



# AGENDA

## MAYOR AND CABINET

**Date: WEDNESDAY, 25 JUNE 2014 at 6.00 pm, or upon the rising of Mayor & Cabinet Contracts, whichever is the later.**

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

**Enquiries to: Kevin Flaherty 0208 3149327  
Telephone: 0208 314 9327 (direct line)  
Email: kevin.flaherty@lewisham.gov.uk**

### **MEMBERS**

Sir Steve Bullock	<b>Mayor</b>	(L)
Councillor Alan Smith	<b>Deputy Mayor - Growth &amp; Regeneration</b>	(L)
Councillor Chris Best	<b>Health, Well-Being &amp; Older People</b>	(L)
Councillor Kevin Bonavia	<b>Resources</b>	(L)
Councillor Janet Daby	<b>Community Safety</b>	(L)
Councillor Joe Dromey	<b>Policy and Performance</b>	(L)
Councillor Damien Egan	<b>Housing</b>	(L)
Councillor Paul Maslin	<b>Children &amp; Young People</b>	(L)
Councillor Joan Millbank	<b>Third Sector and Community</b>	(L)
Councillor Rachel Onikosi	<b>Public Realm</b>	(L)

**Members are summoned to attend this meeting**

**Barry Quirk  
Chief Executive  
Lewisham Town Hall  
Catford  
London SE6 4RU  
Date: Thursday, 26 June 2014**



INVESTOR IN PEOPLE

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

## ORDER OF BUSINESS – PART 1 AGENDA

Item No		Page No.s
1.	Declaration of interests	1 - 4
2.	Minutes	5 - 14
3.	Outstanding Scrutiny Matters	15
4.	Financial Outturn 2013-14	16 - 28
5.	Sir Francis Drake Primary School	29 - 98
6.	Small Scale Traffic Schemes 2014-5	99 - 121
7.	Adoption Statement of Purpose update	122 - 158
8.	Trinity Primary School	159 - 167
9.	Somerville and Kenton Court Extra Care Scheme	168 - 189
10.	Response to Healthier Communities Select Committee on Public Health Expenditure	190 - 192
11.	Management Report	193 - 266
12.	Appointment of LA Governors	267 - 275
13.	Instrument of Government Brindishe Federation	276 - 284
14.	Instrument of Government St Mary's School	285 - 293
15.	Surrey Canal Sports Foundation	294 - 320
16.	Exclusion of Press and Public	321
17.	Application for funding from Department of Energy and Climate Change	322 - 346



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

MAYOR & CABINET		
<b>Report Title</b>	Declarations of Interests	
<b>Key Decision</b>	No	Item No. 1
<b>Ward</b>	n/a	
<b>Contributors</b>	Chief Executive	
<b>Class</b>	Part 1	Date: June 25 2014

## Declaration of interests

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

### 1 Personal interests

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

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

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

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

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

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

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

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

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

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

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

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

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

**(6) Sensitive information**

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

**(7) Exempt categories**

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

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

# Agenda Item 2

MAYOR AND CABINET		
<b>Report Title</b>	Minutes	
<b>Key Decision</b>		Item No.2
<b>Ward</b>		
<b>Contributors</b>	Chief Executive	
<b>Class</b>	Part 1	Date: June 25 2014

## Recommendation

It is recommended that the minutes of that part of the meeting of the Mayor and Cabinet which were open to the press and public, held on April 2014 (copy attached).

# MINUTES OF THE MAYOR AND CABINET

Wednesday, 9 April 2014 at 6.00 pm

PRESENT: Sir Steve Bullock (Mayor), Chris Best, Janet Daby, Damien Egan, Helen Klier, Paul Maslin, Joan Millbank, Alan Smith and Susan Wise.

ALSO PRESENT: Councillor Stella Jeffrey and 8 members of the public.

Apologies for absence were received from Councillor Crada Onuegbu.

## 73. Declaration of interests

None were made.

## 74. Minutes

RESOLVED that the minutes of the meeting held on March 19 2014 be confirmed and signed as a correct record.

## 75. Outstanding Scrutiny Matters

The Mayor received confirmation that no items had slipped since the last report.

RESOLVED that the report be noted.

## 76. Permanent Primary Places Holbeach, John Ball, Coopers Lane and Sir Francis Drake

An overview of the proposals was given by Councillor Helen Klier, the Cabinet Member for Children & Young People. She highlighted the major challenges being presented by escalating birth rates and stated the authority's intention to provide places in good popular schools and wherever possible to avoid young children having to be bussed to school.

The Executive Director for Children and Young People's representative reported that while no responses had been received in connection with the Coopers Lane and John Ball proposals, multiple representations had been received regarding Holbeach and Sir Francis Drake Primary Schools. He pointed out an addendum had been tabled at the meeting containing an up to date summary of all the representations that had been received.

The Mayor then indicated he would examine each school proposal individually.

### *Sir Francis Drake Primary School*

The Mayor received a representation from Fraser Jupp, the Chair of Governors and Christine Barnes, the Head Teacher. Mr Jupp highlighted two concerns from their written response, firstly a query on the need for places in the locality given other provision coming on stream and secondly the possible



flexibility in the Education Funding Agreement to enhance the scheme by providing an amended design proposal which would allow better and more imaginative use of space.

The Executive Director for Children and Young People's representative Confirmed to the Mayor that there was little prospect of the Education Funding Agency financing any enhancements and that refinements could only realistically be made with an injection of local authority funding. The Mayor suggested that as it would take some years for the school to reach its optimum capacity, there might be scope to add features. Officers said they could attempt to negotiate future changes with the Education Funding Agency.

Councillor Klier pointed out that the consultation had also raised concerns about traffic management issues and about the siting of toilets which needed to be addressed.

Having listened carefully to the representations that had been made, the Mayor concluded he would approve the recommendation in relation to Sir Francis Drake School but that he expected the next stage report to have thoroughly explored all the concerns expressed by the school.

#### *Holbeach Primary School*

Councillor Klier assured the Mayor the proposals had been formulated only after very careful consideration but she acknowledged there was still a job of work to be undertaken to earn the trust of parents.

The Executive Director for Children and Young People's representative outlined the various steps which had been taken to address the concerns raised by the Friends of Holbeach prior to the start of the formal consultation. He pointed out that in terms of available space should the proposals be agreed, Holbeach would be at a comparable level with Gordonbrock, Stillness, Kelvin Grove and Torridon which were all regarded as successful schools. He further reported that while the Governors had issued an objection, they would co-operate fully in whatever outcome was decided upon.

Eileen O'Mahoney spoke on behalf of the Friends of Holbeach and objected to the proposals saying they lacked a costs and benefits analysis and seemed to ignore the fact the school had already accommodated two bulge classes. She stated there was no guarantee the school's success would continue, as she believed spatial constraints would be considerable especially if a mooted rooftop playground proved untenable. She also said nursery provision was in jeopardy, as she believed Barretts would not be able to secure permission from Network Rail for a railway bridge.

The Mayor was advised by the Deputy Mayor that the proposed community space and Railway Bridge to be provided by developer Barrett at the former Greyhound stadium were part of a Section 106 Planning Agreement and therefore legally enforceable. The Executive Director for Children and Young People's representative added that in terms of space there were a number of possible options for an imaginative reconfiguration and that additionally a roof

top solution had worked well elsewhere with aesthetic screening and adherence to strict Planning conditions requirements on noise.

The Mayor asked if the proposals represented value for money and was assured by officers that the costs were good value for money given that the school was a listed building that was being permanently expanded.

The Mayor concluded that this was a difficult decision which had received genuine and heartfelt objections from dedicated groups and individuals attempting to act in the best interests of current and future pupils. He acknowledged agreeing the recommendations would come as a huge disappointment to some but he felt he must take account of the staggering overall scale of the problem of a lack of primary places and he believed expansion was in the best interests of local children generally. Although not conditional on proceeding with the expansion, he did ask to see a further report confirming nursery provision and play space arrangements;

#### *Coopers Lane Primary School*

Councillor Klier informed the Mayor this was a straightforward expansion to 3FE which had the enthusiastic support of the Governors and Head Teacher and which had been facilitated by the Community Services Directorate which had negotiated a transfer of the Community Education Lewisham requirements to the London & Quadrant building on Baring Road.

#### *John Ball Primary School*

Councillor Klier again informed the Mayor this was a straightforward expansion to 3FE which was fully supported.

Having considered an officer report, and a presentation by the Cabinet Member for Children & Young People, Councillor Helen Klier, the Chair and Head Teacher of Sir Francis Drake Primary School and a representative of the Friends of Holbeach Primary School, the Mayor, for the reasons set out in the report:

RESOLVED that:

- (i) the responses received during the representation period on proposals to enlarge Coopers Lane, Holbeach and John Ball Primary Schools be noted;
- (ii) the proposal to enlarge Coopers Lane Primary School from 2 to 3 forms of entry with effect from September 2014 be approved;
- (iii) the proposal to enlarge Holbeach Primary School from 2 to 3 forms of entry with effect from September 2015 be approved and a further report be received confirming nursery provision and play space arrangements;
- (iv) the proposal to enlarge John Ball Primary School from 2 to 3 forms of entry with effect from September 2015 be approved; and

(v) the publication of a statutory notice on a proposal to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016 be approved.

**77. Referral from Healthier Communities Select Committee: Public Health Expenditure**

The report was presented by the Vice-Chair of the Healthier Communities Select Committee, Councillor Stella Jeffrey, who accepted a suggestion that a joint report be prepared by the two pertinent Executive Directors.

Having considered an officer report, and a presentation by the Vice Chair of the Healthier Communities Select Committee, the Mayor

RESOLVED that the Executive Director for Community Services and the Executive Director for Children & Young People be asked to prepare a response.

**78. Admissions Policy 2015-16**

Having considered an officer report, and a presentation by the Cabinet Member for Children & Young People, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) Admissions arrangements - The nursery, primary, secondary and sixth form admission arrangements for Lewisham's community schools as set out in appendices A to F be approved;

(ii) The Admissions Schemes - The Pan London Admission Schemes for reception and secondary transfer and a local scheme for in year admissions as detailed in Appendix G be approved;

(iii) Priority for children of staff - Priority be not given for children of school staff and that this issue be reviewed in a year's time, with modelling carried out to determine its possible impact;

(iv) Measuring home to school distance - Home to school distances be measured in future to a central nodal point for the property concerned; and

(v) Admission of two year olds - the admission arrangements for nursery schools and nursery classes in primary schools participating in the Early Learning Offer be amended to enable them to admit two year olds.

**79. Annual Lettings Plan**

Having considered an officer report, and a presentation by the Cabinet

Member for Customer Services, Councillor Susan Wise, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) the lettings outcomes for 2012/13 and 2013/14 and the position on the housing register be noted;

(ii) the proposed Lettings Plan for 2014/15 be approved.

## **80. Fixed Penalty Notices**

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

RESOLVED that:

(i) Changes in the rates applicable for Fixed Penalty Notices imposed within the Borough for “environmental crimes”, as described in appendix A be approved; and

(ii) the introduction of an early payment scheme in relation to FPN’s be approved.

## **81. Appointment of Local Authority Governors**

Having considered information supplied in respect of the nominees proposed for appointment and advice from the Cabinet Member for Children & Young People, Councillor Helen Klier, the Mayor:

RESOLVED that the following persons be appointed as a Local Authority governor;

Claire Witkowski	Dalmain
Ivor Mason	Dalmain
Cllr. John Paschoud	Perrymount
Lynda Miller	Marvels Lane
John Harrington	Marvels Lane
Deborah Bamidele	Sydenham
William Evans	Sedgehill
Joanne Honeybone	Torridon Infant
Russell Ewens	Our Lady & St Philip Neri RC

## **82. Response to Housing Select Committee Private Rented Sector and Discretionary Licenses**

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

RESOLVED that the response contained in the report be presented to the Housing Select Committee.

**83. Response to CYP Select Committee Early Intervention**

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

RESOLVED that the response contained in the report be presented to the Children and Young People Select Committee.

**84. Campshill Road Extra Care Scheme**

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

RESOLVED that:

(i) the progress on the proposals for the Campshill Extra Care Scheme be noted;

(ii) the comments made by secure tenants in response to the statutory consultation undertaken pursuant to Section 105 of the Housing Act 1985 in relation to the proposal for a new housing development for older people on the Campshill Site, and the results of that consultation as summarised be noted; and

(iii) the responses from the additional, non-statutory consultation activities with leaseholders and tenants as summarised be noted.

**85. Exclusion of Press and Public**

RESOLVED that in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 and under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs [3, 4 and 5] of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

14. Call-in 144 Evelyn Street (Parker House) Surplus Declarations and Approval to Demolish
15. Campshill Road Extra Care Scheme

16. Hostel Expansion Programme

**86. Call-in 144 Evelyn Street (Parker House) Surplus Declarations and Approval to Demolish**

Having received confirmation from Officers that a corporate reputation strategy was not in place concerning the proposals, the Mayor decided to uphold the call-in and defer the decisions.

**87. Campshill Road Extra Care Scheme Closed**

Having considered a confidential report and the comments and responses referred to in recommendations 4.3 and 4.4 of the accompanying open report on the same subject and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) the progress on the proposals for the Campshill Extra Care Scheme be noted;

(ii) the valuation advice received and the results of the soft market testing with Registered Providers be noted;

(iii) the Council submits a planning application for the Campshill Extra Care Scheme;

(iv) this site be declared surplus to the Council's requirements and that authority to finalise the terms of any disposal to a Registered Provider Partner be delegated to the Executive Director for Resources and Regeneration, in consultation with the Head of Law; and

(v) officers should commence the procurement of a Registered Provider Partner to develop, own and manage the scheme.

**88. Hostel Expansion Programme**

Having considered a confidential officer report, and a presentation by the Cabinet Member for Customer Services, Councillor Susan Wise, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) the business case that sets out the financial and operational benefits from increasing the stock of hostel accommodation by 150 units as a means to reduce the number of homeless households placed into bed and breakfast accommodation be approved;

(ii) a further 50 hostel spaces be acquired through the purchase of properties yet to be identified, at an estimated cost of £4.3m, based on an average cost per space of £86,000, and to increase the General Fund Capital Programme accordingly;

(iii) authority be delegated to the Executive Director for Resources and Regeneration to acquire property to achieve this objective, in line with the requirements for viable hostel stock as set out and to decide on a case by case basis the appropriate capital funding approach for each purchase;

(iv) these purchases are intended to provide a temporary solution to the current housing supply constraints, and

(v) officers should keep under review alternative future uses for newly acquired hostel accommodation, including disposal, at an appropriate time in the future.

The meeting closed at 7.51pm

# MINUTES OF THE MAYOR AND CABINET

Friday, 11 April 2014 at 10.00 am

PRESENT: Sir Steve Bullock (Mayor)

**1. Declaration of interests**

There were none.

**2. Green Deal Communities Fund: approval of funding offer**

The report was presented by the Executive Director for Resources and Regeneration's representative who outlined the bidding process and the projected expenditures that were to be used to incentivise energy efficiency measures. The Mayor received confirmation that Lewisham would be the lead authority with Bromley and Bexley as partners and that there was no requirement to share the available funds equally.

RESOLVED that the acceptance of the grant offer of £1.6m under the Green Deal Communities Fund be approved.

The meeting closed at 10.09am.



# Agenda Item 3

MAYOR & CABINET		
<b>Report Title</b>	Outstanding Scrutiny Matters	
<b>Key Decision</b>	No	Item No. 3
<b>Ward</b>		
<b>Contributors</b>	Head of Business and Committee	
<b>Class</b>	Part 1	Date: 25 June 2014

## 1. Purpose of Report

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

## 2. Recommendation

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

Report Title	Responding Author	Date Considered by Mayor & Cabinet	Scheduled Reporting Date	Slippage since last report
Matters raised by Overview & Scrutiny Business Panel – Recycling	ED Customer Services	15 January 2014	3 September 2014	No
Matters raised by Healthier Communities Select Committee	ED Community	9 April 2014	25 June 2014	No

### BACKGROUND PAPERS and AUTHOR

Mayor & Cabinet 15 January 2014 and 9 April 2014 available from Kevin Flaherty 0208 314 9327.

# Agenda Item 4

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

Date of Meeting	25 <sup>th</sup> June 2014
-----------------	----------------------------

Title of Report	Financial Outturn 2013/14
-----------------	---------------------------

Originator of Report	Selwyn Thompson	Ext. 46932
----------------------	-----------------	------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member (nominee)

Date: 11/06/14

Signed:  Director/Head of Service

Date: 11-06-14

### Control Record by Committee Support

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

<b>MAYOR &amp; CABINET</b>			
<b>REPORT TITLE</b>	Financial Outturn 2013/14		
<b>KEY DECISION</b>	No	<b>Item No.</b>	
<b>WARD</b>	N/A		
<b>CONTRIBUTORS</b>	Executive Director for Resources and Regeneration		
<b>CLASS</b>	Part 1	<b>Date</b>	25 June 2014

## **1. EXECUTIVE SUMMARY**

1.1 This report sets out the financial results for 2013/14. The key areas to note are as follows:

- The directorates' net General Fund revenue budget was underspent by £1.8m.
- The Dedicated Schools' Grant (DSG) of £250.4m was spent to budget.
- The Housing Revenue Account (HRA) was spent to budget.
- Council Tax collection for the year was 94.8%. This was a slight improvement on last year and above the 'in year' key performance target of 94.5%.
- Capital expenditure for the year was £114.4m. This represents 96% of the revised forecasted year-end expenditure budget of £119.8m.
- A total of 95% of the £20.9m savings agreed in setting the 2013/14 budget were delivered on schedule.
- Business Rates collection was 99.0% against a target for the year of 98.5%.

## **2. PURPOSE**

2.1 To set out the Council's financial results for 2013/14.

## **3. RECOMMENDATION**

3.1 The Mayor is asked note the financial results for the year ending 31 March 2014.

## **4. POLICY CONTEXT**

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

## 5. OVERALL DIRECTORATE OUTTURN

- 5.1 The overall net General Fund underspend against the directorates' net controllable budgets was £1.8m, as set out in Table 1.

**Table 1 – Directorates Financial Results for 2013/14**

Directorate	Gross budgeted spend	Gross budgeted (income)	Net budget	Final Outturn	Over / (Under) Spend	Variance
	£m	£m	£m	£m	£m	%
Children & Young People 1	79.6	(20.4)	59.2	63.3	4.1	6.5%
Community Services	179.2	(60.8)	118.4	113.3	(5.1)	(4.5%)
Customer Services 2	78.4	(46.1)	32.3	33.9	1.6	4.7%
Resources & Regeneration	59.7	(13.2)	46.5	44.1	(2.4)	(5.4%)
<b>Directorate Total</b>	<b>396.9</b>	<b>(140.5)</b>	<b>256.4</b>	<b>254.6</b>	<b>(1.8)</b>	<b>(0.7%)</b>
<b>Corporate Items</b>			<b>28.2</b>			
<b>Budget Requirement</b>			<b>284.6</b>			

1. Gross figures exclude £250.4m Dedicated Schools' Grant (DGS) expenditure and matching grant income.
2. Gross figures exclude £225.0m matching income and expenditure for housing benefits. This figure is lower than last year due to the implementation of the Council Tax Reduction Scheme (CTRS), an effect of which is to replace benefits paid out with discounts at source.

- 5.2 Table 2 sets out the proportion of the agreed revenue budget savings which have been delivered in the year. Any variances have been reflected in the overall net General Fund position which has been set out in Table 1 above.

**Table 2 – Savings delivered for 2013/14**

Directorate	Savings agreed for 2013/14	Saving delivered	Variance	
	£m	£m	£m	%
Children & Young People	6.5	6.5	0.0	0.0
Community Services	6.9	6.4	0.5	7.0
Customer Services	2.4	2.2	0.2	8.0
Resources & Regeneration	5.1	4.7	0.4	8.0
<b>Total</b>	<b>20.9</b>	<b>19.8</b>	<b>1.1</b>	<b>5.0</b>

- 5.3 The year end variances reported for Community Services represents the proposed saving from the reablement service. The shortfalls in Customer Services relates to the introduction of cashless parking payments. This will materialise over the life of the new contract, but not in the first year of operation. The shortfall for Resources and Regeneration mainly relates to staffing re-organisations which have been paused to come into line with the implementation of the Oracle Financials R12 upgrade. The delivery of these savings are now being progressed.

## 6. CHILDREN & YOUNG PEOPLE

- 6.1 The directorate overspent by £4.1m. This was generally in line with the forecasts being reported during the year and the overall position for the directorate has been set out in Table 3.

**Table 3 – Children & Young People’s Services**

Directorate	Gross budgeted spend	Govt Grants	Other Income	Net budget	Final Outturn	Over / (Under) Spend
	£m	£m	£m	£m	£m	£m
Children's Social Care services	49.5	(1.9)	(0.6)	47.0	53.0	6.0
Resources & Performance	8.2	0.0	(11.0)	(2.8)	(4.0)	(1.2)
Standards & Achievement	5.3	(0.2)	(2.1)	3.0	2.7	(0.3)
Education Infrastructure	1.5	0.0	0.0	1.5	1.5	0
Targeted Services and Joint Commissioning	15.1	(1.1)	(2.2)	11.8	11.4	(0.4)
Schools	0	0.0	(1.3)	(1.3)	(1.3)	0
<b>Directorate Total</b>	<b>79.6</b>	<b>(3.2)</b>	<b>(17.2)</b>	<b>59.2</b>	<b>63.3</b>	<b>4.1</b>

- 6.2 The overspend of £6m within children’s social care services was mainly in respect of the costs of clients with ‘no recourse to public funds’ and the placements for Looked After Children (LAC).
- 6.3 The clients with ‘no recourse to public funds’, including bed and breakfast accommodation and Section 17 payments had created a cost pressure of some £4.6m for the year. These are families who have made an application to remain in the country and are waiting to be dealt with by the Home Office. The number of cases at the end of the year was just over 200.
- 6.4 For the LAC service, the year end overspend of £1.4m is the net of management action to move placements towards lower cost areas such as fostering and less residential packages, where this was deemed appropriate to the needs of the child. The placement numbers for LAC have increased from 491 at the start of the year to 508 at the end. The social care management team have reviewed placements weekly throughout the year to ensure that care packages have provided value for money and met the desired outcome.
- 6.5 The increase in the number of clients with ‘no recourse to public funds’, bed & breakfast accommodation and Section 17 payments is significant. In the past, some of these cases would have been regarded as asylum seekers and the Council would have been entitled to receive grant funding. However, fewer people are now regarded as such by the Home Office and hence there are no asylum seekers being funded.
- 6.6 There were other pressures which arose in the leaving care service of £1.1m, due to the increase in the number of young people requiring support and national changes in housing benefit. Client numbers at the start of the year were 53 and this increased to 117 by the year end.

- 6.7 There were a number of other net underspends in children's social care services which totalled £1.1m and mainly relate to staff vacancies and savings in supplies and services through the operation of the directorate expenditure panel.
- 6.8 All the other divisions in the directorate either spent to budget or underspent overall. For resources and performance, the underspend of £1.2m was mainly due to staff vacancies and use of the unallocated contingency. For standards and achievements, the underspend of £0.3m again relate to staff vacancies in the main and the early delivery of future agreed savings. The underspend for targeted services and joint commissioning of £0.4m has been delivered through improved commissioning arrangements, staff vacancies and savings on supplies and services.

## 7. COMMUNITY SERVICES

- 7.1 The directorate underspent by £5.1m. This was generally in line with the forecasts being reported during the year and the overall position for the directorate has been set out in Table 4.

**Table 4 – Community Services**

Directorate	Gross budgeted spend	Gross budgeted income	Net budget	Final Outturn	Variance
	£m	£m	£m	£m	£m
Culture and Community Development	24.4	(7.5)	17.0	16.6	(0.4)
Adult Services	112.2	(30.9)	81.3	79.2	(2.1)
Public Health	14.6	(14.6)	0.0	(0.5)	(0.5)
Crime Reduction and Supporting People	25.7	(7.6)	18.0	16.6	(1.4)
Strategy & Performance	2.3	(0.2)	2.1	1.8	(0.3)
Community Reserves	0.0	0.0	0.0	(0.4)	(0.4)
<b>Directorate Total</b>	<b>179.2</b>	<b>60.8</b>	<b>118.4</b>	<b>113.3</b>	<b>(5.1)</b>

- 7.2 The culture and community development budget underspent by £0.4m. This reflects a £0.2m underspend on the voluntary sector grants budget which is mainly due to further slippage in the allocation of the Community Sector Investment Fund element of the budget. There were overspends for the sports service of £0.3m due to increased electricity costs at the Glassmill and various works at the older centres, including the Bridge and Wavelengths. Other net underspends amounting to £0.5m have been delivered through the early implementation of budget savings, underspends in the libraries services and unused directorate balances.
- 7.3 Adult services has reported a year end underspend of £2.1m. This is mainly due to an underspend on the modernisation budget, including savings achieved through negotiation of contracts for care services of £1.1m. There were a number of other underspends in this area and these include: day opportunities and support, due to the early achievement of budget savings and the gradual shift in provision away from building based care to more personalised services of £0.5m; non-

residential services for older people and people with a physical disabilities of £0.2m; residential and nursing services for older people and people with physical disabilities of £0.2m. There were some further net underspend variances for adult services which amounted to £0.1m at the year end.

- 7.4 The services for crime reduction and supporting people recorded an overall underspend of £1.4m for the year. In total, £1.2m of this underspend related to the drugs and alcohol service, where there were underspends which pertained to those areas funded by the public health grant. Budget pressures on the youth offending service of £0.3m which related to the overspend on secure remand following changes in government policy, have been offset by the early achievement of savings in the supporting people service of £0.2m and through staff savings mainly in the community safety and CCTV service areas of £0.3m.
- 7.5 There was a net underspend of £0.5m on the core public health budgets. The underspend in strategy and performance of £0.3m mainly related to the employee budget and the contracts for purchased services. There were also unused contingencies of some £0.4m which has led the directorate to deliver an overall underspend of £5.1m for the year.

## 8. CUSTOMER SERVICES

- 8.1 The directorate overspent by £1.6m. The overall position for the directorate has been set out in Table 5.

**Table 5 – Customer Services**

Directorate	Gross budgeted spend	Gross budgeted income	Net budget	Final Outturn	Variance
	£m	£m	£m	£m	£m
Strategic Housing & Regulatory Services	13.6	(10.1)	3.5	4.5	1.0
Environment	41.1	(19.1)	22.0	22.2	0.2
Public Services	21.9	(16.7)	5.2	5.6	0.4
Strategy & Performance	1.8	(0.2)	1.6	1.6	0.0
<b>Directorate Total</b>	<b>78.4</b>	<b>(46.1)</b>	<b>32.3</b>	<b>33.9</b>	<b>1.6</b>

- 8.2 The main cause of the directorate's overspend is within the bed and breakfast budget as a result of a significant increase in the number of clients in bed and breakfast accommodation. The number risen from an average of 79 in 2012/13 to an average of 197 in 2013/14. The number of 'live' rent accounts relating to bed and breakfast at the end of the year was 318. This compared to 108 at the end of March 2013. This has led to an overspend of some £1.1m. There are some net underspends amount be £0.1m which has brought down the overall pressure in strategic housing and regulatory services to £1.0m.
- 8.3 The environment division overspent by £0.2m. This was mainly due to income shortfalls within the bereavement services, street management and green scene budgets and the lumber collection service.

8.4 There was a net underachievement of parking income overall for the year, even though the collection rates of fines has increased over the course of the year. In addition to this, the planned savings from the new parking contract have not yet materialised. These has been partially alleviated by the Council receiving additional court fee income and leaving the public services division ending the year with a net overspend of £0.4m.

## 9. RESOURCES & REGENERATION

9.1 The directorate underspent by £2.4m. The overall position for the directorate has been set out in Table 6.

**Table 6 – Resources and Regeneration**

Directorate	Gross budgeted spend	Gross budgeted income	Net budget	Final Outturn	Variance
	£m	£m	£m	£m	£m
Audit and Risk	5.4	(2.3)	3.1	2.6	(0.5)
Corporate Policy and Governance	3.6	(0.1)	3.5	3.2	(0.3)
Finance	6.5	(1.2)	5.3	4.6	(0.7)
Executive Office	0.2	0.0	0.2	0.2	0.0
Personnel & Development	3.4	(0.3)	3.1	2.9	(0.2)
Legal Services	2.7	(0.4)	2.3	2.3	0.0
Strategy	2.8	(0.4)	2.4	2.1	(0.3)
Information Management and Technology (IM&T)	11.5	(1.2)	10.3	10.3	0.0
Planning & Economic Development	3.7	(1.5)	2.2	2.0	(0.2)
Regeneration and Asset Development	19.9	(5.3)	14.6	14.4	(0.2)
Transfers to/from Reserves	0	(0.5)	(0.5)	(0.5)	0.0
<b>Directorate Total</b>	<b>59.7</b>	<b>(13.2)</b>	<b>46.5</b>	<b>44.1</b>	<b>(2.4)</b>

9.2 No divisions with the directorate were overspent. The principal underspends were as set out in the following paragraphs.

9.3 The audit and risk division underspent by £0.5m, principally driven by a £0.3m underspend in the cost of insurance renewals and related premia. Within corporate policy and governance, just under £0.2m of the underspend was achieved by holding staffing vacancies open as they arose. The balance of the underspend was achieved by a variety of smaller cost control measures being implemented.

9.4 The underspend in the finance unit budget was £0.7m and was mainly due to an underspend on the directorate contingency budget. There was also an underspend in the personnel and development service of £0.2m due to staff vacancies and reduced agency costs. The underspend in the strategy of £0.3m



was due to a managed underspend on community budgets of mainstreamed grant funding and a delay in an English for Speakers of Other Languages (ESOL) project. The planning and economic development underspend of £0.2m had arisen because of additional land charge fee income. For the regeneration and asset management service, a number of overspends and underspends make up the overall net underspend position of £0.2m. This includes a staffing overspend offset by underspends on the street lighting budget and flood risk funding.

- 9.5 The executive office, legal services and Information Management and Technology (IM&T) have all spent to budget at the year end.

## 10. DEDICATED SCHOOLS GRANT

- 10.1 The overall spend on the Dedicated Schools' Grant (DSG) budget was contained within budget by the year end, as set out in Table 7.

**Table 7 – Dedicated Schools' Grant**

Dedicated Schools Grant	Gross budgeted spend	Govt Grants	Other Income	Internal Income	Net Budget
	£m	£m	£m	£m	£m
Individual Schools Budget	224.4	(224.4)	0.0	0.0	0.0
Central expenditure on education of children under 5s	17.1	(13.5)	(0.4)	(0.1)	3.1
Provision of pupils with Special Educational Needs (SEN)	12.4	(20.4)	0.0	0.0	(8.0)
Education out of school	1.5	0.0	0.0	(0.1)	1.4
Capital Expenditure from Revenue (CERA) (Schools)	36.9	(24.2)	(1.4)	(5.9)	5.4
School specific contingencies	4.2	(9.6)	0.0	(1.7)	(7.1)
Other	5.0	0.0	0.0	(1.1)	3.9
Academy Recoupment	(6.2)	6.2	0.0	0.0	0.0
<b>DSG Total</b>	<b>295.3</b>	<b>(285.9)</b>	<b>(1.8)</b>	<b>(8.9)</b>	<b>(1.3)</b>

- 10.2 The main spending pressures related to the increase in the number of placements in the independent special school sector where there were 12 more pupils placed than allowed for in the budget. These costs were covered by the use of the DSG contingency. The DSG provides the funding for the delegated schools budget. At the end of the financial year 2013/14, the schools had unspent balances of £15.7m, which was the same level as at the end of the previous financial year.

## 11. HOUSING REVENUE ACCOUNT

- 11.1 The Housing Revenue Account spend to budget by 31 March 2014. Table 8 sets out the budgets and year end variance by services.

**Table 8 – Housing Revenue Account**

<b>Housing Revenue Account</b>	<b>Gross budgeted spend</b>	<b>Gross budgeted income</b>	<b>Net budget</b>	<b>Final Outturn</b>	<b>Final Outturn</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Lewisham Homes management costs (including R&M)	36.5	0.0	36.5	34.9	(1.6)
Housing management (LBL & PFI)	12.2	(3.2)	9.0	8.9	(0.1)
Management and Support Services (LBL, including SLAs)	1.6	0.0	1.6	2.0	0.4
Energy costs	2.8	0.0	2.8	2.2	(0.6)
Capital Financing	46.8	0.0	46.8	64.6	17.8
Balances, Provisions and Contingencies	20.7	0.0	20.7	5.7	(15.0)
Rents, Services Charges and major works income	0.0	(83.0)	(83.0)	(83.9)	(0.9)
Government Grants (PFI Credit/Decent Homes funding)	0.0	(34.4)	(34.4)	(34.4)	0.0
<b>Total</b>	<b>120.6</b>	<b>120.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

- 11.2 Lewisham Homes manages certain budgets on behalf of the Council in addition to those that are formally delegated to them. The repairs and maintenance budget was underspent by just over £1.6m for the year. This in part reflects the continued investment in the decent homes programme, which has tended to reduce demand for day to day repairs and maintenance as properties are brought up to standard.
- 11.3 Underspends on salaries costs and additional fee income in the Council's own housing management budget was partially offset by reduced rent and service charge income from hostels, due to higher than budgeted void rates. This has resulted in a small underspend overall. The final void rate was 11.7% compared to a budget rate of 10%.
- 11.4 The overspend in management and support services relates to the insurance and risk recharge which has increased by £0.4m for the year. This is due to the revaluation of dwelling stock values which led to an increase in the proportion recharged to the HRA.
- 11.5 Energy costs slightly underspent due to credits received for meters read, due to a change in contract provider. The previous costs were based on energy supplier estimates. The energy budgets for 2014/15 will be reviewed as part of the contract change.
- 11.6 The net variance between capital financing and balances and provisions, relates to additional interest costs due to higher than forecast interest rates and technical accounting adjustments. This is to recognise the decent homes costs as revenue rather than capital expenditure and increases in depreciation costs over budgeted allowances, due to revaluations in stock asset values.

11.7 Overall, the HRA made a surplus of £3.6m for the financial year 2013/14, which has been transferred into balances for use in future years. This meant that the HRA ended the year with an overall balanced budget position.

## 12. COLLECTION FUND

12.1 As at 31 March 2014, £100.7m of Council Tax had been collected, which represents 94.8% of the total amount due for the year of £106.2m. This compares to the 'in year' key performance target collection rate of 94.5%. The collection rate as at the end of the 2012/13 financial year was 94.8%.

12.2 Business rates collection stood at 99.0%, compared to 97.4% at the end of 2012/13 financial year. Performance has improved from last year and is 0.5% above the target collection rate for the year of 98.5%.

## 13. CAPITAL EXPENDITURE

13.1 The overall spend to 31 March is £114.4m, which is 95.4% of the revised forecast year end expenditure of £119.8m. The reduced forecast and overall final outturn was due to the further re-phasing of a number of schemes including Parker House, Sydenham Bridge, Catford Phase 1 and Lewisham Central Opportunity Site. The overall underspend for the year will be carried forward to 2014/15. A breakdown of the expenditure by directorate and fund has been set out in Table 9.

**Table 9 – Capital Programme**

Capital Programme	Original Budget	Revised Budget	Final Outturn	Spend as %age of forecast
	£m	£m	£m	%
Community Services	0.9	1.7	1.1	64.7
Resources and Regeneration	8.3	18.7	17.7	94.6
Children and Young People	70.5	45.2	41.4	91.6
Customer Services	1.3	3.3	3.0	90.1
Housing (General Fund)	10.4	5.6	6.2	110.7
<b>Total – General Fund</b>	<b>91.4</b>	<b>74.5</b>	<b>69.4</b>	<b>93.2</b>
HRA – Council	1.0	2.5	1.9	76.0
HRA - Lewisham Homes	59.0	42.8	43.0	100.5
<b>Total – HRA</b>	<b>60.0</b>	<b>45.3</b>	<b>44.9</b>	<b>99.3</b>
<b>Total Expenditure</b>	<b>151.4</b>	<b>119.8</b>	<b>114.3</b>	<b>95.4</b>

13.2 Table 10, shows the year end position on the major projects in the 2013/14 General Fund capital programme (i.e. those projects and schemes over £1m in value for 2013/14).

**Table 10 – Summary of Major Capital Schemes**

Capital Programme 2013/14	Original Budget	Revised Budget	Final Outturn	Spend as %age of forecast
	£m	£m	£m	%
Vehicle Replacement	2.1	2.1	2.1	100.0
Housing Regeneration Schemes (Kender, Excalibur, Heathside and Lethbridge)	5.2	3.7	3.7	100.0
BSF - Prendergast Hilly Fields	8.6	8.6	7.6	88.4
Primary Places Programme	36.6	19.3	18.9	97.9
BSF – Sydenham	10.0	8.8	8.0	90.9
BSF – Brent Knoll	2.8	1.6	0.5	31.2
Other Schools Capital Works	10.2	6.2	4.9	79.0
Deptford Station, Town Centre & High Street Improvements	1.6	2.0	1.8	90.0
Lewisham Mortuary - Cremator	1.2	0.6	0.5	83.3
Disabled Facilities / Private Sector Grants	1.7	1.2	1.1	91.7
Catford Broadway & Town Centre Regeneration	6.5	1.8	1.5	83.3
Asset Management Programme	2.4	2.4	2.4	100.0
Highways and Bridges (TfL)	3.4	4.0	3.8	95.0
Highways and Bridges (LBL)	5.5	5.3	5.1	96.2

- 13.3 One of the main sources of financing the programme was capital receipts from the sale of property assets. In total, £15m of these usable capital receipts was used to finance the programme in 2013/14, whilst £74m of grants were also allocated.

#### 14. TREASURY MANAGEMENT AND PENSION FUND

##### Treasury Management

- 14.1 The overall treasury management portfolio as at 31 March 2014 has been set out in Table 11.

**Table 11 - Treasury Position as at 31 March 2014**

	Outstanding at 31 March 2014	Average Coupon Rate	Average Remaining Duration	Outstanding at 31 March 2013
	£m	%	Years	£m
<b>Fixed Rate Borrowing</b>				
Public Works Loans Board	83.9	5.99	20.8	87.7
Market Debt	86.5	4.72	39.8	85.7
Sub Total – Fixed Rate Borrowing	170.4			173.4
<b>Variable Rate Borrowing</b>				
Public Works Loans Board	0.0	0.0	0.0	0.0
Market Debt	25.0	4.54	24.8	25.0
Sub Total – Variable Rate Borrowing	25.0			25.0
<b>Total Debt</b>	<b>195.4</b>			<b>198.4</b>
<b>Investments</b>				
Internally Managed	285.6	0.69	77.6 days	268.4
<b>Total Cash Managers</b>	<b>285.6</b>			<b>268.4</b>

- 14.2 The net borrowing requirement for 2013/14 was minus £5.6m, this being £0.3m higher than the net borrowing requirement of minus £5.9m for 2012/13, as set out in Table 12.

**Table 12 – Net Borrowing Requirement for 2013/14**

	2013/14	2012/13
	£m	£m
Capital Investment	70.8	66.4
Capital Grants	(39.5)	(41.1)
Capital Receipts	(16.1)	(16.2)
Revenue	(12.4)	(5.8)
<b>Net</b>	<b>2.8</b>	<b>3.3</b>
Minimum Revenue Provision	(8.4)	(9.2)
Maturing Debt	0.0	0.0
<b>Net Borrowing Requirement</b>	<b>(5.6)</b>	<b>(5.9)</b>

- 14.3 In previous years, the Council has financed its net borrowing requirement from temporary cash balances held by the Council. As at 31 March 2014, this internal borrowing totalled £40.4m. There was no new borrowing in the year 2013/14.
- 14.4 It has been the Council's strategy to borrow up to the level of the Government's assessment of the Council's underlying need to borrow which is termed the Capital Financing Requirement (CFR). The calculation of the CFR broadly corresponds to the net borrowing requirement as set out in Table 12. The comparative position is as set out in Table 13.

**Table 13 – Debt and CFR Movement in 2013/14**

	2013/14	2012/13
	£m	£m
Capital Financing Requirement	235.9	241.5
External Debt	195.5	198.4
<b>Difference</b>	<b>40.4</b>	<b>43.1</b>

- 14.5 The impact of the debt transactions in 2013/14 was to reduce the average interest rate of the debt by 0.07% from 5.80% to 5.73% and reduce the average duration by approximately 0.4 years, from 24.3 years to 23.9 years.

#### Pension Fund

- 14.6 The net asset worth of the Lewisham Pension Fund as at 31 March 2014 was £905m. This represents an increase of some £37m over the course of the year, where the closing net assets of the scheme as at 31 March 2013 were valued at £868m. This is principally attributable to an increase in stock valuation during the year.
- 14.7 The Pension Fund is, and is likely to remain, 'cash negative'. That is, the benefits paid out in any year are likely to exceed the contributions paid in. This is entirely normal for a Pension Fund of this maturity and is fully taken into account in the investment strategy.

## **15. FINANCIAL IMPLICATIONS**

- 15.1 This report concerns the financial results for the 2013/14 financial year. However, there are no financial implications in agreeing the recommendation of this report.

## **16. LEGAL IMPLICATIONS**

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

## **17. CRIME AND DISORDER IMPLICATIONS**

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

## **18. EQUALITIES IMPLICATIONS**

- 18.1 There are no equalities implications directly arising from this report.

## **19. HUMAN RESOURCES**

- 19.1 There are no human resources implications directly arising from this report.

## **20. CONCLUSION**

- 20.1 The Council has continued to apply sound financial controls and has contained its expenditure for the year within agreed budgets. However, the short and medium-term outlook remains difficult and continued strong management and fiscal discipline will be required to enable the Council to meet its financial targets for 2014/15 and beyond.

