a shortfall between housing benefit and rent.

- Joint LBL/Lewisham Homes under occupancy and mutual exchange event ('Trading Places') planned for 29 June 2013 to offer on-going support to affected tenants and help them find solutions, including moving to a smaller property or obtaining employment

5.16 During the meeting with senior officers from LBL and Lewisham Homes, two further work streams were identified (to be managed via a senior officer project board comprising attendees from this meeting, plus representatives from other providers as required):

Data Analysis

5.17 The main aims of this work are:

- To establish a baseline position of all tenants in social housing across the borough affected by the bedroom tax, which will enable officers to track the effectiveness of on-going interventions and identify the number of those affected by the tax increases in future
- To gather more detailed tenant profiles, so that officers within Housing Needs can undertake targeted work with specific groups, particularly those in rent arrears as a result of the bedroom tax. These specific groups include:
 - o Tenants who have agreed to 'stay and pay'
 - o Tenants who wish to consider moving
 - o Tenants who have not engaged with outreach work
 - o Under occupying tenants and overcrowded tenants could be matched to suitable properties (i.e. mutual exchange)

Strategies

5.18 The strategic approaches that are developed and implemented will likely differ based on the needs of these five groups, but will include:

- Establishing a project team to work closely with Registered Providers in facilitating moves to more suitably sized and affordable accommodation
- Intensively promoting other LBL housing initiatives, such as FreshStart, Seaside & Country Homes and mutual exchanges, as part of wider options and solutions advice (aligned to the above project)
- Using financial assistance to encourage under occupation moves, pay for removals or clear arrears
- Reviewing the Allocations Scheme to continue to prioritise under occupiers and enable them to move quickly but including the potential introduction of a management offer only after 26 weeks of bidding
- Introducing additional properties as a short-term measure to kickstart the move-on process and establish chain moves for under occupiers and overcrowded households
- Using Discretionary Housing Payments to temporarily meet rent shortfalls where tenants have expressed an intention to downsize by joining the Housing Register and are actively bidding

5.19 In addition, a roundtable meeting is planned between LBL and the five largest Registered Providers in the borough (Lewisham Homes, Regenter B3, Phoenix, London & Quadrant and Hyde) to discuss under occupation issues in more detail and further align individual approaches to supporting tenants affected by the bedroom tax.

6 The Benefit Cap

- 6.1 The benefit cap places a limit on the total amount of benefits an out of work household can receive (including unemployment, child and housing elements). The limit has been placed at £500 a week for families and £350 for singles.
- 6.2 There are some exemptions to the benefit cap. People will be exempt if they are living in supported accommodation or they are claiming one of the following benefits:
- Disability Living Allowance
 - Personal Independence Payment
 - Attendance Allowance
 - Industrial Injuries Benefit
 - Employment Support Allowance, if paid with the support component
 - Armed Forces Compensation Scheme payments
 - War Pension Scheme payments (including War Widow's/Widower's Pension and War disablement Pension).
- 6.3 Also important to note is that people who qualify for Working Tax Credit will also be exempt. This means that lone parents will need to work 16 hours a week and couples 24 hours a week to be exempt from the cap.
- 6.4 Ultimately, the benefit cap will be integrated into the administration of Universal Credit. However, in the interim period the DWP will be making deductions from Housing Benefit.
- 6.5 At the end of December 2012, the government announced that there would no longer be a full roll out of the benefit cap from April 2013 as had originally been planned. Instead, the DWP are pursuing a phased roll out starting with four London boroughs in April with an expected full roll out by September 2013. The four pilot boroughs are: Bromley, Croydon, Enfield and Haringey. The subsequent roll out plans have not been shared with local authorities.

Impact in Lewisham

- 6.6 The latest figures provided by the DWP show that 478 households in Lewisham will be affected by the benefit cap. This list constantly changes as individual circumstances change.

Local response

- 6.7 There are a number of strategies which people affected by the benefit cap can use to manage the financial impact of the change:
- *Find work* – becoming eligible for working tax credit (which for most affected families means finding 16 hours of paid work a week) will exempt households from the cap.
 - *Move to cheaper accommodation* – for those in temporary accommodation, moving to cheaper accommodation in the social or private rented sector will reduce their overall benefit entitlement and therefore bring them below the cap threshold. Although for some families, it may be possible to move out of London to avoid the cap, for very large families, even this will not be a solution.