## **21. BACKGROUND DOCUMENTS AND FURTHER INFORMATION**

<b>Short Title of Report</b>	<b>Date</b>	<b>Location</b>	<b>Contact</b>
2013/14 Budget	27 February 2013 (Council)	3 <sup>rd</sup> Floor Laurence House	Shola Ojo
Financial Forecasts for 2013/14	10 July, 2 October, & 13 Nov' 2013 (M&C)	3 <sup>rd</sup> Floor Laurence House	Richard Lambeth
2014/15 Budget	26 February 2014 (Council)	3 <sup>rd</sup> Floor Laurence House	Shola Ojo

For further information on this report, please contact:

Selwyn Thompson, Head of Financial Services, on 020 831 46932

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

<b>Date of Meeting</b>	25 <sup>th</sup> June 2014
------------------------	----------------------------

<b>Title of Report</b>	Measures to increase the supply of permanent primary school places: Report on the representation period on the proposal to enlarge Sir Francis Drake Primary School.
------------------------	--

<b>Originator of Report</b>	Chris Threlfall	<b>Ext. 49971</b>
-----------------------------	-----------------	-------------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed: \_\_\_\_\_ Executive Member



Date: 13<sup>th</sup> June 2014

Signed: \_\_\_\_\_ Executive Director



Date: 16<sup>th</sup> June 2014

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Measures to increase the supply of permanent primary school places: Report on the Representation period on the proposal to enlarge Sir Francis Drake Primary School		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Evelyn		
<b>Contributors</b>	Executive Director for Children and Young People, Executive Director Regeneration & Resources, Head of Law		
<b>Class</b>	Part 1	Date:	June 25 2014

## 1. Summary

- 1.1 This report sets the outcomes of the representation period following the publication of Statutory Notice to enlarge Sir Francis Drake Primary School. This measure is proposed in order to meet demand for school places.

## 2. Purpose

- 2.1 The report requests the Mayor to note the responses received during the Representation period following the publication of Statutory Notices proposing to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016, subject to the development of satisfactory building proposals in partnership with the Education Funding Agency.

## 3. Recommendations

That the Mayor:

- 3.1 notes the responses received during the representation period on proposals to enlarge Sir Francis Drake Primary School;
- 3.2 agrees the proposal to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016, subject to the development of satisfactory building proposals in partnership with the Education Funding Agency.

## 4. Policy Context

- 4.1 The proposals within this report are consistent with *'Shaping Our Future: Lewisham's Sustainable Community Strategy'* and the Council's corporate priorities. In particular, they relate to the Council's priorities regarding *young people's achievement and involvement*, including *inspiring and supporting young people to achieve their potential*, the *protection of children and young people* and *ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community*.
- 4.2 The Local Authority has a duty to ensure the provision of sufficient places for pupils of statutory school age and, within financial constraints, accommodation that is both suitable and in good condition.



- 4.3 In aiming to improve on the provision of facilities for primary education in Lewisham which are appropriate for the 21<sup>st</sup> century, the implementation of a successful primary places strategy will contribute to the delivery of the corporate priority *Young people's achievement and involvement: raising educational attainment and improving facilities for young people through partnership working*.
- 4.4 It supports the delivery of Lewisham's *Children & Young People's Plan (CYPP)*, which sets out the Council's vision for improving outcomes for all children and young people, and in so doing reducing the achievement gap between our most disadvantaged pupils and their peers. It also articulates the objective of improving outcomes for children with identified SEN and disabilities by ensuring that their needs are met.

### **The Primary Capital Programme (PCP) and Lewisham's Primary Strategy for Change**

- 4.5 A priority in the Primary Strategy for Change (PSfC), is the provision of sufficient places at the right time to meet future needs within and between Primary Places Planning Localities (PPPLs) in the Borough. As stated in Lewisham's June 2008 PSfC:

*"Ensuring that sufficient places are provided in localities at the right time will take precedence over significant investment in schools where the rectification of conditions and suitability issues will not produce additional places."*

- 4.6 Dependent upon future central government decisions on capital delivery, it is proposed that the borough's Primary Capital Programme will continue to be governed by the following criteria as set out in the 2008 PSfC:
- Provide sufficient places at the right time to meet future needs within and between planning localities in the Borough
  - Improve conditions and suitability of schools in order to raise standards
  - Increase the influence of successful and popular schools
  - Maximise the efficient delivery of education in relation to the size of the school, removing half-form entries and promoting continuity of education
  - Enable school extended services for pupils, parents and communities
  - Optimise the Council's capital resources available for investment.

### **School Organisation Requirements**

- 4.7 Proposals to establish additional provision on a permanent basis must comply with the provisions set out in *The Education and Inspections Act 2006 (EIA 2006)* and *The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2013*. These set out the statutory process for making changes to a school, and statutory guidance on making changes to a maintained school indicates 4 stages to making a prescribed alteration to a maintained school. These are:
- 1) Publication of a Statutory Notice
  - 2) Representation period
  - 3) Decision making
  - 4) Implementation

## **5. Background**

### **5.1 School expansion**

- 5.1.1 The Mayor and Cabinet and the Education Select Committee have received regular reports detailing the pressure on Primary School places and the measures taken to

increase supply. The following tables summarises the schools who have offered additional places that have been opened since 2008 and the total number provided:

School	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
<b>Primary Place Planning Locality 1 Forest Hill &amp; Sydenham</b>							
Adamsrill		√	√	√	√	Expanded	
Christ Church			√				
Dalmain		√	√	√	Expanded		
Eliot Bank					√		
Fairlawn			√			√	
Haseltine					√	YR & Y1	√
Horniman				√			
Kelvin Grove			√	√	Expanded		√
Kilmorie		√	√	√	Expanded	√	
Perrymount			√			√	
Rathfern				√	√		
St Bartholomew's					√	Expanded	
St Michael's						√	
St Will. of York				√			
<b>Primary Place Planning Locality 2 Lee Green</b>							
Brindishe Lee			√			√	
John Ball		√		√			
Lee Manor			√				
Trinity CE						New provision	
St Winifred's						√	√
<b>Primary Place Planning Locality 3 Brockley, Lewisham &amp; Telegraph Hill</b>							
Ashmead			√		√		
Beecroft Gardens	√				Expanded		√
Edmund Waller			√				
Gordonbrock				√	Expanded		
Holbeach	√	√					
John Stainer		√			√	√	
Lucas Vale				√			√
Myatt Garden				√			
Prendergast Primary							New provision
Prendergast Vale						√	
St Stephens CE					√		
Turnham				√	√		
<b>Primary Place Planning Locality 4 Catford, Bellingham &amp; Grove Park</b>							
Athelney			√	√			
Baring			√				
Coopers Lane				√	√	√	Expanded
Elfrida					√		√
Forster Park		√	√		√	√	√
Rushey Green			√	√	√		Expanded
Sandhurst		√	√	√	Expanded		
Torridon			√				√
<b>Primary Place Planning Locality 5 Deptford and New Cross</b>							
Deptford Park		√	√				√
Grinling Gibbons				√	√		
Kender			√	√	Expanded		√
St Josephs				√	√	√	
<b>Primary Place Planning Locality 6 Downham</b>							
Downderry					√		
Good Shepherd				√			
Launcelot			√				√
Marvels Lane						√	
Haberdashers Aske's Knights Temple Grove					√	Expanded	
Rangefield				√			

Year	Permanent Places opened	Temporary Places opened
2008/09		60 (2FE)
2009/10		255 (8.5FE)
2010/11		555 (18.5 FE)
2011/12		564 (19 FE)
2012/13	180 (6FE)	564 (19FE)
2013/14	90 3FE)	375 (12.5FE)
2014/15	120 (4FE)	315 (10.5FE)

- 5.1.2 The majority of places have been added as partial expansions (“bulge” classes). Since 2012 the authority has used Basic Need allocations to launch a programme to increase the supply of places on a permanent basis, using existing council-owned buildings, developing existing school sites and by taking the opportunity to remove half forms of entry.
- 5.1.3 Projections are reviewed at least annually as the information on live births, applications to schools and the uptake of places across each year becomes available.
- 5.1.4 The most recent update indicates that the demand for places will remain high and measures continue to be required to increase the supply of places through a mixture of permanent and temporary enlargements tailored to meet the needs of each area. Figures are set out in the following tables.

Year	Planned Admission Number	Forecast Reception demand	Shortfall
2014/15	3634	3989	355 (12 FE)
2015/16	3724	3994	270 (9 FE)
2016/17	3724	4083	329 (11.FE)
2017/18	3724	4085	331 (11FE)

## 6. Proposal to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry

- 6.1.1 On April 9<sup>th</sup> 2014 Mayor & Cabinet received a report which set out the demand for primary places in Deptford & New Cross Primary Place Planning Locality and the outcomes of the consultations on proposals to enlarge Sir Francis Drake Primary School as part of the measures to meet this demand. The minute of the discussion of the report is included as Appendix One.
- 6.1.2 Sir Francis Drake Primary School is located in Primary Place Planning Locality 5, New Cross & Deptford. The following schools in that locality have been enlarged since 2009:

### Partial enlargements

Deptford Park Primary	2009, 2010, 2014
Kender Primary	2010, 2011
Grinling Gibbons Primary	2011, 2012
St Josephs RC Primary	2011,2012,2013

### Permanent

Kender Primary enlarged from 1 to 2FE	2012
---------------------------------------	------

### New Provision

Haberdashers Aske’s Free School 2FE	2013
-------------------------------------	------

### Additional Requirement – Deptford and New Cross

- 6.2.1 Sir Francis Drake Primary School is located in Primary Place Planning Locality 5, Deptford and New Cross. Typically there is a low level of on-time applications compensated for by a high level of late applicants. Since 2012 there has also been a high number of in-year applicants from the area. There is considerable housing development in the area, including brown-field sites for which Sir Francis Drake will be the nearest school. Whereas the birth rate in some areas has stabilised, it continues to increase in this part of the borough.

#### Births

Births September 1 <sup>st</sup> 2000 to August 31 <sup>st</sup> 2001	537
Births September 1 <sup>st</sup> 2009 to August 31 <sup>st</sup> 2010	655
Births September 1 <sup>st</sup> 2010 to August 31 <sup>st</sup> 2011	694
Increase 2000/01 to 2010/11	29%
Increase 2009/10 to 2010/11	6%

- 6.2.2 The number of on-time applications for places at schools in the area has increased over the last 3 years. Whilst the significant increase in applications for 2014/15 may reflect the popularity of the new Haberdasher's provision in the area, it is evident that demand in the New Cross and Deptford area is growing.

Year	Number of on-time applications (preferences 1-6)
2012/13	1,567
2013/14	1,637
2014/15	1,862

The distance of the last child offered a place at Sir Francis Drake in the 2013 application round was 527 metres. Without expansion of local school places many families who do not have a child already at a school will be disadvantaged.

- 6.2.3 The table below sets out occupancy by year group across the Planning Area. The fluctuations in the occupancy of individual cohorts as they move through emphasises that this is an area with considerable in year movement. The figures demonstrate that the overall trend is for Key Stage occupancy to increase meaning that there are few vacancies for families new to the borough to access.

	January 2012	January 2013	January 2014
Year R	96%	96%	99%
Year 1	92%	97%	97%
Year 2	94%	86%	94%
<b>Key Stage 1 Occupancy</b>	<b>94%</b>	<b>93%</b>	<b>97%</b>
Year 3	91%	87%	92%
Year 4	90%	91%	92%
Year 5	81%	87%	96%
Year 6	75%	80%	91%
<b>Key Stage 2 Occupancy</b>	<b>84%</b>	<b>86%</b>	<b>93%</b>

- 6.2.4 Projections for the area are based on a methodology which ensures that it meets the current characteristics of the local population. The number of births to families resident in the area is taken as the basis for the number of 5 year olds at the relevant year for entry to school. An allowance is made for inward migration and the impact of new developments. Reception places in the area are currently full which suggests that the increase in population forecast for the end of the decade has started earlier.

6.2.5 Projections produced in April 2014 indicate that at least 560 Reception places will be required each year, and currently 510 are available. Demand will continue to rise beyond the end of the decade. Approximately 1,300 additional dwellings are planned in the area. The addition of permanent places in the area will contribute to reducing reliance on temporary enlargements offering greater stability to parents and schools.

### 6.3 Sir Francis Drake Primary School

6.3.1 Sir Francis Drake Primary is a 1 form of entry primary school located to the south of Deptford Park, and adjacent to both the Surrey Canal Triangle development and the Grinstead Road development. It offers 30 Reception places each year and has a total of 210 places across the year groups.

6.3.2 Ofsted inspected the school in 2013 when it was rated as “Good”. Since then the school has had exceptionally good KS 2 SATs results. At the Spring census the occupancy level across Key Stage 1 was 96% and 91% in Key Stage 2.

6.3.3 Demand for places at Sir Francis Drake has also increased as is demonstrated in the following table.

<b>Year</b>	<b>Sir Francis Drake Number of first preference on-time applications</b>	<b>Sir Francis Drake Number of second preference on-time applications</b>	<b>Sir Francis Drake Number of on-time applications (preferences 1-6)</b>
2012/13	29	39	145
2013/14	33	42	145
2014/15	38	41	159

6.3.4 The table below demonstrates that the school has few vacancies across the year groups and is effectively full. Whilst occasional vacancies may occur, the school does not have capacity to accommodate population change in the area.

	January 2012	January 2013	January 2014
Year R	97%	97%	97%
Year 1	100%	93%	96%
Year 2	96%	97%	96%
<b>Key Stage 1 Occupancy</b>	<b>97%</b>	<b>95%</b>	<b>95%</b>
Year 3	100%	100%	97%
Year 4	96%	96%	87%
Year 5	100%	90%	90%
Year 6	90%	100%	97%
<b>Key Stage 2 Occupancy</b>	<b>96%</b>	<b>96%</b>	<b>93%</b>

6.3.5 The school was built in 1963. Although the governing body has taken care of the site, the condition of the buildings have become increasingly less suitable for the delivery of the primary curriculum as is evidenced by the addition of a large number of portacabin buildings to provide additional space for teaching and learning. The school building is now 50 years old and is starting to require expensive maintenance and upgrades.

## **6.4 Priority Schools Building Programme**

- 6.4.1 In 2010 the new coalition government launched the Priority School Building programme (PSBP). This is intended to replace school buildings in poor condition and also offered the opportunity to expand schools in areas of high demand. The government's original intention had been to finance the programme through a Private Finance Initiative (PFI).
- 6.4.2 The local authority bid successfully to the Priority School Building programme to rebuild and enlarge Sir Francis Drake, reflecting the extent of major maintenance works that would become due in the near future. The scheme is now to be delivered without a PFI. The Education Funding Agency will project manage the procurement and construction of the building but requires the LA to undertake the statutory process to enlarge the school.
- 6.4.3 In view of the changing levels of demand in the area the LA has proposed enlargement from September 2016.
- 6.4.4 The building delivered by the Education Funding Agency (EFA) will be in line with the specifications agreed by the James Committee. The focus will be on the delivery of a modern, functional building which meets the government's revised guidelines for space which have recently been revised down from those previously published. The standardised designs offer less flexibility in design in order to reduce construction costs. The budget will not meet the cost of any additional planning conditions. The EFA will seek a commitment from the LA that it will meet the cost of any planning conditions, including traffic management proposals. Officers advise that this still offers good value.
- 6.4.5 Work has continued through the consultation periods to develop the accommodation proposals should the school be enlarged. The EFA has published an outline programme which proposes that detailed discussions about design will commence with the school at the end of June. The EFA programme allows for a series of 6 meetings to take place during July and early August. The planning application is programmed to be submitted by mid-September. Construction would take place during 2015 with the new school buildings opened in January 2016.

## **6.5 First Phase of consultation**

- 6.5.1 Following confirmation from the EFA in Autumn 2013 that the PSBP programme was to be launched and after consultation with the school Governing Body, the Mayor's permission was requested in January 2014 to launch a consultation on a proposal to expand Sir Francis Drake from 1 to 2 forms of entry.
- 6.5.2 Consultation events were held during February 2014, in line with the School Organisation legislation requirements. The outcomes were reported to the Mayor, April 9<sup>th</sup> 2014.
- 6.5.3 Some parents agreed that it was appropriate to expand the school in response to the increased population in the area. However many parents were opposed feeling that the site was too small and that the building offered through the PSBP-funded development would not offer the facilities the school currently enjoyed.
- 6.5.4 Having reviewed the outcomes of the consultation and the presentation by the Chair of Governors and Headteacher of Sir Francis Drake, the Mayor agreed the recommendation that a statutory notice should be published to enlarge Sir Francis Drake Primary school from 1 to 2 FE with effect from September 2016.

## 6.6 Representation Period

- 6.6.1 The Statutory Notice for Sir Francis Drake was published on May 14<sup>th</sup>. The notice was published in the Mercury newspaper, on the Council website and in 2 local libraries. Six copies were provided to the school to display. The Statutory Notice is attached at Appendix Two and the accompanying Prescribed Information is attached as Appendix Three.
- 6.6.2 The representation period ran until June 10<sup>th</sup>. A written response was received from the Governing Body and can be found at Appendix Four. Two petitions were launched with 1 and 114 signatories respectively. They are included as Appendix Five. Eight Representations were received from parents and members of the community and are included at Appendix Six. One Representation was a letter written on behalf of 25 parents of children in the Reception class. In addition, the Evelyn Parents forum also wrote to the Mayor of Lewisham and to Joan Ruddock MP for Lewisham & Deptford. Correspondence with Joan Ruddock is included at Appendix Seven

All the representations received during the Statutory Notice period opposed the proposal.

### 6.6.3. Sir Francis Drake Governing Body

The Governing Body recognises that the school has a role to play in meeting the needs of the local community, However it remains concerned about how the design of the school will support the delivery of an outstanding education. They ask for the continued support of the LA in working with the EFA during the development of the design and a possible financial contribution from the LA to make extra provision. They have undertaken to visit schools which have been provided through the Priority Schools Building Programme in order to understand better how the buildings function.

- 6.6.4 The Governing Body has been fully engaged with the consultation activities and with the EFA .
- 6.6.5 The Head of Education Infrastructure and the Places Manager have met with the school and separately with the EFA's Project Manager to discuss how to ensure effective liaison during the next stages of design development, should the proposal proceed. The governing body has been informed that a limited amount of money can be made available. The first call on this will be the cost of planning conditions. The nature of the PSBP funding does not allow Local Authorities to "top-up" the funding to make significant changes to the design..

### Summary of issues raised by SFD parents

Key Points	Response
<b>The School works well as it is.</b>	It is recognised that Governors have looked after the site of the school. However in the next few years important elements of the infrastructure will reach their expected lifespan and will need replacing. The EFA set stringent conditions for the conditions of buildings eligible to be replaced through the Priority Schools Building Programme. They conducted their own assessments of nominated buildings and agreed with the LA's assessment that the school buildings are likely to become more costly to maintain.
<b>Family/Community feel -</b>	The majority of schools in Lewisham are 2 or 3FE

<p><b>Expansion to 2 FE will completely change the school's personality.</b></p>	<p>schools. The very many successful schools in Lewisham demonstrate that a school of this size can continue to deliver an inclusive and caring culture where the children achieve high standards. There are a number of models which enable the school to maintain an environment where children feel secure and valued as an individual. Since 2008 many schools have enlarged on the same sites and demonstrate that change can be successfully managed.</p>
<p><b>Lack of information on proposed building plans.</b></p>	<p>It is frequently the case that designs are not available at this consultation stage. However, should the proposal reach the stage of a planning application, an outline design is required and is made publically available. As part of the planning process, interested parties are asked to comment to the Planning Department who are required to take them into account in considering the application.</p>
<p><b>How will the school function alongside building works?</b></p>	<p>The Council has considerable experience of supporting schools through major building schemes. Brockley Primary (<i>now Beecroft Gardens</i>) was developed in a way similar to that proposed for Sir Francis Drake. A new building was constructed on the playground while the existing school continued to function. Once the pupils had moved, the old building was demolished and a new playground was set out. Should the scheme go ahead, the Education Funding Agency contractor identified by the EFA will be responsible for Health &amp; Safety on and around the site during the build period. It is accepted good practice when working with schools that arrangements are discussed and agreed with the school management.</p>
<p><b>How are works funded and what is the budget? Will this be an "Austerity School"?</b></p> <p><b>When will additional staff be recruited?</b></p>	<p><b>Capital expenditure</b>  The provision of the new school building will be funded by central government through the Education Funding Agency. It has tendered the work to nationally known construction companies. They do not make known the budget for the programme but will provide a building which conforms to the standards set out in the recently revised building guidelines.  <a href="https://www.gov.uk/government/collections/school-building-design-and-maintenance">https://www.gov.uk/government/collections/school-building-design-and-maintenance</a>  The EFA does not cover the cost of planning conditions which would need to be met by the Local Authority.  Baseline designs for the primary and secondary schools were published following the work of the James Committee whose remit was to develop cost-effective building proposals. This is in part achieved through a degree of uniformity in appearance as well as bulk procurement. It</p>



	<p>cannot be assumed that they will lead to a reduced quality classroom experience</p> <p><b>Revenue budget</b></p> <p>The school receives its revenue budget from the Direct Schools Grant which is administered by the local authority according to a the locally determined Fair Funding formula. This is considered and recommended by the Schools Forum. It is largely determined by the numbers of pupils on roll. Should the enlargement be agreed, the funding will therefore start to increase from September 2016.</p>
<b>When will additional staff be recruited?</b>	<p>The LA recognises that, in order to plan effectively for gradual growth, some additional funding may be required at an earlier stage. The School's Forum has agreed that schools experiencing major capital developments should be able to make a business case, tailored to meet the needs of their school, for appropriate management support. In addition schools may be able to agree a financial plan which will allow them to anticipate future funding in order to recruit teaching staff earlier to help plan for the changing nature of the school</p>
<b>What benefit will expansion bring to the current users of the school</b>	<p>Children and staff will benefit from being in a modern building with all activities taking place within one location, rather than dispersed across a number of portacabins around a main building. Running costs will be lower meaning that more of the school's revenue budget will be available for staffing and materials.</p> <p>Many schools have used the experience of a building project as part of the curriculum for the year.</p> <p>Without expansion current users of the school may find that their local community loses an important aid to community cohesion, as families who may otherwise have expected to attend the school may not be able to access a school place.</p>
<b>Inadequate consultation process with insufficient information..</b>	<p>Consultation was undertaken fully in line with statutory regulations.</p> <p>The initial consultation period was 6 weeks from Feb 3<sup>rd</sup> to March 17<sup>th</sup>. This is deemed to be an adequate time for responses. The consultation leaflet invited views on the expansion of Sir Francis Drake.. A first stage consultation is very much focused on obtaining the views of governors, parents and children.</p> <p>The meeting of Mayor &amp; Cabinet, April 9<sup>th</sup> 2014, was addressed by the Chair of Governors and the Headteacher of Sir Francis Drake. This is recorded in the minutes of the meeting.</p> <p>The Representation period has been completed in line with school organisation guidelines It provides an opportunity for other stakeholders to submit their views. following the publication</p>

	<p>of a public notice.</p> <p>Should the enlargement be agreed there will be a further period of consultation when the EFA submit a planning application for the proposed building.</p>
<p><b>Failure of Council to provide new schools in the area.</b></p>	<p>The Council has a severe shortage of sites for new schools. The old Tidemill site and Deptford Green site are not available for educational purposes as these are earmarked for much needed housing and to replace the green space taken by the new Deptford Green school. A new school is proposed for inclusion in the Convoys Wharf development to meet the demand for places that will be generated. Neighbouring Local Authorities also have severe pressures to provide additional school places to meet the needs of their residents. Few places will be created by them which are accessible by Lewisham residents in this locality.</p> <p>The shortage of sites means that the expansion of school places across the borough has been achieved mainly through the enlargement of existing schools.</p>

## 7. Factors relevant to a making a decision on school organisation proposals

When making a decision on a school organisation proposal the Decision Maker must consider the following factors:

### 7.1 **Consideration of consultation and representation period**

The decision-maker will need to be satisfied that the appropriate consultation and/or representation period has been carried out and that the proposer has had regard to the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider all the views submitted, including all support for, objections to and comments on the proposal.

*The consultation has been undertaken in accordance with the statutory requirements. Stakeholders have been involved in the development of the proposal. The notice has been published as required. Views submitted, including all support for, objections to and comments on the proposal have been reported to the decision maker.*

### 7.2 **Education standards and diversity of provision**

Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the aspirations of parents, raise local standards and narrow attainment gaps.

*The decision maker has received information on the schools in the relevant area, including the aspirations of parents.*

The decision-maker should also take into account the extent to which the proposal is consistent with the government's policy on academies as set out on the department's website.

*The government's policy on academies does not apply to this proposal.*

### 7.3 Demand

In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools).

*The Decision maker has received information on the projected demand for places which demonstrates that there is a sustained demand for places.*

The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

*The Decision maker has received information on demand for places which demonstrates that there is no spare capacity in neighbouring schools.*

Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

*The proposal does not cover the removal of surplus places*

### 7.4 School size

Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

*The decision maker has received advice about the financial impact on the school and on the LA budget.*

### 7.5 Proposed admission arrangements (including post-16 provision)

In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.

Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code. Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.

*The Decision maker has received information on current demand and on projections of likely future demand which are informed by trends in admissions. Sir Francis Drake is a Community school and the LA's published Admissions arrangements apply.*

### 7.6 National Curriculum

All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community.

*The Decision maker has been advised of the outcomes of Ofsted inspections of Sir Francis Drake Primary school which confirm that the school follows the National Curriculum.*

### 7.7 **Equal opportunity issues**

The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:

- eliminate discrimination;
- advance equality of opportunity; and
- foster good relations.

The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

*The Decision maker has received an Equality Analysis Assessment of the proposal to enlarge Sir Francis Drake Primary School by 1 Form of Entry. This concludes that the proposal is beneficial to the community.*

### 7.8 **Community cohesion**

Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

*The Decision maker has received evidence of demand for places in the locality of Sir Francis Drake Primary school. The provision of sufficient places in local schools will promote community cohesion.*

### 7.9 **Travel and accessibility**

Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

*The Decision maker has received advice of demand for places in the locality of Sir Francis Drake Primary school. The increase in places will reduce the likelihood of extended journey times by enabling families to access places in their local school.*

### 7.10 **Capital**

The decision-maker should be satisfied that any land, premises or capital required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal cannot be approved conditionally upon funding being made available.

Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of

capital funds from the department, unless the department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances the proposal should be rejected, or consideration deferred until it is clear that the capital necessary to implement the proposal will be provided.

*The Decision maker has been advised that the land and premises are owned the local authority and the capital costs of the development will be met through the Priority Schools Building Programme.*

#### 7.11 **School premises and playing fields**

Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely. Guidelines setting out suggested areas for pitches and games courts are in place although the department has been clear that these are non-statutory.

*The Decision maker has received advice that the enlargement of Sir Francis Primary School will be contained within the existing site and the school's current arrangements for physical education and for pupils to play outside safely. The Decision maker is advised to note that, although Guidelines setting out suggested areas for pitches and games courts are in place, these are non-statutory.*

- 7.12 The Mayor is recommended to agree the proposal that Sir Francis Drake Primary school should be enlarged from 1 to 2 forms of entry with effect from September 2016.

### **8 Capital Financial implications**

- 8.1 In the period 2008/09 to 2016/17 the Government has made available £114.95m Basic need grant available. In addition the Council has secured other grants of £18.65m and identified £4.3m of Section 106 monies to support the programme. This makes the total resources available over the period £137.9m. Against these resources the value of works estimated to be necessary are £157.25m to September 2016: this leaves a shortfall of £19.3m. In the period to September 2019 additional works of £55m are estimated which includes £50m to meet secondary places demand equivalent to two secondary schools.

#### 8.2 Capital Financial Implications

- 8.2.1 The costs for the construction of Sir Francis Drake were intended to be met through the government's Priority Schools Building Programme. However it is now clear that the EFA will not pick additional costs resulting from planning permission requirements. While the costs for these cannot be accurately determined at this stage, an allowance has been made in the expenditure forecasts set out in 8.1 above to fund any contribution toward costs as a result of those measures. The Governing Body has raised concerns about the facilities to be provided as part of the build and asked that the local authority address these. No commitments have been made at this stage but discussions will continue if the proposals proceed as agreed.
- 8.2.2 Although the LA had hoped to secure a rebuilt and expanded school at no cost, the contribution likely to be made will be a small proportion of the costs and could not be otherwise achieved with the resources available currently to the Council.
- 8.2.3 The construction works will provide an additional 30 places in September 2016 rising to a total of 210 additional places over the next 7 years.
- 8.3 Revenue Financial Implications

- 8.3.1 The revenue costs of running the fully expanded accommodation will be funded from the Dedicated Schools Grant with no burden falling on the General Fund resources of the Council.

## **9 Legal Implications**

- 9.1 The Human Rights Act 1998 safeguards the rights of children in the Borough to educational provision, which the Council is empowered to provide in accordance with its duties under domestic legislation.
- 9.2 Section 14 of the Education Act 1996 obliges each local authority to ensure that there are sufficient primary and secondary schools available for its area i.e. the London Borough of Lewisham, although there is no requirement that those places should be exclusively in the borough. The Authority is not itself obliged to provide all the schools required, but to secure that they are available.
- 9.3 In exercising its responsibilities under section 14 of the Education Act 1996 a local authority must do so with a view to securing diversity in the provision of schools and increasing opportunities for parental choice.
- 9.4 Section 19 of the Education and Inspections Act 2006 provides that where a local authority or the governing body of a maintained school proposes to make a prescribed alteration to a maintained school and it is permitted to make that alteration, it must publish proposals.
- 9.5 The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 provide that proposed enlargements of school premises which would increase the capacity of the school by more than 30 pupils and by 25% or 200 pupils (whichever is the lesser), or changes to the age limit of a school are prescribed alterations which means that statutory proposals have to be published, and there must be a period of four weeks for representations before a decision is made. This does not apply to temporary enlargements where it is anticipated that the enlargement will be in place for less than 3 years, or a rise in the number anticipated to last only one year.
- 9.6 The Council, before making any decision regarding the expansion of a school, must ensure that capital funding is in place, interested parties have been consulted, the statutory notice is published and there has been a four week period for representation.
- 9.7 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 9.8 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - advance equality of opportunity between people who share a protected characteristic and those who do not.
  - foster good relations between people who share a protected characteristic and those who do not.
- 9.9 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It

is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

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

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

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

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

9.13 In deciding whether to agree the recommendations of this report, the Mayor must be satisfied that to do so is a reasonable exercise of his discretion on a consideration of all relevant matters and disregarding irrelevancies and having regard to all Guidance that he is statutorily required to consider.

## 10 **Crime and Disorder Implications**

10.1 There are no crime and disorder implications.

## 11 **Equalities Implications**

11.1 This report supports the delivery of the Council's Equalities programme by ensuring that all children whose parents /carers require a place in a Lewisham school will be able to access one. An Equalities Analysis Assessment has been undertaken and is attached as Appendix 8

## 12 **Environmental Implications**

12.1 Every effort will be made to enhance rather than detract from school environments in the solutions to providing additional primary place

## 13 **Risk assessment**

- 13.1 There are financial risks if insufficient funding is made available to support the delivery of the programme. There are also significant reputational risks to the Council if it does not meet its statutory requirement to ensure sufficient primary school places are made available.

#### **14 Conclusion**

- 14.1 This report and background papers demonstrate that there is a clear need to expand primary provision to meet demand in the borough and in this locality. The enlargement proposed in this report will provide places in popular and successful schools in areas of high demand.
- 14.2 The Mayor is therefore recommended to agree to the enlargement of Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016

#### **Background Documents**

Mayor & Cabinet April 9<sup>th</sup> 2014

<http://councilmeetings.lewisham.gov.uk/documents/s28377/Permanent%20Primary%20Places%20Holbeach%20John%20Ball%20Coopers%20Lane%20and%20Sir%20Francis%20Drake.pdf>

Children and Young People Select Committee January 2014

<http://councilmeetings.lewisham.gov.uk/documents/s26896/06PrimaryAndSecondarySchoolPlacesPlanning29012014.pdf>

Mayor & Cabinet January 15<sup>th</sup> 2014

<http://councilmeetings.lewisham.gov.uk/documents/s26528/Permanent%20Primary%20School%20places.pdf>

Guidance on school organisation changes

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/278422/SchoolOrganisationGuidance2014-AnnexB.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/278422/SchoolOrganisationGuidance2014-AnnexB.pdf)

If there are any queries arising from this report, please contact  
**Margaret Brightman, Place Manager, ext 48034**

<b>Appendix One</b>	<b>Extract from the Minute of the meeting of Mayor &amp; Cabinet April 9<sup>th</sup> 2014</b>
<b>Appendix Two</b>	<b>Sir Francis Drake Statutory Notice</b>
<b>Appendix Three</b>	<b>Sir Francis Drake Prescribed Information</b>
<b>Appendix Four</b>	<b>Sir Francis Drake : Response from Governors</b>
<b>Appendix Five</b>	<b>Petitions received</b>
<b>Appendix Six</b>	<b>Responses received during the representation period</b>
<b>Appendix Seven</b>	<b>Correspondence with Joan Ruddock MP</b>
<b>Appendix Eight</b>	<b>Equalities Impact Assessment: Sir Francis Drake to follow</b>



<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Measures to increase the supply of permanent primary school places: Report on the Representation period on proposal to enlarge Sir Francis Drake Primary School		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Evelyn		
<b>Contributors</b>	Executive Director for Children and Young People, Executive Director Regeneration & Resources, Head of Law		
<b>Class</b>	Part 1	Date:	June 25 <sup>th</sup> 2014

## Addendum

The report sets out the outcomes of the representation period following a consultation on an opportunity to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry from September 2016.

This addendum incorporates an additional petition, opposed to the demolition of Sir Francis Drake Primary, supported by 242 handwritten signatories, that was submitted at the end of the consultation period, to supplement the main report.

This increases the total number of petitions received during the consultation period from 2 to 3, and the number of supporting signatories from 115 to 357.

It has further transpired that only the first page of the 'Online 38 Degrees' petition was incorporated into Annex 5.

As a consequence, the following Annexes and paragraphs of the report have been updated.

In the light of the additional submissions, the relevant sections of the Mayor and Cabinet report are amended as follows:

**(APPENDIX FIVE - REFERENCES ON PPS 37 AND 46 OF COMMITTEE PAPERS; REPLACES PPS 65-66)**

1. The substitution of an updated **Appendix Five**, incorporating the additional petition and the complete 2-page 'Online 38 Degrees' petition.

**(PARAGRAPH 6.6.2 – P 37 OF COMMITTEE PAPERS)**

2. Paragraph 6.6.2 is revised as follows:
  - 6.6.2 The representation period ran until June 10<sup>th</sup>. A written response was received from the Governing Body and can be found at Appendix Four. Three petitions were launched with 1, 114 and 242 signatories respectively. They are included as Appendix Five. Eight Representations were received from parents and members of the community and are included at Appendix Six. One Representation was a letter written on behalf of 25 parents of children in the Reception class. In addition, the Evelyn Parents forum also wrote to the Mayor of Lewisham and to Joan Ruddock MP for Lewisham & Deptford. Correspondence with Joan Ruddock is included at Appendix Seven.

All the representations received during the Statutory Notice period opposed the proposal.

**Extract from the Minutes of the meeting of the Mayor & Cabinet April 9<sup>th</sup> 2014**

**Permanent Primary Places Holbeach, John Ball, Coopers Lane and Sir Francis Drake**

An overview of the proposals was given by Councillor Helen Klier, the Cabinet Member for Children & Young People. She highlighted the major challenges being presented by escalating birth rates and stated the authority's intention to provide places in good popular schools and wherever possible to avoid young children having to be bussed to school.

The Executive Director for Children and Young People's representative reported that while no responses had been received in connection with the Coopers Lane and John Ball proposals, multiple representations had been received regarding Holbeach and Sir Francis Drake Primary Schools. He pointed out an addendum had been tabled at the meeting containing an up to date summary of all the representations that had been received. The Mayor then indicated he would examine each school proposal individually.

**Sir Francis Drake Primary School**

The Mayor received a representation from Fraser Jupp, the Chair of Governors and Christine Barnes, the Head Teacher. Mr Jupp highlighted two concerns from their written response, firstly a query on the need for places in the locality given other provision coming on stream and secondly the possible flexibility in the Education Funding Agreement to enhance the scheme by providing an amended design proposal which would allow better and more imaginative use of space.

The Executive Director for Children and Young People's representative Confirmed to the Mayor that there was little prospect of the Education Funding Agency financing any enhancements and that refinements could only realistically be made with an injection of local authority funding.

The Mayor suggested that as it would take some years for the school to reach its optimum capacity, there might be scope to add features. Officers said they could attempt to negotiate future changes with the Education Funding Agency.

Councillor Klier pointed out that the consultation had also raised concerns about traffic management issues and about the siting of toilets which needed to be addressed.

Having listened carefully to the representations that had been made, the Mayor concluded he would approve the recommendation in relation to Sir Francis Drake School but that he expected the next stage report to have thoroughly explored all the concerns expressed by the school.



**Proposal to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry**

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that London Borough of Lewisham intends to make a prescribed alteration to Sir Francis Drake Primary School, Community school, Scawen Road, Deptford SE8 5AE from 01 September 2016.

Following a period of consultation, the London Borough of Lewisham proposes to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry. This is in response to increasing demand for primary school places in the area served by the school. Housing development in the area means that local demand will continue to increase during this decade with the risk that, without enlargement, choice for local families will become increasingly constrained. The additional accommodation required will be provided through the government's Priority Schools Building Programme. The existing school buildings would need considerable investment on maintenance in the near future. Participation in the Priority Schools Building Programme will mean that new school buildings can be provided.

The proposal will be implemented in September 2016.

The current capacity of the school is 210 and the proposed capacity will be 420. The number of pupils registered at the school at the time of the pupil census in January 2014 was 196. The current admission number for the school is 30 and the proposed admission number will be 60.

The proposal will apply to pupils admitted to the Reception Year in September 2016.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Margaret Brightman, Place Manager, Children & Young People Department, 3rd Floor Laurence House, 1 Catford Road, London SE6 4EH.

Within four weeks from the date of publication of these proposals, any person may object to or make comments on the proposal by sending them to Margaret Brightman, Place Manager, Children & Young People Department, 3rd Floor Laurence House, 1 Catford Road, London SE6 4EH.

Signed:

Publication Date: May 14<sup>th</sup> 2014

## PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal

### **Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):**

#### **In respect of a Governing Body Proposal: School and governing body's details**

1. The name, address and category of the school for which the governing body are publishing the proposals.

The Proposal is published by the London Borough of Lewisham

#### **In respect of an LEA Proposal: School and local education authority details**

1. The name, address and category of the school .

Sir Francis Drake Primary School, Scawen Road, Deptford SE8 5AE (Community School)

#### **Implementation and any proposed stages for implementation**

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

It is proposed that the school's planned admission number should be increased to 60 with effect from the 2016/17 intake of Reception pupils. The school will continue to admit 60 Reception pupils each year thereafter. As a result, the school will be two forms of entry throughout by September 2022.

#### **Objections and comments**

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education authority; and
  - (b) the address of the authority to which objections or comments should be sent.

Margaret Brightman, Places Manager, Children & Young People Department, 3rd Floor Laurence House, 1 Catford Road, London SE6 4EH.

### Alteration description

4. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

The Local Authority proposes to increase the planned admission number of the school from 30 to 60 pupils each year. This is in response to the sustained increase in demand for school places in the locality. The proposal is for a new school to be built on part of the existing playground. Arrangements for play and sports during this period will be discussed with the Governing Body. When the new building is complete the school will move and the existing building will be demolished..

### School capacity

5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also include —

- (a) details of the current capacity of the school and, where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current capacity of the school is 210 pupils

The proposed capacity of the school after the alteration will be 420

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

As at January 2014, the current number of pupils admitted to the school in each year group is as follows:

Reception	30
Year 1	30
Year 2	30
Year 3	30
Year 4	30
Year 5	30
Year 6	30

The proposed number of pupils to be admitted in each relevant year group in the first school year in which the proposals will have been implemented (2016/17) are as follows

Reception	60
Year 1	30
Year 2	30
Year 3	30

Year 4	30
Year 5	30
Year 6	30

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

It is proposed that the school will enlarge to 2 forms of entry across all year groups on an incremental basis through the admission of 60 pupils each year to the Reception Year Group. 60 pupils will be admitted from 2016.

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

In 2016/17 the indicated admission number for years 1,2,3,4 & 5 will be 30. Should vacancies arise in those year groups children will be admitted up to an admission number of 30.

In 2017/18 the indicated admission number for years 2,3,4,5 & 6 will be 30. Should vacancies arise in that year group children will be admitted up to an admission number of 30.

In 2018/19 the indicated admission number for years 3,4,5 & 6 will be 30. Should vacancies arise in that year group children will be admitted up to an admission number of 30.

In 2019/20 the indicated admission number for years 4,5 & 6 will be 30. Should vacancies arise in that year group children will be admitted up to an admission number of 30.

In 2020/21 the indicated admission number for years 5 & 6 will be 30. Should vacancies arise in that year group children will be admitted up to an admission number of 30.

In 2021/22 the indicated admission number for year 6 will be 30. Should vacancies arise in that year group children will be admitted up to an admission number of 30.

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

At the time of the publication of the proposals the numbers of pupils on roll at Sir Francis Drake Primary School are as follows:

Reception	29
Year 1	29
Year 2	28
Year 3	28
Year 4	26
Year 5	27
Year 6	29

### Implementation

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

Not applicable. Sir Francis Drake is a Community school.

### Additional Site

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

No additional site will be required.

(2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

Not applicable. Sir Francis Drake is a Community school.

### Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

- (a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

Not applicable. Sir Francis Drake does not offer boarding provision .

- (b) the arrangements for safeguarding the welfare of children at the school;

Not applicable. Sir Francis Drake does not offer boarding provision .

- (c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision; and

Not applicable. Sir Francis Drake does not offer boarding provision .