- *Manage the financial loss through budgeting* – for those whose loss is less significant, it may be possible to manage the shortfall in housing benefit through other benefits.

6.8 For the avoidance of doubt, Lewisham’s default position is to encourage residents to seek employment.

6.9 Lewisham is making contact with all families affected by the benefit cap to inform them that they will be impacted and offer them face to face support to manage the transition. Contact with affected families is being integrated into the Universal Credit pilot to ensure that individuals are offered a holistic advice, signposting and service provision offer which covers all planned benefit changes. We are now in the process of mainstreaming elements of the pilot so that Housing Benefit and Housing services can also provide support to residents affected by the cap and developing the service the council will provide under the DWP’s Local Support Services Framework.

7 Policy approach to mitigating impacts

7.1 There are options available to the Council as it considers how to mitigate the impact of the introduction of the benefit cap and the bedroom tax.

7.2 A good starting point for a this is to see what other councils are doing. Most are at the same point as Lewisham, however examples of some policies are shown below. Lewisham could consider some or all of these options.

7.3 *Brighton and Hove Borough Council* have identified that nearly 1,000 households will be affected by the bedroom tax and have identified funding that will be utilised to assist those affected. £70,000 has been diverted from the councils homes repair fund to help those struggling with rent payments. This works out to approximately £74 per tenant affected. B&H have identified funding from another housing budget, most likely the HRA but if this is the case, it is important to note that this will need Government approval. Council workers have also, in a similar way to other councils, visited those affected to discuss moving, taking in a lodger, paying the shortfall or prioritising their household expenditure.

7.4 *Swindon* intends to use HRA funding as an ‘emergency fund’ for those directly affected. The council has not yet finalised how its emergency fund will be used, but expects to support families including someone with disabilities who cannot be expected to move, people living in rural areas who cannot downsize, and other people in exceptional circumstances (its unclear who this will be). It is likely that this approach will need government approval.

7.5 *Southwark Council* offer advice on their website to assist those affected by the size criteria:

- Moving to a smaller property;
- Asking other adult members of the household to contribute to the rent;
- Find work or increase hours;
- Ensure that all eligible benefits are claimed;
- Take in a boarder or a lodger;
- In exceptional circumstances, if tenant doesn’t get full housing benefit but have a good reason for needing to stay in their home, they may be able to receive extra

help with a discretionary housing payment. An example of this may include a disabled person whose home has been adapted.

- 7.6 *Lambeth Council*, like other boroughs, provide a contact number for advice and suggest that those affected could start looking for at different housing options including downsizing and getting a lodger.
- 7.7 *Greenwich Council* suggest that concerned tenants contact their landlord and start to think about their housing options. They go on to provide advice about finding a job, speaking to other household members to contribute to the housing cost, and providing contact details for organisations providing free financial advice (such as local advice services). They also suggest moving to a smaller home and taking in a lodger.
- 7.8 *Newham Council* provided a report to their Overview and Scrutiny Committee on the 28th May 2013 outlining their proposed response to the benefit changes. Like others, Newham have written to all households affected by the changes, and have also held an open day providing advice, options and practical assistance on how to move or find work. The open day was attended by 250 tenants a further event is planned for later in the year. General benefits advice is provided on the website.

8 Financial Information

8.1 *Under Occupancy- Financial Impact*

- 8.2 Analysis undertaken as part of the Universal Credit Pilot has calculated the total loss for Lewisham residents as a result of the bedroom tax at £1.5m, which equates to £550 per household each year or approximately £10 each week. However, this is spread unevenly, so some tenants will be more affected than others. If the average weekly rents for Lewisham Homes are used as a guide, then the indicative impact on tenants in different sized properties can be modelled (although it should be noted that 70% of all tenants affected by the bedroom tax will only be subject to a 14% rent reduction):

Current Bedsize	Required Bedsize (% Rent Reduction)	Weekly Financial Loss (Lewisham Homes Property)
2 Bed	1 Bed (14%)	£12.24
3 Bed	2 Bed (14%)	£14.16
3 Bed	1 Bed (25%)	£25.28
5 Bed	2 Bed (25%)	£31.55

- 8.3 As at 21st May 2013, data reported by Lewisham Homes indicated that of the tenants they have identified as under occupying:
- 37.5% were in credit
 - 62.5% were in arrears
 - o The average level of arrears was £506.88 (if the average Lewisham Homes rent is £100 per week, then this equates to around 5 weeks non-payment for total rent, 36 weeks for 14% of the rent and 20 weeks for 25% of the rent)
- 8.4 Approximately 30 households who are in arrears already had a poor payment history and were subject to arrears action – 42% of the increase in arrears since the end of March 2013 (which equates to around £17K) is due to these 30 households

8.5 *Benefit Cap- Financial Impact*

8.6 The overall annual loss for all the families affected by the benefit cap in Lewisham is currently estimated at approx. £2.5m per annum, based on the current benefit cap list of 478 households.