- (d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

Not applicable. Sir Francis Drake does not offer boarding provision.

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

- (a) the number of pupils for whom boarding provision will be removed if the proposals are approved; and

Not applicable. Sir Francis Drake does not offer boarding provision

- (b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

Not applicable. Sir Francis Drake does not offer boarding provision

### **Transfer to new site**

9. Where the proposals are to transfer a school to a new site the following information—

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.

- (b) the distance between the proposed and current site;

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.

- (c) the reason for the choice of proposed site;

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.



- (d) the accessibility of the proposed site or sites;

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.

- (e) the proposed arrangements for transport of pupils to the school on its new site; and

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.

- (f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in the school area will be discouraged.

Not applicable. There is no proposal to transfer Sir Francis Drake to a new site.

## Objectives

10. The objectives of the proposals.

The objective of this proposal is to meet the growing demand for school places in the area.

Sir Francis Drake is proposed for expansion because it is a popular school in an area of high demand. The school is consistently over-subscribed. 38 on-time first preference, 41 second preference and 26 third preference applications were received for 30 places for entry in September 2014.

The school was built in 1963 and is now reaching the end of its intended lifespan; it is starting to require expensive maintenance and upgrades. For this reason, the Local Authority submitted a successful bid to the government's Priority School Building programme to rebuild and enlarge the school, to take account of the major maintenance works that would become due in the near future.

The objective is to provide a modern school building which is fit for purpose within the Government's revised guidelines for space.

## Consultation

11. Evidence of the consultation before the proposals were published including—

- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

A full account of the consultation parents, pupils, staff and the Governing Body, and all the relevant documents are included in the report **and addendum** presented to the Mayor on April 9<sup>th</sup> 2014 – **under Item 4.**

<http://councilmeetings.lewisham.gov.uk/documents/g2856/Public%20reports%20pack%2009th-Apr-2014%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

### **Project costs**

**12.** A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

The expansion of Sir Francis Drake will be funded by the Department for Education's Priority School Building Programme. The Education Funding Agency will manage the procurement and construction of the building. The Local Authority is managing the statutory process to enlarge the school.

The scheme development is not yet at a stage where these costs can be quantified.

The Local Authority will meet the cost of any planning conditions, including traffic management proposals.

**13.** A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

The Local Authority and the school have signed a memorandum of understanding with the EFA prior to the signing of contracts with the Secretary of State for the delivery of the school

### **Age range**

**14.** Where the proposals relate to a change in age range, the current age range for the school.

There is no proposal to change the age range of Sir Francis Drake Primary School.

### **Early years provision**

**15.** Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

Not applicable.

There is no proposal to alter the provision for pupils aged between 2 and 5 at Sir Francis Drake Primary School.

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

Not applicable.

There is no proposal to alter the provision for pupils aged between 2 and 5 at Sir Francis Drake Primary School.

- (c) evidence of parental demand for additional provision of early years provision;

Not applicable.

There is no proposal to alter the provision for pupils aged between 2 and 5 at Sir Francis Drake Primary School.

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school; and

Not applicable.

There is no proposal to alter the provision for pupils aged between 2 and 5 at Sir Francis Drake Primary School.

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

Not applicable.

There is no proposal to alter the provision for pupils aged between 2 and 5 at Sir Francis Drake Primary School.

### **Changes to sixth form provision**

16. (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (i) improve the educational or training achievements;

- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

Not applicable

- (b) A statement as to how the new places will fit within the 16-19 organisation in an area;

Not applicable

- (c) Evidence —

- (i) of the local collaboration in drawing up the proposals; and
- (ii) that the proposals are likely to lead to higher standards and better progression at the school;

Not applicable

- (d) The proposed number of sixth form places to be provided.

Not applicable

17. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

Not applicable

### Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

- (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

Not applicable.

- (b) any additional specialist features will be provided;

Not applicable.

- (c) the proposed numbers of pupils for which the provision is to be made;

Not applicable.

(d) details of how the provision will be funded;

Not applicable.

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

Not applicable.

(f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

Not applicable.

(g) the location of the provision if it is not to be established on the existing site of the school;

Not applicable.

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children; and

Not applicable.

(i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

Not applicable.

**19.** Where the proposals are to discontinue provision for special educational needs—

(a) details of alternative provision for pupils for whom the provision is currently made;

Not applicable.

(b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

Not applicable.

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision; and

Not applicable.

- (d) a statement as to how the proposer believes that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

Not applicable.

**20.** Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (c) improved access to suitable accommodation; and
- (d) improved supply of suitable places.

Not applicable.

### **Sex of pupils**

**21.** Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single sex-education in the area;

Not applicable.

- (b) evidence of local demand for single-sex education; and

Not applicable.

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

Not applicable.

**22.** Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area; and

Not applicable.

- (b) evidence of local demand for single-sex education.

Not applicable.

### **Extended services**

**23.** If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

Not applicable. The proposal will not affect the school's provision of extended services

### **Need or demand for additional places**

**24.** If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

Sir Francis Drake is located in Primary Place Planning Locality 5, Deptford and New Cross. It is evident that demand in the New Cross and Deptford area is growing.

The number of on-time applications for places at schools in the area has increased over the last 3 years.

Year	No. of on-time applications (preferences 1-6)
2012/2013	1,567
2013/2014	1,637
2014/2015	1,862

The number of births in the area has increased by 29% (from 537 to 694) between September 1st 2000 and August 31st 2011.

Additional permanent places have been provided at schools in the area. In 2012/13 Kender Primary School was enlarged from 1 to 2 Forms of Entry. The Haberdashers' Aske's Federation opened a 2 Form of Entry Free School to serve the area. The school admitted its first 60 pupils in September 2013 and will be full by

2019.

Full information on the demand for places in the borough can be found in the report **and addendum** presented to the Mayor & Cabinet April 9th 2014 – under **Item 4**.

<http://councilmeetings.lewisham.gov.uk/documents/g2856/Public%20reports%20pack%2009th-Apr-2014%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

Not applicable.

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

Not applicable.

**25. If the proposals involve removing places—**

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice; and

Not applicable.

- (b) a statement on the local capacity to accommodate displaced pupils.

Not applicable.

**Expansion of successful and popular schools**

**25A.** (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:



(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

Sir Francis Drake is a successful and popular school. It is judged by Ofsted to be a Good school. The most recent inspection occurred in October 2013 and can be accessed via the following link. <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/100712>. The school has been oversubscribed **on first preferences for entry in 2013 & 2014.**

## Sir Francis Drake Primary School enlargement proposal

**Governing Body response**

The governors have given very serious consideration to the possibility of enlargement and our views are summarised below:

Sir Francis Drake is a great school	It is in the <b>top 8%</b> of schools in the country in the 2013 SATs. It was recognised by the DfE as being among the <b>top 250</b> schools in the country measured by the progress made by disadvantaged pupils. It has great attendance and a waiting list for places in Reception. We recognise that it is a part of the local community and wants to provide a great education for as much of the community as it realistically can.
Where teaching is enabled, not impeded, by its buildings.	The current buildings may be worn, but the generous classrooms and flexible use of ancillary spaces allow a rich curriculum, and the individual attention to pupils that enable these results.
So enlargement risks replacing a successful small school with a larger but less successful one.	This is in nobody's interest. We notice that the other 1FE school in the area is also highly successful, but enlargement of Sir Francis Drake would leave only two 1FE community schools in this part of the borough. There is no guarantee that all places will be filled, and we are concerned that, if all spaces are not filled, we would have to have some vertical classes; this is a cause for concern for parents and teachers. Even now, there are spaces in several years that have not been filled.
We recognise the need for more places locally,	But are disappointed that opportunities to build enough capacity into new developments (particularly the Surrey Canal Triangle and Convoy's Wharf) have been missed, and other brownfield sites are not being considered.
And can see potential benefits in enlargement,	Enlargement could potentially bring better use of staff time (and better staff development opportunities), recruitment of specialist staff, lower overhead cost per child, greater energy efficiency and more productive use of some presently underused space.
As long as we protect the things we value.	Sir Francis Drake has a personal family feel that parents and children value. Most importantly the school has a strong ethos that relies on identifying children's individual needs and providing the support that enables them to thrive. The children are well behaved and well-motivated as a result. The school itself is well laid out for active play with varied play areas and planting.
But the proposed 'austerity' scheme threatens our success	By reducing class room size and breakout space the focused education we are proud of will be much harder. The proposed classroom sizes are smaller than those in use elsewhere; we will be guinea pigs for these design restrictions. This is particularly hard felt as many of our children live in cramped accommodation where finding study space is hard. We need enough space for the teaching assistants and other support, as well as teachers and pupils. The current hall is at capacity for curriculum and extra curriculum use; the proposed one provides even less resource. The whole school will not be able to meet in one place. The proposed play ground is larger, but is not large enough to

	<p>accommodate all children at once, and the separation of KS1/2 will be harder to achieve. The inside toilets are not accessible from the play area.</p> <p>We would like to add that while we understand that detailed design work under the EFA scheme is still to take place, we have only had a site sketch to base our response on. We have not been able to undertake any detailed planning or assess the full impact of the project.</p>
<p>So we are opposed to enlargement under the present scheme unless...</p>	<p>We believe that the EFA funded scheme <b>worsens the school's ability to deliver outstanding education</b>. If enlargement is unavoidable, we would look to the local authority to enhance the scheme so that sufficient flexibility can be designed in from the outset. This would be good value for the local authority, as the bulk of the capital costs are still being met by the EFA.</p> <p>We ask LBL to undertake to:</p> <p>Allow and fund appropriate use of Deptford Park for additional play/sports space during and after construction</p> <p>Fund additions to the scheme that will enable larger classes now and later addition of flexible spaces (such as services provision in other parts of the site)</p> <p>Resolve traffic issues on Scawen &amp; Grinstead Roads to ensure child safety and funds the necessary adaptations</p> <p>Confirm resources will be available for fit out (where current equipment can't be re-used (e.g. wall bars, Southampton cage, IT suite).</p> <p>Confirms adequate funding arrangements while numbers are still increase (but overheads are potentially higher).</p> <p>Investigate and funds appropriate energy saving and other enhancements (such as rainwater harvesting) that will reduce running costs in the future.</p>

Fraser Jopp  
Chair of Governors  
Sir Francis Drake Primary School  
21 May 2014

Appendix Five  
Petitions raised during the Representation period

Petition posted on Lewisham.gov.uk

We are parents of children at Sir Francis Drake (SFD). Most of us have chosen SFD because it is a small primary school with a good record of academic achievement and has been part of our local community for over 50 years now. The School is located on a small site which we believe is appropriate for the current size of the School (210 pupils). Our children enjoy good inside and outside space and although the school might not be sleek and modern it is still in a good condition and has all the facilities necessary to ensure that its pupils and staff can work together as one happy family.

We are very concerned about the proposed plans to enlarge SFD. We believe that doubling the school to 420 pupils will completely change the school's personality. The size of the school and the close-knit community that arose from this, were the key reasons why we chose SFD in the first place. The expansion would result in having a large building on the same size of land which could potentially lead to significant reduction class spaces, cramped common areas and smaller outdoor facilities, which would simply not accommodate 420 children appropriately.

We are particularly concerned about the lack of information on the proposed building plans and how the Lewisham Council proposes to carry out building works alongside the ongoing functioning of the school. A number of us tried to obtain this information from your department but none was provided. In order for it to be a fair consultation process rather than a tick-box exercise we request the following:

- Details of proposed building works and detailed plans of the proposed school layout
- The budget for these works and who will be providing it
- How the proposed changes will affect the current classroom sizes and the outdoor space
- What is the added value that the proposed expansion will bring to the CURRENT users of the school
- How the Council is going to handle the teaching process while the proposed building works take place
- How and when would new staff be recruited to deal with the additional numbers

Until we receive the above information we will continue to strongly oppose the expansion of our School.

Although we understand that there is a need for further primary school places in the area we do not feel that it is fair for our school to bear the responsibility to provide these in the manner which is currently being proposed. The Council has approved a lot of new building in the area close to SFD but failed to secure the provision of new schools to meet the demand. This is utterly irresponsible and can only be met with opposition from the local residents and particularly from families with children in SFD.

Online 38 DEGREES

# SAVE SIR FRANCIS DRAKE PRIMARY SCHOOL FROM DEMOLITION

**TO: STEVE BULLOCK MAYOR OF LEWISHAM**

*Dear Mayor,*

*Please don't demolish our well maintained school to replace it with the governments first ever "Baseline design" Austerity school.*

## **Why is this important?**

Statutory Public notice is on the school gate and ends on June 10 Local people have not been made aware of the councils plans and so have not been able to be fully engaged in the process of consultation.

Sir Francis Drake Primary school is in one of Lewisham boroughs most deprived areas Evelyn Ward, it a local one form entry community school with capacity for 210 children.

52% of school pupils are have English as a second language,

41% are on free school meals and the proportion of disabled pupils and special educational needs is above average.

Despite the disadvantages -Currently it is in the top 8% of school in the country for the 2013 SATS and recognised by the DFE as in the top 250 schools in the country measured by the progress made by disadvantaged pupils. The RT Hon David Laws MP Secretary of State congratulated the school for "being exceptionally effective in educating disadvantaged children providing them with a good start in life and a strong springboard into secondary education".

Ofsted: Pupils thoroughly enjoy school and this is reflected in their attendance, which is above average.

The school provides a very positive and vibrant learning environment, and pupils therefore feel safe and secure. All pupils are equally valued, as the school motto indicates, 'Everyone is valued and all succeed.' This ensures that the school strongly promotes equality of opportunity, and does not tolerate any form of discrimination.

Pupils have extremely positive attitudes towards learning, and engage thoughtfully in all activities. Their behaviour around the school is often exemplary. They get on well together, and show considerable respect and care for each other.

	DESCRIPTION	RESPONSE	AGE GROUP	SEX	ETHNICITY	COMMENTS	APPENDIX SIX
1	Parent/Carer	No	Not stated	F	Not stated	<p>We wish for our objections to this proposal to be included as a representation. We object to the proposals for the following reasons:</p> <ul style="list-style-type: none"> <li>• The school is on a small site and it would be unreasonable to expect this site to accommodate more pupils without an adverse impact on health and safety and learning through physical movement and free play;</li> <li>• The expansion will change the unique character, culture and ethos of the school and is likely to impact standards: larger schools consistently underperform in measures of attainment and outcomes;</li> <li>• The classrooms will be smaller and fewer per capita constraining the numbers of targeted interventions that school can reasonably offer to small groups of learners;</li> <li>• Impact on local traffic volume and severe risk to the lives of pupils walking near roads from said increased traffic as the pavements in this area are often completely inaccessible due to incessant fly tipping; there is much irresponsible driving behaviour locally anyway due to skip lorries hurtling towards the Surrey Canal area at dangerous speeds;</li> <li>• There is a dearth of school places, agreed, but many sites locally have been allowed unprecedented freedom via local planners to expand and develop masses of high density housing in a fashion that creates this situation due to lack of associated infrastructure (schools and community resources);</li> <li>• Large school sites (Deptford Green KS4, the old Tidemill site on Frankham Street) are being sold to developers to make way for more high density housing, rather than being reconfigured as new build stand alone schools</li> </ul>	

	DESCRIPTION	RESPONSE	AGE GROUP	SEX	ETHNICITY	COMMENTS	APPENDIX SIX
						<ul style="list-style-type: none"> <li>The budget nature of this proposal is concerning on a number of levels: no one has seen more detailed plans so there is a risk that the proposed development will go ahead to be followed by a cheap, ugly building that carries substantial costs to maintain;</li> </ul>	
						<ul style="list-style-type: none"> <li>The long term maintenance and management plan is also of concern and carries risk incumbent on the school re upkeep and repayments;</li> <li>There is insufficient evidence available that it would not be financially viable to repair and refurbish the current school building;</li> </ul> <p>The consultation process has been poor - most local residents have had no information about the proposals, and what limited info has been provided has been most partisan on the side of enlargement; All this disruption and upheaval for an additional thirty places per year, it hardly seems worth it, except for those who hold the purse strings, we suspect.</p>	
2	Parent/Carer	No	Not stated	M	Not stated	Comment as above – joint submission	
3	Parent/Carer	No	Not stated	F	Not stated	<p>I am writing to register my opposition to the plans to knock down and expand Sir Francis Drake School, and to utterly condemn the way in which the LA has acted, allowing massive expansion and the development of thousands of flats without planning adequate infrastructure - including schools - to service the needs of a community allowed to grow exponentially. I am a local resident and parent of three children, two of whom attend this school, and am appalled at the lack of vision and creative thinking being applied to the problem of insufficient school places.</p> <p>Needless to say, I oppose the plan to demolish a perfectly sound building which houses a thriving and successful school community and to erect a 'budget build' in its place. There are numerous vacant sites which could house a two or three form entry school, one being the old Charlotte Turner</p>	

					<p>School, another being the vast Convoys Wharf development which seems almost entirely geared to providing ever more flats. Why there has been no inclusion of a school building in this development is a complete mystery,</p> <p>The current SFD school site cannot house twice as many children safely: the outdoor place space is really rather tiny as it stands. The new classrooms are, I understand going to offer 'reduced space' to pupils. When can the increased population of children move around then? Neither inside nor out it seems. And this in the context of a rise in sedentary childhood and early childhood obesity. Shameful.</p> <p>There is good evidence to show that smaller schools lead to better outcomes for children, both academic and in terms of social and emotional wellbeing and adjustment. I therefore do not understand why the LA feel the best course of action is to knock down a small, successful school and replace it with a much larger one, altered in character and diluted in terms of resourcing and infrastructure. The proposal is all about achieving economies of scale rather than promoting better pupil outcomes and high achievement for economically disadvantaged inner city pupils.</p> <p>It is clear that there is commitment to this scheme from Lewisham Council and that it is being pushed through very quickly without effective process, transparency of plans and proper information sharing and consultation with local residents. Local families and residents haven't been made aware of the proposal, no one seems able to say what kind of school is being planned to go in the place of SFD and there has been next to no information provided re: the implications for increased traffic volume, car parking space and associated road safety concerns for local children. My own child had a very near miss recently when a parent dropping off reversed dangerously over the zig zag markings and hit the railing he was standing behind. It provokes real anxiety to think how children will travel safely to school with increased traffic volume for a school of double the</p>
--	--	--	--	--	---



						<p>size.... Particularly in an area routinely targeted by fly tippers, making pavements nearby (Kezia St) often completely inaccessible to pedestrians due to mattresses, sofas and other rubbish blocking the way.</p> <p>The 'consultation' process within the school community was extremely skewed, with the benefits of expansion given maximum airplay, with no detail of the plans offered to inform the discussion and no exploration of the challenges, risks and potential hazards of rebuilding (asbestos removal, reduced space for physical play, for example). Children and families were not encouraged to each have a proper say, as only two children per class completed the consultation, and only one (biased) letter + consultation form went home per family. And local residents were not consulted or engaged at all. I think that Lewisham are hoping to benefit from a local populace who are poorly informed, rather apathetic and - in many cases - made up of short term lessees who have little investment in, or wish to shape, the local community.</p> <p>I vehemently oppose the planning application for this proposal. I would like to register my educational concerns. I would also like to be notified as soon as the LA obtains the planning application for this proposed scheme, so that I can look at this in detail and again raise my strongest objections.</p>
4	Parent/Carer	No	Not stated	F	Not stated	<p>I chose Sir Francis Drake school for my son for how close and caring the teachers are towards their pupils. My son education has improved massively thanks to the school. I believe my son and the other pupils education will suffer if the enlargement goes ahead. I am against the enlargement. Why should the children have smaller classroom, dinner hall and corridors? Every term the years have a school assembly with all the years there to watch. If the enlargement happens there will not be enough space to accommodate all the pupils which will be a disappointment. I believe this brings all the pupils together; all the pupils know each other names; Year 6 know the names of reception pupils. I think it is unfair the</p>

					<p>children of Sir Francis Drake and the teacher will suffer due to the Government wanting to save money. It is disgusting that the Government want to make a flat pack school by doing this. These children spend most of the early life in school; they deserve to have a well built and equipped school like everyone else in this borough has.</p> <p>Sir Francis Drake is also on the corner of a busy and dangerous road. It's dangerous now to get across; how will it be with the double of pupils and parents trying to cross?</p> <p>It really is unfair that the Government are not thinking or willing to protect the pupils who are already at Sir Francis Drake. The education and safety of these children should be considered too.</p>
5	Parent/Carer	No			<p>I would like to state my case AGAINST the school enlargement of Sir Francis Drake.</p> <p>My daughter first attended [REDACTED] Primary School. In Year 1 she was being bullied by her 'best friend' and when I raised this with the school, showing pictures of marks on her neck where her 'friend' tried to strangle her, told them of her having nightmares, explained how this other child (Vietnamese) was racist against black children, (my child was the only white child in the class and when she tried to play with other children the 'friend' would get angry with my daughter) nothing was done about it. I decided to move her out of the school.</p> <p>My daughter moved to SFD half way through Year 1 and started in Jan 2013. She loved it from week one, has developed greatly, speaks confidently and truly enjoys all aspects of her varied curriculum.</p> <p>I don't believe she would have adapted to the change as well had she moved to a school similar to that of [REDACTED] Primary School.</p>

						<p>I believe that the current size of SFD is what makes it such a successful school. Successful in results; successful in its comfortable feel; successful in its personal, family feel; successful in its production of well rounded, intelligent, respectful and polite students. The first thing I noticed, anyone notices, when first visiting the school is how friendly and open the children are. Everyone knows everyone and helps everyone when needed. The 'whole school assembly's' are great and teach the students to be respectful of each other and support each other.</p> <p>The staff at SFD are all approachable (to both students and parents) and deal with any situations straight away and follow up on them. They believe in fairness, diversity, and focusing on the development of individuals as well as supporting group work.</p> <p>Increasing the school size, just aesthetically will immediately eradicate its friendly, relaxed, family, personal feel. It has the risk of becoming just another inner city, under achieving school with cramped teaching space and limited space for the vast number of intended students to come together in one assembly. And one with teachers too busy to get know students individually, too busy to get to know their families, and who aren't interested in helping where help is needed. In teaching students the basics but not having the time to invest in giving each student the individual attention they need to become the best they can be.</p> <p>I believe SFD should remain as it is, a successful school.</p>
6	Parent/Carer	No	Not stated	F	Not stated	<p>Firstly, it should be noted that the Statutory Notice outside SFD does not explain or make it clear to parents or the local people that the proposal is to <u>DEMOLISH</u> Sir Francis Drake Primary School (SFD) in order to find just 30 additional places per year.</p> <p>It is difficult to think that once Lewisham Council has succeeded in demolishing Sir Francis Drake Primary School for the sake of just 30</p>

					<p>additional places per year, they will then need to address this matter fully and actually find a way to build the new primary schools necessary to cater for the rising local demand from the many new families that are being introduced in to the area.</p> <p>When these new schools are finally built as the real solution to find the primary places for local children sadly, for Sir Francis Drake Primary School, this will all come too late as it will have already been demolished and permanently changed into a different type of school entirely. The proposed 're-build' retains nothing of the original school.</p> <p>It is understood that the proposed new school building will be an 'Austerity' build with reduced sized classrooms. The new building will also have to be located far to one side of the school site in order for double the amount of children (420) to receive enough 'allowable' space.</p> <p>The question is: Why would a council do this to the existing 210 children or to the proposed 420 children of SFD? This proposal is being enforced without any money from Lewisham Council or due consideration to the existing thriving, hard working school in an already notably deprived area. The children at SFD need <u>more</u> given to them and not less in order for them to continue to thrive. This proposal is being so coldly handled that does not deliver or even address the care needed for the children at SFD.</p> <p>Despite the Mayor visiting the school recently, several of the older children were quite upset afterwards and the younger children are too young to know they are about to lose their school as they know it.</p> <p>All schools require money to maintain them but the notice is unclear as to the 'considerable investment' it refers to? This is an important issue because the proposal will use PSBP funding. PSBP funding 'addresses the needs of those schools in the very worst condition'. Therefore a strong and</p>
--	--	--	--	--	---

					<p>determined case would have needed to be made by Lewisham Council in the case of SFD in order to obtain this funding? This is confusing because it is obvious that SFD is not at all in 'the very worst condition' and it is also documented by Lewisham Council that SFD is 'a well maintained school'? Obviously without the obtained PSBP funding there would be no proposed demolition of Sir Francis Drake Primary School.</p> <p>In addition, this proposal is not very transparent and does not give the necessary information needed to have any kind of informed input and in fact it does not appear to be a very democratic process overall. This can only make one think that the proposal will be <u>imposed</u> at whatever the cost to this school.</p> <p>I am therefore confirming that I am opposed to the proposal and I would like to ask the Mayor and Lewisham Council to kindly re-consider this proposal and to find an alternative solution regarding Sir Francis Drake Primary School.</p>
7	Parent/Carer	No			<p>I am objecting to the Statutory Notice Proposal for Sir Francis Drake Primary School.</p> <p>As you may or may not know Evelyn Ward is named in a lottery bid application through Better Start (CYP Frankie Sulke) and has undergone an extensive investigation to discover what is the Toxic Stress for preventing children 0yrs - 8yrs from reaching their full potential. Evelyn Ward is the most deprived area in the borough 37% of children living in poverty families are in overcrowded housing on low income, high levels of lone parent families, neglect and abuse, high levels of domestic abuse , substance misuse, mental health and reduced social community engagement.</p> <p>Sir Francis Drake's Evelyn Ward are the children <b>are living in this "Toxic Stress" and can add the following</b></p>

					<ul style="list-style-type: none"> <li>• <b>52%</b> of our school pupils are have <b>English as a second language</b></li> <li>• <b>41% are on free school meals</b> and</li> </ul> <p>The <b>proportion of disabled pupils and special educational needs is above average.</b></p> <p><b>In spite of the toxic stress this small school</b> was Ofsted inspected 2013 as good with a number of number of outstanding features.</p> <p><b>Reception pupils</b> join with skills <b>below levels typical</b> for their age by the time they reach Year 1 they have reach typical levels.</p> <p><b>Year 1 higher than national proportion</b> of pupils who well in the phonics screen check.</p> <p>By the end of year 6 most pupils reach standards <b>above those found nationally in English and Maths.</b></p> <p><b>Disabled pupils and those with SEN are effectively supported and make better than expected progress.</b></p> <p>Currently it is in the top 8% of schools in the country in the 2013 SATs and is recognised by the DfE as being among the top 250 schools in the country measured by the progress made by disadvantaged pupils.</p> <p>My son has a Statement of Education needs for Autism Spectrum Disorder <b>in a class of 28 (with 7 peers on school action plus)</b> he is thriving in this wonderful small school. It is inclusive and diverse catering for the most and less needy together. It works brilliantly it provides a small family environment all supporting each other from reception to year 6. But now my son is already full of anxiety at the prospect of his school being "knocked down, being made smaller in space and having lots of lots strangers in it".</p> <p>The school needs some little maintenance done but demolishing it to provide 30 reception places to join in Sept 2016 is the worst case scenario for this successful inclusive and diverse little school.</p>
--	--	--	--	--	---

					<p><b>How is that funding justified to demolish to avoid maintaining a great school?</b></p> <p>To consider allowing the EFA to build the first pilot Austerity school in the country as a replacement is a sorry reward for all the hard work achieved thus far - One of the council pledges is to improve secondary results by 10% to do, this you need to copy the formula of this primary school not demolish it.</p> <p>9.2.9 The building delivered by the Education Funding Agency will be in line with the specifications agreed by the James Committee. The focus will be on the delivery of a modern functional building which meets the government's revised guidelines for space which have recently been revised down from those previously published. The standardised designs offer less flexibility in design in order to reduce construction costs. The budget will not meet the cost of any additional planning conditions.</p> <p>The Royal Institute of British Architects (RIBA) is seriously concerned about the unproven 'Austerity School' scheme. RIBA President Angela Brady said:</p> <p>'Our students, teachers and local communities deserve great schools - environments that are beneficial to the best-quality teaching and learning. In these times of austerity of course we need to cut our cloth on all spending; however, the government's proposals for the design and construction of future schools are far too restrictive with too much focus on short-term savings.</p> <p>The school is never full to capacity Ofsted shows 202 for 210 this area has a highly transient population children come and go leaving in year gaps.</p>
--	--	--	--	--	--

					<p>We note that the LA advisors are <b>justifying demolition</b> our little school to <b>serve primarily the</b> needs of the Surrey Union Triangle where major housing developments of Marine Wharf and The Wharves are bringing in residents and future needs.</p> <p>However the projections I find in your <b>January 15 2014</b> council meeting shows with currently Kender Primary school and Haberdasher Aske's expansions <b>no additional requirements are projected</b> right up until 2020/21!</p> <p><b>January 15 2014</b></p> <p>Projected demand for Reception</p> <table border="1"> <thead> <tr> <th>Year</th> <th>PAN</th> <th>Projection</th> <th>Additional Requirement</th> </tr> </thead> <tbody> <tr> <td>2014/15</td> <td>510</td> <td>476</td> <td>0</td> </tr> <tr> <td>2015/16</td> <td>510</td> <td>500</td> <td>0</td> </tr> <tr> <td>2016/17</td> <td>510</td> <td>487</td> <td>0</td> </tr> <tr> <td>2017/18</td> <td>510</td> <td>500</td> <td>0</td> </tr> <tr> <td>2018/19</td> <td>510</td> <td>504</td> <td>0</td> </tr> </tbody> </table> <p>The LA has not retained sites available at old Tide Mill primary school and old Deptford Green sites to build a new school(s). But there are sites locally that Lewisham Council have for Sale big enough to accommodate a two form baseline design school in close proximity to the housing developments planned.</p> <p>We think joined up thinking would be better;- we are lucky to be in the Surrey Union Triangle in close proximity of Greenwich and Southwark of which many of our local families are accepted in to their schools; Greenwich are returning schools places back in to operation at Charlotte Turner and Royal Hill schools there is a International Greenwich free</p>	Year	PAN	Projection	Additional Requirement	2014/15	510	476	0	2015/16	510	500	0	2016/17	510	487	0	2017/18	510	500	0	2018/19	510	504	0
Year	PAN	Projection	Additional Requirement																										
2014/15	510	476	0																										
2015/16	510	500	0																										
2016/17	510	487	0																										
2017/18	510	500	0																										
2018/19	510	504	0																										



					<p>school supported by Michael Gove looking for site to open and Southwark have a plan for 2FE in Rotherhithe for summer 2016 and there is a plan for Convoys Wharf to build a 2FE school in our area too.</p> <p>Refer your advisors to  <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/185804/CUBEC-11-2012.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/185804/CUBEC-11-2012.pdf</a></p> <p>Why would popular schools ever choose to expand when there are no obvious incentives to do so, the are the questioning costs reducing the learning space children will have, of adding considerable extra administrative and management burden, financial issues and the potential for reducing academic achievement. Is it the primary role to make schools better or bigger (in our case smaller)? I think it is to make schools better so there is no incentive for this proposal.</p> <p>There are so many better solutions that Lewisham can do to reduce "Toxic Stress" start with protecting Sir Francis Drake's Evelyn Ward children 1 FE school, please halt the process - now take a look with new eyes at this proposal and the real need for an additional <b>new</b> school for planned housing developments.</p>
8	Parent/Carer	No			<p><b>Parents of Reception Class (signed by 25 parents)</b>  We are writing to you with regards to the proposed plans to enlarge Sir Francis Drake Primary School.</p> <p>We are parents of Reception Class children at Sir Francis Drake (SFD). Most of us have chosen SFD because it is a small primary school with a good record of academic achievement and has been part of our local community for over 50 years now. The School is located on a small site which we believe is appropriate for the current size of the School (210 pupils). Our children enjoy good inside and outside space and although the school might not be sleek and modern it is still in a good condition and</p>

					<p>has all the facilities necessary to ensure that its pupils and staff can work together as one happy family.</p> <p>We are very concerned about the proposed plans to enlarge SFD. We believe that doubling the school to 420 pupils will completely change the school's personality. The size of the school and the close-knit community that arose from this, were the key reasons why we chose SFD in the first place. The expansion would result in having a large building on the same size of land which could potentially lead to significant reduction of class spaces, cramped common areas and smaller outdoor facilities, which would simply not accommodate 420 children appropriately.</p> <p>We are particularly concerned about the lack of information on the proposed building plans and how the Lewisham Council proposes to carry out building works alongside the ongoing functioning of the school. A number of us tried to obtain this information from your department but none was provided. In order for it to be a fair consultation process rather than a tick-box exercise we request the following:</p> <ul style="list-style-type: none"> <li>• Details of proposed building works and detailed plans of the proposed school layout</li> <li>• The budget for these works and who will be providing it</li> <li>• How the proposed changes will affect the current classroom sizes and the outdoor space</li> <li>• What is the added value that the proposed expansion will bring to the CURRENT users of the school</li> <li>• How the Council is going to handle the teaching process while the proposed building works take place</li> <li>• How and when would new staff be recruited to deal with the additional numbers</li> </ul>
--	--	--	--	--	---

						<p>Until we receive the above information we will continue to strongly oppose the expansion of our School.</p> <p>Although we understand that there is a need for further primary school places in the area we do not feel that it is fair for our school to bear the responsibility to provide these in the manner which is currently being proposed. The Council has approved a lot of new building in the area close to SFD but failed to secure the provision of new schools to meet the demand. This is utterly irresponsible and can only be met with opposition from the local residents and particularly from families with children in SFD.</p>
--	--	--	--	--	--	--

## Correspondence to Joan Ruddock from Evelyn Parents

Joan Ruddock

28/3/14

We are asking for Sir Francis Drake Primary (SFD) to be **spared** in the process of the Lewisham Council's School Enlargement Scheme.

We are asking this because Lewisham Council has earmarked SFD for complete demolition, a decision that cannot be reversed.

#### Consultation Process

The consultation process has been conducted in an unacceptable way.

- The consultation document gave every appearance of being simply an **"issues paper"**. It contained **no actual proposals or visible plans** and the information given to consultees was **wholly insufficient** for anyone to make an **informed** response.
- The **lack of detail** in the proposal hides the real plan to **demolish the entire school** which in fact should have been the highlight of the proposal as this is what makes the SFD enlargement **different** to the previous Lewisham schools earmarked for enlargement

**Every** previous school expansion **proposal** has been **agreed** at the **Mayors council meeting despite strong opposition** (Jan 15 204 council meeting) from pupils, parents and reservations from concerned governors.

The document does not say if your views will influence the proposal at the Mayors next council meeting in April.

**Majority of Parents feel that it is pointless as it is a foregone conclusion so didn't bother to fill out the form**

**Some parents** reported had tried to do online consultation but couldn't get it **to submit**

**ESOL parents 52%** have no idea what the consultation is about paper **was in English only**

- 3 sessions (on one day) was hosted at the school by Margaret Brightman LA. This was not highly emphasised as being the **only opportunity** to question and engage in **conversations** about the proposal, which meant many parents failed to recognise the **importance of attending** or making arrangements eg for work or for childcare to attend- in addition there were no interpreters offered (52 %of SFD parents are ESOL). This ensured low turnout and only those that attended got information.
- The SFD consultation even its poor format has not been extended and **circulated to the members of the local community** even though there is provision for them to be **included** in the consultation which ended on the 17<sup>th</sup> March we are concerned that this is against the equalities monitoring policy.
- The consultation presents no concrete evidence that the demolition is needed - this is an irreversible decision.

## Question of Need?

From the consultation document Lewisham Council says there has been a 29% increase in births from 2000/01 **however currently SFD is not at full capacity** as stated in October 2013 Ofsted report pupil numbers are 202 out of 210.

According to the Mayor and Cabinet meeting of 15 Jan 2014 - see below - the information suggests there is **no real need** for additional requirement.

**Therefore demolition of SFD is not justified.**

Mayor & Cabinet January 15th 2014  
Sir Francis Drake Primary School

### 9.1 Additional Requirement – Deptford and New Cross

9.1.1 Sir Francis Drake Primary School is located in Primary Place Planning Locality 5, Deptford and New Cross. Typically there is a low level of on-time applications compensated for by a high level of late applicants. This year there has also been a high number of in-year applicants from the area. There is a considerable housing development in the area, including brown-field sites for which Sir Francis Drake will be the nearest school. Whereas the birth rate in some areas has stabilised, it continues to increase in this part of the borough.

#### Births

Births September 1st 2000 to August 31st 2001 537

Births September 1st 2009 to August 31st 2010 655

Births September 1st 2010 to August 31st 2011 694

Increase 2000/01 to 2010/11 29%

Increase 2009/10 to 2010/11 6%

### 9.1.2 Additional permanent places have been provided at schools in the area

In 2012/13 Kender Primary School was enlarged from 1 to 2FE. The Haberdashers' Aske's Federation opened a 2FE Free School to serve the area. The school admitted its first 60 pupils in September 2013 and will be full by 2019.

### 9.1.3 Projections to 2017/18 suggest that, with these enlargements, the supply of places is sufficient to meet demand.

However current experience is that additional Reception places will be required in the 2013/14 school year to meet the demand created by **in-year** applications. This suggests that the increase in population forecast for the end of the decade has started earlier. This may be due to the high levels of rented accommodation in the area.

#### Projected demand for Reception

Year	PAN	Projection	Additional Requirement
2014/15	510	476	0
2015/16	510	500	0
2016/17	510	487	0
2017/18	510	500	0
2018/19	510	504	0

2019/20	510	510	0
2020/21	510	513	0

### Missing from Lewisham Council calculations

- **A proposed 2FE** (420 places of which **187 will be used by new residents** and remaining to LBC )
- Joined up thinking with our very close neighbouring boroughs **Greenwich** with empty Charlotte Turner and Royal hill school coming back in to use and proposal for a new school the International Academy of Greenwich.
- **Southwark council** also have new school planned for Rotherhithe to combat 270 place shortfall for Sept 2016
- **Empty school sites** at Deptford Green old split site and old Tidemill primary school

### Financial

There is a need for transparency as this is Tax payer’s money under the governments Priority building programme and this seems to be a **moulding** of the figures **to qualify for funding stream criteria**.

This is in question because once the school has been demolished funding will have to be found to rebuild.

What are financial arrangements? - build costs, contract type, break clauses within the contract, maintenance forecasts, and all the other linked financial arrangements and cost model details for the proposed contract.

The formula applied by Partnership for Schools (PFS) is that the required threshold for bidding for funds is that the value of planned refurbishment works (given by the council to be estimated at £765,810) comprises no less than 30% of the cost of the rebuild. The local authority have not provided adequate information to show that this is indeed the case for our school.

### Background information

**Sir Francis Drake is in Evelyn Ward** which is currently an area that has been identified as an area that fulfils necessary criteria for a 10 year programme for the **Better Start lottery bid January 2014 to end "Toxic Stress"**.

**Better Start Lottery Team comprises of Voluntary Action Lewisham, Lewisham Council CYP (Frankie Sulke) Greenwich and Lewisham NHS Trusts, The Children’s Society & Pre-school learning Alliance.**

**They commissioned a Well being study study of 0-8 year olds in Bellingham / Downham the Evelyn/ New Cross Wards and detailed lottery application examining well being of children and all the external factors that are impeding them to thrive “Toxic Stress”**

The intensive investigation the Lewisham Better start team has undertaken shows majority of **Evelyn Ward families are in overcrowded housing on low income and in the CYP's (Frankie Sulke) most deprived areas in Lewisham.** Evelyn Ward identified as the **most deprived ward in Lewisham with 37% of children living in poverty, high levels of domestic violence, substance abuse and mental health issues and reduced social community engagement.** It showed children have **high levels of Obesity, Communication and Language difficulties, behavioural and development difficulties** including readiness for schools (3-8years).

**Despite the depravation and “Toxic Stress” in Evelyn Ward Sir Francis Drake transforms their local Evelyn Ward children and has them hitting above national standards of learning and achievement – Supporting the case of** Almost without exception, the studies show that small school size is unambiguously good for students from low socio-economic status backgrounds and communities with relatively high levels of disadvantage.

### **Ofsted report is overall good with outstanding for Behaviour & Safety**

Sir Francis Drake

**Name of School** Sir Francis Drake Primary School

**Gender** Mixed

**Age range** 5 - 11

**Type of School** Primary

**Type of Establishment** Community School

**Total number of pupils** 202

**Capacity of School** 210

**OFSTED ranking** Good

**Date of last OFSTED inspection** 15 October 2013

**Free School Meals** 41%

**English as Additional Language** 51.2%

This is an average-sized primary school.

- Pupils are from a wide range of minority ethnic backgrounds. Many speak English as an additional language. The largest groups are pupils from any other Black and Black Caribbean backgrounds.
- The proportion of pupils supported by the pupil premium is higher than in the majority of schools. This is additional funding provided for children looked after by the local authority and pupils known to be eligible for free school meals. In this school, it applies to both groups.
- The proportion of disabled pupils and those with special educational needs supported through school action is above average. The proportion supported at school action plus or with a statement of special educational needs is around average.

All groups of pupils achieve well so that by the end of Year 6, **most reach standards above those**

**found nationally in English and mathematics.** Attainment in reading is usually higher than writing

and mathematics, but the gap is closing quickly. More pupils now make outstanding progress as

a result of more effective planning and marking.