Financial Loss	No of households affected
Over £300	23
£100-£300	130
£1- £100	325

9 Financial implications

9.1 There are no direct financial implications arising from this report at this time.

10 Legal implications

10.1 There are no direct legal implications arising from this report at this time.

11 Crime and disorder implications

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

12 Equalities implications

12.1 There are no direct equalities implications arising from the contents of this report, however any new policies arising from it will require an EAA or equivalent to be undertaken.

13 Environmental implications

13.1 There are no direct environmental implications arising from this report.

14 Conclusion

14.1 The purpose of this report is to highlight the changes resulting from the Under Occupancy rules and the introduction of the Benefit Cap and the steps being taken to manage these.

If you have any questions about this report please contact Peter Gadsdon (Head of Strategy and Performance, Customer Services) on 02083148464.

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Housing Select Committee			
Title	Housing Matters		
Contributor	Executive Director for Customer Services	Item	5
Class	Part 1 (Open)	Date	19 June 2013

1. Overview

1.1. This report provides Housing Select Committee with an update in relation to a number of aspects of the Housing Matters programme. It presents:

- An update on the conversation with residents, including progress to date, immediate next steps, and overall timetable.
- An overview of findings of the stock condition survey.
- The latest developments on the Council's new build programme.
- The latest developments on the programme to review and improve older people's housing

2. Recommendations

2.1. Housing Select Committee is recommended to note the progress made to date in delivering the Housing Matters programme.

3. Housing Matters – Resident Consultation

3.1 The first phase of the conversation with residents, focussing on the two remaining options, is nearing completion. The aims of this phase are to:

- raise the awareness and understanding of both options,
- identify residents' priorities for their homes, communities and housing services
- identify any concerns residents might have about either option

3.2 The target for this phase is to complete 2,000 surveys with residents, with a further set of sub targets for each postcode based on the proportion of Lewisham Homes managed properties in that area. This is to ensure that a representative sample of residents is achieved.

3.3 The door-knocking ended on 31 May 2013. The target of 2,000 surveys was achieved, and contact was made with over 4,000 residents. There remain a few areas where the sub-targets have not been met and the consultation is carrying out follow up telephone calls to residents in these areas to ensure the sample is as reflective and accurate as possible. Once the final responses have been received, the data will be validated and the results fully analysed.

3.4 In order to provide quality assurance to the process that has been undertaken to date, Solon, the Independent Tenant Advisor, will be conducting a small

door-knocking exercise of 50 households to benchmark the consultation that has been carried out, and the questionnaire and methodology for undertaking this is currently in development. The sample of 50 households will be too small to provide a representative view; rather it is intended to provide an indication of how residents who participated in the consultation felt about the process and the options that were discussed.

- 3.5 The full findings of the Phase 1 consultation is scheduled for presentation at the Housing Select Committee meeting in September, alongside full details of the proposed approach to the second stage of conversation with residents.

4. Stock Condition Survey

- 4.1 In 2012, Savills was commissioned to undertake some initial asset management modelling of the Council's housing stock in order to generate the investment requirements over a 30 year period, and support the development of a long term investment strategy for the stock.
- 4.2 Savills did not undertake a new stock condition survey but instead carried out a desktop review of the information currently held. Their review and modelling showed that over 30 years that the expenditure for the stock would be £1,111,654,572 with an average cost per property of £85,512. It was Savills' view that Lewisham's stock was in average condition when compared with other non inner city urban authorities.
- 4.3 Some areas of inconsistency were found in the data, which was to be expected given that the previous survey was undertaken in 2008. Good practice guidelines recommend that stock condition surveys be updated every 5 years and as such it was advised that a new stock condition survey should be undertaken to enable Lewisham Homes and the Council to make better informed decisions about investment in the Council's housing stock.
- 4.4 In February 2013, Lewisham Homes commissioned Ridge to carry out a 10 per cent sample stock condition survey of the housing stock in order to prepare a whole stock 30 year expenditure profile and report.
- 4.5 The methodology of the survey was as follows:
- The dwelling stock was grouped by MRA (Major Repairs Allowance) archetype and locations and a random sample drawn from each of the groups for inspection, along with a contingent reserve for instances of no access.
 - Lewisham Homes wrote to all selected properties advising them of the survey
 - 1,219 rented dwellings (9.4% of the rented stock) were surveyed internally and externally
 - Common areas and external elevations of 153 flatted blocks were inspected (9.8% of all blocks)
 - The statistical accuracy achieved was +/-2.67%, which was well within CLG guidelines of not worse than +/- 4% at 95% confidence level. Put differently, if the survey was repeated 20 times, on 19 of those occasions