- Children join the Reception class with skills below the levels found typical for their age. They learn quickly within a lively and stimulating setting, so make good progress. By the time they

enter Year 1 the majority **have caught up and have skills more typical for their age.**

- Pupils enjoy their lessons and settle down quickly to work. They particularly relish the challenge in mathematics lessons of activities that are known in the school as ‘hot’. This helps them to use their numeracy skills to solve complicated problems. Sometimes more able pupils are not given the activities which are ‘too hot to handle’ until they complete the easier work. This sometimes leads to them not making the progress of which they are capable, or being able to work on their own.
- Disabled pupils and those with special educational needs are given very effective support in small groups and one-to-one. Their needs are identified quickly. As a result, work is well matched to their needs, and **they make better than expected progress** from their varying starting points.
- Pupils funded through the pupil premium are **now making rapid progress and the gap in achievement with their peers is closing quickly.** In 2012, the most recent year for which comparative data are available, these pupils were six months behind the others in English, and one year behind in mathematics. However, their needs are now assessed accurately and money is spent well to provide additional help in small groups.
- Achievement is rising rapidly, so now all groups of pupils, including those who speak English as an additional language, and small minority ethnic groups, make at least good progress.
- Pupils enjoy reading and are given many opportunities to practise their understanding of letters and the sounds they make. This is evident in the **higher-than-national proportion of pupils who did well in the phonics screen check in Year 1.** By the time they reach the end of Year 2, pupils’ standards in reading **are above the national average.**

### Response to Joan Ruddock

Dear Joan Ruddock

Thank you for your email to the Mayor of 8th April 2014 to which the Mayor has asked me to reply on his behalf. I am sorry for the delay in responding occasioned by the Easter holiday.

The Mayor considered your letter and the attached representations carefully before making his decision at the Mayor and Cabinet meeting of 9th April to take forward the proposal to expand Sir Francis Drake to the next stage of the issue of a public notice.

I will answer the points made by the representations broadly in the order they were made in the attachment to the email.

Consultation was undertaken fully in line with statutory regulations. The consultation period was 6 weeks from Feb 3<sup>rd</sup> to March 17<sup>th</sup>. This is deemed to be an adequate time for responses. Written responses to the consultation could have been made not only on line, but by letter and by email.

The consultation leaflet invited views on the expansion of SFD. It was not intended to be ‘issues oriented’, and was explicit that the expansion would mean *‘that the existing school buildings could be demolished and replaced with a new school’*. Other Lewisham schemes have also involved demolition, for example at Beecroft Garden in Brockley.



A first stage consultation is very much focused on obtaining the views of governors, parents and children, although there is an opportunity for other stakeholders to submit their views. It is unusual to provide interpreters at a parents' consultation meeting. However, the LA would have responded to a request from the school.

In line with normal Lewisham practice and statutory requirements:

- Consultation leaflets were sent to the school.
- Ward MPs and Councillors were notified via email.
- Neighbouring authorities were notified via email.
- Trade unions were notified via email.
- All Lewisham schools were notified.
- The DFE was notified via email.

As was made clear in the consultation document, following the Mayor's agreement to take forward the proposal to the next stage, there is a further opportunity for representations to be made following the publication of a public notice. The Mayor will consider representations before making a decision on whether or not to proceed with the proposal. In addition, should the proposal reach the stage of a planning application, an outline design is required and is made publically available. As part of the planning process, interested parties are asked to comment to the Planning Department who are required to take them into account in considering the application.

The consultation document sets out in general terms the need for demolition of the existing buildings – *'the buildings have become increasingly less suitable for the delivery of the Primary curriculum... (they are) now 50 years old and starting to require expensive maintenance and upgrades'*.

The Council's estimated cost of refurbishment of the school, which were required as part of the bid for funding, was rigorously audited by central government and found to be accurate. This was a condition of grant. The Council is not at liberty to share details of costs and contracts which are commercially confidential and which are being managed through the Educational Funding Agency on behalf of the government.

Building Regulations BB99 (Revised) are now superseded, and new guidance from the EFA is awaited. However, indicative designs for a 2FE primary school have been published. It is the view of Council officers that the site of Sir Francis Drake is sufficiently large to deliver a successful, new 2FE school both in terms of the internal and external area.

The Mayor and Cabinet report (April 9<sup>th</sup> 2014) provides evidence that there is a need for an expanded school in this locality looking forward to the end of this decade. The due diligence conducted by the government's Education Funding Agency, which would manage the new build, also confirms this. This current year the school has 202 pupils which is within the usual margin which takes account of pupil mobility (the Published Admissions Limit is 210).

The Council has a severe shortage of sites for new schools. The old Tidemill site and Deptford Green site are not available for educational purposes. The Convoys Wharf development, when it is delivered, will only provide sufficient additional places to meet the needs of the new site residents. Neighbouring Local Authorities also have severe pressures to provide additional school places to meet the needs of their residents. For example, the proposed International Academy of Greenwich has not been able to find a site despite searching for two years. Few places, if any, are likely

to be created by neighbouring boroughs which are accessible by Lewisham residents in this locality.

An additional 30 places would be created in September 2016 under this proposal, and the school would thereafter increase by 30 places each year to 2022 when it would reach its full capacity of 420 children. This gradual change would be carefully managed, as would the building phase, to ensure that there is no adverse impact on the welfare and learning of the children. Over three quarters of Lewisham primary schools have already expanded their premises, and a few have been entirely or almost entirely replaced. The Council has therefore built up a wealth of successful experience in supporting schools during this process. The recognition that they can better meet the needs of their localities in providing additional places has been the motivation for good and outstanding schools to expand. Lewisham schools have risen to the resultant challenges to the extent that, during this period of unprecedented change, standards have continued to rise so that in 2013 Lewisham's key stage 2 results were the fourth highest in the country.

A 2 Form of Entry school is not a large school. It is the norm in Lewisham. The very many successful 2 FE (and 3FE) schools in Lewisham demonstrate that a school of this size can continue to deliver an inclusive and caring culture where the children achieve high standards. The argument that Sir Francis Drake children have high needs underscores the need for a new school fit for 21<sup>st</sup> century learning.

Yours sincerely ,

Chris Threlfall  
Lewisham

Head of Education Infrastructure, London Borough of

We also note from this online government document there is no benefit for good schools to expand

[www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/185804/CUBEC-11-2012.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/185804/CUBEC-11-2012.pdf)

### **How can we encourage good schools to expand?**

A CUBeC Short Report

Rebecca Allen, Institute of Education, University of London

Simon Burgess, Centre for Market and Public Organisation, University of Bristol

September 2012

### **Conclusions of this report**

The question “why don’t popular schools expand?” implies a context in which there are good reasons for popular schools to expand, but for some reason, they choose not to.

In fact, our results suggest the opposite and that the question is better put the other way around:

“why would a popular school ever choose to expand?” There are no obvious incentives to do so unless the headteacher is simply interested in school size per se. And there are potential costs, in terms of adding a very considerable extra administrative and management burden, financial issues, and the potential in some cases for reducing school academic performance.

There is also a question of the communication of objectives. In a system where more and more schools are becoming autonomous, they will be increasingly driven by the perceived ‘mission’ of the headteacher and governors. Of course, the accountability mechanisms in the system (league tables and Ofsted) place a limit on the extent to which schools can aim for different things. But one question is: do the headteachers and governors of high performing and popular schools believe it is their primary role to make their school better, or bigger? We suspect that it may be the former. In which case not only may there be no incentive to do this, but also no one has told them that they should be trying to do so.

**Updated Appendix Five**  
Petitions raised during the Representation period

Petition posted on Lewisham.gov.uk

We are parents of children at Sir Francis Drake (SFD). Most of us have chosen SFD because it is a small primary school with a good record of academic achievement and has been part of our local community for over 50 years now. The School is located on a small site which we believe is appropriate for the current size of the School (210 pupils). Our children enjoy good inside and outside space and although the school might not be sleek and modern it is still in a good condition and has all the facilities necessary to ensure that its pupils and staff can work together as one happy family.

We are very concerned about the proposed plans to enlarge SFD. We believe that doubling the school to 420 pupils will completely change the school's personality. The size of the school and the close-knit community that arose from this, were the key reasons why we chose SFD in the first place. The expansion would result in having a large building on the same size of land which could potentially lead to significant reduction class spaces, cramped common areas and smaller outdoor facilities, which would simply not accommodate 420 children appropriately.

We are particularly concerned about the lack of information on the proposed building plans and how the Lewisham Council proposes to carry out building works alongside the ongoing functioning of the school. A number of us tried to obtain this information from your department but none was provided. In order for it to be a fair consultation process rather than a tick-box exercise we request the following:

- Details of proposed building works and detailed plans of the proposed school layout
- The budget for these works and who will be providing it
- How the proposed changes will affect the current classroom sizes and the outdoor space
- What is the added value that the proposed expansion will bring to the CURRENT users of the school
- How the Council is going to handle the teaching process while the proposed building works take place
- How and when would new staff be recruited to deal with the additional numbers

Until we receive the above information we will continue to strongly oppose the expansion of our School.

Although we understand that there is a need for further primary school places in the area we do not feel that it is fair for our school to bear the responsibility to provide these in the manner which is currently being proposed. The Council has approved a lot of new building in the area close to SFD but failed to secure the provision of new schools to meet the demand. This is utterly irresponsible and can only be met with opposition from the local residents and particularly from families with children in SFD.

Online 38 DECEES

# SAVE SIR FRANCIS DRAKE PRIMARY SCHOOL FROM DEMOLITION

**TO: STEVE BULLOCK MAYOR OF LEWISHAM**

---

*Dear Mayor,*

*Please don't demolish our well maintained school to replace it with the governments first ever "Baseline design" Austerity school.*

## **Why is this important?**

Statutory Public notice is on the school gate and ends on June 10 Local people have not been made aware of the councils plans and so have not been able to be fully engaged in the process of consultation.

Sir Francis Drake Primary school is in one of Lewisham boroughs most deprived areas Evelyn Ward, it a local one form entry community school with capacity for 210 children.

52% of school pupils are have English as a second language,

41% are on free school meals and the proportion of disabled pupils and special educational needs is above average.

Despite the disadvantages -Currently it is in the top 8% of school in the country for the 2013 SATS and recognised by the DFE as in the top 250 schools in the country measured by the progress made by disadvantaged pupils. The RT Hon David Laws MP Secretary of State congratulated the school for "being exceptionally effective in educating disadvantaged children providing them with a good start in life and a strong springboard into secondary education".

Ofsted: Pupils thoroughly enjoy school and this is reflected in their attendance, which is above average.

The school provides a very positive and vibrant learning environment, and pupils therefore feel safe and secure. All pupils are equally valued, as the school motto indicates, 'Everyone is valued and all succeed.' This ensures that the school strongly promotes equality of opportunity, and does not tolerate any form of discrimination.

Pupils have extremely positive attitudes towards learning, and engage thoughtfully in all activities. Their behaviour around the school is often exemplary. They get on well together, and show considerable respect and care for each other.

Despite its success the school has become earmarked for demolition and on its tiny site the plan is to rebuild it as a 3 storey "Pilot" Austerity "baseline design" school with reduced classroom space to provide 30 reception places for 2016 and doubling the capacity of children to 420 on the same small site.

#### Baseline Design schools (Aka Austerity schools)

The Royal Institute of British Architects (RIBA) is seriously concerned about the unproven 'Austerity School' scheme. RIBA President Angela Brady said: 'Our students, teachers and local communities deserve great schools - environments that are beneficial to the best-quality teaching and learning. In these times of austerity of course we need to cut our cloth on all spending; however, the government's proposals for the design and construction of future schools are far too restrictive with too much focus on short-term savings.

They say that the scheme's overall space reduction is 'ignoring the safeguarding of environmental comfort' and it is 'not ensuring discipline and student wellbeing'. They maintain that there is 'a failure to create functional spaces for excellent teaching', that 'students and teachers will be deprived of quality environments that are proven to support teaching and learning' and the scheme is 'disregarding statutory requirements for accessibility and inclusion'.

The RIBA believe that it does 'not deliver long-term sustainability and value'.

Only time will tell the success of this scheme but for now, the children of SFD will become the first 'guinea pigs' for the success or failure of this type of building development.

Why is this happening? The council is allowing private developments to build new homes without adequate primary provision. Instead the council has over the last four years opted to enlarge 75% of their primary schools instead.

Locally we have 1432 new homes being built but the council says it has no sites to build new schools.

Demolishing Sir Francis Drake will not resolve the need for primary places for the developments the council has agreed but it will permanently disrupt and change it irreparably.

The council says "The Mayor and Cabinet report (April 9th 2014) provides evidence that there is a need for a school in this locality looking forward to the end of this decade. The due diligence conducted by the government's Education Funding Agency, which would manage the new build, also confirms this."

We are asking the council to build a new school that they truly need- a new school would bring an additional 60 reception places in to the locality.

We say no to the demolition and rebuild of our successful well maintained, inclusive and diverse little community school so that's it "exceptional work" can go on.

originals,  
SFD

# Petition to Save Sir Francis Drake Primary from Demolition.

We the undersigned object to the proposal to demolish Sir Francis Drake Primary school.

Sir Francis Drake Primary school is a one form entry local community school currently it is in the top 8% of schools in the country in the 2013 SATs and is recognised by the DfE as being among the top 250 schools in the country measured by the progress made by disadvantaged pupils. It currently has capacity for 210 children.

The plan is to demolish this successful little school, and on its tiny site rebuild it as a 3 storey "pilot" "Austerity school" with reduced size classrooms to make 30 additional reception places in 2016 and doubling capacity to 420 children on the same small site.

Why is this happening?

Lewisham council has not retained local historic school sites and is allowing private housing developments to build homes without adequate primary school provision.

To deal with this LC has over the last four years enlarged over 75% of their Primary schools instead. Locally we have 1432 new homes being built and no new schools are planned as LC says there are no sites to build new schools.

Demolishing Sir Francis Drake will not resolve the need for primary places for the housing developments Lewisham council have agreed but it will permanently disrupt and change SFD irreparably and permanently.

The money to demolish and rebuild Sir Francis Drake could be used to build a new school with 60 additional reception places.

We say no to the demolition of this successful well maintained successful community school, and ask Lewisham council to seek an alternative –

## Sir Francis Drake Primary School Equality Analysis

<b>Name of proposal</b>
Proposal to enlarge Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016
<b>Lead officer</b>
Margaret Brightman Places Manager Children & Young People 3rd Floor Laurence House 1, Catford Road London SE6 4RU  Tel: 0208 314 8034 margaret.brightman@lewisham.gov.uk
<b>Other stakeholders</b>
<b>Sir Francis Drake Primary School</b> The Governing Body Staff Parents/carers Pupils <b>Evelyn Parents Forum</b> <b>Residents of Evelyn ward (Primary Place Planning Locality 5)</b> <b>Residents of Scawen Road, Grinstead Road and Trundley's Road</b>
<b>Start date of Equality Analysis</b>
The assessment started in 2010 when the LA was invited to nominate schools to be rebuilt through the Priority Schools Building Programme
<b>End date of Equality Analysis</b>
The Mayor is the Decision Maker for school organisation proposals in Lewisham and will consider his decision on the proposal at the meeting of Mayor & Cabinet, June 25 <sup>th</sup> 2014.
<b>Step1: Identify why you are undertaking an Equality Analysis</b>
Members have received a series of reports setting out the pressure on school places. Demand for primary places has exceeded supply since 2008. The most recent report to Members (January 2014) can be accessed via the following link. <a href="http://councilmeetings.lewisham.gov.uk/documents/g2866/Public%20reports%20pack%2029th-Jan-2014%2019.30%20Children%20and%20Young%20People%20Select%20Committee.pdf?T=10">http://councilmeetings.lewisham.gov.uk/documents/g2866/Public%20reports%20pack%2029th-Jan-2014%2019.30%20Children%20and%20Young%20People%20Select%20Committee.pdf?T=10</a>  The Local Authority has identified a number of popular and successful schools in areas of high demand which could be enlarged in order to meet actual and projected demand for school places.  This Equality Analysis has been undertaken in support of a proposal to enlarge Sir Francis Drake Primary School.
<b>Step 2: Identify the changes to your service</b>
The proposal to enlarge Sir Francis Drake Primary school permanently to 2 forms of entry would mean that, from 2016, the school would admit 60 children to the



Reception class each year until it became 2 forms of entry throughout in 2022. The school would receive additional revenue funding to meet the costs of educating the increasing number of pupils, primarily to employ additional teachers so that class sizes met class size legislation. A new, fully accessible, building would be provided through the Priority Schools Building Programme.

### Step 3: Assessment of data and research

Projections are reviewed at least annually as the information on live births, applications to schools and the uptake of places across each year becomes available. The most recent update indicates that the demand for places will remain high and measures continue to be required to increase the supply of places through a mixture of permanent and temporary enlargements tailored to meet the needs of each area. Figures are set out in the following tables.

Year	Planned Admission Number	Forecast Reception demand	Shortfall
2014/15	3634	3989	355 (12 FE)
2015/16	3724*	3994	270 (9 FE)
2016/17	3754*	4083	329 (11.FE)
2017/18	3754*	4085	331 (11FE)

Sir Francis Drake Primary School is located in Primary Place Planning Locality 5, Deptford & New Cross. There is considerable housing development in the area, including brown-field sites for which Sir Francis Drake will be the nearest school. Developers' contributions will be available from some sites, but are insufficient by a significant margin to fund the required level of school place provision.

Whereas the birth rate in some areas has stabilised, it continues to increase in this part of the borough.

#### Births

Births September 1 <sup>st</sup> 2000 to August 31 <sup>st</sup> 2001	537
Births September 1 <sup>st</sup> 2009 to August 31 <sup>st</sup> 2010	655
Births September 1 <sup>st</sup> 2010 to August 31 <sup>st</sup> 2011	694
Increase 2000/01 to 2010/11	29%
Increase 2009/10 to 2010/11	6%

Schools in this area have been expanded since 2009. Deptford Park Primary was partially enlarged in 2009 & 10, and will offer additional Reception places in 2014. In 2012/13 Kender Primary School was enlarged from 1 to 2FE, having offered additional places in 2010 & 2011. . Other places have been provided through the partial enlargement of Grinling Gibbons (2011 & 2012) and St Joseph's RC Primary (2011, 2012 & 2013).

Projections produced in April 2014 indicate that at least 560 Reception places will be required each year, and currently 510 are available. Demand will continue to rise beyond the end of the decade. Approximately 1,300 additional dwellings are planned in the area.

Over the last decade the LA has worked closely with many schools which have expanded and has built up a body of expertise and good practice to help schools manage this change whilst maintaining high academic standards.

### Step 4: Consultation

In 2010 the LA consulted with the Governing Body about its intention to submit a bid

to the Priority School Building Programme (PSBP) for the re-build and enlargement of the school. The Governing Body expressed concerns about the possibility that such a scheme might be delivered through a Private Finance Initiative (PFI) scheme. They agreed that the bid should go forward with final agreement being subject to the terms of the PFI. The LA's bid was successful but no further information was received until Autumn 2013 when it was confirmed that the re-build and enlargement would be funded by the government without a PFI element. Further information on PSBP can be accessed through the following link

<https://www.gov.uk/government/publications/psbp-list-of-successful-applicants>

The LA consulted with Governors in the Autumn term 2013 and it was agreed that consultation should start on a proposal to enlarge Sir Francis Drake from 1 to 2 forms of entry.

The consultation process is regulated by legislation which can be accessed through the following link.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/278422/School\\_Organisation\\_Guidance\\_2014\\_-\\_Annex\\_B.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/278422/School_Organisation_Guidance_2014_-_Annex_B.pdf)

The following stakeholder groups must be consulted: Parents/carers. Pupils, staff and governors.

At the meeting of Mayor & Cabinet held January 15<sup>th</sup> 2014, the Mayor gave permission for the consultation to take place.

<http://councilmeetings.lewisham.gov.uk/documents/g2850/Public%20reports%20pack%2015th-Jan-2014%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

The results of the consultation were reported to him at the meeting of Mayor & Cabinet held April 9<sup>th</sup> 2014

<http://councilmeetings.lewisham.gov.uk/documents/s28377/Permanent%20Primary%20Places%20Holbeach%20John%20Ball%20Coopers%20Lane%20and%20Sir%20Francis%20Drake.pdf>

Three meetings have been held at the school in order to present information to parents/carers. The majority of respondents to the consultation oppose the proposal to enlarge the school. They are concerned that the site is too small to take an increased number of children. They feel that this will have a negative impact on the experience of the children already at the school including their access to space outdoors for play and physical exercise.

#### **Step 5: Impact Assessment**

The proposal is made in order to meet the requirements of two major pieces of legislation:

The Human Rights Act 1998 safeguards the rights of children in the Borough to educational provision, which the Council is empowered to provide in accordance with its duties under domestic legislation.

Section 14 of the Education Act 1996 obliges each local authority to ensure that there are sufficient primary and secondary schools available for its area i.e. the London Borough of Lewisham, although there is no requirement that those places should be exclusively in the borough. The Authority is not itself obliged to provide all the schools required, but to secure that they are available. In exercising its responsibilities under section 14 of the Education Act 1996 a local authority must do

so with a view to securing diversity in the provision of schools and increasing opportunities for parental choice.

The proposal to enlarge Sir Francis Drake Primary school will help to ensure that the increasing child population in the area will be able to access an education at a popular and successful school. As set out in the table in Section 3 projections indicate that demand for places will continue to be high in the area. Without additional school places families who did not already meet the admission criteria through having a child already at the school would have a reduced chance of being offered a place. They might instead be allocated a place at a school they had not chosen. This will increase the chances of families who are new to the area benefitting from a place at a school, with the consequence that the school will better reflect the characteristics of the local community. The new building will include a lift, which will mean that the school will continue to be fully accessible for staff or children with a disability.

The current school community has called attention to a number of aspects of the school which they feel will be adversely affected by increasing the size of the school. The notional amount of playground space per child will be reduced but that can be mitigated by the introduction of staggered play times and lunch breaks. This would also address concerns about playground safety for younger children.

The school has free access to areas such as Deptford Park. The proposal for the school site will include a landscaping scheme which will deliver a marked out area for ball games as well as other quieter areas for less boisterous play.

Enlarging the school will lead to changes for pupils already at the school. Children in the upper year groups may leave without benefitting from the re-modelled site and may experience some disruption during the site development. The construction programme will need to be managed to minimise this and thought be given to ways that they may be invited back to see the “new” school.

The major impact on staff will be the gradual enlargement of the staff group, bringing opportunities for wider sharing of ideas and good practice and greater development/promotion opportunities.

The gradual enlargement of the school will mean that local residents may experience a gradual increase in traffic and footfall at the start and end of the school day.

#### **Step 6: Decision/ Result**

This proposal advances equality of opportunity and does not have an adverse impact on the protected characteristics identified by the Equality Duty. The protected characteristics are age, disability, gender re-assignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

The proposal to enlarge Sir Francis Drake primary school will support Article 2 of the Human Rights Act - that everyone has the right to education.

The Local Authority has a legal duty to provide an adequate supply of school places and local families expect that where possible places will be provided in popular and successful schools. The LA has bid successfully to the Priority Schools Building Programme for funding which will deliver the re-build and enlargement of the school. This scheme would otherwise have been a call on the limited Basic Need allocation and would mean that other expansions would be delayed. Revenue funding for the increased number of pupils comes through the annual settlement. There will be no

call on the General Fund Resources of the Council.

**Step 7: Equality Analysis Action Plan**

**Negative impacts**

- 1) **Playground space:** The school should be supported to develop strategies for managing available space. There is a body of good practice in Lewisham schools with constrained sites.
- 2) **Disruption during the construction phase:** Children and adults who may be vulnerable during the construction phase should be identified, allowing sufficient time for individual protection plans to be developed as a construction programme is refined.
- 3) **Additional traffic:** the school should monitor travel patterns and keep its travel plan under review

**Sign Off**

--

.

.

.

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

<b>Date of Meeting</b>	25 June 2014
------------------------	--------------

<b>Title of Report</b>	Small Scale Traffic Schemes & Traffic Management Works 2014-15
------------------------	--

<b>Originator of Report</b>	Simon Moss	Ext 42269
-----------------------------	------------	-----------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: 11/06/14

Signed:  Director/Head of Service

Date: 12/06/14

**Control Record by Committee Support**

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Small Scale Traffic Schemes & Traffic Management Works 2014-15		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	All		
<b>Contributors</b>	Executive Director for Resources and Regeneration		
<b>Class</b>	Part 1	Date:	25 June 2014

### **1. Reason for Urgency**

1.1. This matter has not been correctly included in the Council's Key Decision Plan. However, the decision must be taken by such a date that it is impracticable to defer it until after it has been included in the next Key Decision Plan and until the start of the period to which the next Key Decision Plan relates. The reason for this is that a number of proposed transport schemes (including the programme of Small Scale Traffic Schemes) cannot commence until agreed by Mayor and Cabinet. In accordance with the provisions of Regulation 15 Local Authorities (Executive Arrangements) (Access to Information) Regulations 200, written notice has been given to the Chair of the Business Plan in writing and made publicly available by posting at the Town Hall for 5 clear days.

### **2. Purpose**

- 2.1. This report seeks approval for a prioritised programme of Small Scale Traffic Schemes to be funded by Transport for London (TfL) and implemented in 2014-15. It also proposes a revenue programme of traffic management works.
- 2.2. The report also provides information on the implementation of last year's Small Scale Traffic Schemes 2013-14, as well as the wider approach to road safety engineering, and the forthcoming programme of transport schemes under the Local Implementation Plan (LIP) programme for 2014-15.

### **3. Recommendations**

The Mayor is recommended to agree:-

- 3.1. That prioritisation of Small Scale Traffic Schemes for 2014-15 in Appendix A be approved;
- 3.2. That applicable funding identified via S106 or other external sources be used to investigate and treat items from the priority list;
- 3.3. That the Mayor notes the small scale traffic schemes carried out in 2013-14 (as set out in section 7);

- 3.4. That officers report back next year on additional small scale traffic scheme requests received and action taken in respect of the 2014-15 programme.
- 3.5. That the Borough's 2014-15 "Local Transport Funding" allocation from Transport for London of £100,000 be allocated as listed below:
  - i. That £50,000 be allocated to the programme of Small Scale Traffic Schemes;
  - ii. That £50,000 be allocated to the development of LIP schemes and the implementation of minor urgent local traffic works;
- 3.6. That the revenue traffic management budget for 2014-15 of £65,000 be allocated as listed below:
  - i. That £25,000 be allocated to the programme of Small Scale Traffic Schemes;
  - ii. That £20,000 be allocated for new waiting and loading restrictions;
  - iii. That £10,000 be allocated for footway parking;
  - iv. That £10,000 be allocated for the maintenance and relocation of speed indicator devices / traffic flow and speed surveys.

#### **4. Policy Context**

- 4.1. The Local Implementation Plan (LIP) sets out Lewisham's policy objectives for transport and has been developed within the framework provided by the Mayor's Transport Strategy.
- 4.2. The goals, objectives, and outcomes for the LIP reflect local policies and priorities and are aligned with the Council's Corporate Priorities and the Sustainable Community Strategy.
- 4.3. As a major policy document, the LIP supports all six priorities of the Sustainable Community Strategy and has particular relevance to the many economic, environmental and social improvement that rely on a modern transport system. The LIP Programme for improving "Corridors and Neighbourhoods" in 2014-15 is included in section 5.3.
- 4.4. More specifically, the road safety and traffic management measures contained in this report will contribute directly to the "Safer" priority, and to the "Clean green and liveable" priority.
- 4.5. These measures are also supported by local planning policies (TRN20 and TRN21) which are being taken forward into the Local Development Framework. These policies undertake to reduce the number and severity of road accidents in the borough and introduce traffic calming measures on the road network so as to:
  - reduce traffic to achieve the role assigned to roads in the hierarchy;

- allocate road space to essential traffic and sustainable transport;
- reflect the requirement of land uses, in terms of access, essential movement and environmental needs, and;
- reduce motorised traffic in residential areas and improve the environment for residents.

## **5. Background**

- 5.1. A prioritised list of Small Scale Traffic Schemes has been updated and implemented on an annual basis since 2001. The purpose of the list is to record and assess the numerous requests for traffic related improvements to Lewisham's highway network, and to prioritise the schemes according to an agreed set of criteria.
- 5.2. In order to ensure the best use of limited funding, the Executive Committee approved a report on the 25th July 2001 that agreed:-
  - i. the priority assessment criteria for traffic management measures;
  - ii. the criteria for the assessment of formal pedestrian crossings, and;
  - iii. for officers to report on additional requests received and action taken in respect of the priority list.
- 5.3. The Council also has a limited revenue budget for traffic management improvements, which is used to supplement and enhance the value of external funding. In addition to essential minor works, this budget provides an evidence base and feasibility work to support the development of future traffic schemes.

## **6. Small Scale Traffic Schemes - The Process**

- 6.1. This programme is intended for minor traffic management schemes and pedestrian facilities, which are prioritised using weighted assessment criteria, shown on the list in Appendix A. This system has been devised to ensure that schemes primarily address safety concerns, and are viable within the proposed budget. The prioritised list is reviewed annually and reported to Mayor and Cabinet.
- 6.2. Potential schemes are compiled from requests received from residents, Members and via petitions, or where a prima facie case for treatment exists. All requests are registered and assessed by Officers in the Transport Service.
- 6.3. Requests may be excluded from this list where they are within the scope of another project, where they may be funded from other sources, or where they form part of a submission for funding from Transport for London.
- 6.4. Officers carry out detailed investigation and design of the highest priority small scale traffic schemes. As a result some of the schemes proposed may not be viable or may require alteration following local consultation.
- 6.5. Schemes which are eligible for specific funding will be pursued following consultation with the relevant Ward Members and the Deputy



Mayor, even if this results in treating schemes lower down the priority ranking. In this way the benefits of any opportunistic funding will not be lost whilst maintaining a data-led approach to available Council funding.

- 6.6. Any assessment of pedestrian crossings follows Department for Transport Guidance. This is a technical exercise with a wide range of factors, which determines whether a pedestrian crossing can be provided, and the type of crossing that is appropriate, as well as informing the order of priority.

**7. Small Scale Traffic Schemes for 2014-15**

- 7.1. The full list of prioritised schemes, together with the approximate cost of each scheme is shown in Appendix A. The total estimated funding required to implement all the schemes is £370,344.
- 7.2. Subject to the approval of this report, the funding available for 2014-15 is £95,000. This comprises £50,000 from TfL’s Local Transport Funding, which is allocated to boroughs to spend on local transport priorities, £25,000 from the Council’s revenue traffic management budget, and £20,000 from the LIP “Corridors and Neighbourhoods” programme, which was approved by Mayor and Cabinet in September 2013.

**8. Small Scale Traffic Schemes implemented in 2013-14**

- 8.1. The following schemes were implemented in 2013-14, in accordance with the current prioritisation policy:

<u>Location</u>	<u>Works</u>
Randlesdown Road Service Road	Headway & footway works, Gallow Gate painting and new road markings for the garages. Provision of keys for local residents.
Gellatly Road	Speed Indicator Devices. Added to our programme.
Dressington Avenue	Pedestrian Island Amendments
Grierson Road	Investigation for Traffic Calming
Ashmead Road	One-way working made permanent
Adamsrill Road	Traffic calming

- 8.2. After due consideration by the project engineers the following schemes were deferred/withdrawn from the programme :

<u>Location</u>	<u>Works</u>	<u>Reason for deferring/withdrawal</u>
Crofton Park / Manwood Road	New Pedestrian Refuge	At detailed design stage it was found that refuge was not viable due to the high impact on local residents parking provision due to the width of the carriageway

Woodyates Road Traffic Calming.  
/ Horncastle Road Measures remain  
on our priority list  
as part of a larger  
scheme.

and need to allow for the  
passage of large vehicles.  
The traffic calming in this  
area will now form part of a  
scheme involving a more  
comprehensive series of  
traffic measures over a  
larger area.

## **9. Local Transport Funding**

### **Small Scale Traffic Schemes**

- 9.1. Transport for London provide annual flexible funding of £100,000 for local transport priorities. It is therefore proposed that £50,000 be allocated from the Local Transport Fund to the programme of Small Scale Traffic Schemes.

### **Development of future LIP schemes and the implementation of urgent minor works**

- 9.2. Preparatory work is essential in the development of all the Council's transport programmes, which respond to new developments and evolving strategies. Similarly, the development of specific projects can incur necessary costs on surveys, feasibility work, initial consultations and preliminary design.
- 9.3. From time to time urgent minor works are required for safety reasons on the public highway. These often involve works around schools.
- 9.4. It is therefore proposed that £50,000 be allocated to the development of future LIP schemes and the implementation of urgent minor works.

## **10. Traffic Management Revenue Programme**

### **Small Scale Traffic Schemes**

- 10.1. The programme of schemes, as set out above, is a fundamental element of the Council's traffic management responsibilities. It is therefore proposed that the annual contribution of £25,000 be allocated from the Council's revenue budget to the programme of Small Scale Traffic Schemes.

### **Waiting and Loading**

- 10.2. The introduction of waiting and loading restrictions is essential in order to alleviate safety issues which are identified on the highway, usually on corners or bends in roads. Many of these problems are brought to our attention by concerned members, residents and officers.
- 10.3. It is important that such safety issues are investigated and any necessary action taken and it is proposed that £20,000 be allocated to address this issue.

## **Footway parking**

- 10.4. The increasing amounts of kerbside parking in narrow roads results in damage from passing vehicles, or unnecessary congestion due to the traffic's inability to pass. Similar problems exist in narrow roads where parking causes problems for service vehicles such as dustcarts.
- 10.5. Where the footway strength will allow vehicle loading, and where acceptable footway widths can be maintained, footway parking may be introduced. It is proposed that £5,000 be allocated to fund the necessary investigations and lining to address these issues.
- 10.6. In addition to investigating new footway parking, it is necessary to maintain existing areas of footway parking. It is therefore proposed that £5,000 be allocated to fund re-marking and maintenance of existing footway parking places.

## **Speed Indicator Devices / Traffic Flow and Speed Surveys**

- 10.7. The Council has 44 speed indicator devices (SIDs) sited around the borough, of which 14 are designed to be easily relocated and are used throughout the borough. These signs are a useful tool to draw drivers attention to the speed limit or when they travelling above that limit (depending on how they are set up). The Council also requires up to date information on traffic growth and patterns in order to understand trends and issues on the boroughs highway network. This evidence is essential in designing effective traffic schemes and monitoring their impacts. It is proposed that £10,000 be allocated for the maintenance and relocation of speed indicator devices / traffic flow and speed surveys.

## **11. Road Safety Engineering**

### **Local Safety Schemes**

- 11.1. In 2001 the Executive Committee agreed a prioritised approach to achieving a reduction in the numbers of personal injury accidents occurring in the borough. For local safety schemes, roads with the highest number of recorded personal injury records are investigated for possible remedial measures.
- 11.2. Until 2009-10 the Council made annual submissions to Transport for London for specific funding for safety schemes where engineering measures were likely to reduce accident numbers.
- 11.3. Over time, councils across London have generally been successful at targeting and treating accident clusters, and rather than identify specific Local Safety Schemes, TfL have moved towards incorporating road safety issues into wider improvement programmes, which look at whole Corridors and Neighbourhoods. In the current LIP, Local Safety Schemes will therefore be carried out under the "Corridors, Neighbourhoods and Supporting Measures" programme.

11.4. Schemes with a strong road safety focus are reviewed after at least three years of implementation, to assess whether they have achieved their casualty reduction objectives and where additional measures are required.

## **12. TfL funded Schemes for 2014/15**

12.1. Transport for London LIP allocation for Lewisham in 2014-15 totals £2.916M. This includes £2.233M from the Corridors, Neighbourhoods and Supporting Measures Programme, which is detailed below in Table 1.

12.2. The LIP allocation also includes £365k for Principal Road Renewal (Brookmill Road and Lausanne Road) and £218k for the Borough Cycling Programme.

12.3. Details of the LIP budget proposals for 2014-15 were reported to Mayor and Cabinet on 2 October 2013, and are subject to minor change throughout the year.

12.4. The table below is the latest list of schemes proposed from the Neighbourhood and Corridors LIP budget.

**Table 1: LIP “Corridors” Programme for 2014-15.**

<b>TfL LIP Ref.</b>	<b>TfL LIP SCHEME NAME</b>	<b>BUDGET (£)</b>
16261	HITHER GREEN NEIGHBOURHOOD	146,000
16262	GROVE PARK NEIGHBOURHOOD	150,000
16264	BELL GREEN NEIGHBOURHOOD STUDY	50,000
18832	SYDENHAM ROAD EAST	250,000
18834	BUS STOP ACCESSIBILITY	150,000
18849	ROAD SAFETY EDUCATION, TRAINING & PUBLICITY	65,000
18880	CYCLE TRAINING	108,000
18881	EVELYN STREET NOISE ASSESSMENT	5,000
18901	ROADSIDE AIR QUALITY MONITORING	5,000
18902	SCHOOL TRAVEL PLANNING	144,000
18903	INDEPENDANT TRAVELLER TRAINING	25,000
18912	TRAVEL AWARENESS	20,000
20767	COMPLETION OF PREVIOUS YEAR PROJECTS	30,000
20770	SMALL TRAFFIC MANAGEMENT WORKS	20,000
22306	COULGATE STREET NEIGHBOURHOOD	140,000
22310	DARTMOUTH ROAD NORTH - PED IMPROVEMENTS	350,000
22342	BROCKLEY ROAD STONDON PARK AND BROCKLEY RISE CORRIDOR	300,000
22343	EVELYN STREET CORRIDOR	150,000
23569	REVIEW OF PREVIOUSLY IMPLEMENTED CORRIDOR SCHEMES	50,000
23570	GREEN CHAIN	25,000
23571	LEWISHAM TOWN CENTRE	50,000
	<b>TOTAL</b>	<b>2,233,000</b>

### 13. Financial Implications

- 13.1. The Traffic Management Schemes revenue budget for 2014/2015 has been set at £65,000. Of this amount £25k is to be spent on small scale traffic schemes, £20k on new waiting and loading restrictions, £10k on allocated footway parking and £10k for traffic flow and speed surveys.
- 13.2. Transport for London have allocated £100,000 to each borough to be spent on “Local Transport” priorities of their choice. Of this amount £50k is to be allocated to small scale traffic schemes, and £50k allocated to the development of LIP schemes and the implementation of minor urgent local traffic works.
- 13.3. The total LIP2 allocation for Lewisham submitted to and agreed by TfL thus far amounts to £2.916m. This includes £100k for “Local Transport” priorities as described in paragraph 12.2. Of this total £2.233M relates

to the LIP “Corridors” programme. The list of schemes proposed from this budget are listed in Table 1 paragraph 11.4 of this report. The table includes £20k for small scale traffic schemes.

#### **14. Legal implications**

14.1. In relation to safety, section 39 of the Road Traffic Act 1988 requires the Council to:

- a) prepare and carry out a programme of measures designed to promote road safety and
- b) carry out studies into accidents arising out of the use of vehicles on roads or parts of roads within their area, and;
  - i. in the light of those studies take such measures as appear to them to be appropriate to prevent such accidents, those measure to include the dissemination of information and advice relating to the use of roads, the giving of practical training to road users or any class or description of road users, the construction, improvement, maintenance or repair of roads for the maintenance of which they are responsible and other measures taken in the exercise of their powers for controlling, protecting or assisting the movement of traffic on roads, and;
  - ii. in constructing new roads, must take such measures as appear to them to be appropriate to reduce the possibilities of such accidents when the roads come into use.

The measures detailed in this report would go towards discharging these various duties.

14.2. In addition the Council has a broad duty to maintain those highways for which it is responsible. The Council can also take pro-active steps in improving highways, by virtue of various powers given to it under the Highways Act 1980. The Road Traffic Regulation Act 1984 gives the Council the ability to provide pedestrian crossings, and introduce other measures that complement physical alterations to the roads themselves, such as speed limits or one-way restrictions. Both Acts give the Council implicit powers to incur expenditure to achieving those ends. The 1984 Act imposes a duty on the Council, in exercising its powers under the Act, to do so in a way which, so far as practicable, secures the expeditious, convenient and safe movement of traffic, including pedestrians and the provision of suitable and adequate parking facilities on and off the highway. In complying with that requirement, the Council must have to have regard to:

- a) the desirability of maintaining reasonable access to premises;
- b) the effect on the amenities of the locality, and in particular the importance of regulating and restricting the use of roads by heavy commercial vehicles, so as to preserve or improve the amenities of the areas through which the roads involved run;

- c) the national air quality strategy;
- d) the importance of facilitating the passage of public service vehicles and of securing the safety and convenience of persons using or desiring to use such vehicles and
- e) any other matter which appears to be relevant.

14.3 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

14.4 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

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

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

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

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

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

## 5. Equality information and the equality duty

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

## 15. Crime and Disorder Implications

- 15.1. There are no significant implications for the prevention of crime & disorder. However, the road safety and traffic management programmes in this report contribute to a safer environment which encourages motorists to drive with respect and in compliance of the highway code.

## 16. Equalities Implications

- 16.1. The Council's Comprehensive Equality Scheme for 2012-16 will provide an overarching framework and focus for the Council's work on equalities and help ensure compliance with the Equality Act 2010.
- 16.2. An Equalities Analysis Assessment has been developed alongside the LIP to ensure that any potential adverse impacts were fully considered and, where necessary, appropriate changes made. The overall findings of the assessment were that the proposals within the LIP do not discriminate or have significant adverse impacts on any of the protected characteristics.
- 16.3. Instead, the focus on improving access to services and better, safer streets will have broadly positive impacts on the local community. More specifically, the proposed schemes will reduce hazards for blind and partially sighted people, older people and those with impaired mobility.

## 17. Environmental Implications

- 17.1. The preparation of the Local Implementation Plan (LIP) has been accompanied by a parallel process of Strategic Environmental Appraisal (SEA). A part of that process involved the development of objectives against which the proposals in the LIP might be assessed.
- 17.2. With regards to cumulative effects the assessment suggest that with all the policies, schemes and measures implemented through the period of the LIP, there are likely to be significant positive effects on SEA objectives relating to health, air quality, promoting more sustainable modes of transport, promoting safer communities, improving road safety, and improving accessibility in the Borough.



17.3. The proposed schemes will reduce hazards and make the road environment more attractive for pedestrians and cyclists. It is considered that the imposition of restrictions on vehicle movement referred to in the report, will not adversely impact on either the national or the Council's own air quality strategies.

## **18. Background Documents and Originator**

18.1. **Executive Committee Reports:** 'Traffic Management and Pedestrian Facilities' and, 'An Integrated Approach to Traffic Calming, Environmental Improvements and Safer Routes to Schools'.

**Date:** 25 July 2001

**Location:** Attached

18.2. **Mayor and Cabinet Reports:** 'An Integrated Approach to Traffic Calming, Environmental Improvements and Safer Routes to Schools', and 'Prioritisation of Transport Schemes.....'

**Date:**

July 2002

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabine t/20020717/Agenda/Agenda.pdf>

July 2003

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabine t/20030716/Agenda/Agenda.pdf>

July 2004

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabine t/20040721/Agenda/Agenda.pdf>

June 2005

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabine t/20050629/Agenda/Agenda.pdf>

July 2007

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabinet/20070711/Agenda/1ac331262b304edbac0078911824d086Item11PrioritisationofTransportSchemes11July2007.PDF>

May 2008

<http://councilmeetings.lewisham.gov.uk/Data/Mayor%20and%20Cabinet/20080528/Agenda/9af5e105098649c9b0d5e587e5781e72Item6PrioritisationofTrafficSchemes28May2008.PDF>

April 2010

i. and the implementation of minor urgent local traffic works;

May 2011

<http://councilmeetings.lewisham.gov.uk/documents/g1978/Public%20reports%20pack%2011th-May-2011%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

June 2012

<http://councilmeetings.lewisham.gov.uk/documents/g2454/Public%20reports%20pack%2020th-Jun-2012%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

**Location:** Lewisham Online

18.3. **Mayor and Cabinet Report:** “Local Implementation Plan”

<http://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/strategies/Documents/Local%20Implementation%20Plan%202011-31.pdf>

**Date:** 17 November 2010

**Location:** Lewisham Online

18.4. **Mayor and Cabinet Report:** “Annual Spending Submission”

<http://councilmeetings.lewisham.gov.uk/documents/g2458/Public%20reports%20pack%2003rd-Oct-2012%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

**Date:** 3 October 2012

**Location:** Lewisham Online

18.5. **Mayor and Cabinet Report:** “Local Implementation Plan - Annual Spending Submission (2014/15) and Delivery Plan (2014/17)”

<http://councilmeetings.lewisham.gov.uk/documents/g2845/Public%20reports%20pack%2002nd-Oct-2013%2018.00%20Mayor%20and%20Cabinet.pdf?T=10>

**Date:** 2 October 2013

**Location:** Lewisham Online

If there are any queries on this report please contact Simon Moss, Transport Policy and Development Manager, 020 8314 2269.

**Appendix A**  
**Procedure for Assessment and Priority Rating for Traffic**  
**Management and Pedestrian Facilities**

The schemes were prioritised using a weighted assessment criteria.  
The criteria and weighting as follows:

- Pedestrian Safety - Weighting 30
- Prevention of Rat Running – Weighting 10
- Prevention of Traffic Violations – Weighting 10
- Perceived Accident Risks – Weighting 30
- Scheme Viability – Weighting 20
- Scheme Cost

Schemes were assessed by Engineers to give a weighting value to each criteria listed above. The weighted values were added and divided by the estimated cost to give a total value, thus allowing a priority ranking to be made as in **Appendix A**.

**Notes on Appendix A**

1. The schemes are prioritised. All schemes and costings are subject to detail design. The costs are only budget estimates to give Members an indication of possible costs and these costs could vary. Following analysis it may not be possible to progress some schemes for engineering, cost or safety reasons.
2. Road Safety Schemes are not included in the above list and will be dealt with under the road safety programme.
3. Traffic Calming Schemes are not included in the list and will be dealt with under the area based traffic calming programme.
4. Larger more expensive schemes above £40,000 are generally not included in the list and where appropriate will be dealt with via the Local Implementation Plan.



**Appendix A**

**Priority List Traffic Management and Pedestrian Facilities 2014/15)**

**Part 1 - Proposed for Funding**

Scheme	Estimated Cost (£)	Description	Pedestrian Safety	Prevent Rat-Running	Prevent Traffic Violation	Accident Risk	Viability & Effectiveness	Total Score	Ranking from cost benefit score
			30	10	10	30	20	(100)	
Bramdean Crescent	10,000	Now that the road has been re surfaced cars are speeding. Request a 20mph zone.	20	5	0	15	10	50	10
Selworthy Road	10,000	Traffic Calming	20	5	0	15	10	50	11
Queenswood Road	10,000	Traffic Calming	20	5	0	15	10	50	12
<b>Sub Total</b>	<b>92,750</b>								

**Appendix A**

**Priority List Traffic Management and Pedestrian Facilities 2013/14)**

**Part 2 - Unfunded**

Scheme	Estimated Cost (£)	Description	Pedestrian Safety	Prevent Rat-Running	Prevent Traffic Violation	Accident Risk	Viability & Effectiveness	Total Score	Ranking from cost benefit score
			30	10	10	30	20	(100)	
Beaulieu Avenue, Sydenham	14,000	Traffic island at junction with Longton Grove and Jews Walk.	20	0	0	15	10	45	13
Bovill Road	15,000	Measures to improve safety within the area and close to a public footpath, used frequently by children walking to and from school,	20	0	0	15	10	45	14
Treasury Road	15,000	Install a traffic system that will slow down the reckless driving on this long straight road.	15	0	5	10	10	40	15
Beaulieu Avenue, Sydenham	20,000	Potential 20mph zone including Jews Walk, Longton Avenue, Longton Grove, Taylors Lane and Ormanton Road	15	2	15	5	15	52	16
Perry Vale Area including Houston Road	15,000	Enhancement of the 7.5 Lorry Ban TMOs and new signs	5	10	10	5	5	35	17
Ticehurst Road and Hawkesfield Road	30,000	20mph zone Traffic Calming	20	5	5	15	10	55	18
<b>Sub Total</b>	<b>201,750</b>								







## Appendix A (Amended)

## Priority List Traffic Management and Pedestrian Facilities 2014/15)

## Part 1 - Proposed for Funding

Scheme	Estimated Cost (£)	Description	Pedestrian Safety	Prevent Rat-Running	Prevent Traffic Violation	Accident Risk	Viability & Effectiveness	Total Score	Ranking from cost benefit score
			30	10	10	30	20	(100)	
Bramdean Crescent	10,000	Now that the road has been re surfaced cars are speeding. Request a 20mph zone.	20	5	0	15	10	50	9
Selworthy Road	10,000	Traffic Calming	20	5	0	15	10	50	10
Queenswood Road	10,000	Traffic Calming	20	5	0	15	10	50	11
Beaulieu Avenue, Sydenham	14,000	Traffic island at junction with Longton Grove and Jews Walk.	20	0	0	15	10	45	12
Sub Total	87,750								

## Appendix A (Amended)

## Priority List Traffic Management and Pedestrian Facilities 2014/15)

## Part 2 - Unfunded

Scheme	Estimated Cost (£)	Description	Pedestrian Safety	Prevent Rat-Running	Prevent Traffic Violation	Accident Risk	Viability & Effectiveness	Total Score	Ranking from cost benefit score
			30	10	10	30	20	(100)	
Bovill Road	15,000	Measures to improve safety within the area and close to a public footpath, used frequently by children walking to and from school,	20	0	0	15	10	45	13
Jewsbury Road	15,000	Install a traffic system that will slow down the reckless driving on this long straight road.	15	0	5	10	10	40	14
Beaulieu Avenue, Sydenham	20,000	Potential 20mph zone including Jews Walk, Longton Avenue, Longton Grove, Taylors Lane and Ormanton Road	15	2	15	5	15	52	15
Perry Vale Area including Houston Road	15,000	Enhancement of the 7.5 Lorry Ban TMOs and new signs	5	10	10	5	5	35	16
Hillmore Grove (Originally ranked first due to spreadsheet error)	19,000	Traffic calming between Knighton Park Rd and Kent House Road	10	5	5	5	10	35	17
Ticehurst Road and Hawkesfield Road	30,000	20mph zone Traffic Calming	20	5	5	15	10	55	18
Sub Total	201,750								



# Agenda Item 7

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

Date of Meeting	25 <sup>th</sup> June 2014
-----------------	----------------------------

Title of Report	Adoption Service update: Revised Statement of Purpose and Children's Guides to Adoption
-----------------	---

Originator of Report	Ian Smith	Ext. 48140
----------------------	-----------	------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed: \_\_\_\_\_ Executive Member



Date: 13<sup>th</sup> June 2014

Signed: \_\_\_\_\_ Executive Director



Date: 16<sup>th</sup> June 2014

### Control Record by Committee Support

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

<b>MAYOR AND CABINET</b>		
<b>Report Title</b>	Adoption Service Update, Revised Statement of Purpose and Children's Guides to Adoption	
<b>Key Decision</b>		<b>Item No.</b>
<b>Ward</b>	All.	
<b>Contributors</b>	Executive Director for Children & Young People	
<b>Class</b>	Part 1	<b>Date:</b> 25 June 2014

### **1. Purpose**

- 1.1 To provide the Mayor and Cabinet with an overview of the work of the Adoption Service and the Adoption and Permanence Panel in compliance with legislation, and to present the Statement of Purpose and Children's Guides.

### **2. Summary**

- 2.1 This report sets out the work undertaken by the Adoption Service and presents the Statement of Purpose and the Children's Guides on Adoption.

### **3. Recommendations**

That the Mayor:

- notes the report of the work of the Adoption Service
- approves the review of the Statement of Purpose (Appendix 1)
- notes the two updated Children's Guides to Adoption (Appendix 2 and 3).

### **4. Policy Context**

- 4.1 Lewisham is a registered Adoption Agency. Adoption Agencies are subject to the Adoption Agency Regulations (AAR) 2005 and 2011 and The Adoption Agencies (Panel and Consequential Amendments) Regulations 2012; Adoption Agencies (Miscellaneous Amendments) Regulations 2013 and are subject to the National Minimum Standards (NMS) which accompany the Regulations. Standard 25.6a of the National Minimum Standards requires the Adoption Agency to produce a six monthly report to be received by the Council Executive.
- 4.2 Standard 18.3 of the National Minimum Standards requires that the Adoption Agency approves and annually reviews the Statement of Purpose and the Children's Guides.

4.3 The Statement of Purpose contributes to five of the key priority outcomes of Lewisham's Sustainable Community Strategy 2008-2020:

- **Ambitious and achieving** – where people are inspired and supported to fulfil their potential
- **Safer** – where people feel safe and live free from crime, antisocial behaviour and abuse
- **Empowered and responsible** – where people are actively involved in their local area and contribute to supportive communities
- **Healthy, active and enjoyable** – where people can actively participate in maintaining and improving their health and well-being
- **Dynamic and prosperous** – where people are part of vibrant communities and town centres, well connected to London and beyond.

4.4 The Government's Adoption Reform Programme and provision of special grant for Local Authorities to encourage more people to adopt and to reduce the time it takes for children to be placed with adoptive families, the action includes:

- implementing a simplified process for people who want to adopt or foster a child
- providing a first point of contact for anyone interested in adopting through [First4Adoption](#)
- Introducing scorecards that allow a comparison of the delay for placement of children in care in each local authority
- introducing legislation that will:
- make sure court hearings on children in care last no longer than 26 weeks, except in exceptional circumstances
- encourage 'fostering for adoption', i.e. placing children with approved adopters who will foster the child while they wait for court approval to adopt
- give adoptive parents the same pay and leave rights as birth parents from 2015
- reduce delay due to adoption agencies seeking a perfect or partial ethnic match
- allow prospective adopters to access the adoption register directly, subject to appropriate safeguards, so they can play a more active role in identifying children for whom they might be suitable adoptive parents

4.5 An action plan was devised to implement the above from 1<sup>st</sup> July 2013.

## 5. Background

5.1 The Adoption Service is primarily a service for looked after children. It is committed to finding and supporting stable and secure adoption placements for children when adoption is the identified plan for that child. The majority of children placed for adoption have been removed from their parents through the court system. All of these children have had their plan for adoption approved by the court.

5.2 Following the 2<sup>nd</sup> publication of the adoption scorecard the Children’s Minister, Edward Timpson acknowledged the tough target Local Authorities have to meet to place children and congratulated Lewisham suggesting we share the lessons from our success in placing children timely more widely with other local authorities. There were also examples of service users writing directly to the Prime Minister and the Mayor about the high standard of service they received from Lewisham. This reflects the recognition of the effectiveness for children and adopters of this agency’s organisational approach. As of July 2013, we have also formed partnership with three of our Consortium members running Stage 1 Learning groups for prospective adopters. Lewisham Adoption Service is a high performing agency and achieves adoption in a timely way for many children.

## 6. Current Development and Performance

6.1 The two previous Adoption Team Managers both retired in April 2013 after their long and loyal service in Lewisham. Their replacements joined the team in April and July respectively.

6.2 Currently the Adoption Team is working with 40 looked after children, preparing them for adoption and supporting adoptive placements.

6.3 The table below shows the number of adoption orders achieved in the last three financial year 2011-2; 2012-3 and 2013-4:

	April 2011 to March 2012	April 2012 to March 2013	April 2013 to March 2014
Number of adoption orders	31	23	28
Adoption orders, child placed with family approved Lewisham	12	19	20
Adoption orders, family approved by Inter-agency	19	4	8
Number of single adopters	10	8	4
Number adopted by foster carer	5	5	6
Number adopted by relative	1	0	0
Children adopted Male / Female	16/15	9/14	10/18

6.4 During the last year between 1<sup>st</sup> April 2013 and 31<sup>st</sup> March 2014, 29 children were placed for adoption, that is, they were placed with approved adoptive parents prior to an adoption order being granted.

6.5 The table below shows the detail of the children placed for adoption over the last year. This illustrates the number of adoption orders likely to be granted over the coming 12 months. It includes details of who the children were placed with including their ethnicity and gender. In 2014/15 the Adoption Service, along with colleagues across the Children and Young People’s Directorate will have an increased focus on children previously considered ‘hard to place’. We have partnership

arrangements with both PACT and the South London Consortium. In the coming summer we have our first Activity Day with Consortium members, an event to identify adoptive families with 'hard to place' children.

	<b>April 2012 to March 2013</b>
Number of children placed for adoption	29
With families approved by Lewisham	21
With families through inter-agency placements	8
Number of children placed with single adopters	3
Number of children placed with gay/lesbian adopters	4
Number of children placed with foster carers	2
Male	15
Female	14
<b>Ethnicity</b>	
White UK	20
Mixed heritage (incl mixed white parentage)	7
Black African Caribbean	2
Black African	0
Black African Caribbean / Black African	0
Black other	0
White other	0

6.6 Comparison of ages at time of placement for the last three years of data.

<b>Age of child at time of placement for adoption</b>	<b>April 2011 to March 2012</b>	<b>April 2012 to March 2013</b>	<b>April 2013 to March 2014</b>
Under 2 years	17	16	20
Age 2 to 3	6	4	4
Age 4	1	2	3
Age 5	1	2	0
Age 6	0	1	0
Age 7-15	1	0	2

6.7 The Adoption and Permanence Panel considers and makes clear recommendations to the Agency Decision Maker who has the ultimate decision making authority on behalf of the Council on a) whether a child who is not the subject of care proceedings, should be placed for adoption, b) whether an applicant(s) should be approved to adopt c)



whether a specific child/ren should be matched with an identified adoptive parent(s). Guidance sets out that adoption agencies must not deny or delay a child an adoptive home on the grounds that they do not share the same ethnic or cultural background. Lewisham is clear that due consideration is given to the particular characteristics and circumstances and the background of children when matching to adoptive parents but this consideration will never delay the placement.

- 6.8 Plans for the children are now considered by three Agency Decision Makers; the Director of Children's Social Care and two Service Managers. Because of the high volume of work and the new requirement of care proceeding to be completed in 26 weeks, the meeting is now weekly and in rotation amongst the three Agency Decision Makers. The Agency Decision Maker is able to consult with the agency's legal, medical and adoption adviser and to request any further information deemed necessary.
- 6.9 The Lewisham Adoption and Permanence Panel is fully compliant with the Adoption Agency Regulations. The Lewisham Adoption and Permanence Panel, which convenes on a fortnightly basis (more frequently if required to avoid delay in a child's placement), currently consists of one member nominated by the Mayor, four independent persons of whom one is an adoptee, one is an adopter, one having personal and professional experience of adoption and fostering and another having knowledge and expertise of education. Due to the departure of two social worker members; new appointments have been made to replace them. We have now appointed three new social work members to share the workload and they will attend meetings according to the arranged rota. The Medical Adviser is a paediatrician with the Lewisham NHS Trust. The chair is independent of the Council and has extensive experience of adoption work. The Panel is supported by a Solicitor and an Adoption Team Manager who acts as Panel Professional Adviser.
- 6.10 In line with the Adoption Agencies (Miscellaneous Amendments) Regulations 2013, which came into force on 1 July 2013. A new two-stage assessment process was introduced, with amended timescales, i.e. 2 months for Stage 1 and 4 months for Stage 2 for completion of the adoption processes for prospective adopters and a fast-track process for previous adopters/foster carers; i.e. they will proceed straight to Stage 2. With the Adoption Reform Grant, we updated the recruitment materials and now have monthly Information Evening to provide information for potential families who wish to adopt and meet the needs of children in Lewisham. When a person approaches an adoption agency and expresses an interest in being assessed as a prospective adopter, they will be provided with information and invited to one of the Information Evenings. After the Information Evening, if the person wishes to proceed, the agency will arrange a meeting and consider whether we should provide them with a Registration of Interest form. Once we agree for the family to proceed to Stage 1, the self-learning process, statutory checks, references, homework and Learning Group can start. If we agree for the family to proceed to Stage 2, the home study will begin. A report is provided to the Adoption and

Permanence Panel at the end of Stage 2 for recommendation to the agency decision maker in Lewisham, the Director of Children's Social Care, if the prospective adopter is suitable to adopt a child.

- 6.11 Between 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014 30 families were approved by the panel to adopt.

	April 2011 to March 2012	April 2012 to March 2013	April 2013 to March 2014
Number of applicants approved to adopt	20	20	30
Of these applicants, number who were heterosexual couples	13	13	26
Of these applicants, number who were single female	5	7	3
Of these applicants, number who were single male	0	0	0
Of these applicants, number who were same sex couple	2	0	3
Of these applicants, number who were second time adopters	4	3	3
Of these applicants, number who were kinship / foster carers	1	5	2
<b>Ethnicity</b>			
White UK	8	8	20
Mixed heritage (including White UK/Asian)	1	3	5
Black African Caribbean	4	3	3
Black African	0	3	2
Black African Caribbean / Black African	0	3	0
Other	7	0	0

- 6.12 The second Adoption Scorecard published by the DfE confirmed that the Adoption Service in Lewisham performs in the top quartile of all London Local Authorities in the performance measure on the timeliness of adoption. For example, between 2011 and 2013, the average time between a child entering care and moving in with its adoptive family, Lewisham ranks 2<sup>nd</sup> place in Inner London ranking (the lower the better).

	No of days
National performance	647
Inner London	732
Lewisham	536

- 6.13 Lewisham also had the highest average percentage of children adopted from care between 2011 and 2013 at 12% and ranked first.

## **7. Inter-country Adoption**

- 7.1 Adoption in the UK is principally a service for children in the UK. A small number of applicants in the UK want to adopt a child from overseas and Lewisham, as an adoption agency, has a duty to ensure these applicants are assessed. A charge is made for these assessments. From July 2011 PACT (Parents and Children Together), a voluntary agency, has provided this service for Lewisham. Predating 2011, Lewisham has two adoptive families approved and still awaiting the placements of a child from China and from Kazakhstan.

## **8. Adoption Support and Special Guardianship Support Services**

- 8.1 Support services are available to adoptive families and special guardians. The support services provide a range of services to families and their children which includes counseling, advice and information, workshops/support groups, an annual conference, financial support and links with CAMHS. The team also coordinates post adoption contact arrangements. Counseling is also provided to birth relatives who are losing a child to adoption and Lewisham provides an intermediary service between birth relatives and adopted adults.
- 8.2 Over the last 12 months, the Adoption Support Team dealt with 404 exiting cases providing a range of support services to adoptive families, adopted children, adopted adults, birth parents and birth relatives. 87 new referrals were received, and out of those 53 were from adopted adults which indicates adoption is a life long issue and Lewisham responds well to the needs of adopted people. We also provide support, either financial, therapeutic support or both to 128 families who have a Special Guardianship Order.
- 8.3 The Government announced on 10 September 2013 that an Adoption Support Fund will be created to make adoption support accessible, timely and of high quality for those families that need it the most. Lewisham has been chosen by the Department for Education as one of the ten Local Authorities across the country to take part in developing the prototype before preceding full implementation of the Fund.

## **9. National Requirements**

- 9.1 The National Minimum Standards require that a clear written statement of purpose is available to all users of the service which sets out the aims and objectives of the Adoption Agency and describes the facilities and services that are provided and the principles to which the service adheres. The Lewisham Statement of Purpose (Appendix 1) has been updated and is presented to Mayor & Cabinet for approval. Updating has included information on staff and new recruitment process and new information on Fostering for Adoption.
- 9.2 The National Minimum Standards require that two Children's Guides to Adoption are produced, one for younger children and one for older

children. The Guides (Appendix 2 & 3) have been updated and are presented to Mayor and Cabinet for approval.

- 9.3 Lewisham devised an Action plan for the Reform Grant and see that we well placed to meet the expectations of the Reform Programme. As can be seen from paragraph 6, Lewisham is already outperforming the national average, statistical neighbours and the inner London average in timeliness of adoptions. Our rate of disrupted placements is also very low with only 2 adoptive placements breaking down in the last 10 years out of 272 adoptions. The recent research study on adoption disruption indicates that the national figures was about 3%. Lewisham's figure of less than 1% compares very favourably.
- 9.4 Paragraphs 6 demonstrates that Lewisham is well placed to implement the forthcoming changes. However, such changes will be challenging and the service is aware of the need to work differently in order to meet the requirements. An example of this is the need to strengthen the role of the South London Adoption Consortium. It is only by working with the Consortium partners that the Lewisham Adoption Service will be able to deliver a responsive service where there are no delays in the assessment process. A more flexible approach within the Consortium is more likely to deliver placements for those children with specific needs who cannot safely remain within borough boundaries. A similar approach will need to be considered for post adoption support and to ensure the service is able to meet the requirements of the adoption support fund.

## **10. Financial Implications**

- 10.1 In order to support the reforms detailed in paragraph 9.3 the Government provided in 13/14 a grant £213,470 which was ring fenced to adoption and £.802,369 to support the adoption agenda and permanence across the Looked After population. The grant needs to focus on meeting the Governments priorities. An Action Plan has been put together for the spending of this grant. We are on target with the time scale and targets set in the plan.

## **11. Legal Implications**

- 11.1 Section 3(1) of the Adoption and Children Act 2002 places a duty on the Local Authority to establish and maintain an adoption service in its area designed to meet the needs of children who may be or who have been adopted, adults who have been adopted, their parents or guardians, including parents and former guardians, and both prospective or actual adopters.
- 11.2 The Local Authority is required to maintain and operate its adoption service in accordance with detailed statutory regulations, including The Adoption Agency Regulations (AAR) 2005 and 2011 and The Adoption Agencies (Panel and Consequential Amendments) Regulations 2012 , Adoption Agencies (Miscellaneous Amendments) Regulations 2013 and it is subject to National Minimum Standards which accompany the Regulations.

- 11.3 National Minimum Standards apply to how the Local Authority discharges its duties. They do not have the force of law, but are used by registration authorities when registering and inspecting adoption agencies and adoption support agencies, to determine whether the agencies meet their obligations under the mandatory regulations.

## **12 Equalities Legislation**

- 12.1 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 12.2 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - advance equality of opportunity between people who share a protected characteristic and those who do not.
  - foster good relations between people who share a protected characteristic and those who do not.
- 12.3 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 12.4 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 12.5 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
  2. Meeting the equality duty in policy and decision-making
  3. Engagement and the equality duty

4. Equality objectives and the equality duty
5. Equality information and the equality duty

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

### **13. Crime and Disorder Implications**

13.1 Research indicates that early adoption secures better outcomes for looked after children and improves their life chances and thereby reduces the likelihood of them becoming involved in crime or becoming victims of crime.

### **14. Equalities Implications**

14.1 Looked After Children are one of the most vulnerable groups of children. They are more likely to have poorer education and health outcomes that lead to social exclusion. Looked After Children are also more likely to have special educational needs. Outcomes for adopted children are better than for Looked After Children so adoption is positive in terms of minimising inequalities.

### **15. Environmental Implications**

15.1 There are no environmental implications arising from this report.

### **16. Conclusion**

16.1 The Mayor is asked to accept the report of the Adoption Service and to approve the revised statement of purpose and the two updated Children's Guides.

### **17. Background documents**

Adoption Agency Regulations 2005 and 2011

<http://www.legislation.gov.uk/uksi/2005/389/contents/made>  
<http://www.legislation.gov.uk/uksi/2012/1410/contents/made>

The Adoption Agencies (Panel and Consequential Amendments) Regulations 2012; Adoption Agencies (Miscellaneous Amendments) Regulations 2013

<http://www.legislation.gov.uk/uksi/2012/1410/contents/made>  
<http://www.legislation.gov.uk/uksi/2013/985/contents/made>

National Minimum Standards (Adoption) 2003 and 2011  
<https://www.gov.uk/government/publications/adoption-national-minimum-standards>

**Appendix 1-Adoption Service Statement of Purpose**

**Appendix 2-Children's Guides-Young Children**

**Appendix 3-Children's Guides-Older Children**

If there are any queries arising from this report, please contact Tina Benjamin, Service Manager LAC, Leaving Care and Adoption on 020 8314 7808.

# Lewisham Adoption Service

Statement of Purpose 2014 - 2015





## Contents

Why does Lewisham have a Statement of Purpose? .....	3
Values, aims and objectives .....	3
Policies and procedures .....	4
Services provided by Lewisham Adoption Agency .....	4
Adoption Support Services .....	5
Non-agency adoptions.....	5
Intercountry adoptions .....	6
The Adoption and Permanence Panel and Decision-making.....	6
Safeguarding and promoting welfare .....	7
Monitoring and evaluation of service provision .....	7
Management of the service .....	8
Where can we be found?.....	9
How to complain .....	9
Regulation and Inspection .....	9

### Why does Lewisham have a Statement of Purpose?

The National Minimum Standards for Adoption set out the requirement for adoption agencies to have a Statement of Purpose detailing the aims and objectives of the Adoption service, and sets out service provision.

The statement of purpose is for:

- children and young people;
- birth relatives;
- prospective and approved adoptive families;
- special guardians and foster carers;
- adopted adults;
- social workers and staff working for the purposes of Lewisham Adoption service;
- Councillors;
- Adoption and Permanence Panel members;
- Office for Standards in Education, Children's Services and Skills (Ofsted);
- members of the public

This statement of purpose is reviewed annually, and updated as required to incorporate any changes in policy and/or legislation. It is also subject to review and approval by elected members of London Borough of Lewisham.

### Values, aims and objectives

The London Borough of Lewisham understands that for vulnerable children and young people who become looked after that self development and security are fundamental to ensuring they are able to progress positively to lead fulfilling and happy lives. We work together with our partners to reach children for whom support and intervention is needed in the most timely and effective way and aim to support birth families to provide safe and appropriate care for their children. Where this is not possible, adoption can be an option to enable children to have an enjoyable childhood, and benefit from

excellent parenting and education, enjoying a wide range of opportunities to develop their talents and skills leading to a successful adult life.

The Adoption and Adoption Support teams are committed to finding and supporting stable and secure adoption placements for children where the identified plan is adoption. The service is driven in its work by the ambition to achieve permanence for as many children as possible and as early as possible. To this end we are progressing a range of different ways to promote adoption and permanence for children including the 'Foster to Adopt' programme. We strive to recruit as many adopters as we can and are working in partnership with PACT (Parents and Children Together) and South London Adoption Consortium to find placements for those children who are harder to place.

A comprehensive range of services are provided to meet the lifelong needs of individuals whose lives are affected by adoption. We aim to treat all parties with fairness and respect and to ensure that the services provided meet the services users' needs in relation to race, culture, ethnicity, language, disability and sexuality.

The Adoption and Children Act 2002 provides the legal framework for the service. The values that underpin the services include:

- all children are entitled to grow up as part of a stable and loving family
- where possible it is best for children to be brought up by their birth family
- the welfare of the child is the paramount consideration throughout the adoption process
- the matching of children with prospective adopters is given careful consideration in relation to all the child's identified needs

## Lewisham Adoption Agency – statement of purpose

with consideration of the special needs of each child in every case

- the teams work in close partnership with colleagues across Children's Social Care and with key partner agencies to ensure that delays in achieving permanence are avoided
- the lifelong implications of adoption require a range of services to meet the needs of individuals at different stages of the process
- adoptive parents will be supported and valued through the process of recruitment, matching, placement and beyond, based on assessed need.

All staff are provided with a thorough induction and support from experienced and skilled managers to promote these values and to work within the Council's equal opportunities policies. Staff are also given the Council's whistleblowing policy as part of their induction and this makes clear the responsibility for all staff to report areas of poor practice.

### The National context

In 2013, the Government published Adoption Reform Programme and provide special grant for local authorities to accelerate the adoption process with the aim of more children being adopted and more rapidly.

Lewisham has a strong track record of successfully placing children and is one of the highest performing local authorities in the recently published adoption Scorecards. We welcome the Government to improve the adoption system and we continually strive to improve our services and to deliver improved outcomes for our children and young people.

Our key areas for development are:

- **Concurrent Planning and Fostering for Adoption** – to develop our

concurrent planning and Fostering for Adoption for children and to ensure we are ready to implant any legislative change to enable adopters to be approved as foster carers.

- **Focus on our more difficult to place children** – working with regional and national partners to prioritise and place those children.

### Policies and procedures

The policies and procedures cover all of the agency's activities for children, adopters, adopted adults, birth relatives, step-parent adopters and intercountry adopters and their children and are updated as required to reflect developments in practice, legislation and regulation.

### Services provided by Lewisham Adoption Agency

All services provided are within the legal framework of the Adoption and Children Act 2002, Children Act 1989 and associated guidance and regulations.

Information for enquiries relating to adoption can be accessed through:

- a free phone line: 0800 587 7392;
- email: [adoptioninfo@lewisham.gov.uk](mailto:adoptioninfo@lewisham.gov.uk);
- a website providing written information on services: [www.lewisham.gov.uk/adoption](http://www.lewisham.gov.uk/adoption)

Prospective adopters receive a prompt and professional response and written information within the timescale set out in the new Stage 1 & Stage 2 assessment process. This outlines the process from initial enquiry to the making of an adoption order. Information evenings are held every month for the recruitment of adopters. We seek to identify adopters for Lewisham children but we also assess adopters who can provide placements for children from other parts of the country.

Lewisham is part of the South London Adoption Consortium and will provide advice to prospective applicants about the other local authorities and agencies within the consortium where applicants do not match the needs of Lewisham's children.

Prospective adopters will be assessed following the new Stage 1 and Stage 2 process (from receipt of the Registration of Interest form to ratification by the Adoption Agency Decision Maker). Second time adopters and foster carers who are applying to adopt a child placed with them will proceed straight to Stage 2 process and be assessed within four months.

A full preparation training programme is offered to prospective adopters which runs at both stages and post approval. The groups cover a range of issues to help adopters understand the demands and rewards of adoption. The training programme focuses on the importance of building secure attachments and how to promote attachment with children who have had negative life experiences and whose histories may include parental drug and alcohol misuse, mental health difficulties or learning difficulties. The training programme is reviewed on an annual basis to ensure that comments from attendees are taken into account to continuously improve the quality of the training. In recognition of some prospective adopters may need further learning, we also provide e-learning courses to those who need them.

Once approved, adopters continue to receive support from their social worker and information about children needing adoption. They are referred to the South London Adoption Consortium and the Adoption Register. They also go on the database of the Adoption Support Team so that they can receive invitations to relevant events and further training.

Recruitment is continually kept under review and targeted to meet the needs of the children who are identified as in need of an adoptive family.

### **Adoption Support Services**

The Adoption Support Team has a range of services in place to support adoptive families and their children including counselling, advice and information, workshops/support groups, an annual family day, a newsletter, financial support and links with CAMHS (Children and Adolescents Mental Health Service). The team also supports Special Guardian families, post order.

Lewisham Council supports ongoing contact arrangements as required. The Adoption Support Service facilitates both direct and indirect contact (through our letterbox service) between birth families, children and significant others. An allocated worker provides support to birth relatives and adopters to promote contact as a positive experience for the child.

Independent counselling is provided to birth parents whose child/ren are placed for adoption. Lewisham provides an intermediary service for birth relatives and adopted adults. Some group work is organised within the consortium, e.g. for adopted adults and adopted teenagers.

The manager of the Adoption Support Team is also the Adoption Support Services Advisor for Lewisham.

### **Non-agency adoptions**

Lewisham provides a comprehensive service to people pursuing a non-agency adoption (which is an adoption not arranged through the adoption agency). Cases are promptly allocated to social workers experienced in this field and court reports are filed within required

timescales. Adopters are made aware of their right to access Adoption Support services.

### Inter-country adoptions

A voluntary agency called PACT (Parents and Children Together) provides a service to those residents of Lewisham wishing to adopt a child from overseas. In some cases a child may be known to the applicant or be a relative. PACT provides initial information, preparation groups and an assessment service. Adopters and children adopted from overseas are offered help and advice from the Adoption Support Team. Further information can be found on the websites of the Department for Education, the Home Office, the Border Agency and the Intercountry Adoption Centre. **There are charges associated with intercountry adoption.**

### The Adoption and Permanence Panel and Decision-making

Lewisham's Adoption and Permanence Panel is held every two weeks and is conducted in line with Government regulations and good practice guidance.

The panel has an independent chair. It is also attended by a Lewisham Councillor, and other members who have varied personal or professional experience of adoption. The panel includes a medical adviser who is a Senior Speciality Doctor in Community Paediatrics. There is an Adoption Adviser, one of the Adoption Team Managers, provides advice and information to the panel. The legal adviser (Principal Lawyer) to the panel who is employed by Lewisham is available for consultation during the panel meetings.

The Director of Children's Social Care meets with the chair of the panel once a year and undertakes an appraisal of the effectiveness of the chair annually. The appraisal of other panel

members are conducted by the Independent Chair and Panel Adviser.

The panel makes recommendations on the following issues:

- the approval of adopters.
- whether adoption is the best plan for a child who is not the subject of care proceedings.
- whether a match between a child/ren and particular adopters is right for them.

The adoption panel makes recommendations to the agency. The agency decision-maker considers recommendations from the panel and then makes a decision within 7 working days upon receiving the agreed minutes. The Agency Decision Maker is able to seek the advice of medical, legal and adoption advisors.

The panel also offers advice regarding adoption support plans, contact arrangements or any other issue of concern which it feels that the agency needs to address.

Prospective adopters attend the panel when their approval is being considered, and approved adopters attend the panel meeting when a match with a specific child is being considered. The chair informs applicants of the recommendation immediately after the panel. All applicants who attend are asked to complete a feedback form so that we can consider ways of improving the process and ensuring that everyone involved can make the best contribution to this important area of decision-making in children's lives.

A decision as to whether a child who is the subject of care proceedings should be placed for adoption is made by one of the three agency decision-makers (ADMs) in Lewisham. They meet weekly to avoid any delay in making decision on children's permanency plan. They are able to consult with the agency, legal,

## Lewisham Adoption Agency – statement of purpose

medical and adoption advisors and to request any further information which is deemed necessary.

### Safeguarding and promoting welfare

The London Child Protection Procedures provide the procedural framework for safeguarding children in Lewisham and the adoption agency ensures that staff and managers attend child protection training and comply with good practice and guidance. Safeguarding issues are also part of the training programme for Adoption and Permanence Panel members.

### Monitoring and evaluation of service provision

The Department for Education has set in place a Scorecard system for assessing the effectiveness of planning and permanency (including adoption) arrangements for children who are looked after by the Local Authorities. In addition, clear priorities for improvement are set for the Adoption Service on an annual basis through discussion with the Director of Children's Social Care. These targets are set to ensure that decisions regarding children's futures are made promptly with a view to children being placed with their adoptive family as quickly as possible. Systems are in place within Children's Social Care so that children who may have adoption as their final care plan are tracked by the Adoption Team so that an adoptive family can be identified as soon as possible.

A range of mechanisms are in place to monitor and improve the performance of the service. For example:

- An Annual Report on the agency's performance is submitted to Councillors.
- The Director of Children's Social Care shares performance information with the lead member for children and young people.

- The Children and Young People's Strategic Partnership receives a performance monitoring report at each meeting
- The Adoption and Permanence Panel receives a six monthly report on activity.
- Quality issues are addressed through regular supervision and file audit.
- Feedback questionnaires are sent to prospective adopters after attending preparation groups and the Adoption and Permanence Panel.
- Children's Social Care undertakes telephone surveys of Adopters to learn from their experiences of the adoption journey in order to improve our processes and procedures.
- If an adoption placement breaks down, a meeting is held and independently chaired. The learning from this is then taken forward within the service to improve our practice. However, our adoptive placement very rarely break down and this is a key measure of our work.
- The Adoption and Permanence Panel provides independent oversight of cases.
- The Director of Children's Social Care observes the Panel once a year.
- Performance is monitored nationally via Scorecards, annual returns to the Department for Education, and voluntary 3 monthly 'snapshots' of service progress.
- Ofsted inspections of the Adoption Service and Adoption Support Service.

**Lewisham Adoption Service received a letter from the Children's minister, Mr Edward Timpson following the 2nd publication of the adoption scorecard.**

'it's good to see that you have met the 2010-13 threshold. In the meantime, I'd like us to think about how we can share the lessons from your success more widely'

We share our positive experience with our Consortium members and currently two of the members are adapting the Lewisham model to improve their practice.

### Management of the service

Overall responsibility for the Adoption Service is held by the Service Manager for Adoption, Looked After Children and Leaving Care, Tina Benjamin. The Service Manager is a Registered Social Worker with extensive experience of safeguarding and all aspects of services for looked after children.

In line with National Minimum Standards, the Agency Decision Maker is a senior person within the adoption agency, who is a social worker with at least 3 years post-qualifying experience and knowledge of permanency planning for children, adoption and childcare law and practice. Three Agency Decision Makers have been appointed on behalf of the Local Authority: Ian Smith, Director of Children's Social Care; Naeema Sarkar, Service Manager for Referral and Assessment; and the Service Manager for Quality Assurance (the post currently covered interim but the post holder will be Agency Decision Maker when we have permanent person in post).

The Adoption Service employs qualified and experienced staff as follows:-

- Two Adoption Team Managers, and one part time Adoption Support Manger. Team Managers are registered social workers and have extensive experience of child care and the adoption services over many years.
- Four full-time and six (full time equivalent of 2.3 posts) part-time social workers who

are all qualified and experienced in adoption work.

- Three adoption support workers who are all qualified social workers who have relevant experience.
- Two business support staff provide administrative support to the team.

All social workers are registered with the Health and Care Professional Council. Three members of the team hold post qualifying awards in Childcare. Other staff have other post qualifying awards.

### Future Plans for the Adoption Service

We are ambitious to perform even better than we do at the moment and to give more children the opportunity to be adopted timely. With the Government's Adoption Reform Grant, we have invested in our recruitment activities, and have 50% increased in number of approved adopters and significant increased in number of children placed in adoptive families. We would like to continue to improve our recruitment process and provide a better support for adoptive families and birth families. We have plan in place with the Consortium to organise 'Activity Day' to place more children who are older and or have more complex needs.

## Where can we be found?

The Adoption and Adoption Support Teams are located at:

Children's Social Care  
1st Floor, Laurence House  
1 Catford Road  
London SE6 4RU  
0208 314 6887

## How to complain

Any service user can complain if they are unhappy with the service the agency provides. In the first instance, service users are encouraged to talk about the problem with the social worker to see if they can resolve the problem. If the service user is not satisfied, the formal complaints process offers three stages.

Complaints Team  
Lewisham Council  
3<sup>rd</sup> Floor Laurence House  
1 Catford Road  
London  
SE6 4RU

If the complaint relates to the Adoption and Permanence Panel's decision not to approve an adoptive applicant, the applicant can ask for the case to be reviewed by the Independent Review Mechanism. Details of this process will be provided on request from the Adoption Team Managers.

Independent Reviewing Officers chair Looked After Children's reviews prior to an Adoption Order being made and ensure that children and their adopters are fully informed of the complaints process. Details of the complaints procedure are included in the information packs sent to all prospective adopters.

## Regulation and Inspection

Responsibility for the regulation and inspection of adoption agencies is undertaken by the Office for Standards in Education (known as Ofsted).

Concerns, complaints and allegations about registered services including adoption agencies can be directed to Ofsted particularly where it is not possible for them to be resolved directly with the agency.

For advice and information on how Ofsted can help, they can be contacted at:

Ofsted  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD

Telephone : 0300 123 1231

or via the website at [www.ofsted.gov.uk](http://www.ofsted.gov.uk)





# I'm going to be adopted

What does it mean?



Adoption means living with another family forever when you can't live with the family where you were born.

### Who adopts children?

Children are adopted by all sorts of families. It may be a family with a mum and a dad or two mums or two dads, or just one mum or dad. It may be a family where there are other children or a family where you are the only child.

### Why am I going to be adopted?

Some mums and dads grow beautiful children but can't look after them safely. Social workers, independent reviewing officers, people who know about adoption and a judge and the court then have to decide where children should live. While this is being decided, children live with foster carers.