the results obtained would be within 2.67% of the results obtained on this occasion.

- 4.6 The survey found the following stock numbers and composition:
- Confirmed 17,742 dwellings of which 12,991 rented and 4,751 leasehold
 - Vast majority of stock is of traditional construction
 - 67 high rise blocks (6 storeys and above) containing 2,923 dwellings and 832 medium rise blocks (3-5 storeys).
- 4.6.1 Ridge's analysis showed that the total forecast expenditure on the whole stock was £1,274,086,364 over 30 years – this total includes an estimate of £146,034,696 for the cost of works relating to landlord responsibilities on leasehold property.
- 4.6.2 The total forecast expenditure on the rented stock is £1,128,051,668 which gives an average cost per rented dwelling of £86,833 over 30 years. This is marginally higher than the figures given by Savills (£85,512).
- 4.6.3 Ridge also confirmed that the costs put Lewisham in the middle of the range compared to other London boroughs and its investment need was reflective of the progress made in achieving the Decent Homes programme - average costs are lower in boroughs where Decent Homes has been completed and higher in boroughs that have more works yet to complete.
- 4.6.4 The results of the survey are being used to inform the long term financial modelling for the Council's housing stock. This modelling is being undertaken at present, and includes an update to the financial and investment capacity of both options currently under consideration by the Housing Matters programme.
- 4.6.5 The updated modelling will be reported alongside the phase one consultation results and plan for phase two 2 to Housing Select Committee in September.

5. Council's New Build Programme

- 5.1 The previous meeting of Housing Select Committee received a draft of the report proposed for consideration by Mayor and Cabinet on 22 May. Following consideration of the final version of that report Mayor and Cabinet agreed that:
- the Mercator Road garage site be prioritised for delivery of for the first homes in the Council's "New Homes, Better Places" programme
 - an amendment be made to the Management Agreement with Lewisham Homes to enable it to share the design and development of the new schemes with the Council and to client the construction and relate works to deliver the schemes
 - authority be delegated to the Executive Director for Customer Services to negotiate and implement the changes to the Management Agreement including the setting of a development management fee.

- 5.2 Officers are now looking at the most efficient manner for bringing forward a planning application for the site, with a target of submitting an application in July 2013. If this target is hit, and allowing for the normal timeframes for the planning process, a likely start on site date of February 2014 is achievable.
- 5.3 On the proposed community self build scheme at Church Grove, the media coverage of the proposal has generated 18 expressions of interest. Since the last Housing Select Committee, officers have written to all residents of Church Grove to update them on the proposal and to extend an invite to the planned information event.
- 5.4 The event planned for prospective interested parties, noted to Housing Select Committee last month as planned for July, will now take place in September. This additional time will allow for officers to fully explore the ways in which individual residents might be supported to be part of the programme, and not be at a disadvantage in relation to groups of residents. This would include, for instance, investigating the potential to use advocates or other support mechanisms to enable residents to work together to form a proposal.

6. Older People's Housing

- 6.1 On 26 October 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.
- 6.2 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.
- 6.3 In January 2013 officers submitted a bid to this fund for £4.5m to support the delivery of two new specialised schemes for older people in the borough.
- 6.4 The announcement on the bids is expected in June 2013. At the time of writing this report, the Council has not been formally notified of the GLA's decision but a verbal update will be provided at the meeting should a decision come through.

7. Conclusion

- 7.1 Good progress has been made in carrying out the conversation with residents for the Housing Matters programme. 2,000 residents have been consulted in the current phase, in addition to the 2,100 who were consulted in the autumn of 2012. Housing Select Committee will continue to receive regular updates on this programme, including consideration at the next meeting, in September, of the results of the latest phase and the proposed next steps.

Further progress reports on the new build and older peoples housing aspects of the programme will also be provided on a regular basis.

If you have any questions about this report please contact Jeff Endean (Housing Programmes and Strategy Team Manager) on 02083146213.

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Agenda Item 6

Housing Select Committee			
Title	Select Committee Work Programme	Item	6
Contributor	Scrutiny Manager		
Class	Part 1	Date	19 June 2013

1 Purpose

- 1.1 To advise Members of the Select Committee of the work programme for the municipal year 2013/14.

2 Summary

- 2.1 At the beginning of the municipal year, each select committee drew up a draft work programme for submission to the Business Panel for consideration.
- 2.2 The Business Panel considered the proposed work programmes of each of the select committees on 14th May 2013 and agreed a coordinated overview and scrutiny work programme. However, the work programme is a “living document” and as such it can be reviewed at each select committee meeting so that Members are able to include urgent, high priority items and remove items that are no longer a priority.

3 Recommendations

- 3.1 The Select Committee is asked to:

- note the work programme and project plan attached at **Appendix B** and discuss any issues arising from the programme;
- specify the information and analysis required in the report for each item on the agenda for the next meeting, based on desired outcomes, so that officers are clear on what they need to provide;
- note all forthcoming executive decisions, attached at **Appendix C**, and consider any key decisions for further scrutiny.

4. The work programme

- 4.1 The work programme for 2013/14 was agreed at the meeting of the Committee held on 03rd April 2013.
- 4.2 The Committee is asked to consider if any urgent issues have arisen that require scrutiny and if any existing items are no longer a priority and can be removed from the work programme. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at **Appendix A** may help Members decide if proposed additional items should be added to the work programme. The Committee's work programme needs to be achievable in terms of the amount of meeting time available. If the Committee agrees to add additional item(s) because they are urgent and high priority, Members will need to consider which medium/low priority item(s) should be removed in order to create sufficient capacity for the new item(s).

5. The next meeting

The following reports are scheduled for the next meeting (11th September 2013):

Agenda item	Review type	Link to corporate priority	Priority
Update on the implementation of the PRS review recommendations: Love Lewisham Lets	In-depth review and follow up	Decent homes for all	High
Heathside and Lethbridge	Standard review	Decent homes for all	High
Housing supply and demand	Standard review	Decent homes for all	High
Emergency services review	In-depth scrutiny	Decent homes for all, Safety security and a visible presence	High

6. Financial implications

There are no financial implications arising from the implementation of the recommendations in this report. There may be financial implications arising from items on the work programme and all activities undertaken by the Select Committee will need to give due consideration to this.

7. Legal implications

In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

8. Equalities implications

There are no equalities implications arising from the implementation of the recommendations in this report. There may be equalities implications arising from items on the work programme and all activities undertaken by the Select Committee will need to give due consideration to this.