- ♥ If everyone decides that you need a new, forever family, your social worker will find the right one for you.
- ♥ You will see pictures of your new family and then get to know them at your foster home.
- ♥ You will then move to your new home.
- ♥ Your social worker will still come to see you to make sure that you are all right.
- ♥ You will go to court and be **adopted**. You are now a part of a new family.
- ♥ If you want, you can still hear about your old family.
- ♥ Lots of children have been adopted



**Here are some people who can help you:**

- ♥ Independent Reviewing Officer
- ♥ Lewisham Council Complaints Officer
- ♥ Children's Rights Director
- ♥ Ofsted
- ♥ Independent Advocate
- ♥ Adoption Support Team



**I'M GOING TO BE ADOPTED -  
WHAT DOES THIS MEAN?  
A GUIDE TO ADOPTION FOR CHILDREN**





This booklet will tell you more about adoption. You might want to read it with an adult such as your social worker or your carer. You can ask them any questions you may have.

### **WHAT IS ADOPTION?**

Adoption means living with another family forever when you can't live with the family where you were born.

When you are adopted you will belong to and grow up with a new family.

Being adopted means you are not 'in care' or 'looked after' any more but you are part of your new family.

### **HOW IS ADOPTION DIFFERENT FROM FOSTERING?**

Foster families usually look after children until they can move back home or on to a new adoptive family. Sometimes a foster family will look after a child until he or she is grown up.

Sometimes a foster family will adopt a child they are looking after. However, foster families do not usually look after children until they have grown up. They sometimes keep in touch with their foster children, even when they move on to their new families.



## WHO ADOPTS CHILDREN?

Children are adopted by all sorts of families. It may be a family with a mum and a dad or two mums or two dads, or just one mum or dad. It may be a family where there are other children or a family where you are the only child.

## WHO DECIDES IF I SHOULD BE ADOPTED?

Being adopted is a really big thing because it will change your life forever. We want to make sure that it is right for you. Your social worker will talk to you about it. It is important that you tell them what you are thinking and feeling. Your social worker will also talk to your mum, dad and perhaps other people in your life like your nan, granddad and your carer. At special meetings called reviews we will also talk about whether you should be adopted.

When social workers, the court and maybe your mum and dad have decided that it isn't possible for you to grow up in the family where you were born, your social worker will tell a decision-maker all about you and ask them whether they think that adoption is right for you.

The decision-maker understands how important it is for children to grow up in a family who loves them and where they are safe and can belong.

## **HOW WILL THEY FIND THE RIGHT FAMILY FOR ME?**

There are families who want to adopt a child or young person. Your social worker will do their best to find a family that is right for you. They may be looking for a family who speaks the same language and who celebrates the same special days. If your social worker cannot find a family like this they will tell you.

Your social worker will get information on families who want to adopt someone like you. Sometimes they may put information about you in special magazines and papers that are sent to families thinking about adoption. Your social worker will go to meet different families to find out about them. After holding a meeting, they will then choose one that they think will be right for you.

Your social worker will tell the adoption panel about this family. The adoption panel is a group of people who know about adoption and children living in new families. If they also think this family is right for you then your social worker will talk to you about them. You will be able to ask any questions about the adopters and they might also send you some information about themselves such as a book or even a DVD.

## **MAKING YOUR ADOPTIVE FAMILY YOUR LEGAL FAMILY**

Once you have lived with your family for a while they will ask the court, which is where judges make decisions, to make an adoption order. An adoption order means that you will legally belong in your new family. During this time a children's guardian may come to talk to you about how you are feeling.

If the judge decides that being adopted is the best thing for you, your adoptive parents will always be your legal parents and have full responsibility for you, just as if you were born to them.

## **WHAT ABOUT MY BIRTH FAMILY?**


Adoption means belonging to a new family, but it doesn't mean forgetting the people you know and love. For some children it may be good to stay in touch with certain members of their birth family. For others this might not be possible or might be too upsetting. If you don't want to stay in touch with your birth family that's ok too.

If there are people from your birth family that you would like to see or write to, talk to your social worker who will decide if this is possible. The social worker will talk to your new family about this and arrange for you to write from time to time or see your birth family if everyone says it is ok.

Even if you don't see your birth family there may be an arrangement for them and your new family to send a letter to each other. This would give your birth family your news and give you news about them. Your birth family will not be told where you live now, where you go to school, or your new family name.

## WHAT IF I'M NOT HAPPY?

If you are not happy or have problems or worries you must say so. As well as your social worker, there are lots of people you can talk to who can help you sort things out. You can talk to another person who is called an independent advocate. An independent advocate is someone who can talk to you about your worries or problems and who will try to sort things out.

If you would like an independent advocate, this organisation can find one for you. 

### Independent Advocate

Lewisham Children's Rights Service (LCRS)

Akwaaba Centre

Grinling Place

London SE8 5HG

Freephone: 0800 169 3762

Email: [lewishamchildrensrights@barnardos.org.uk](mailto:lewishamchildrensrights@barnardos.org.uk)

## OTHER CONTACTS

The Children's Rights Director is called Roger Morgan. He will help to sort things out and can also offer help and advice.

**Roger Morgan OBE**  
**Children's Rights Director**

Ofsted  
Aviation House  
125 Kingsway  
London WC2B 6SE  
Tel: 0800 528 0731  
Email: [theteam.rights4me@ofsted.gov.uk](mailto:theteam.rights4me@ofsted.gov.uk)  
Website: [www.rights4me.org](http://www.rights4me.org)

You can also contact Lewisham Council's Complaints Office.

**Complaints Manager**

Children's Complaints Team  
Lewisham Council  
3rd floor, Laurence House  
Catford SE6 4RU  
Tel: 020 8314 6930/7435  
Fax: 020 8314 3039  
Email: [cypcasework@lewisham.gov.uk](mailto:cypcasework@lewisham.gov.uk)

**If you or your adoptive family would like some help or support, you can contact:**

**Adoption Support Team**

Lewisham Council  
Tel: 020 8314 7506  
Email: [adoption.info@lewisham.gov.uk](mailto:adoption.info@lewisham.gov.uk)

## ADDRESSES

Here are some people who can help you:

### Independent reviewing officer.

My independent reviewing officer is:

Name: \_\_\_\_\_

### Contact details

#### Lewisham Council Complaints Officer

3rd floor Laurence House  
1 Catford Road  
Catford SE6 4RU  
Tel: 020 8314 8276/8298  
Fax: 020 8314 3151  
Email: [cyp.casework@lewisham.gov.uk](mailto:cyp.casework@lewisham.gov.uk)

### Adoption Support Team

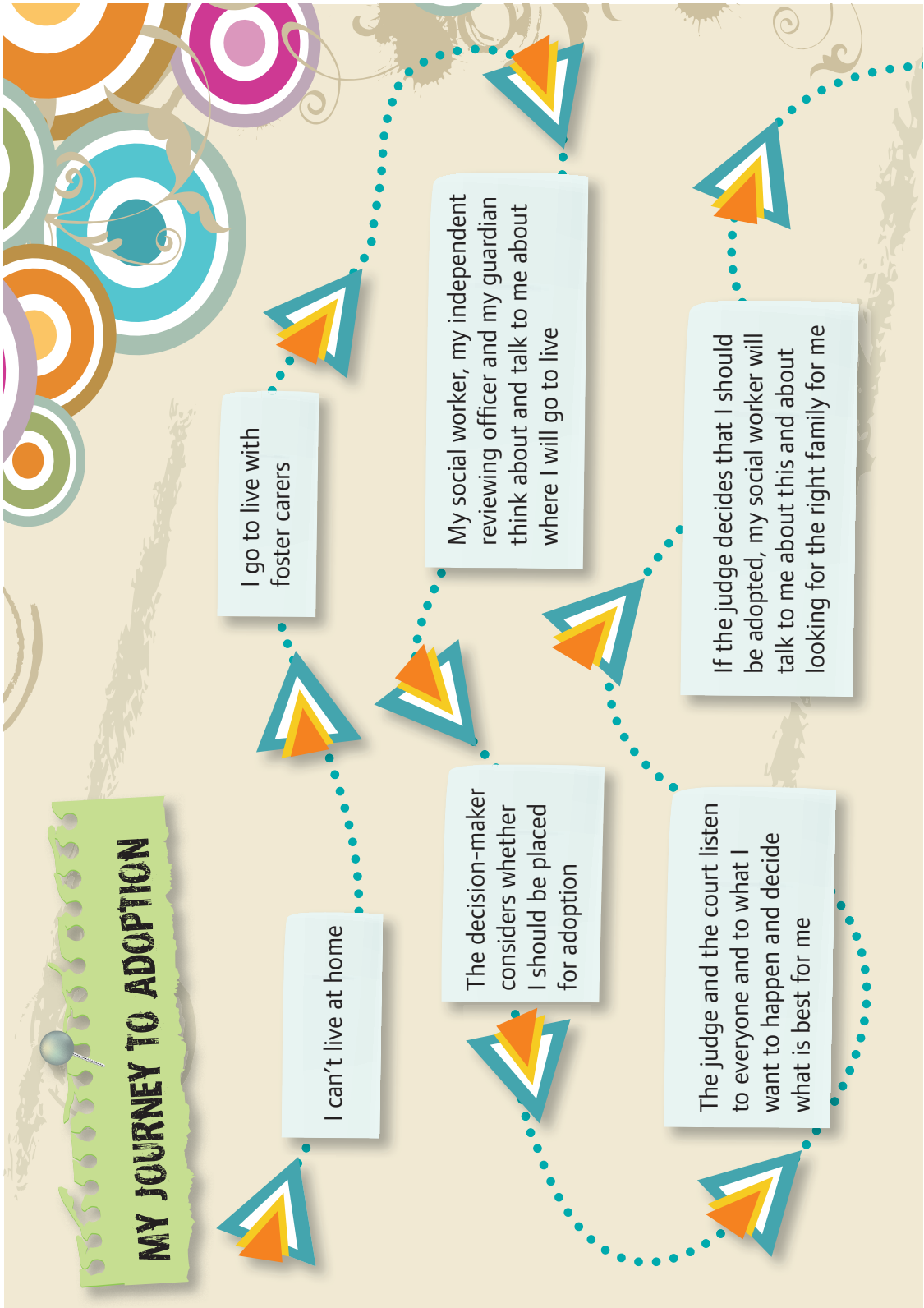
Lewisham Council  
1st floor Laurence House  
1 Catford Road  
Catford SE6 4RU  
Freephone: 0800 587 7392

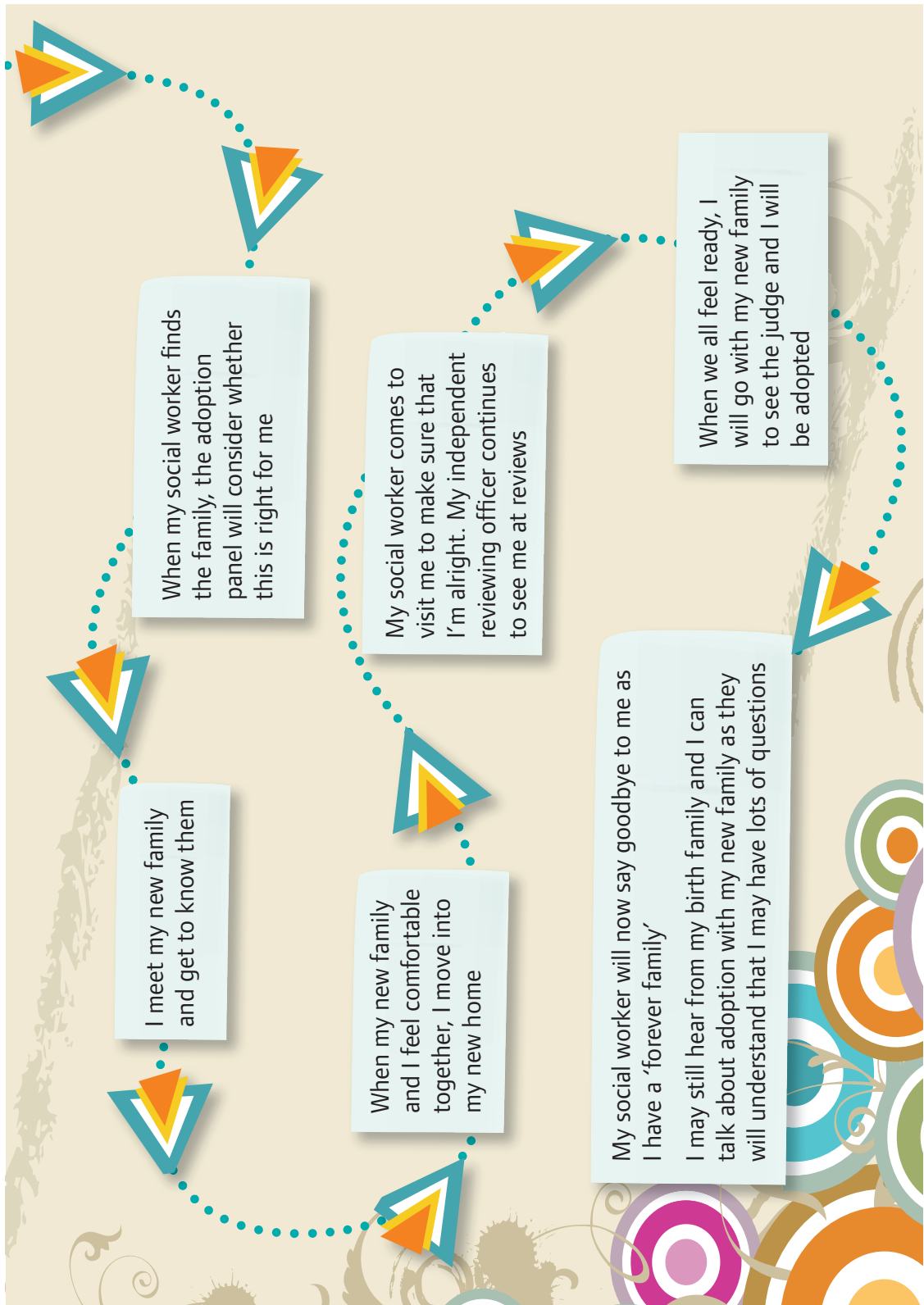
### Children's Rights Director

Office of Children's Rights Director  
Ofsted  
Aviation House  
125 Kingsway  
London WC2B 6SE  
Freephone: 0800 528 0731

### Ofsted

Ofsted National Business Unit  
Royal Exchange Buildings,  
St Ann's Square  
Manchester M2 7LA  
Tel: 0300 123 4666







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

<b>Date of Meeting</b>	25 <sup>th</sup> June 2014
------------------------	----------------------------

<b>Title of Report</b>	Trinity Primary School, Leahurst Road
------------------------	---------------------------------------

<b>Originator of Report</b>	Chris Threlfall	<b>Ext. 49971</b>
-----------------------------	-----------------	-------------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed: \_\_\_\_\_ Executive Member



Date: 13<sup>th</sup> June 2014

Signed: \_\_\_\_\_ Executive Director



Date: 12<sup>th</sup> June 2014

**Control Record by Committee Support**

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Trinity Primary School Leahurst Road		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Lee Green		
<b>Contributors</b>	Executive Director for Children and Young People, Executive Director Regeneration & Resources, Head of Law		
<b>Class</b>	Part 1	Date:	June 25 2014

## **1 Summary**

- 1.1 This report requests the Mayor's permission to transfer the site of Trinity Primary school to the Southwark Diocesan Board of Education (SDBE) during the lifetime of the school on that site. Once transferred SDBE will be responsible for the insurance and upkeep of the site.

## **2 Purpose**

The purpose of the report is to obtain the necessary permissions to undertake the transfer of the site.

## **3 Recommendations**

That the Mayor:

- 3.1 notes that the Council is under a duty to transfer the land and buildings shown on the attached plan at Appendix 1 to the Southwark Diocesan Board of Education and agrees to the transfer taking place as set out in this report
- 3.2 delegates authority to the Director of Regeneration & Asset Management, in consultation with the Executive Director for Children & Young People and the Head of Law, to agree the final terms of the transfer and to agree and conclude any other outstanding issues in connection with the land transfer arrangements

## **4 Policy Context**

- 4.1 The proposals within this report are consistent with '*Shaping Our Future: Lewisham's Sustainable Community Strategy*' and the Council's corporate priorities. In particular, they relate to the Council's priorities regarding *young people's achievement and involvement*, including *inspiring and supporting young people to achieve their potential*, the *protection of children and young people* and *ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community*.

- 4.2 The Local Authority has a duty to ensure the provision of sufficient places for pupils of statutory school age and, within financial constraints, accommodation that is both suitable and in good condition.
- 4.3 In aiming to improve on the provision of facilities for primary education in Lewisham which are appropriate for the 21<sup>st</sup> century, the implementation of a successful primary places strategy will contribute to the delivery of the corporate priority *Young people's achievement and involvement: raising educational attainment and improving facilities for young people through partnership working.*
- 4.4 It supports the delivery of Lewisham's *Children & Young People's Plan (CYPP)*, which sets out the Council's vision for improving outcomes for all children and young people, and in so doing reducing the achievement gap between our most disadvantaged pupils and their peers. It also articulates the objective of improving outcomes for children with identified SEN and disabilities by ensuring that their needs are met.

#### **The Primary Capital Programme (PCP) and Lewisham's Primary Strategy for Change**

- 4.5 A priority in the Primary Strategy for Change (PSfC), is the provision of sufficient places at the right time to meet future needs within and between Primary Places Planning Localities (PPPLs) in the Borough. As stated in Lewisham's June 2008 PSfC:

*"Ensuring that sufficient places are provided in localities at the right time will take precedence over significant investment in schools where the rectification of conditions and suitability issues will not produce additional places. "*

- 4.6 Dependent upon future central government decisions on capital delivery, it is proposed that the borough's Primary Capital Programme will continue to be governed by the following criteria as set out in the 2008 PSfC:
- Provide sufficient places at the right time to meet future needs within and between planning localities in the Borough
  - Improve conditions and suitability of schools in order to raise standards
  - Increase the influence of successful and popular schools
  - Maximise the efficient delivery of education in relation to the size of the school, removing half-form entries and promoting continuity of education
  - Enable school extended services for pupils, parents and communities
  - Optimise the Council's capital resources available for investment.

## **5. Background**

### **Trinity Primary School**

- 5.1. Following a statutory consultation the Mayor agreed at the meeting of the Mayor & Cabinet July 11<sup>th</sup> 2012 that the age of entry for Trinity CE School should be lowered so that the school became an all-through, admitting pupils from Reception age.

- 5.2 It was agreed that the primary phase should be accommodated in the former Ennersdale Primary school buildings in Leahurst Road which had more recently been used as a decant site.
- 5.3 Trinity is a Voluntary Aided school and Southwark Diocesan Board of Education is the owner of the school site. SDBE is responsible for the insurance and maintenance of their buildings. Voluntary Aided schools receive funding through LCVAP to maintain and develop their sites.
- 5.4 The buildings in Leahurst Road required considerable repair and renovation. It was agreed that the LA would retain responsibility for the site until that programme was complete. Once the building had been handed over to the school, the process should be started to transfer the site to SDBE for such time as it should be occupied by Trinity Primary school. Should the school close, or move to different accommodation the site in Leahurst Road should revert to LB Lewisham.
- 5.5 Once transferred SDBE will be able to apply for LCVAP funding as appropriate, reducing the LA's liability for repairs.

## **6. Capital Financial implications**

- 6.1.1 The LA has invested £4.5 million in the refurbishment of the former Ennersdale school building in order to provide 420 places to help meet the demand for places in the locality.
- 6.1.2 The transfer to SDBE would transfer the maintenance responsibility for the site and reduce the LA liability in this respect both in terms of maintenance costs and asset management planning costs. The SDBE will be able to bid against the Locally Controlled Voluntary Aided Programme for maintenance funds. That funding allocation from the DFE will increase because of this transfer and the allocation for the LA will decrease to reflect the reduced liability.
- 6.1.3 In summary the capital funding implications of the transfer are broadly neutral.

## **6.2 Revenue Financial Implications**

- 6.2.1 The revenue costs of running the fully expanded accommodation will continue to be funded from the Dedicated Schools Grant with no burden falling on the General Fund resources of the Council.

## **7. Legal Implications**

- 7.1 The Human Rights Act 1998 safeguards the rights of children in the Borough to educational provision, which the Council is empowered to provide in accordance with its duties under domestic legislation.
- 7.2 Section 14 of the Education Act 1996 obliges each local authority to ensure that there are sufficient primary and secondary schools available for its area i.e. the London Borough of Lewisham, although there is no requirement that those places should be exclusively in the borough. The Authority is not itself obliged to provide all the schools required, but to secure that they are available.

- 7.3 In exercising its responsibilities under section 14 of the Education Act 1996 a local authority must do so with a view to securing diversity in the provision of schools and increasing opportunities for parental choice.
- 7.4 Paragraph 40E of Schedule 3 of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 enables a local authority to give such assistance as it thinks to the governors of Trinity School in carrying out their obligations in implementing their proposals to lower the age of entry to Trinity School through opening 2 forms of entry in the primary phase from September 2013. The primary phase to be located at Leahurst Road London SE13 5LS.
- 7.5 Paragraph 40F of Schedule 3 of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 prescribes that where the assistance consists of the provision of any premises for use for the purposes of the school, the local authority must transfer their interest in the premises to the trustees of the school to be held on trust for the purposes of the school. Should the land cease to be used for those purposes, the transfer will provide for a right of reversion to the Council. The Council is required to pay the SBDE its reasonable costs in connection with the transfer.
- 7.7 The 2007 Regulations were repealed by the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013. However by virtue of Regulation 8(2) of the 2013 Regulations, the 2007 Regulations continue to apply in relation to proposals published by a local authority or by a governing body under [section 19](#) of the Education and Inspections Act before 28th January 2014.
- 7.8 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.9 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - advance equality of opportunity between people who share a protected characteristic and those who do not.
  - foster good relations between people who share a protected characteristic and those who do not.
- 7.10 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 7.11 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly

with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

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

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

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

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

## **8. Crime and Disorder Implications**

8.1 There are no crime and disorder implications.

## **9. Equalities Implications**

9.1 This report supports the delivery of the Council's Equalities programme by ensuring that all children whose parents /carers require a place in a Lewisham school will be able to access one.

## **10. Environmental Implications**

10.1 Every effort will be made to enhance rather than detract from school environments in the solutions to providing additional primary place

## **11. Risk assessment**

11.1 There are financial risks if insufficient funding is made available to support the delivery of the programme. There are also significant reputational risks to the Council if it does not meet its statutory requirement to ensure sufficient primary school places are made available.

## 12. Conclusion

- 12.1 This report and background papers demonstrate that there is a clear need to expand primary provision to meet demand in the borough. The enlargement proposed in this report will provide places in popular and successful schools in areas of high demand.
- 12.2 The Mayor is therefore recommended to agree to the enlargement of Sir Francis Drake Primary School from 1 to 2 forms of entry with effect from September 2016

### Background Documents

Mayor & Cabinet April 9<sup>th</sup> 2014

<http://councilmeetings.lewisham.gov.uk/documents/s28377/Permanent%20Primary%20Places%20Holbeach%20John%20Ball%20Coopers%20Lane%20and%20Sir%20Francis%20Drake.pdf>

Children and Young People Select Committee January 2014

<http://councilmeetings.lewisham.gov.uk/documents/s26896/06PrimaryAndSecondarySchoolPlacesPlanning29012014.pdf>

Mayor & Cabinet January 15<sup>th</sup> 2014

<http://councilmeetings.lewisham.gov.uk/documents/s26528/Permanent%20Primary%20School%20places.pdf>

Guidance on school organisation changes

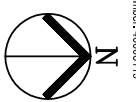
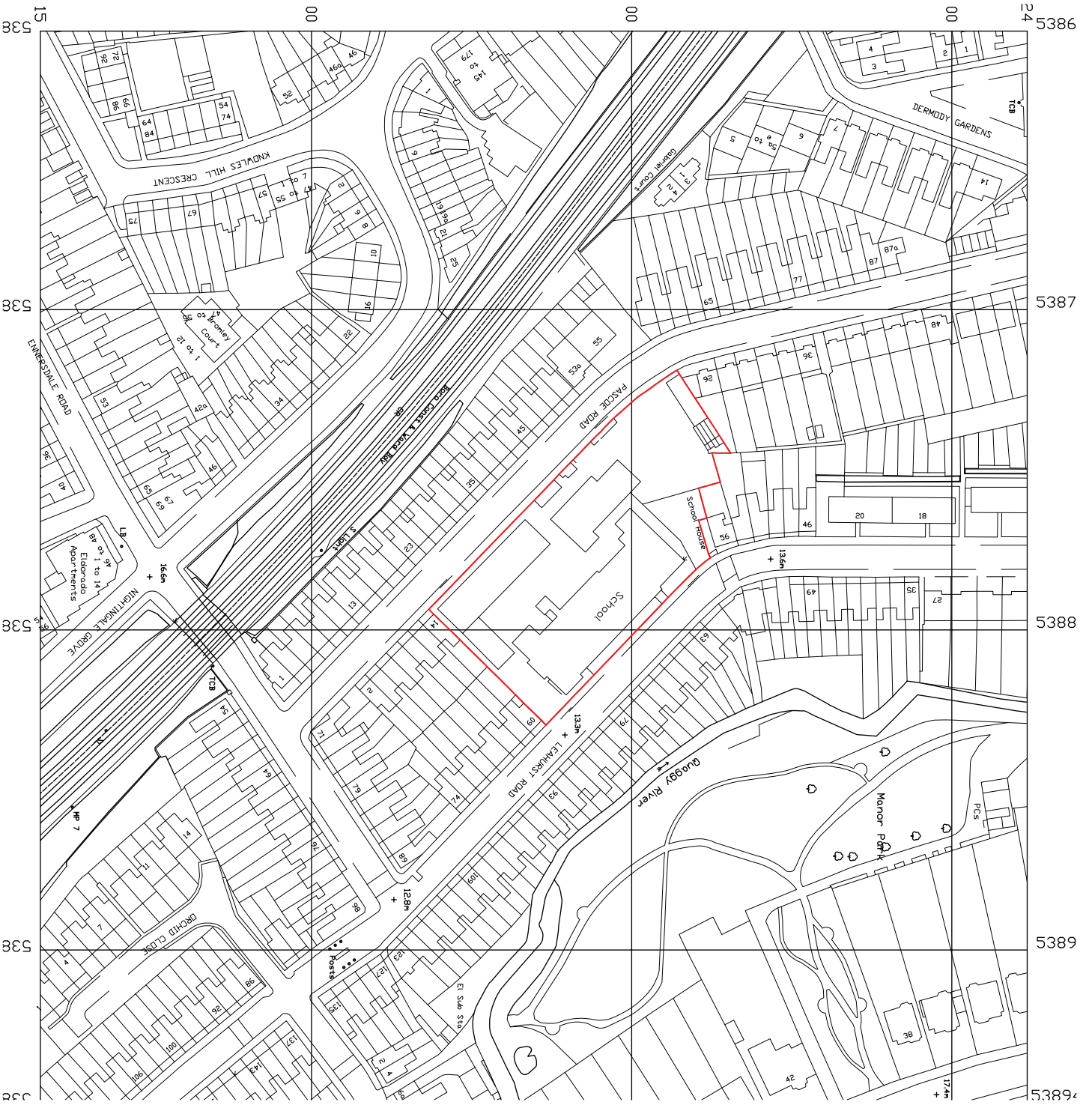
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/278422/School\\_Organisation\\_Guidance\\_2014\\_-\\_Annex\\_B.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/278422/School_Organisation_Guidance_2014_-_Annex_B.pdf)

If there are any queries arising from this report, please contact  
**Margaret Brightman, Place Manager, ext 48034**

Appendix One	Primary site location plan
--------------	----------------------------







ref	date	description	drawn	checked

**baileypartnership**  
CONSTRUCTION AND PROPERTY CONSULTANTS  
www.baileypartnership.co.uk

- REG 1710
- BRISTOL 01179 474360
  - EXETER 01392 433241
  - PLYMOUTH 01752 228259
  - SEVENOAKS 01732 866835
  - TRURO 01872 561686

Project  
**Trinity Primary School**  
Leahurst Road  
London SE13 5JA

Title  
**Site Location Plan**

Client  
**London Borough of Lewisham**  
1 Catford Road  
London SE6 4RU

Drawn	Checked	DO NOT SCALE FROM THIS DRAWING
SJC	MAF	CHECK ALL DIMENSIONS ON SITE
Scale	Date	THIS DRAWING IS COPYRIGHT ©
1/1250@A3	19.12.12	Planning
Drawing No.	CAD ref.	Revision
23092_101	23092_101	

# Agenda Item 9

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


<b>Date of Meeting</b>	25 June 2014
------------------------	--------------

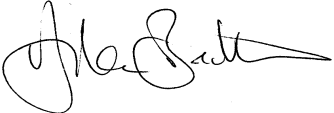
<b>Title of Report</b>	The Council's Extra Care Service at Kenton Court and Sommerville
------------------------	--

<b>Originator of Report</b>	Heather Hughes Laura Harper	8698 8133 8314 609
-----------------------------	--------------------------------	-----------------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed  Executive Member for Community  
Date 17<sup>th</sup> June 2014

Signed  Executive Director for Community  
Date

Signed  Executive Director for Customer  
Date

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	The Council's Extra Care Service at Kenton Court and Somerville		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Borough Wide		
<b>Contributors</b>	Executive Director for Customer Services Executive Director for Community Services		
<b>Class</b>	Part 1	Date:	25 June 2014

## **1 Report summary**

- 1.1 In December 2013 Mayor and Cabinet agreed to commence consultation with the tenants of the Council's two extra care schemes at Kenton Court, Bellingham, and Somerville, Telegraph Hill. The consultation was to establish the care and housing needs of the tenants of the two schemes, which do not meet modern standards for extra care and which can not be converted to meet modern standards in a cost effective manner or whilst the schemes are occupied by the current tenants.
- 1.2 This report updates Mayor and Cabinet on the findings of that exercise. This process has established that the current accommodation in both schemes is unsuitable, and the care and housing needs of all of the tenants can be reasonably met at alternative provision in Lewisham. This report recommends that officers now undertake formal consultation under Section 105 of the Housing Act 1985 over the proposed closure of both schemes and in accordance with requirements for proper consultation in respect of proposed service alterations
- 1.3 In addition the report recommends that officers commence feasibility studies on both sites to establish how they might be used to deliver new homes of a modern standards, and that further Section105 consultation will be carried out on these proposals in due course.
- 1.4 If the Mayor agrees to these recommendations a further report, which will include the views of tenants and staff as well as possible alternative uses for each site, will be provided in the autumn of 2014 to enable the Mayor to make a final decision regarding the future of each scheme.
- 1.5 The report is structured as follows:
- Section 1** Report Summary
  - Section 2** Sets out the Recommendations
  - Section 3** Provides the policy context
  - Section 4** Background to the Council's extra care service
  - Section 5** Details consultation with tenants and their families

- Section 6** Provides additional analysis of costs
- Section 7** Sets out next steps
- Section 8** Financial implications
- Section 9** Legal implications
- Section 10** Crime and disorder implications
- Section 11** Equalities implications
- Section 12** Environmental implications

## **2 Recommendations**

The Mayor is recommended to;

- 2.1 Note the consultation which has taken place so far in line with the recommendation from the 4<sup>th</sup> December Housing Matters report.
- 2.2 Note that individual social care assessments have been carried out for all tenants at both Kenton Court and Somerville extra care schemes, and the outcomes of these assessments.
- 2.3 Note that there is a range of alternative high quality housing, care and support available in the borough, that there are additional extra care schemes being developed and that five out of 31 tenants at Kenton Court and Somerville have taken up these alternative offers voluntarily already.
- 2.4 Agree that officers may now formally consult with the tenants at Kenton Court and Somerville about the proposed transfer of the Council's directly managed extra care service to Notting Hill Housing Group at Conrad Court.
- 2.5 Note that should recommendation 2.4 be agreed officers will commence TUPE consultation with affected staff in the extra care service.
- 2.6 Agree that officers should commence initial statutory section 105 consultation on the proposals to close the service provided at Kenton Court and Somerville and potentially close the buildings.
- 2.7 Agree that officers should commence feasibility studies on both sites to develop proposals for alternative uses which meet housing need in the borough, and that any further necessary consultation should be undertaken with existing tenants to enable the Mayor to make a further decision on the future of the buildings in Autumn 2014.
- 2.8 Agree that officers continue to facilitate voluntary decants of tenants who wish to move to other services

## **3 Policy Context**

- 3.1 The Care Act 2014 "Caring for Our Future: reforming care and support" (DH, 2012) sets out the Government's vision for the future integration of health and social care. This builds on the earlier government consultation and engagement work on this matter in 2011. The draft Bill highlights five key outcomes as building blocks to deliver reform of the care system. This

report relates in main part to “the maintenance of independence for as long as possible” outcome.

- 3.2 The National Collaboration “Integrated Care and Support: Our Shared Commitment” (DH, 2013) highlights the challenges and pressures to the health and care system brought about by people living longer lives. The ministerial foreword emphasises the drive for integration of both systems to meet this pressure and replace it with a seamless service focussed on the individual in their own home.
- 3.3 In recognition of these pressures, the Council has supported capital bids for three new Extra Care schemes, the first of which is Conrad Court, Marine Wharf, a new development built to high mobility standards. Mayor and Cabinet agreed January 15<sup>th</sup> 2014 that Notting Hill Housing Group would provide the Extra Care service there. The other two schemes at Campshill and Hazelhurst are in the early design and tender stages. A full description of the three developments was included in the 4<sup>th</sup> December 2013 report. These are in addition to the Council’s own directly managed scheme at Kenton Court and Somerville, and commissioned services for 80 places with Housing 21.
- 3.4 This report relates to Lewisham’s Sustainable Community Strategy priorities ‘Empowered and Responsible’ and ‘Healthy Active and Enjoyable’, and the Council’s Corporate priorities of ‘Decent Homes for All’, ‘Caring for Adults and Older People’, ‘Active Healthy Citizens’ and ‘Inspiring Efficiency, Effectiveness and Equity’.

#### **4 Background to the Council’s Directly Managed Extra Care Service**

- 4.1 The Council’s directly managed Extra Care service is provided at Kenton Court, Sydenham and Somerville, New Cross. The buildings are part of the Council’s housing stock. Housing management services are provided by Lewisham Homes and care and support services are managed by the Community Services Directorate.
- 4.2 The two schemes have a capacity of 55 tenancies across both premises which have been under occupied for a number of years. When officers reported on the schemes at the December 2013 Mayor and Cabinet meeting as part of the “Housing Matters Programme Update”, there were 31 tenancies filled. Tenants were aged between 55 and 94 and receiving a support package averaging just under 6 hours a week (ranging from 0 to 11.75 hours per tenant). This represents under occupancy of 44% and a unit cost which is significantly higher than we currently pay to other providers for similar services.
- 4.3 Kenton Court and Somerville were remodelled from what were already hard-to-let sheltered housing schemes: Somerville was remodelled in 1995 and Kenton Court in 1999. The schemes consist of small bedsits or studio flats around 28m square. There are shared bathroom facilities. Significantly, neither scheme meets the proposed new standard for modern Extra Care. The units are too small and they do not enable wheelchair access. Shared bathroom facilities are not appropriate for tenants with additional care and support needs. These factors combine to

mean that the levels of care that can be provided to current and potential tenants are unacceptably restricted by the physical fabric of the building.

- 4.4 At the Mayor and Cabinet meeting on 4<sup>th</sup> December 2013, officers reported that detailed stock condition surveys had confirmed that both buildings were unsuitable for continued use for Extra Care in their current form. Consideration had been given to remodelling the buildings to be more appropriate, by conversion to self contained one-bed flats. However, delivering this would require significant capital investment of over £1million with a resultant loss of 26 units, which would in turn increase the unit cost of the service delivery. It would also require existing tenants effectively to live on a building site, or alternatively be temporarily moved for an extended time period, to allow the required building works.
- 4.5 Consequently, Mayor and Cabinet agreed that officers should commence consultation with tenants of the Extra Care service at both Kenton and Somerville to establish what housing options and care requirements would be appropriate to their care needs.

## **5 Consultation with Tenants and their families**

### **Chronology of consultation**

- 5.1 Prior to the December 2013 Mayor and Cabinet, the 31 tenants of Kenton Court and Somerville were advised by individual letters (attachment 1) of the report to Mayor and Cabinet. That letter was verbally explained to each tenant by an extra care service manager known to them.
- 5.2 Following the Mayor and Cabinet agreement to consult with Kenton and Somerville tenants to establish their housing and care needs, the extra care service management team, and officers from the Council's Housing Team, arranged two open meetings in December 2013 (one in each location) to allow for a general question and answer session. A briefing note for officers attending these meetings was prepared, to ensure that a consistent message was given to tenants (Attachment 2). Tenants and their families were invited to those meetings, 12 of 16 tenants attended at Somerville and 11 of 14 tenants attended at Kenton Court. A summary of the points raised at both was circulated to all tenants and their families whether they attended the meeting or not (Attachment 3).
- 5.3 Housing Officers also attended informal 'afternoon teas' at each of the two premises, providing a further opportunity for individual concerns to be raised and for tenants to meet officers who would be contacting them for housing assessments. A comments book was also placed at each location so that tenants and their families could independently record any 'ad hoc' comments, queries or concerns that they might want to raise.
- 5.4 Following these consultation events, service management and social work staff also wrote individually to all tenants (Attachments 4 and 5) and subsequently made arrangements to meet formally with them and their family or advocate to undertake a care review. Reviews were undertaken between February and April 2014. Tenants were sent a copy of their

individual reviews and the outcomes of the reviews are collectively summarised in Table 1 below.

- 5.5 Tenants were given information about other Extra Care and Sheltered schemes in the borough and were advised of the new Extra Care schemes being developed in the borough, and in particular the first of these at Conrad Court available from July. Opportunities were given for supported visits to existing extra care services and further visits to these and other options, will continue to be offered.
- 5.6 Housing officers have now visited 10 tenants in Kenton Court (out of 14) and 7 tenants in Somerville (out of 17). Referrals to Housing have taken place where there has been an interest expressed in a move to alternative extra care provision or mainstream sheltered housing, and where the tenant has been willing to discuss alternative housing options available in the borough. Where tenants have been assessed as requiring Registered Residential Care, the option to meet with a housing officer has not been considered to be appropriate at this time. Similarly, where tenants have not expressed an interest in moving as part of this early consultation. Therefore, no housing visit has been planned.
- 5.7 During the visits, which are carried out by two officers, there is an opportunity for residents to discuss how they feel about a proposed move to alternative accommodation. During this process, some people are already choosing to move voluntarily, and the various schemes available in line with their assessed social care needs are discussed. Tenants are also informed that there is support available to help with removals, should they choose to move, and of the discretionary payment available to help with their costs.
- 5.8 Tenants have been individually written to and the letter explains that a recommendation to formally consult on transferring the Council's extra care service, and to move to close and redevelop Kenton Court and Somerville is being made to Mayor and Cabinet in this report. This letter has also been explained verbally by an extra care manager to all tenants. Additionally, a copy of the report has been placed on the notice board at both locations.

### Outcome of consultation and reviews

- 5.9 The majority of tenants (25 out of 31) were assessed as continuing to need Extra Care Housing and Support services. The assessments also highlighted that some people's social care needs had changed in terms of both improved (2 out of 31) and decreased (4 out of 31) independence.

**Table 1 – Review outcomes and expressed preferences**

N(clients)	Assessed Needs	Current position
25	Extra Care	<b>13</b> expressed preference for existing extra care schemes, <b>5</b> of whom have moved already and <b>2</b> with planned moves <b>10</b> have expressed an interest in Conrad Court but are waiting for an opportunity to

		view 2 do not wish to engage in discussion regarding preference at this time
4	Registered Residential	2 can be referred to residential care or assessed as suitable for the 'high needs' support at Conrad Court 2 have expressed a preference for a Shared Lives tenancy and are in the process of being matched with individual carers
2	Mainstream Sheltered	2 referred to Housing Team & option appraisal for Sheltered Housing in progress
Total 31		

- 5.10 Some tenants (5) have moved voluntarily to some of the services they have been shown as places have become available, with two more in the process of actively moving. Others (10) have expressed an interest in the new development at Conrad Court but have not as yet been able to visit the location which remains an official building site. Visits will be possible from early July.
- 5.11 With regard to the four tenants whose assessments suggest they need residential, rather than extra care two would prefer moving to a small homely type service and are thus considering the Council's Shared Lives service as an appropriate and preferred alternative. Residential care options are being considered for the other two people, but they will also be referred for assessment to the new Extra Care scheme at Conrad Court as the "high needs" service category combined with the "independence by design" aspect of the building itself may provide an alternative to residential care for these specific people. Housing officers are working with the two people assessed as needing residential, and who are interested in, moving to Sheltered Housing.
- 5.12 Housing officers have found that tenants have already had a thorough understanding of the consultation at Somerville and Kenton Court at the point they have arranged their visits. Tenants have expressed some concerns about the process of moving to alternative provision, however, those tenants who have moved have found the process to be easy. Other concerns raised with housing officers relate to the provision of care services and the general upheaval which they associate with moving. A couple of households have also raised concerns about rent levels in the new schemes, and this is being discussed on a case by case basis, according to people's individual circumstances. Notwithstanding any concerns raised, none of the tenants who have had a Housing visit have said that they are unwilling to consider a move.
- 5.13 In summary, the process of informal consultation and the social care reviews have identified that the majority of people continue to have needs that can be met by extra care services currently available or in development in the borough. Some people have chosen to move through this period of informal consultation, and most have been open to



discussion about what preferred alternatives to Kenton Court and Somerville might be. Officers are confident that all tenants who have expressed a desire to move to existing provision (n 13), or whose assessed needs have changed (n 6) will continue to move on from the service in line with expressed preference and/ or assessed need over the next few months. Where tenants have expressed an interest in Conrad Court they will be able to visit this scheme from early July to confirm their preference. The remaining two tenants who are unwilling to engage in a discussion about alternative housing options at this stage will have further opportunities to do so over the next period of formal consultation proposed within this report.