9. Date of next meeting

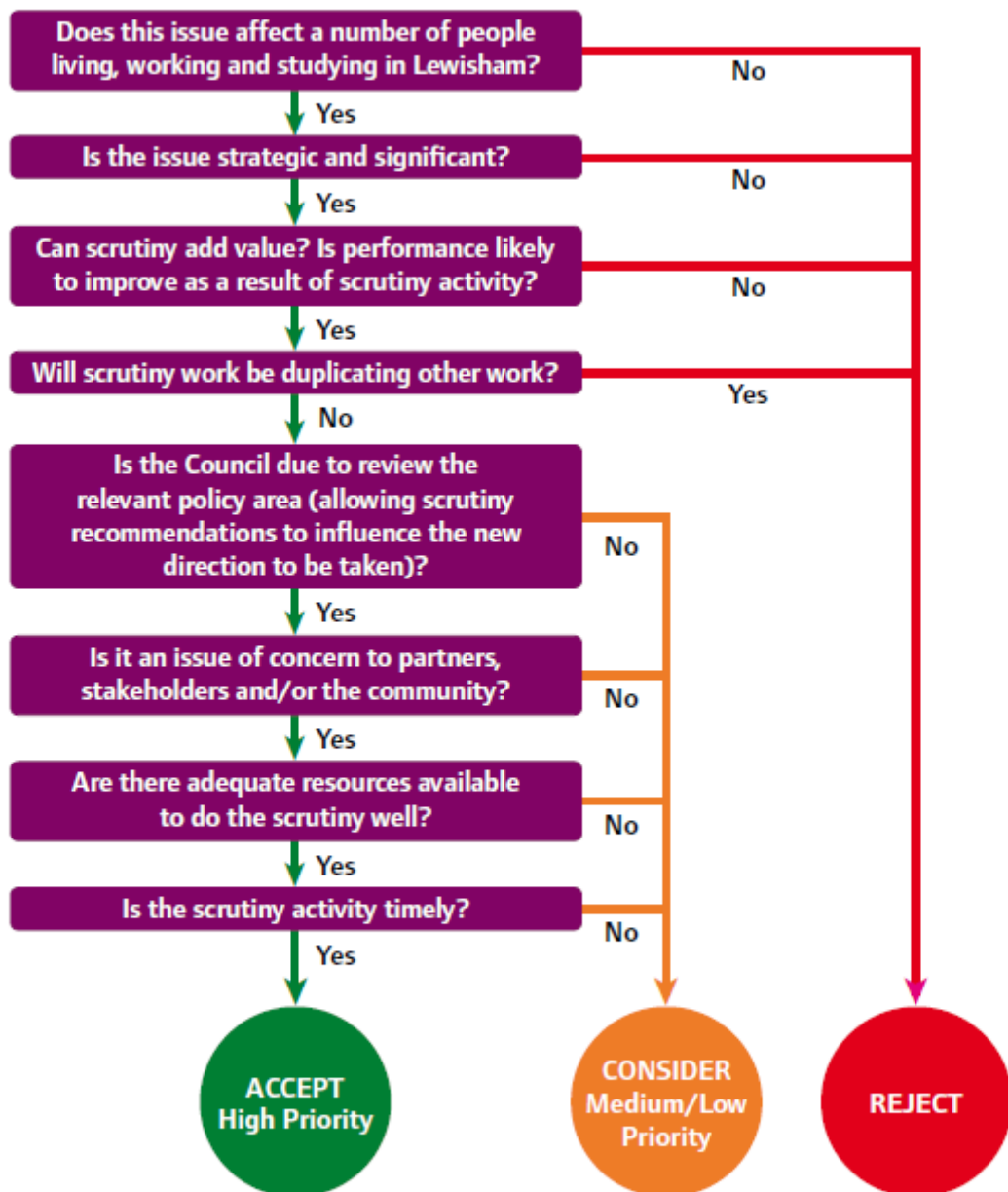
The date of the next meeting is Tuesday 11th September 2013.

Background documents

Lewisham Council's Constitution

Centre for Public Scrutiny: the Good Scrutiny Guide

Scrutiny work programme – prioritisation process



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Work Item	Type of review	Priority	Strategic priority	Delivery deadline	03-Apr	16-May	19-Jun	11-Sep	30-Oct	04-Dec	03-Feb	05-Mar
In depth review into low cost home ownership report and follow up	In depth review	High	CP6	April	Green				Pink			
Housing Matters update	In depth scrutiny	High	CP6	Ongoing	Green	Green			Pink			
Emergency services review	In depth scrutiny	High	CP6	September		Green	Pink	Pink				
Housing supply and demand	Standard Review	High	CP6, CP10	June		Green		Red				
Brockley PFI end of year review	Performance monitoring	High	CP6, CP10	May		Green						
Lewisham Homes end of year review	Performance monitoring	High	CP6	May		Green						
Housing Matters: update on consultation	In depth scrutiny	High	CP6	Ongoing			Pink					
Preparation for the housing benefit cap in Lewisham	Standard review	High	CP6	June			Pink					
Update on implementation of PRS review recommendations: Love Lewisham Lets	In depth review and follow up	Medium	CP6	September				Pink				
Family Mosaic: Heathside and Leathbridge	Standard review	High	CP6	September				Pink				
Housing Matters: results of further consultation and way forward	In depth scrutiny	High	CP6	October					Pink			
Review of the housing complaints process	Standard review	High	CP6, CP10	October					Pink			
Impact of housing benefit cap on Lewisham residents	Standard review	High	CP6	December						Pink		
Lewisham Homes mid year review	Performance monitoring	High	CP6	December						Pink		
Brockley PFI mid year review	Performance monitoring	High	CP6, CP10	December						Pink		
Proposed rent and service charge increases	Standard review	High	CP6	December						Pink		
Use of temporary accommodation for homeless households: Update	Standard review	High	CP6	February							Pink	
Local authority borrowing cap	Standard review	Medium	CP6	March								Pink
Newham landlord licensing scheme	Standard review	Medium	CP6	October					Pink			
Developing Lewisham's housing assets: upgrading existing stock	Standard review	High	CP6	October		Green			Pink			
Key housing issues	Standard review	High	CP6	Ongoing		Green	Pink	Pink	Pink	Pink	Pink	Pink

Green	Item completed
Yellow	Item ongoing
Red	Item outstanding
Pink	Proposed timeframe
Light Blue	Carried over from last year
Light Green	Item added

Meetings		
1)	Weds	3rd April (dsp. 21st March)
2)	Thurs	16th May (dsp. 7th May)
3)	Weds	19th June (dsp. 11th June)
4)	Weds	11th September (dsp. 3rd September)
5)	Weds	30th October (dsp. 22nd October)
6)	Weds	4th December (dsp. 26th November)
7)	Mon	3rd February (dsp. 23rd January)
8)	Weds	5th March (dsp. 25th February)

Shaping Our Future: Lewisham's Sustainable Community Strategy 2008-2020		
	Priority	
1	Ambitious and achieving	SCS 1
2	Safer	SCS 2
3	Empowered and responsible	SCS 3
4	Clean, green and liveable	SCS 4
5	Healthy, active and enjoyable	SCS 5
6	Dynamic and prosperous	SCS 6

Corporate Strategy 2008-11		
	Priority	
1	Community Leadership	CP 1
2	Young people's achievement and involvement	CP 2
3	Clean, green and liveable	CP 3
4	Safety, security and a visible presence	CP 4
5	Strengthening the local economy	CP 5
6	Decent homes for all	CP 6
7	Protection of children	CP 7
8	Caring for adults and older people	CP 8
9	Active, healthy citizens	CP 9
10	Inspiring efficiency, effectiveness and equity	CP 10

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MAYOR & CABINET June 19 2013

Title and details of Item	Directorate responsible
Main Grants Programme – Community Centres	Community Services
Response to London Safety Plan Consultation	Community Services
Response to Children and Young People Select Committee on Strengthening Specialist Provision	Children & Young People
Response to Healthier Communities Select Committee on the implementation of the recommendations of the Premature Mortality Review	Children & Young People
The Oakbridge Federation (Rangefield and Forster Park Federation)	Children & Young People
The Eliot Bank and Gordonbrock Primary Schools Federation.	Children & Young People
Revised Instrument of Government for Abbey Manor College.	Children & Young People
Adoption Reform Grant proposed allocation.	Children & Young People
Response to Housing Select Committee on the Select Committee Work Programme.	Customer Services
Response to Sustainable Development Select Committee on neighbourhood planning.	Resources & Regeneration
Management Report	Resources & Regeneration

Draft Financial Results (outturn) for 2012/13	Resources & Regeneration
One Oracle – Update on Shared Services	Resources & Regeneration
Future of the Ladywell Leisure Centre site: options for immediate and long term development	Resources & Regeneration

MAYOR & CABINET(CONTRACTS) June 19 2013

Title and details of Item	Directorate responsible
Building School for the Future Brent Knoll - Preferred Bidder Appointment	Resources & Regeneration

Council June 26 2013

Catford Regeneration Partnership Update.	Resources & Regeneration
Catford Town Centre Local Plan.	Resources & Regeneration
Adoption of Site Allocations Local plan.	Resources & Regeneration
Development Management Local Plan-Submission Stage	Resources & Regeneration
Statement of Community Involvement	Resources & Regeneration
Freedoms of the Borough	Resources & Regeneration
Friendship Link	Resources & Regeneration
Health and Well Being Board	Community Services

Overview & Scrutiny Business Panel July 2 2013

Contracts for Social Care and Health Services with Voluntary Sector Organisations to Support Carers for 2013 - to extend contracts for Carers Lewisham and FORVIL (Federation of Refugees from Vietnam in Lewisham)	Community Services
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Contracts Extension- Culturally Appropriate Day Care Service	Community Services