## **6 Additional analysis of service costs**

- 6.1 Further to the information previously provided, additional analysis has been undertaken which demonstrates the high cost to the Council of directly providing extra care and support services at Somerville and Kenton Court. The hourly rate for the original 31 tenants represents almost 3 times the cost of commissioned services, and is rising as other tenants move. The quality of the buildings, and the historical low referral rate by social care to the service is expected to continue particularly given the competition from the new extra care schemes in development.
- 6.2 The poor quality of the housing stock at Kenton Court and Somerville, the evidenced availability of existing and new extra care services, and the increasing cost of directly managing a service at Kenton Court and Somerville leads officers to the view that this is an appropriate time to transfer the Council's direct management responsibility for extra care to another agency and location. Officers would suggest that this is best transferred to a new provision, Conrad Court managed by Notting Hill Housing Group. As a new provision, there is capacity to nominate flats sufficient for the number of people remaining at Kenton Court and Somerville. In respect of the TUPE transfer of the relevant staff in the extra care service, there would be sufficient time for the Council to comply with its obligations to consult in accordance with the TUPE Regulations.
- 6.3 This report notes that there is sufficient evidence that the housing care and support needs of the existing tenants of both Kenton and Somerville can be better met in other provision in the borough. On this basis, officers are requesting permission to begin a formal 3 month consultation with the remaining tenants on the proposals that the Council transfer the delivery of extra care services from its own direct management to Notting Hill Housing Group at Conrad Court, Marine Wharf.
- 6.4 The number of hours delivered to the existing tenants given the net controllable costs results in a very high (£44) hourly rate which is significantly in excess of the hourly rate of existing commissioned extra care services. That hourly rate will have already increased as a result of the 5 people who have already moved and if 19 tenants move voluntarily as suggested in this report then there is potential for the hourly rate to significantly increase further and potentially to £78 an hour.

- 6.5 The voids levels resulting from under referral to both Kenton and Somerville also has a financial impact on the Housing Revenue Account with Somerville and Kenton Court being the worst performing assets (with the highest void loss) within the Housing Revenue Account.

**7 Next steps**

- 7.1 Should the recommendations in this report be agreed, it is proposed that both statutory Social Care Consultation and initial statutory Section 105 consultation is undertaken with tenants on both the proposals to transfer the extra care service and the possibility of closing the buildings.
- 7.2 It is also proposed that feasibility studies are carried out on both sites to bring forward proposals for alternative housing uses at both Somerville and Kenton Court. Further section 105 consultation should be carried out on these proposals to enable a further decision to be taken by the Mayor in Autumn 2014 on the future of the buildings.
- 7.3 The process to be followed is as follows:

**Tenant consultation**

<b>July – September</b>	3 month Adult Social Care Consultation on proposals to close the extra care service at Somerville and Kenton Court
<b>July</b>	28 day Section 105 consultation with tenants on the proposals to close the service at Somerville and Kenton Court, and potentially close the buildings.
<b>August – September</b>	28 day Section 105 consultation with tenants on proposals for future alternative housing uses for the Somerville and Kenton Court sites

- 7.4 While the formal social care consultation with tenants will be with regard to the transfer of the Council’s extra care service, tenants will continue to be offered opportunities to view other housing and support services in the borough and supported to move on a voluntary basis to alternative preferred accommodation in line with their assessed needs. The nature of the Conrad Court development, along with the new Extra Care model of ‘a third low to no, a third medium, and a third high support needs, means that if necessary, all of the remaining tenants at both Kenton and Somerville, except possibly two, could be appropriately accommodated and supported there if required.
- 7.5 Officers propose that they develop feasibility studies for the future use of the buildings/ sites at Somerville and Kenton Court as part of the “Housing Matters” programme in order to undertake a further section 105 consultation with tenants on these proposals. The results of all consultation will be brought back to October Mayor and Cabinet for consideration.

- 7.6 All tenants affected by any future decision to demolish or reconfigure the buildings Somerville and Kenton Court would be entitled to home loss and disturbance payments in accordance with the Land Compensation Act 1973 and the Council's policy. In the meantime, as agreed in the 4<sup>th</sup> December Housing Matters Update, tenants who move on a voluntary basis now are being offered a discretionary payment which is equivalent in value to the home loss and disturbance payments to which they would be entitled under a statutory decant process.

## 8. Financial Implications

- 8.1 This report recommends consulting on proposals to close Kenton Court and Somerville, the Council's directly managed Extra Care Service. The current cost of this service, met from the Community Services budget, is £419K.

	Projected cost 2013/14 (£000)
Directly employed staff	202
Agency staff	253
Purchased domiciliary care service	81
Premises	43
Supplies & services	17
Gross cost	596
Service user charges	(177)
Net controllable cost	419

- 8.2 Should the Council transfer its extra care management responsibility for services currently delivered at Kenton Court and Somerville, then the budget currently allocated to that service will be used to fund extra care services at Conrad Court. The full financial implications of that contract were set out in the award of contract report to Mayor and Cabinet (Contracts) on 15 January 2014.
- 8.3 The 15 January 2014 report identified a potential full year saving of £354K but noted that this could be reduced. This report advises that TUPE may apply to the closure of Kenton and Somerville. The financial implications of TUPE will not be fully known until the end of Notting Hill Housing Group's (as the receiving organisation) due diligence process.
- 8.4 Any home loss compensation payments for which tenants at Kenton Court and Somerville may be eligible for have been previously agreed by Mayor and Cabinet to be met from the Housing Revenue Account.
- 8.5 The service at Conrad Court is available from August 2014, 4 months prior to the proposed transfer of the Council's extra care service. The care and voids contract lead in time is planned to be phased over 6 months between August 14 and January 15. There are a number of tenants who have been referred to the scheme who are in receipt of packages either in registered residential or receiving packages at home who will be prioritised as the first

intake for that scheme. The costs of these packages are higher than the provision at Conrad Court; savings from the transfer will offset the initial start up costs of Conrad Court.

- 8.6 As it becomes feasible to do so, the service costs at Kenton and Somerville relating to those tenants who voluntarily move will also be redirected to meet the costs of the Conrad Court contract. Additionally, officers have secured a contractual commitment from Notting Hill that hours available above the needs of extra care tenants in residence at Conrad Road will be made available to the Council to meet the care and support needs of non resident social care clients for whom the Council is funding packages elsewhere which will also offset the start up costs. This may also include tenants at Kenton Court and Somerville whose needs are currently met through agency staff, the costs for whom are included in the total cost for Kenton and Somerville set out in paragraph 7.1 above.
- 8.7 The financial risk as/ should people continue to move voluntarily from the service to other existing extra care schemes is mitigated by those people moving to vacancies that are already block contracted to the Council. The cost of residential care which is the assessed need of 4 existing tenants would be additional costs to the Council even if there were no change to the service at Kenton and Somerville.

## **9. Legal Implications**

- 9.1 Section 105 of the Housing Act 1985 provides that the Council must consult with all secure tenants who are likely to be substantially affected by a matter of housing management to which the section applies. The section specifies that a matter of housing management is one which relates to the management, maintenance, improvement or demolition of dwelling houses let by the authority under secure tenancies and that such consultation must inform secure tenants of the proposals and provide them with an opportunity to make their views known to the Council within a specified period. The section further specifies that before making any decisions on this matter, the Council must consider representations from secure tenants arising from the consultation. Such consultation must therefore be up to date and relate to the proposals in question. This report sets out the formal consultation that it is intended to carry out with residents in the schemes.
- 9.2 The National Assistance Act 1948 places both duties and powers upon local authorities to assess the needs of, and provide services to support such needs including residential accommodation, people aged 18 years and over who because of their disability are in need of care and attention not otherwise available to them. Section 5 of this report summarises the outcomes of the social care consultation and review process for the services delivered at Kenton Court and Somerville.
- 9.3 In changing or altering services provided under Social Care legislation, each individual's needs for services must be individually reassessed before changing the services or the manner of delivery. In addition, in making proposals for service changes overall, there must be a proper and meaningful consultation with service users, their families and any other

stakeholders to enable and facilitate clear understanding of the proposals and enable all stakeholders to express their views effectively.

- 9.4 The decision relating to the options for future service delivery, including whether any service should be externalised, where the value of the service is at least £500,000 per annum, is reserved for members in accordance with the Mayoral Scheme of Delegation.
- 9.5 In the event that the Mayor subsequently agree to transfer the direct management of extra care services from Kenton Court and Somerville, the Council will transfer its service responsibility to Conrad Court managed by the Notting Hill Housing Group. In that eventuality TUPE is likely to apply to the relevant Council employees. Appropriate consultation with staff and their trade unions will take place in line with the Council's TUPE transfer guidance and statutory requirements.
- 9.6 Since 2007, local authorities in England have been required by a direction made by the Secretary of State for Communities and Local Government to include provision for pension protection in outsourcing agreements. Notting Hill Housing Group would be required to provide to the transferring employees a pension scheme which is the same as, or counts as being broadly comparable to or better than those the employee has, or had a right to acquire, as an employee of the Council. Or seek Admitted Body status to the Council's scheme.
- 9.7 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

In summary, the Council must, in the exercise of its functions, have due regard to the need to:

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

- 9.8 The duty continues to be a "have regard duty", and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 9.9 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice". The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The

Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

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

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

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

## **10. Crime and disorder implications**

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

## **11. Equalities Implications**

11.1 The buildings at Kenton Court and Somerville owned by the Council and used for the delivery of its directly managed Extra Care service have been acknowledged as not meeting the standards required of modern housing for older people. This report recommends transferring the Council's directly managed extra care service to another provider at a different location while the Council considers alternative uses for the buildings and sites which could ultimately lead to the closure of the existing buildings.

11.2 The proposals to transfer the Council's directly managed extra care service to another provider at a different location is likely to have short term negative impact on the equalities groups which are represented at Somerville and Kenton Court, namely older people, people with disabilities and people from Black and Minority Ethnic backgrounds. Any negative impact which may arise to these groups would most likely be associated with the process of consultation on the proposal and re-housing. However, officers will plan all consultation activity around the specific identified needs of tenants in order to mitigate any potential negative impact.

- 11.3 Informal consultation with tenants has already resulted in some tenants moving to alternative services where they have chosen to do so. This consultation has been with the tenants affected, and where those tenants have not had capacity to fully understand the implications of that consultation, or where the tenant has so requested, there has been involvement of a family member or other independent person. Where moves have taken place, these moves have been to better quality provision which better meets the identified needs of the tenant.
- 11.4 The development of new and modern Extra Care services which support people remaining in their own homes for longer through reduced social isolation, increased use of assistive technology, ready access to care and support services and families staying together for longer means that the transfer of the Council's directly managed service and the potential closure of Kenton Court and Somerville will not be a detriment to older adults in the borough not yet requiring extra care. There is likely to be a longer term positive impact for older people resulting from the proposed changes, if they are implemented.
- 11.5 Furthermore, proposals to develop alternative housing provision at the Somerville and Kenton Court Sites will provide an opportunity for the Council to deliver housing to more people from the Council's waiting list and will have a long-term positive impact on the equalities groups represented within this population.
- 11.6 Seven staff are potentially affected by the transfer of the Council's directly managed extra care service. Staff contracts require that they work in any location in the borough. Any specific equalities implications will be addressed through the formal TUPE consultation process and in discussion with Notting Hill as part of their due diligence process.
- 11.7 An Equalities Analysis Assessment has been carried out to gather information about staff and tenants and to identify potential equalities implications. Throughout the consultation programme this will be refined as further information is obtained relating to the equalities categories.

## **12 Environmental Implications**

There are no specific environmental implications arising out of this report.

### ***BACKGROUND PAPERS***

<http://councilmeetings.lewisham.gov.uk/documents/s25934/Housing%20Matters%20Programme%20Update.pdf>

**If there are any queries on this report, please contact:**

**Heather Hughes, Joint Commissioner, on 020 8698 8134 or**  
Laura Harper, Housing Strategy Officer, on 0208 314 609

## Attachment 1 December 2013 Letter to Tenants

Name of Tenant  
Address

Genevieve Macklin (Housing)  
and Joan Hutton (Adult Social Care)  
Laurence House  
Catford  
London SE6 4RU

Direct line 020 8314 7404  
[Michele.Oliver@lewisham.gov.uk](mailto:Michele.Oliver@lewisham.gov.uk)

Date 27/11/2013

Dear (Name of Tenant),

The Council has been looking at ways it can improve the quality of existing older people's housing and increasing the supply of housing for older people in the borough, especially extra care housing. We want to be able to provide a better range of options for older people in Lewisham, and we want people's homes to be:

- suitable for their changing needs
- attractive, spacious and well located
- safe and secure
- affordable
- warm in the winter, comfortable in the summer

A new standard for extra care accommodation has been developed and the Council and its partners are working to build new homes which meet these standards. The new standard extra care accommodation will be spacious and wheelchair accessible. It will be able to meet the needs of people with a wide range of care needs and will be community focused.

The Council has reviewed its existing extra care provision, including Somerville, and has identified that Somerville does not meet modern day standards and requirements.

In the light of these findings, it is being recommended to the Mayor on the 4<sup>th</sup> December that Council Officers come and discuss with you your current housing needs, your care needs and options that may be available to you to meet these needs in the future.

We will write to you again to let you know the decision and the next steps, but in the meantime, Council Officers from Housing and Adult Social Care will be available in your building on 5<sup>th</sup> December if you would like to discuss this letter further.

They will be in the Somerville dining room at 10.30am.

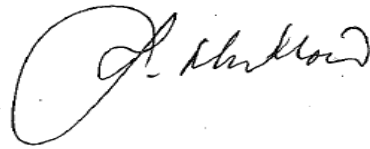
Yvette at Somerville has been given a copy of this letter so you can also talk to her about it.

Yours sincerely,





**Genevieve Macklin**  
Head of Strategic Housing



**Joan Hutton**  
Interim Head of Assessment and Care Management

**Sommerville & Kenton  
Initial Meetings 05.12.13**

**Brief Key Message**

- The Council has been looking at the condition of homes across the borough for older residents and those with care needs.
- Homes in this block do not meet those modern standards and they can't be improved so that they do.
- This means we want to talk to about your current care and housing needs and your housing options.
- The process will start in the New Year with care assessments (carried out by social care & health) followed by discussions with the Council Officers about re-housing options.
- We want to work with residents and with family and / or carers that you have.
- There would be discretionary payments for moving – Home Loss & Disturbance.
- Opportunities for moving will depend on your level of care needed - includes new and existing homes across the borough.
- We want to offer you re-housing options that mean that your housing meets your care needs.

**Information for us – to help if questions asked (From M&C Report 4<sup>th</sup> December)**

**Meaning of Extra care**

- Extra care was originally developed as a concept in Lewisham in the mid-90s and was aimed to provide greater levels of care and support on-site to people in their own homes and there are currently 135 units in the borough

**About the new standard – what is it, where it's come from**

- In July 2012 Mayor and Cabinet decided that officers should review the Council's approach to housing for older people and bring the existing stock of specialised housing for older people up to the required standard. Since then officers have prioritised seeking funding for new high quality homes for older people, as well as setting out some broad principles to shape the delivery of housing to older people more generally, which are set out in the following paragraphs.
- The key priority is to ensure that the Council is able to offer a better range of housing options for older people in Lewisham whether they are: active and pre-retirement; retired, independent and active; more frail and in need of support.
- Officers have worked closely with specialists in the Adult Social Care and Health sectors in the borough and have consulted extensively, including with the Positive Ageing Council and Lewisham Pensioners Forum. As a result the following aspiration has been developed:
- Lewisham Council wants to help people to maintain their independence for as long as possible and we want people's homes to be:
  - suitable for their changing needs
  - attractive, spacious and well located
  - safe and secure
  - affordable
  - warm in the winter, comfortable in the summer
  - able to maintain and improve people's health and wellbeing

- In addition this process has set a standard for new accommodation to ensure that it meets the aspiration set out above and residents aspirations. That standard is that accommodation for older people should be:
  - spacious - at least 50m<sup>2</sup> for a 1-bed unit
  - wheelchair accessible – 10% to an enhanced standard
  - self contained homes, with full bathroom facilities
  - “Care ready”
  - community focused
  - mixed dependency

What are the problems with these blocks?

- Somerville is made up of 22 small bedsits (of 29m<sup>2</sup> each) and 4 one bed units (42m<sup>2</sup>). The bedsits do not have bathrooms. There are assisted bathrooms and shower rooms with toilets on each floor for shared use among tenants. Kenton Court is comprised of 28 bedsit studio flats (approx 27m<sup>2</sup> each), two one-bed units and a single large 2 storey maisonette flat (73m<sup>2</sup>) that is currently being used as offices. Again the bedsit units do not have bathroom facilities, with tenants sharing facilities instead.
- Neither scheme therefore meets the proposed new standard for modern extra care. The units are too small and they do not enable wheelchair access. Shared bathing facilities are not appropriate for tenants with additional care and support needs. These factors combine to mean that the levels of care that can be provided to the tenants are restricted by the physical fabric of the buildings.

About the viability study & stock condition surveys

- Detailed stock condition surveys of both buildings have been carried out. The results of these confirm that both buildings are not suitable for continued use as extra care in their current form. This review also assessed the possibility of remodelling both buildings in order to achieve the new standard set out above. This would have required the conversion of the bedsits into one-bed flats and the modernisation of the communal areas.
- The conclusion of this exercise was that significant investment of over £1million would be required to carry out this remodelling, in addition to on-going maintenance costs. The conversion of bedsits to one bed units would also reduce the number of units in both schemes by nearly half, from 55 to 29, with a loss of 26 units.
- External benchmarking of extra care schemes run by other local authorities and housing associations suggests that a minimum of 42 units is required to create a sustainable and viable extra care scheme. This number of units allows for the sharing of management costs across a sufficient number of tenanted properties, and also allows for larger communities with people with a range of care and support needs to live in the scheme. Smaller schemes are likely to need to focus more on people with greater care needs, which is not consistent with the ambition to create communities made up of people with a mix of support needs who can, in part, help to support each other, enabling residents to retain greater independence for longer.
- In addition any remodelling would require significant disruption to residents, including that most tenants would need to be decanted temporarily while the works were carried out.
- It is clear therefore that the existing buildings at Somerville and Kenton Court are not suitable for extra care at present and that it is not viable for them to be refurbished to meet the new standard set out above

Detail of alternatives

- Marine Wharf
- Housing 21 schemes

Basis of Re-housing – what if tenants don't want to be re-housed?

- All on a voluntary basis for the time being, we want to start discussions and always carry out initial re-housing schemes on a voluntary basis.

**Attachment 3**  
**Summary of Points Raised at Tenants' Meetings**

**Tenant Consultation 5 December 2013**

**10.30am Somerville attendees**


Absent: 4 tenants

**3.30pm Kenton Court attendees**


Absent: 3 Tenants

The meeting was hosted by Michele Oliver, Service Manager who introduced representatives from Housing:

Rachel George, Sara Caton, Liz Oxley

Yvette Augustine attended the Somerville meeting & Stephen Haly the Kenton Court meeting.

**The main points raised at the meetings were:**

- Tenants would be helped to move to a suitable home which best met their needs following a social care assessment and took into account their personal preference. However it was stressed that it depends what housing was available at the time. The new Marine Wharf (Conrad Court) scheme would be available to all tenants if they wanted to move there. This would be the best offer for tenants who wanted to move with friends/neighbours.
- A financial incentive would be made available to all tenants to move which would be £4,700 plus removal costs.
- **Would consideration will be made for mobility scooters?** Michele explained new and recent extra care schemes have buggy stores as an integral part of their design. This discussion will form part of an individual assessment.
- **Will the flats be cleaned when we move?** Michele explained housework would form part of a care package if it is assessed as something individuals need help with.
- **Will there be grab rails within the flats?**

Yes. If the property is suitable for older people, there will be grab rails around communal areas and an individual assessment will be arranged by an OT for each flat.

- **Will there be car parking at Marine Wharf?**

Yes. All new buildings allow a certain amount of visitor and tenant parking.

- **What if you don't want to move?**

Although no one is saying the buildings are closing, we know the buildings are not attracting new tenants due to the size of the flats and the closeness to facilities etc. and does not make it viable long term. We are hopeful everyone will find a suitable home they prefer to live in.

- **Can we make a suggestion about a particular property we are interested in moving to?**

Yes. Although we cannot guarantee the property will meet your requirements or there are vacancies. Officers from Housing will discuss this in more detail with you during the individual interviews.

- **Are Kenton Court and Somerville going to be knocked down?**

No decisions have been taken as yet about the future of the buildings although feasibility studies have been conducted on their future.

**Sara and Liz from Housing will be coming into Somerville and Kenton Court over the coming weeks during afternoon tea to meet with tenants and to give the opportunity to discuss concerns.**

**Attachment 4**  
**Letters re social work support to tenants**

Name of Tenant  
Address

**Michele Oliver**  
Community Services  
Supported Housing & Care  
132 Adamsrill Road  
Sydenham  
London SE26 5AU  
Direct Line 020 8314 7404

[Michele.oliver@lewisham.gov.uk](mailto:Michele.oliver@lewisham.gov.uk)  
Date 11 December 2013

Dear (Insert Name of Tenant)

I would like to tell you what we have done since I and colleagues from the Housing department attended (address) on 5 December 2013 to talk about future plans.

We have now set up a social care project team to support you with the changes relating to Kenton Court and Somerville. This team will be responsible for assessing and reviewing your care needs and will also be working closely with the housing team.

The team will be led by Linda Smith. Linda can be contacted directly on 07525 671 230 on Monday to Friday from 10am to 4pm. Social worker Sue Gardiner and support and review officer Maggie Caryl will also be working in the team. They will be sending you their contact details in due course.

You will soon be sent a letter of introduction and an invitation to meet with Maggie and Sue. Maggie and Sue would like to meet with you in your home to look at your care needs and undertake a care assessment. This is with a view to help you make a decision about your future housing and support.

We hope that you can meet with Maggie and Sue early in January 2014. We are starting to make the arrangements now in order to give you time to arrange for family or friends to attend the meeting with you if that is what you would like. If you need to change the date and time offered to you then the team will do that.

If you would like an advocate to attend and help you during these meetings, please let Maggie or Sue know and arrangements can be made for this also.

Please feel free to discuss any of the above with Linda, Stephen at Kenton Court, Yvette at Somerville or myself.

I have also included a copy of the queries raised at both tenant meetings last week which you may find useful.

Kind regards

Michele Oliver  
Service Manager

CC; Linda Smith, Lead Operations Manager.

**Attachment 5**  
**Sample Follow Up letter from Social Worker**

**Sue Gardiner**  
Laurence House  
Catford  
London SE6 4RU

Direct line 020 8314 7404  
[Sue.gardner@lewisham.gov.uk](mailto:Sue.gardner@lewisham.gov.uk)

Insert Date

Dear (Insert Name of Tenant),

Following on from the meeting held with tenants and the subsequent letter sent to you in December 2013 regarding potential changes Somerville, I am writing to introduce myself.

My name is Sue Gardiner and I am a member of the Social Care Project Team which has been set up to help support tenants with any potential changes. This Team will be responsible for reviewing the care and support needs of everyone currently living at Somerville and will be working closely with colleagues within the Housing Department.

I would like to arrange to meet with you to discuss your care and support needs and undertake a review of the current care you receive. . This is to assist you with making a decision about your future housing and day to day support needs.

I would like to meet with you on ..... at ..... time. Please feel free to invite a relative or friend to the meeting if you would find this helpful. Alternatively if you would like to have an advocate to attend please let me know and arrangements can be made for this.

If this date and time is inconvenient please get in touch and we can make alternative arrangements.

We appreciate that this could be an unsettling time for you but I hope this meeting will prove useful and assist you to make appropriate future housing plans.

I look forward to meeting you.

Yours Sincerely

**Sue Gardiner, Social Worker**

**CC Michele Oliver | Service Manager**  
**Supported Housing & Care - *supporting you at home***

**Linda Smith, Lead Operations Manager, Social Care Project Team.**

# Agenda Item 10

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


<b>Date of Meeting</b>	25 June 2014
------------------------	--------------


<b>Title of Report</b>	Healthier Communities Select Committee Referral on the Public Health priorities for expenditure in 2014/15
------------------------	--

<b>Originator of Report</b>	Danny Ruta	48637
-----------------------------	------------	-------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed  Executive Member  
 Date 17<sup>th</sup> June

Signed  Executive Director  
 Date

### Control Record by Committee Support

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



<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Matters raised by scrutiny – Comments of the Healthier Communities Select Committee on the public health priorities for expenditure in 2014/15		
<b>Key Decision</b>	No	Item No.	
<b>Ward</b>	All		
<b>Contributors</b>	Executive Director for Community Services, Director of Public Health		
<b>Class</b>	Part 1	Date:	25 June 2014

## 1. Summary

- 1.1 This report responds to the comments and views of the Healthier Communities Select committee, arising from discussions held on the officer report entitled *Public Health priorities for expenditure in 2014/15*, considered at its meeting on 18<sup>th</sup> March 2014.

## 2. Recommendations

The Mayor is recommended to:

- 2.1 Note the response of the Executive Director of Community Services and Director of Public Health which details plans to develop a comprehensive public health outcomes performance management and monitoring framework which will incorporate the priority outcomes of the Health & Wellbeing Strategy.
- 2.2 Agree for the response to be forwarded to the Healthier Communities Select Committee.

## 3. Response

- 3.1 The Select Committee recommended that appropriate outcome measures are established, with a strong focus on measuring outcomes rather than activities, so that the social and economic value of this investment can be evaluated in the future.
- 3.2 Nationally, public health outcomes are set out within the Public Health outcomes framework. However, it is recognised that most of these indicators are only reported annually or quarterly, for this reason KPIs for key specific public health activities will be used as proxy indicators in order to monitor progress monthly.

- 3.3 In addition, the Health and Wellbeing Board will monitor public health outcomes alongside a range of other indicators taken from the NHS and Adult Social Care outcomes frameworks in order to assess progress against the Health and Wellbeing strategy and the priorities of the Adult Integrated Care Programme.
- 3.4 The Health and Wellbeing Strategy identifies nine priority areas for action over the next 10 years. These are:
1. achieving a healthy weight
  2. increasing the number of people who survive colorectal, breast and lung cancer for 1 and 5 years
  3. improving immunisation uptake
  4. reducing alcohol harm
  5. preventing the uptake of smoking among children and young people and reducing the numbers of people smoking
  6. improving mental health and wellbeing
  7. improving sexual health
  8. delaying and reducing the need for long term care and support.
  9. reducing the number of emergency admissions for people with long-term conditions.

#### **4. Financial implications**

- 4.1 There are no financial implications arising out of this report per se; but there are financial implications arising from carrying out the action proposed in the main report.

#### **5. Legal implications**

- 5.1 There are no specific legal implications arising from this response, save for noting that the Council's Constitution provides that the Executive may respond to reports and recommendations by the Overview and Scrutiny Committee.

### **Background Documents**

[Public Health priorities for expenditure in 2014/15 – Report to Healthier Communities Select Committee \(18.03.14\)](#)

If there are any queries on this report please contact Danny Ruta on 020 8314 9094.

## APPENDIX D

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

Date of Meeting	25 June 2014
-----------------	--------------

Title of Report	Monthly Management Report
-----------------	---------------------------


Originator of Report	Stewart Snellgrove	Ext. 49308
----------------------	--------------------	------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: 11/6/14

Signed:  Director/Head of Service

Date: 13/6/14

### Control Record by Committee Support

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

<b>MAYOR AND CABINET</b>		
<b>Report Title</b>	Management Report – April 2014	
<b>Key Decision</b>	No	Item No.
<b>Ward</b>	All	
<b>Contributors</b>	Executive Director for Resources & Regeneration	
<b>Class</b>		Date: 25 June 2014

## **1 PURPOSE**

- 1.1 To set out the Management Report as at April 2014.

## **2 EXECUTIVE SUMMARY**

- 2.1 The Management Report aims to present a comprehensive account of organisational performance in achieving our ten corporate priorities.
- 2.2 The Council's ten corporate priorities identify the Council's own distinct contribution to the delivery of the six priority outcomes set out in the 'Shaping our future – Lewisham's Sustainable Community Strategy' (SCS).

## **3 RECOMMENDATION**

- 3.1 That the Mayor notes the Management Report.

## **4 BACKGROUND**

- 4.1 The Management Report indicates how well the Council is performing against a basket of 58 indicators including National and Local indicators which cross each of the Council's ten corporate priorities. The report aims to report on organisational performance by drawing together information on performance, risk, projects and finance. It is presented monthly to the Executive Management Team and quarterly to the Mayor and Cabinet.
- 4.2 The Monthly Management Report utilises exception reporting to focus attention on key areas: exception reporting for red Projects, Risk and Finance and Red and Green exception reporting for performance. By combining these four areas for each of our corporate priorities, it functions as an important tool for supporting decisions across the organisation.

## **5 FINANCIAL IMPLICATIONS**

- 5.1 There are no direct financial implications arising from the Management Report. However, the report does set out a summary of the Council's overall financial position as it stands at the start of each month.

## **6 LEGAL IMPLICATIONS**

- 6.1 There are no direct legal implications arising from the report.

## **7 HUMAN RESOURCE IMPLICATIONS**

- 7.1 Data on the performance of the Council's human resources function is found within the indicators contained in the Management Report, and in particular within the

indicators relating to the Council's priority to "Inspiring Efficiency, Effectiveness and Equity" (priority 10).

## **8 EQUALITIES IMPLICATIONS**

8.1 Data on performance relating to equalities is found within the indicators contained in the Management Report. This is a theme that cuts across all priorities within the report.

## **9 ENVIRONMENTAL IMPLICATIONS**

9.1 Data on performance relating to the environment is found within indicators contained throughout the Management Report, and there is a particular focus on the environment within the indicators relating to the Council's priority to make the borough "Clean, Green and Liveable" (priority 3).

## **10 CRIME AND DISORDER IMPLICATIONS**

10.1 Data on performance relating to crime and disorder is found within indicators contained in the Management Report, and in particular within the indicators relating to the Council's priority to achieve "Safety, Security and Visible Presence" (priority 4).

## **BACKGROUND PAPERS**

<b><u>Short Title of Document</u></b>	<b><u>Date</u></b>	<b><u>File Location</u></b>	<b><u>Contact Officer</u></b>
None			

**For further information on this report please contact: Stewart Snellgrove, Policy & Partnerships Unit, on 0208 314 9308.**



# **Monthly Management Report**

## **April**

### **2014/15**

# Contents

	Foreword	03
	Summary Dashboard	04
	Overall Summary: Performance	05
	Areas for Management Attention	06
	Areas of Good Performance	07
	Overall Summary: Projects & Programmes	08
	Overall Summary: Risk	12
	Overall Summary: Finance	17
	1. Community Leadership and Empowerment	18
	2. Young People's Achievement and Involvement	21
	3. Clean, Green and Liveable	24
	4. Safety, Security and Visible Presence	29
	5. Strengthening the Local Economy	32
	6. Decent Homes for All	37
	7. Protection of Children	44
	8. Caring for Adults and Older People	50
	9. Active, Healthy Citizens	55
	10. Inspiring Efficiency, Effectiveness and Equity	58
	Appendix A: Methodology - performance	70
	Appendix B: Methodology - projects, risk, finance	71

<b>Key</b>	
 On track to achieve our outcomes	
 Slightly behind and requires improvement	
 Not on track but taking corrective action	
 Improving	
 No change	
 Declining	
 Missing actual data	
 Missing target	
 Missing target and actual data	

# Foreword

The purpose of the Management Report is to place on record each month, in a consistent format, our performance against priorities. Each month we attempt to give a full account of what is being done, what has been achieved and which areas require additional management attention to secure future achievements. The report gives some coverage to the effectiveness of our partnership working. Reporting on performance is always double edged. We have high ambitions and targets which are set to stretch management and staff effort. So, there are areas where the need for greater management attention is highlighted.

The report focuses on the Council's performance in line with our corporate priorities, drawing data from performance indicators (PIs), project monitoring information, risk register assessments and financial reports. A dashboard summary on Page 4, presents an overall picture on one page using a Red, Amber, Green rating. The overall dashboard rating for this month shows there are 14 Green ratings, 13 Amber ratings and 7 Red ratings.

**Performance:** Performance is being reported for March 2014. There are 37 performance indicators (70 per cent) reported as Green or Amber against target, and 25 performance indicators (56 per cent) which are showing an upward direction of travel. There are 16 performance indicators (30 per cent) reported as Red against target, and 20 performance indicators (44 per cent) which have a Red direction of travel. There are 5 indicators that have missing performance data.

**Projects:** Projects are being reported for April 2014. There are no changes to the projects summary dashboard this month. There are two red projects this month - Catford Town Centre Phase 1; and Kender Phase 3.

**Risks:** There are red dashboard ratings for risk for Priority 7, Protection of Children; Priority 8, Caring for Adults and Older People; and Priority 10, Inspiring Efficiency, Effectiveness and Equity. There are seven red corporate risks this month - non compliance with Health & Safety legislation; loss of a strategic asset or premises through failure to maintain it in a safe and effective condition; failure of safeguarding arrangements; loss of constructive employee relations; information governance failure; failure to maintain sufficient management capacity and capability to deliver business as usual and implement transformational change; and strategic programme to develop and implement transformational change does not deliver.





















**Finance:** Finance is being re-reported once again for February 2014 as the March 2014 outturn figures are not yet available. Hence the financial results for 2013/14 as at 28 February are as follows: The General Fund revenue budget is forecasting an underspend of £0.8m against a Net Revenue Budget of £284.632m for 2013/14. The Housing Revenue Account (HRA) is projecting an underspend of £0.8m, and the Dedicated Schools Grant (DSG) is forecast to spend to budget. There are red dashboard ratings for finance in Priority 6, Decent Homes for All; and Priority 7, Protection of Children.





















**Barry Quirk, Chief Executive**  
**6 May 2014**



# Dashboard Summary

-  On track to achieve our outcomes
-  Slightly behind and requires improvement
-  Not on Track but taking corrective action

01. Community Leadership & Empowerment	02. Young People's Achievement & Involvement	03. Clean, Green and Liveable	04. Safety, Security & Visible Presence	05. Strengthening the Local Economy
Performance 	Performance 	Performance 	Performance 	Performance 
Projects 	Projects 	Projects 	Projects 	Projects 
Risk 	Risk 	Risk 	Risk 	Risk 
Finance 	Finance 	Finance 	Finance 	Finance 

06. Decent Homes for All	07. Protection of Children	08. Caring for Adults and Older People	09. Active, Healthy Citizens	10. Inspiring Efficiency, Effectiveness, and Equity
Performance 	Performance 	Performance 	Performance 	Performance 
Projects 	Projects 	Projects 	Projects 	Projects 
Risk 	Risk 	Risk 	Risk 	Risk 
Finance 	Finance 	Finance 	Finance 	Finance 

# Overall Summary: Performance

Summary of performance indicators in this report.

Overall Performance				Same period last year				12/13 outturn					
Current Period				Overall Performance				Overall Performance					
16	25	2	1	2	2	1	2	2	1	2	1	2	2
Total				Total				Total					
58				58				58					
Direction of Travel				Previous Period vs 12/13				Same period last year vs 11/12					
Current Period vs 12/13				Direction of Travel				Direction of Travel					
20	0	25	13	26	0	20	12	14	1	23	20	14	20
Total				Total				Total					
58				58				58					

## Performance

This report contains March 2014 performance data, and finds that 37 indicators are reported as Green or Amber against target, up from 36 in the previous month. In March, 16 indicators are reported as Red against target, which is down from 18 in the previous month. There are 5 indicators with missing data in March 2014, which is up from 4 in the previous month.

## Direction of Travel

A total of 25 indicators show an upward trend in March 2014, which is up from 19 in the previous month. There are 20 indicators with a red direction of travel in March 2014, which is down from 27 in the previous month. In March, 13 indicators had missing data, which is up from 12 in the previous month.

N.B. direction of travel is the change in performance and is measured against the previous year. Therefore, changes to targets from one year to the next will affect this.

# Areas for Management Attention

Together, we will make Lewisham the best place in London to live, work and learn

## Areas requiring management attention this month

### Performance Indicators - Monthly Indicators

	Against Target Mar 14	DoT Mar 14 v Mar 13	DoT Mar 14 v Feb 14	Consecutive periods Red (last 12 periods)	Priority No.	Page No.
WARLA002 Average attendance (Local Assemblies)				12	1	p19
NI1156 Number of households living in Temporary Accommodation				5	6	p38
AO/D40 % Adult Social Care clients receiving a review				5	8	p51
BV008 Invoices paid within 30 days				4	10	p60
BV017a % Ethnic minorities employees				5	10	p61

### Performance Indicators - Monthly Indicators (reported 1 month behind)

	Against Target Feb 14	DoT Feb 14 v Mar 13	DoT Feb 14 v Jan 14	Consecutive periods Red (last 12 periods)	Priority No.	Page No.
NI092 Percentage of household waste sent for reuse, recycling and composting				12	3	p25

## Areas requiring management attention this month

### Performance Indicators - Quarterly Indicators

	Against Target Mar 14	DoT Mar 14 v Mar 13	DoT Mar 14 v Dec 13	Consecutive periods Red (last 12 periods)	Priority No.
LPI324 MMR1 Immunisation rates 2nd birthday				-	9

# Areas of Good Performance

Together, we will make Lewisham the best place in London to live, work and learn

Areas of Good Performance						
Performance Indicators - Monthly indicators						
	Against Target Mar 14	DoT Mar 14 v Mar 13	DoT Mar 14 v Feb 14	Priority No.		
LPI752 Percentage of graffiti removal jobs completed in 1 day	★	▲	▲	3		
NI157b % Minor planning apps within 8 weeks	★	▲	▲	5		
LPI037 Average Time to Re-let	★	▲	▲	6		
LPI705 Percentage urgent repairs completed within timescales	★	▲	▲	6		
LPZ706 Percentage of properties let to those in temporary accommodation	★	▲	▲	6		
NI063 Stability of placements of looked after children: length of placement	★	▲	▲	7		
NI064 Child protection plans lasting 2 years or more	★	▲	▲	7		
NI065 Children becoming the subject of a Child Protection Plan for a second or subsequent time	★	▲	▲	7		
NI067 Percentage of child protection cases which were reviewed within required timescales	★	▲	▲	7		
NI2272 2D Reablement/Rehabilitation No Support	★	▲	▲	8		
NI2202 Library visits per 1000 pop	★	▲	▲	9		
LPI031 NNDR collected	★	▲	▲	10		
LPI032 Council Tax collected	★	▲	▲	10		
LPI500 % staff from ethnic minorities recruited at PO6 and above	★	▲	▲	10		
LPI726 Percentage of calls answered by the call centre	★	▲	▲	10		
NI181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	★	▲	▲	10		
Performance Indicators - Monthly Indicators (reported one month behind)						
	Against Target Feb 14	DoT Feb 14 v Mar 13	DoT Feb 14 v Jan 14	Priority No.		
NI193 Percentage of municipal waste land filled	★	▲	▲	3		

## Overall Summary: Projects and Programmes

Together, we will make Lewisham the best place in London to live, work and learn

### Projects Forward Plan

#### Major projects Forward Plan - May 2014 to July 2014

Event	Date
<b>New Generation Youth Centre</b> - Royal Institute Of British Architects (RIBA) Awards - awards to be announced on May 6th.	May 2014
<b>Hard to Treat Insulation Project</b> - The delivery of insulation to 1,100 properties will be complete by the end of May 2014, paid for with £1m energy company funding.	May 2014
<b>Deptford High Street</b> - New parking regime and one way traffic enforcement in place.	May 2014
<b>Lewisham Gateway</b> - Construction of Phase 1A (two buildings and Confluence Place) is expected to commence in May, with site-wide infrastructure works expected from June.	Spring/Summer 2014
<b>Beckenham Place Park</b> - A £4.6 million bid has been submitted to the Heritage Lottery Fund 'Parks for People' programme for restoration work, including the Homesteads stable that was damaged by a fire in 2011. The outcome of this bid is expected in June 2014.	June 2014
<b>Catford Stadium Site</b> - Works are not yet underway on site as various agreements/conditions still need to be signed/discharged. The Mayor of London is provisionally scheduled to visit the site on 15 July.	July 2014

# Overall Summary: Projects and Programmes

Together, we will make Lewisham the best place in London to live, work and learn

## Corporate Programmes

The status of the Council's Corporate Programmes in April 2014 is set out below. The Council's Corporate Programmes are made up of a number of individual projects.

Corporate Programmes		Current Status
PMSPROG Building Schools for the Future		●
PMSPROG Primary Places Programme		●

# Overall Summary: Projects and Programmes

Together, we will make Lewisham the best place in London to live, work and learn

## Major Projects & Programmes

Projects are reviewed monthly by Directorate Project Review Groups and quarterly by the Corporate Project Board. A summary of all the Programmes and Projects, with a value of £500k and over that have a red RAG rating, are detailed in the table at the bottom of this page.