Overview & Scrutiny Education Business Panel July 2 2013	
Contract Award (Delegated Authority) for works to enable temporary additional classes to be added at Brindishe Lee Primary School.	Children & Young People
Contract Award (Delegated Authority) for works to enable temporary additional classes to be added at Haseltine Primary School.	Children & Young People
Contract Award (Delegated Authority) for works to enable temporary additional classes to be added at Launcelot Primary School	Children & Young People
Contract Award (Delegated Authority) for works to expand Knights Temple Grove Academy	Children & Young People
Contract Award (Delegated Authority) for works to enable temporary additional classes to be added at St Michael's CE Primary	Children & Young People
Variation of Contract Award (Delegated Authority) for temporary additional accommodation at John Stainer Primary	Children & Young People

MAYOR & CABINET July 10 2013	
Title and details of Item	Directorate responsible
Proposals for the school places programme 2014-2015	Children & Young People
Request to defer admissions to the Deptford Park Primary School Resource Base.	Children & Young People
Generation Playclubs	Children & Young People
Inspection of the Fostering Service by	Children & Young People

Ofsted.	
Financial Survey	Resources & Regeneration
Capital Programme Update	Resources & Regeneration
New Cross Gate Healthy Living Centre Scheme	Resources & Regeneration
Lewisham Gateway - Land appropriation	Resources & Regeneration
Work and Skills Strategy	Resources & Regeneration
Military Covenant	Resources & Regeneration
New Homes Better Places	Customer Services
Beckenham Place Park – Consent to bid for funding	Customer Services

MAYOR & CABINET(CONTRACTS) July 10 2013

Title and details of Item	Directorate responsible
Agree the selection/approval of (Fire, Asbestos & Water Hygiene) Risk Assessment Contract	Resources & Regeneration
Energy Company Obligation delivery partner procurement decision	Resources & Regeneration
Request for authority to Award a contract for the enlargement of John Stainer Primary from 1 to 2 FE to be delegated to the Executive Director, Resources & Regeneration	Children & Young People
Proposals for the use of the Mornington Centre 2013/14 (Academic Year)	Children & Young People
Reprocurement of the Learning Disability Framework Agreement - Phase 2 Appointment to the Framework	Community Services
Communities that Care Investment Fund 2013/4	Community Services

Young People Tier 2/3 Substance Misuse Service Contract Extension	Community Services
Adult Tier 2/3 Substance Misuse Service Contract Extension	Community Services
Passenger Transport Services Framework	Customer Services

Overview & Scrutiny Education Business Panel July 16 2013

Contract Award (Delegated Authority) for works to enable the expansion of Rushey Green Primary School.	Children & Young People
Contract Award for works to provide decant accommodation for Adamsrill Primary School.	Children & Young People

MAYOR & CABINET September 11 2013

Title and details of Item	Directorate responsible
Housing Supply and Demand	Customer Services
Council Tax Reduction Scheme	Customer Services
Deptford Southern Housing Sites – results of section 105 consultation and Equalities Analysis process	Resources & Regeneration
Response to Public Accounts Select Committee: Managing Contracts Review	Resources & Regeneration
Catford – Town Hall site update	Resources & Regeneration

MAYOR & CABINET(CONTRACTS) September 11 2013

Title and details of Item	Directorate responsible
Supporting People Contract Award Report.	Community Services

Personalised Care and Support Services for Children and Young People.	Children & Young People
Contract Award for works to enable the expansion of Adamsrill Primary School	Children & Young People
Personalised Care and Support Services for Children and Young People – Preferred Provider Framework	Children & Young People

Overview & Scrutiny Business Panel September 24 2013

Family Intervention Project (FIP) Contract	Children & Young People
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MAYOR & CABINET October 2 2013

Title and details of Item	Directorate responsible
Parking Annual Report	Customer Services

MAYOR & CABINET(CONTRACTS) October 2 2013

Title and details of Item	Directorate responsible
Contract Award for works to construct a Primary Phase at Prendergast Ladywell Fields College	Children & Young People

MAYOR & CABINET October 23 2013

Title and details of Item	Directorate responsible
Complaints Annual Report 2012/13	Customer Services
Management Report	Resources & Regeneration

MAYOR & CABINET December 4 2013

Title and details of Item	Directorate responsible
Management Report	Resources & Regeneration

MAYOR & CABINET(CONTRACTS) December 4 2013	
Title and details of Item	Directorate responsible
Family Intervention Project (FIP) Contract	Family Intervention Project (FIP) Contract

MAYOR & CABINET March 5 2014	
Title and details of Item	Directorate responsible
Management Report	Resources & Regeneration

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