### Project Performance - April 2014

	12/13	%	Mar 2014	%	Apr 2014	%
★	13	46	10	37	10	37
●	12	43	15	56	15	56
▲	3	11	2	7	2	7
<b>Total</b>	<b>28</b>	<b>100</b>	<b>27</b>	<b>100</b>	<b>27</b>	<b>100</b>

### Red Projects - April 2014

Red Projects	Projects Summary	Page No.	Corporate Priority No.
<p>Page 205</p> <p>Catford Town Centre Phase 1</p>	<p><b>Projects Summary</b></p> <p><b>Catford Town Centre - Phase 1</b></p> <p>The implementation of a redevelopment scheme for the Catford Centre site is dependent on complex commercial and economic factors. Key issues include; understanding the objectives and approach of key parties, achieving a viable and deliverable scheme which would be attractive to the development market and can incorporate a commercial deal between key parties that meets the Council's requirements and delivers best consideration. Work on all these aspects is continuing within difficult economic conditions and as such the project is a being reported 'red'.</p>	36	5
<p>Kender New Build - Phase 3 South</p>	<p><b>Kender New Build - Phase 3 South</b></p> <p>This scheme has suffered from a viability gap for a number of years. Following a reshaping of the ambitions of the scheme, it now appears possible to bring it to market and achieve a number of objectives through the redevelopment of the site. Construction of circa 200 housing units combined with a new health centre and other local benefits are part of the renewed vision. The Council has also identified the site as being able to contribute towards other corporate objectives, such as additional school places and revenue generation through market rent housing provision. These latter objectives are being assessed with the aim of developing a detailed brief for the site so that the market may be approached later in 2014.</p>	42	6

# Overall Summary: Projects and Programmes

Together, we will make Lewisham the best place in London to live, work and learn

## Major Projects & Programmes

Movements in project status since March 2014:

**Changed from amber to red:**

None

**Changed from green to amber:**

None

**Changed from red to amber:**

None

**Changed from red to green:**

None

2

**Changed from amber to green:**

None

2

8

**Reversions:**

**TfL Programme 2013/14.** The TfL programme runs on an annual basis between April and March. The 2014/15 is now in delivery.  
**Lewisham Homes Capital Programme 2013/14.** The Lewisham Homes Capital Programme runs on an annual basis between April and March. The 2014/15 is now in delivery.

**Additions:**

**TfL Programme 2014/15.** This programme runs on an annual basis between April and March. The 2014/15 is now in delivery.  
**Lewisham Homes Capital Programme 2014/15.** This programme runs on an annual basis between April and March. The 2014/15 is now in delivery.



# Overall Performance: Risk

5	10	15	20	25
4	8	12	16	20
3	6	9	12	15
2	4	6	8	10
1	2	3	4	5
				Impact

Together, we will make Lewisham the best place in London to live, work and learn

Risk can be defined as uncertainty of outcome due to an event or an action in the future that could adversely affect an organisation's ability to achieve its business objectives and meet its strategies.

Good risk management allows an organisation to have increased confidence in achieving its desired outcomes; effectively constrain threats to acceptable levels; and take informed decisions about exploiting opportunities. Good risk management also allows stakeholders to have increased confidence in the organisation's corporate governance and ability to deliver.

In accordance with the Council's Risk Management Strategy, risk is monitored by way of risk registers. Risks are scored in terms of likelihood and impact, with a range from 1 to 5 (with 5 being the highest) and the result is plotted on a matrix (as shown) to produce the RAG rating. A target is also set and the risk registers contain action plans to manage the risks to target and these are subject to regular review by Directorate Management Teams. The risk registers are reported to the Risk Management Working Party and Internal Control Board on a quarterly basis and quarterly updates are provided in this report. The previous quarter's data will be routinely carried forward until the next quarterly update is made, unless there are matters of significance that need to specifically be brought to management's attention.

The Corporate Risk register has been refreshed to ensure that all risks are more clearly defined and accurately reflect the underlying risks. All of the action plans within the registers now have clear deadlines for completion.

An e-learning module for risk management was launched in March 2013.

Alignment of directorate to corporate risks is regularly analysed and reported to the Internal Control Board. Analysis of the alignment of risks identified in business plans to the directorate registers is progressing.

The refreshed Risk Management Strategy and Policy were approved by the Internal Control Board in February 2014 and the Audit Panel in March 2014.

The budget planning and savings proposal guidance requires the risks of proposed changes to be identified. This detail will be monitored and used to inform business plan risks.

# Overall Performance: Risk







Together, we will make Lewisham the best place in London to live, work and learn

Red (Corporate Register)

Corporate priority	Risk name	Current status
10	<b>4. Non-compliance with Health &amp; Safety Legislation</b> Health & Safety training programme now in place. Awareness and reinforcement to continue. Training take-up and investment to be monitored throughout the year.	▲
10	<b>15. Loss of a strategic asset or premises through failure to maintain it in a safe and effective condition</b> Condition surveys currently underway will inform maintenance requirements. Delivery of the asset rationalisation programme will eventually reduce the risk.	▲
7, 8	<b>18. Failure of safeguarding arrangement.</b> Regular and ongoing management action and review continues in respect of safeguarding. However, the risk of avoidable death or serious injury to client or employee will continually be rated red due to the potential severity should an event occur.	▲
10	<b>19. Loss of constructive employee relations</b> Risk around consultations for changes, in particular to pensions and terms and conditions proposals. Work is continuing on engagement with the Trade Unions and staff consultation programme. Arrangements are in place to manage issues within established industrial relations mechanisms.	▲
10	<b>21. Information governance failure.</b> Asset information audits will continue. Information Governance guidance will be developed.	▲
10	<b>24. Failure to maintain sufficient management capacity &amp; capability to deliver business as usual and implement transformational changes.</b> The risk recognises the risk of strain on management capacity and capability with continuing headcount reductions, increasing management spans and significant changes to ways of working. Declining budgets, changing demand pressures, new technologies and a different community role under the Localism Act drive the risk of a decline in the flexibility and quality of service due to insufficient time or resource.	▲
	Consideration of capacity and capability and succession planning are all included in the 'STAR' service planning model. Dedicated transformation teams support service changes Council wide.	
10	<b>30. Strategic programme to develop and implement transformational change does not deliver</b> Reviews across key services to implement transformational change in current climate of austerity.	▲

# Overall Performance: Risk

Together, we will make Lewisham the best place in London to live, work and learn

Change (Directorate Registers)										
Risk name	Directorate	Current status	Previous	Current	Source Date	Target	Against Target	Change	Target	Change
05 Breakdown of Partnership working	CYP		12	8	31/12/2013	6		-4.00		
08 Dependency on IT systems	CYP		15	25	31/12/2013	9		10.00		
11 Performance management and data quality	CYP		9	12	31/12/2013	4		3.00		

# Overall Performance: Risk

Together, we will make Lewisham the best place in London to live, work and learn

Red - Red (Directorate Registers)									
Risk name	Directorate	Current status	Previous	Current	Source Date	Target	Against Target	Change	
09 Recruitment and Retention issues	COM	▲	16	16	31/12/2013	6	▲	0.00	
09 Injury to staff or customers	CUS	▲	15	15	31/12/2013	6	▲	0.00	
11 Financial failure	CUS	▲	15	15	31/12/2013	9	▲	0.00	
08 Dependency on IT systems	CYP	▲	15	25	31/12/2013	9	▲	10.00	
09 Asset and premises management	CYP	▲	16	16	31/12/2013	9	▲	0.00	
12 Budget overspend	CYP	▲	15	15	31/12/2013	6	▲	0.00	
27 Data Breach and errors	CYP	▲	15	15	31/12/2013	8	▲	0.00	
28 Failure to meet demands of Demographic Growth	CYP	▲	16	16	31/12/2013	9	▲	0.00	
29 Poor inspection report in schools	CYP	▲	15	15	31/12/2013	6	▲	0.00	
30 Welfare Reform	CYP	▲	16	16	31/12/2013	6	▲	0.00	
33 Failure to keep archived records secure	CYP	▲	16	16	31/12/2013	6	▲	0.00	
01 Delays or failure to agree and implement savings proposals	R&R	▲	?	16	31/12/2013	6	▲	!	
05 Unavailability of and/or poor implementation of new systems disrupts core business activities	R&R	▲	?	16	31/12/2013	4	▲	!	
07 Services not delivered to standard or efficiently due to lack of capability - through loss of knowledge with staff leaving, failure to retain key staff, or not recruit the right skills	R&R	▲	?	16	31/12/2013	6	▲	!	
09 Breach of information security and compliance requirements	R&R	▲	?	15	31/12/2013	5	▲	!	

## Overall Performance: Risk




Together, we will make Lewisham the best place in London to live, work and learn

New Risks (December 2013 - Directorate Risk Registers)			
Risk name	Directorate	Current score	
27 Waste Recycling Directive	CUS	12	
01 Delays or failure to agree and implement savings proposals	R&R	16	
02 Failure to implement Individual Electoral Registration (IER)	R&R	6	
03 Impact on the ability of R&R services to support corporate and front-line services	R&R	12	
04 Unforeseen expenditure or loss of income, puts at risk, ability to maintain balanced budget	R&R	12	
05 Unavailability of and/or poor implementation of new systems disrupts core business activities	R&R	16	
06 Cultural resistance to change impacts employee relations	R&R	12	
07 Services not delivered to standard or efficiently due to lack of capability - through loss of knowledge with staff leaving, failure to retain key staff, or not recruit the right skills	R&R	16	
08 Breach of H&S legislation (R&R)	R&R	12	
09 Breach of information security and compliance requirements	R&R	15	
10 Changes in statutory/regulatory requirements not complied with	R&R	8	
11 Fraud and corruption	R&R	8	
12 Failure of key strategic projects results in anticipated benefits not being realised	R&R	12	
11.3 Key providers leaving the public sector market due to price pressures	R&R	9	
11.4 Failure of disaster recovery and/or business continuity plans in the event of a serious incident - physical (e.g. fire/flood/snow) or people (e.g. pandemic)	R&R	5	

# Overall Performance: Finance

Together, we will make Lewisham the best place in London to live, work and learn

## Performance

	Feb 2014	%	Mar 2014	%
	7	70	7	70
	1	10	1	10
	2	20	2	20
Total	10	100	10	100

The March 2014 outturn figures are currently being finalised as part of the closing of accounts process therefore the figures are as at 28 February 2014 are being re-reported for this month:

The directorates' net General Fund revenue budget is forecasting an underspend of £0.8m against a Net Revenue Budget of £284.632m for 2013/14. At the same time last year an underspend of £3.3m was forecast. The consolidated results for the year were an underspend of £3.5m.

From April 2013, local government has a new statutory duty to improve the health of people in its area. It must also carry out the statutory duties under the Public Health Act 1984. Responsibility and ring-fenced resources for commissioning public health services have also been devolved to local government. Public Health funding is projecting to spend to budget against a government grant-funded budget of £14.6m.

The Housing Revenue Account (HRA) is projecting an underspend of £0.8m and the Dedicated Schools Grant (DSG) is forecast to be spent to budget.

Page 212

## Finance by Priorities (£000s)

	2013/14 Budget	Latest projected year end variance as at Mar 14	% variance
01. NI Community Leadership and Empowerment	8,724	-450.00	-5.16
02. NI Young People's Achievement and Involvement	12,169	-1,231.00	-10.12
03. NI Clean, Green and Liveable	21,037	147.00	0.70
04. NI Safety, Security and Visible Presence	18,055	-754.00	-4.18
05. NI Strengthening the Local Economy	3,083	-170.00	-5.51
06. NI Decent Homes for All	3,534	1,267.00	35.85
07. NI Protection of Children	46,990	4,723.00	10.05
08. NI Caring for Adults and Older People	83,394	-2,871.00	-3.44
09. NI Active, Healthy Citizens	8,246	-630.00	-7.64
10. NI Inspiring Efficiency, Effectiveness, and Equity	79,400	-875.00	-1.10
CEX NI Corporate Priorities	284,632	-844.00	-0.30

## Priority 01: Community Leadership & Empowerment

### Hot Topics

#### Glass Mill Leisure Centre Host World Book Night

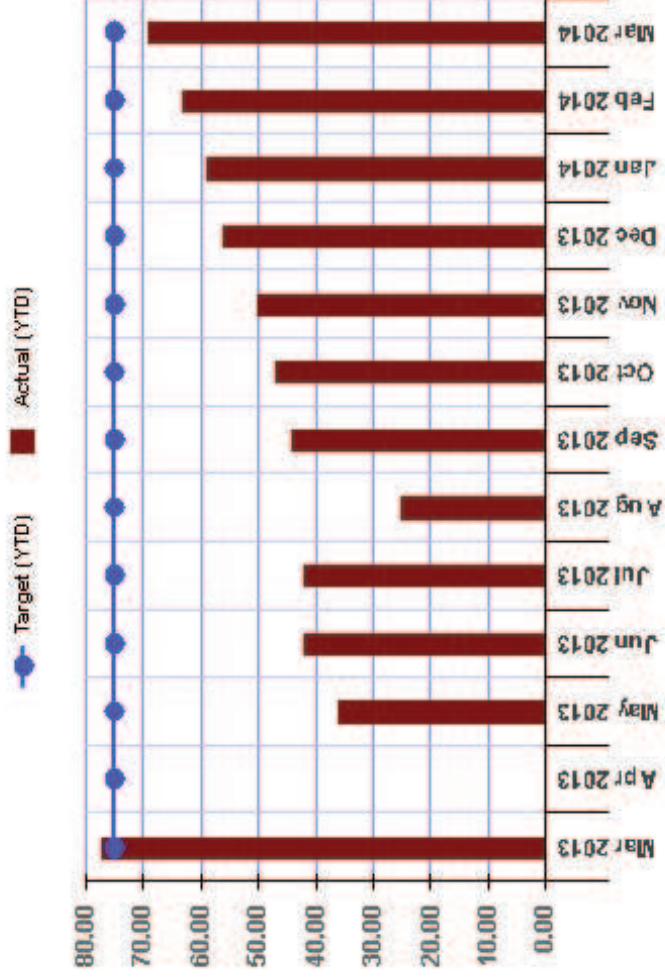
The award winning Glass Mill Leisure Centre was the venue for the London region World Book Night Party on the 23 April. The event is run by The Reading Agency, a charity with a mission to give everyone an equal chance to become a reader. The evening brought together literary enthusiasts, community book swappers and centre users to give books, discuss books and share their pleasure in reading. The audience was treated to readings and discussions from award winning author, Dreda Say Mitchell representing the official World Book Night list.

Priority 01: Summary		Finance	
Performance Indicators			
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14	Variance Mar 14	Direction of Travel Mar 14 v Feb 14
Projects			
Current Status	Direction of Travel	Current Status	Direction of Travel
n/a	n/a	Apr 14	Mar 14

Areas Requiring Management Attention this Month	
Performance Indicators	
Against Target	Direction of Travel Mar 14 v Mar 13
WARLA002 Average attendance (Local Assemblies)	

## WAR LA002 - Average Attendance at Local Assemblies

WARLA002 Average attendance (Local Assemblies)			
	Actual (YTD)	Target (YTD)	Performance (YTD)
Mar 2013	77	75	★
Apr 2013	0	75	▲
May 2013	36	75	▲
Jun 2013	42	75	▲
Jul 2013	42	75	▲
Aug 2013	25	75	▲
Sep 2013	44	75	▲
Oct 2013	47	75	▲
Nov 2013	50	75	▲
Dec 2013	56	75	▲
Jan 2014	59	75	▲
Feb 2014	63	75	▲
Mar 2014	69	75	▲



WAR LA002 - comment

Responsible Officer	Performance Comments	Action Plan Comments
Head of Community and Neighbourhood Development	<p><b>Performance</b> This indicator measures the average attendance at Local Assemblies. Performance is currently below target</p>	<p><b>Performance Action Plan</b> An action plan to address the lower attendances in 2013-14 has been developed and implemented in quarter 4. Attendance over January and February has improved however the performance remains below target this month.</p>



# 1. Community Leadership and Empowerment

Developing opportunities for the active participation and engagement of people in the life of the community

## 1.1 Performance









Priority 1 - Monthly Indicators									
Unit	Actual Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14		12/13
WARLA002 Average attendance (Local Assemblies)	69	75							

## Priority 02: Young People's Achievement and involvement

### Hot Topics

#### Lewisham People's Day receives grant to promote youth music

The Department for Communities and Local Government has awarded Lewisham People's Day a grant of £400 which will be used to help fund the youth music element of the festival. People's Day welcomes hundreds of young performers and musicians and for many it is their first time performing in front of a live audience. Another important element of the festival is the involvement of the Lewisham Music Hub. The Hub is a new network of local and regional music organisations supporting music learning for young people aged 5 to 18.

Priority 02: Summary	
Performance Indicators	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14
	
Projects	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
	
Finance	
Variance Mar 14	Direction of Travel Mar 14 v Feb 14
	
Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
	

Areas Requiring Management Attention this Month

## 2. Young People's Achievement and Involvement

Raising educational attainment and improving facilities for young people through partnership working

### 2.1 Performance

Priority 2 - Monthly Indicators										
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13		
LPZ569 % SEN statements and EHCPs completed on time	Percentage	59.80	100.00	?	→	▲	▲	?		
LPZ569a % SEN statements excluding exceptions and EHCPs completed on time	Percentage	82.10	100.00	?	→	▲	▲	?		
Priority 2 - Half-termly Indicators										
Unit	YTD Feb 14	Target Feb 14	Against Target Feb 14	DoT Last year	DoT Feb 14 v Dec 13	Against Target Dec 13	Against Target Aug 13	SchY 10/11		
BV045.12 % Half days missed - Secondary	Percentage	6.20	6.25	■	■	★	★	★		
BV046.12 % Half days missed - Primary	Percentage	4.95	4.70	■	■	★	★	★		

## 2. Young People's Achievement and Involvement

Raising educational attainment and improving facilities for young people through partnership working

### 2.2 Projects

Priority 02 projects					
	Directorate	Budget	Est. completion date	Current Status	
PMSCYP Building Schools for the Future	CYP	£230m	Summer 2014	●	
PMSCYP Developing 2 Year Old Childcare Provision	CYP	£2.562m	Aug 2014	●	
PMSCYP Primary Places Programme 2013/14	CYP	£38.2m	Dec 2014	●	
PMSCYP Primary Places Programme 2014/15	CYP	TBC	Dec 2015	●	
PMSCYP Renovation of House on the Hill	CYP	TBC	TBC	●	
PMSCYP Schools Minor Works Prog 2013/14	CYP	£2.672m	May 2014	●	🌱

## Priority 03: Clean, Green and Liveable

### Hot Topics

#### New Play and Planting in Mountsfield Park

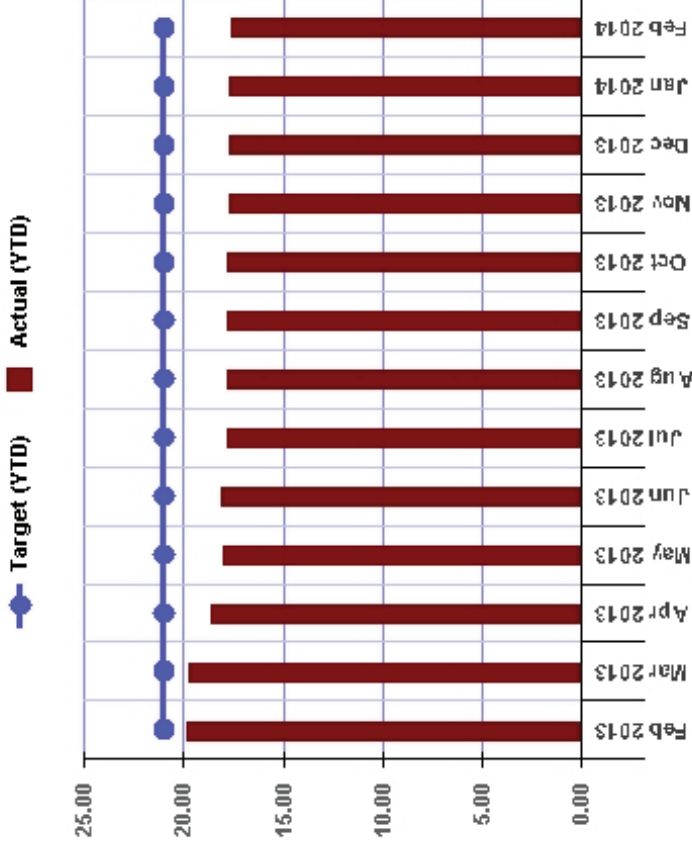
The council has revealed it plans to improve a key section of Mountsfield Park in Catford. Working with the Friends Of Mountsfield Park and other local stakeholders, the Council has developed a number of ideas which aim to increase usage of the area known as the Hub, near to the old bowls ground and former gardens. The plans include a community garden with picnic tables, a brand-new café building with toilets and an outdoor seating area, new planting and pathways, and improvements to the children's play area including new play facilities and seating. The improvements are being jointly funded by the Council and the Mayor of London's Pocket Parks programme. Subject to planning approval, work will begin on-site in the autumn for completion before Christmas.

Priority 03: Summary	
Performance Indicators	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14
Projects	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
Finance	
Variance Mar 14	Direction of Travel Mar 14 v Feb 14
Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
Areas Requiring Management Attention this Month	
Performance Indicators - Monthly	
Against Target	Direction of Travel Mar 14 v Mar 13
	Direction of Travel Mar 14 v Feb 14
Performance indicators - Monthly	
Against Target	Direction of Travel Feb 14 v Mar 13
	Direction of Travel Feb 14 v Jan 14
NI192 Percentage of household waste sent for reuse, recycling and composting	

## NI192 - Percentage of household waste sent for reuse, recycling and composting

NI192 Percentage of household waste sent for reuse, recycling and composting

NI192 Percentage of household waste sent for reuse, recycling and composting			
Percentage			
	Actual (YTD)	Target (YTD)	Performance (YTD)
Feb 13	19.84	21.00	▲
Mar 13	19.78	21.00	▲
Apr 13	18.62	21.00	▲
May 13	17.97	21.00	▲
Jun 13	18.07	21.00	▲
Jul 13	17.85	21.00	▲
Aug 13	17.79	21.00	▲
Sep 13	17.83	21.00	▲
Oct 13	17.81	21.00	▲
Nov 13	17.73	21.00	▲
Dec 13	17.75	21.00	▲
Jan 14	17.75	21.00	▲
Feb 14	17.56	21.00	▲



220

NI192 - comment

NI192 - comment		
Responsible Officer	Performance Comments	Action Plan Comments
Head of Environment	<p><b>Performance</b> The service fell below the annual target of 21%, achieving 15.33% for the month of February. Year to date performance is 17.56%. Latest data on local authority collected waste confirms that Lewisham, and London as a whole, is experiencing a slowdown in recycling rates.</p>	<p><b>Performance Action Plan</b> The service strives to achieve the annual target through many ongoing initiatives, services and campaigns. Traditionally waste collection services for flats have lower recycling rates than kerbside services. Approximately 37% of Lewisham's households are flats and this figure is set to rise with many further new developments planned in this tenure. Other factors that are impacting on the recycling rates include:            1) Recycling bins being rejected due to contamination issues.            2) Contamination and fines at the Materials Recovery Facility have increased.            3) External factors, including a reduction in newsprint and junk mail; the impact of the Courtauld Agreement, which has led to a permanent reduction in packaging waste; and the use of eReaders to access news and read books.            4) Reduction in composting tonnage compared to last year due to changes in standards by the Environment Agency.</p>

## 3. Clean, Green & Liveable

Improving environmental management, the cleanliness and care of roads and pavements, and promoting a sustainable environment

### 3.1 Performance

Priority 3 - Monthly Indicators										
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13		
LPI079 Percentage of fly tip removal jobs completed within 1 day	63.52	65.00	●	■	■	●	●	★		
LPI080 Percentage of recycling bins collected on time	99.98	99.99	★	■	■	★	★	★		
LPI720 Percentage of noise nuisance complaints receiving a visit within 45 minutes, if necessary	93.55	97.00	●	■	■	●	●	●		
LPI752 Percentage of graffiti removal jobs completed in 1 day	100.00	99.50	★	■	■	★	★	★		
LPZ749 Percentage of land and highways inspected that are of acceptable cleanliness (litter)	89.44	92.00	●	■	■	●	●	★		
LPZ750 Percentage of land and highways inspected that are of acceptable cleanliness (debris)	89.64	86.00	★	■	■	★	★	★		
LPZ751 Percentage of land and highways inspected that are of acceptable cleanliness (graffiti)	91.32	92.00	●	■	■	●	●	★		
LPZ752 Percentage of land and highways inspected that are of acceptable cleanliness (fly posting)	93.94	95.00	●	■	■	●	●	★		
Priority 03 - Monthly Indicators										
Unit	YTD Feb 14	Target Feb 14	Against Target Feb 14	DoT Last year	DoT Last month	Against Target Jan 14	Against Target Dec 13	12/13		
NI191 Residual household waste per household (KG)	55.21	54.17	●	■	■	▲	▲	★		
NI192 Percentage of household waste sent for reuse, recycling and composting	17.56	21.00	▲	■	■	▲	▲	▲		
NI193 Percentage of municipal waste land filled	7.99	8.00	★	■	■	●	▲	▲		

## 3. Clean, Green & Liveable

Improving environmental management, the cleanliness and care of roads and pavements, and promoting a sustainable environment

### 3.1 Performance

Priority 3 - Contextual Indicators											
	Unit	YTD Mar 14	YTD Feb 14	YTD Jan 14	YTD Dec 13	YTD Nov 13	YTD 12/13				
LPI720d	Number of noise nuisance complaints requiring a visit	2,123.00	1,928.00	1,786.00	1,660.00	1,490.00	2,153.00				
LPI752h	Number of graffiti removal jobs in within 1 day	5,223.00	4,930.00	4,584.00	4,026.00	3,669.00	5,180.00				



## 3. Clean, Green and Liveable

Improving environmental management, the cleanliness and care of roads and pavements, and promoting a sustainable environment

### 3.2 Projects

Priority 03 projects						
	Directorate	Budget	Est. completion date	Current Status		
PMSRGN Sydenham Park Footbridge	Resources & Regeneration	£462k	Summer 2014			
PMSCUS Mercury Abatement	Customer Services	£1.5m	Apr 2014			
PMSRGN Deptford Rise Public Realm (The Deptford Project Ltd)	Resources & Regeneration	£152k	Apr 2015			
PMSRGN Beckenham Place Park (Fundraising Project)	Resources & Regeneration	£75k	Round 1 - fundraising announcement - Jun 2014; Round 2 - Apr 2015			
PMSRGN Redevelopment of the Lewisham Central Opportunity Site: Phase 1	Resources & Regeneration	£598k	May 2014			
PMSRGN TFL Programme 2014/15	Resources & Regeneration	TBC	Apr 2015			

## Priority 04: Safety, Security and Visible Presence

### Hot Topics

#### Largest Illegal Tobacco Haul in Lewisham

A Lewisham retailer has been found with over £100,000 worth of illegal tobacco, believed to be the biggest find by Trading Standards in the country. A Lee High Road retailer was searched by Lewisham Council's Trading Standards officers finding 600kg of illegal Chinese hand rolling tobacco, with a potential street value of over £100,000. The manager of the shop stated the premises did not sell or stock cigarettes. However, officers from Lewisham Council, with the help of a tobacco detection dog called Jack, sniffed out the substantial find in the shop and store room. The owner of the shop is now under investigation. In the same week, officers also seized 10,000 Chinese cigarettes and counterfeit hand rolling tobacco in Deptford, and 15,000 Russian cigarettes in Lee Green. Trading Standards are also investigating this further.

Priority 04: Summary		Finance	
Performance Indicators			
Against Target	Direction of Travel	Variance Mar 14	Direction of Travel Mar 14 v Feb 14
n/a	n/a		
Projects		Risk	
Current Status	Direction of Travel	Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
n/a	n/a		

## 4. Safety, Security and Visible Presence

Improving Partnership working with the police and others and using the Council's powers to combat anti-social behaviour

### 4.1 Performance



-  Improving - where smaller is better
-  Declining - where smaller is better



















Violence with injury (ABH)											
Unit	YTD Mar 14	YTD Feb 14	Change since last month	YTD Mar 13	Change since same period last year	Unit	YTD Mar 14	YTD Feb 14	Change since last month	YTD Mar 13	Change since same period last year
Lewisham	1,634.00	1,479.00		1,901.00		Outer London	1,119.00	1,011.00		1,401.00	
Inner London	1,364.00	1,237.00		1,772.00		<b>Robbery</b>					
Lewisham	1,166.00	1,108.00		1,358.00		Outer London	669.00	623.00		853.00	
Inner London	1,277.00	1,192.00		1,512.00		<b>Burglary</b>					
Lewisham	3,035.00	2,820.00		3,437.00		Outer London	2,463.00	2,262.00		2,820.00	
Inner London	2,636.00	2,425.00		2,635.00		<b>Criminal Damage</b>					
Lewisham	2,125.00	1,978.00		2,347.00		Outer London	1,670.00	1,525.00		1,746.00	
Inner London	1,805.00	1,652.00		1,895.00							

## 4. Safety, Security and Visible Presence

Improving Partnership working with the police and others and using the Council's powers to combat anti-social behaviour

### 4.1 Performance

-  Improving - where smaller is better
-  Declining - where smaller is better

Theft of vehicle							
	Unit	YTD Mar 14	YTD Feb 14	Change since last month	YTD Mar 13	Change since same period last year	
Lewisham	Number	698.00	630.00		864.00		
Outer London	Number	598.00	545.00		669.00		
Inner London	Number	736.00	670.00		742.00		
Theft from vehicle							
	Unit	YTD Mar 14	YTD Feb 14	Change since last month	YTD Mar 13	Change since same period last year	
Lewisham	Number	1,525.00	1,404.00		2,108.00		
Outer London	Number	1,904.00	1,752.00		2,029.00		
Inner London	Number	2,064.00	1,899.00		2,173.00		
Theft from person							
	Unit	YTD Mar 14	YTD Feb 14	Change since last month	YTD Mar 13	Change since same period last year	
Lewisham	Number	729.00	675.00		774.00		
Outer London	Number	632.00	587.00		681.00		
Inner London	Number	2,720.00	2,533.00		3,206.00		

## Priority 05: Strengthening the Local Economy

### Hot Topics

**SiteMasters Construction wins Mayor of Lewisham Business Award**  
 SiteMasters, a construction industry recruitment provider on Lewisham Way, has won a Mayor of Lewisham Business Award. Founder Maria Commane received the Corporate Social Responsibility award on behalf of the company. SiteMasters PLC was founded in 1987 and supplies specialised workers and trades people to contractors within the construction industry. The business award judging panel were impressed by SiteMasters' strong corporate social responsibility policy and their extensive work with the council's Local Labour and Business Scheme to provide employment opportunities for local people.

Priority 05: Summary		Finance	
Performance Indicators			
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14	Variance Mar 14	Direction of travel Mar 14 v Feb 14
Projects		Risk	
Current Status Apr 14	Direction of travel Apr 14 v Mar 14	Current Status Apr 14	Direction of travel Apr 14 v Mar 14

Areas Requiring Management Attention this Month					
Projects - Red					
PMSRGN Catford Town Centre Phase 1	<table border="1"> <thead> <tr> <th>Directorate</th> <th>Current Status</th> </tr> </thead> <tbody> <tr> <td>Resources &amp; Regeneration</td> <td></td> </tr> </tbody> </table>	Directorate	Current Status	Resources & Regeneration	
Directorate	Current Status				
Resources & Regeneration					

## 5. Strengthening the Local Economy

Gaining resources to regenerate key localities, strengthen employment skills and promote public transport

### 5.1 Performance

Priority 5 - Monthly Indicators									
	Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13
NI157b % Minor planning apps within 8 weeks	Percentage	81.15	65.00						
NI157c % of other planning applications determined within 8 weeks	Percentage	78.92	80.00						

## 5. Strengthening the Local Economy

Gaining resources to regenerate key localities, strengthen employment skills and promote public transport

### 5.1 Performance

Priority 5 - Monthly contextual Indicators												
Unit	YTD Mar 14	YTD Feb 14	YTD Jan 14	YTD Dec 13	YTD Nov 13	YTD Oct 13	YTD Sep 13	YTD Aug 13	YTD Jul 13	YTD Jun 13	YTD May 13	12/13
LPI472 Job Seekers Allowance claimant rate	3.80	3.90	3.90	3.90	4.00	4.00	3.90	3.90	3.90	3.90	3.90	5.20
LPI474 The no.of JSA claimants aged 18-24yrs	1,415.00	1,470.00	1,405.00	1,445.00	1,535.00	1,535.00	1,405.00	1,405.00	1,405.00	1,405.00	1,405.00	2,175.00
LPI475 Average house price(Lewisham)	£ 327,877.00	£ 325,633.00	£ 321,854.00	£ 315,718.00	£ 310,863.00	£ 310,863.00	£ 315,718.00	£ 315,718.00	£ 315,718.00	£ 315,718.00	£ 310,863.00	£ 286,337.00
Priority 5 - Quarterly contextual indicators												
Unit	YTD Mar 14	YTD Dec 13	YTD Sep 13	YTD Jun 13	YTD Mar 13	YTD Dec 12	YTD Sep 12	YTD Jun 12	YTD Mar 12	YTD Dec 11	YTD Sep 11	12/13
LPI401d Number of new businesses started as a result of our economic development programmes	?	25.00	21.00	1.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00
LPI423 Local employment rate	?	72.00	71.20	71.40	69.40	69.40	69.40	69.40	69.40	69.40	69.40	69.40

## 5. Strengthening the Local Economy

Gaining resources to regenerate key localities, strengthen employment skills and promote public transport

### 5.2 Projects

Priority 05 projects					
	Directorate	Budget	Est. completion date	Current Status	
PMSRGN Catford Town Centre Phase 1	Resources & Regeneration	£350k	TBC		
PMSRGN Catford Area Action Plan and Design Guidance	Resources & Regeneration	£140k	Spring 2014		
PMSRGN Surrey Canal Triangle	Resources & Regeneration	£245k	TBC		



## 5. Strengthening the Local Economy

Gaining resources to regenerate key localities, strengthen employment skills and promote public transport

### 5.2 Projects

Red Projects			
	Senior Responsible Officer	Project Aim	Current status
PMSRGN Catford Town Centre Phase 1	Director of Regeneration and Asset Management	Redevelopment of Catford Town Centre.	
<p>Catford Town Centre - Phase 1</p> <p>The implementation of a redevelopment scheme for the Catford Centre site is dependent on complex commercial and economic factors. Key issues include; understanding the objectives and approach of key parties, achieving a viable and deliverable scheme which would be attractive to the development market and can incorporate a commercial deal between key parties that meets the Council's requirements and delivers best consideration. Work on all these aspects is continuing within difficult economic conditions and as such the project is a being reported 'red'.</p>			

## Priority 06: Decent Homes for All

### Hot Topics

There are no 'Hot Topics' to report for Priority 6 this month.

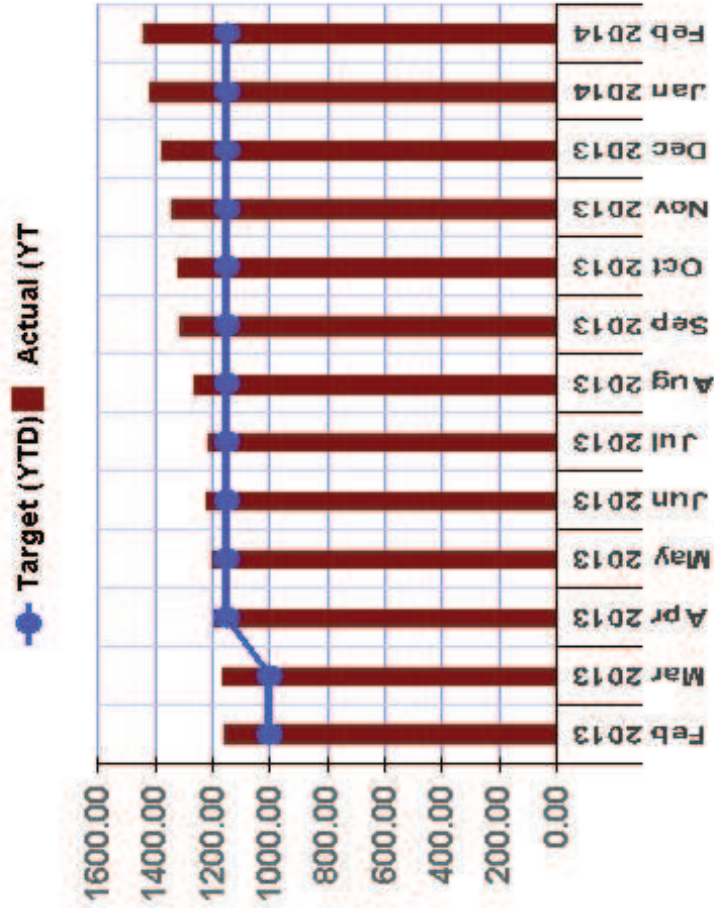
Priority 06: Summary		Finance	
Performance Indicators		Finance	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14	Variance Mar 14	Direction of Travel Mar 14 v Feb 14
Projects		Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14	Current Status Apr 14	Direction of Travel Apr 14 v Mar 14

### Areas Requiring Management Attention this Month

Performance Indicators - Monthly			
	Against Target	Direction of Travel	Direction of Travel
NI156 Number of households living in Temporary Accommodation		Mar 14 v Mar 13	Mar 14 v Feb 14
Projects - Red			
	Directorate	Current Status	
PMSCUS Kender New Build grant phase 3 South	Customer Services		
Finance			
	% variance	variance	
06. NI Decent Homes for All	<b>35.85</b>	<b>1,267.00</b>	

## NI156 - Number of households living in Temporary Accommodation

NI156 Number of households living in Temporary Accommodation			
	Number		
	Actual (YTD)	Target (YTD)	Performance (YTD)
Feb 2013	1,158.00	1,000.00	▲
Mar 2013	1,165.00	1,000.00	▲
Apr 2013	1,189.00	1,150.00	●
May 2013	1,200.00	1,150.00	●
Jun 2013	1,221.00	1,150.00	▲
Jul 2013	1,211.00	1,150.00	▲
Aug 2013	1,263.00	1,150.00	▲
Sep 2013	1,309.00	1,150.00	▲
Oct 2013	1,320.00	1,150.00	▲
Nov 2013	1,340.00	1,150.00	▲
Dec 2013	1,372.00	1,150.00	▲
Jan 2014	1,421.00	1,150.00	▲
Feb 2014	1,438.00	1,150.00	▲



NI156 - comment

Responsible Officer	Performance Comments	Action Plan Comments
Head of Strategic Housing	<p><b>Performance</b> This is an increase of 17 households on January 2014 attributable to a continuing increase in the number of households placed in temporary accommodation and a reduction in the supply of vacancies to enable moves whilst applications are being determined. This is also indicative of the current challenging housing market, especially the significant number of benefits households struggling to find affordable private rented accommodation.</p>	<p><b>Performance Action Plan</b> The service is working to mitigate the impact of this rise by ensuring that those in temporary accommodation are on the Housing Register and encouraging them to bid on the properties advertised on Homesearch. The percentage of properties let to those in temporary accommodation has been increased further to 50% of all available lets. Incentives for households to move out of Temporary Accommodation into the Private Rented Sector have also been increased to make this a more attractive accommodation option.</p>

## 6. Decent Homes for All

Investment in social and affordable housing to achieve the Decent Homes standard, tackle homelessness and supply key worker housing

### 6.1 Performance

Priority 6 - Monthly Indicators										
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13		
LPI029 Percentage of rent collected, excluding rent due on void properties	98.65	99.00								
LPI037 Average Time to Re-let	15.38	23.00								
LPI705 Percentage urgent repairs completed within timescales	99.83	99.00								
LPZ706 Percentage of properties let to those in temporary accommodation	27.76	26.10								
NI156 Number of households living in Temporary Accommodation	1,441.00	1,150.00								
Priority 6 - Quarterly Indicators										
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last quarter	Against Target Dec 13	Against Target Sep 13	12/13		
LPZ705 Number of homes made decent	1,505.00	1,505.00								
LPZ753 Percentage of extra care housing schemes meeting new space standard	0.00	0.00								
LPZ757 Number of families in non self contained nightly paid accommodation more than 6 weeks (Qtr)	0.00	0.00								

## 6. Decent Homes for All

Investment in social and affordable housing to achieve the Decent Homes standard, tackle homelessness and supply key worker housing

### 6.1 Performance

Priority 6 - Contextual Indicators											
Unit	YTD Mar 14	YTD Feb 14	YTD Jan 14	YTD Dec 13	YTD Nov 13	12/13					
LPI658d Total number of homelessness applications where a decision has been made	Number	1,073.00	963.00	924.00	818.00	756.00	1,157.00				
LPZ725 Percentage of homeless applications where a decision was made to accept a duty	Percentage	64.21	62.72	62.66	61.74	62.04	61.54				
LPZ747 Number of households on the housing register	Number	8,294.00	8,268.00	8,302.00	8,290.00	8,176.00	7,830				
LPZ748 Number of approaches to HOC and SHIP	Number	670.00	799.00	936.00	682.00	899.00	585				

## 6. Decent Homes for All

Investment in social and affordable housing to achieve the Decent Homes standard, tackle homelessness and supply key worker housing


### 6.2 Projects

Priority 06 projects					
	Directorate	Budget	Est. completion date	Current Status	
PMSCUS Kender New Build grant phase 3 South	Customer Services	TBC	TBC		▲
PMSCUS Excalibur Regeneration	Customer Services	£1.521m	Mar 2018		●
PMSCUS Kender New Build grant phase 4	Customer Services	£1.54m	Mar 2015		●
PMSRGN Southern Site Housing - Deptf TC Prog - appointment of developers	Resources & Regeneration	£1m	May 2014		●
PMSCUS Housing Matters	Customer Services	£0.5m	Mar 2015		●
PMSCUS Heathside & Lethbridge Redevelopment	Customer Services	£30.244m	Phase 3 - Nov 2015		★
PMSRGN Milford Towers Decant	Resources & Regeneration	£6m	Summer 2014		★
PMSCUS New Homes, Better Places - Phase 1	Customer Services	£1.5m	Nov 14		★
PMSCUS Lewisham Homes Capital Programme 2014/15	Customer Services	TBC	Apr 2015		★

## 6. Decent Homes for All

Investment in social and affordable housing to achieve the Decent Homes standard, tackle homelessness and supply key worker housing

### 6.2 Projects

Red Projects			
	Senior Responsible Officer	Project Aim	Current status
PMSCUS Kender New Build grant phase 3 South	Customer Services. ED	<b>Project Aim</b> Kender New-Build Phase 3 South	
<p><b>Kender New Build - Phase 3 South</b>            This scheme has suffered from a viability gap for a number of years. Following a reshaping of the ambitions of the scheme, it now appears possible to bring it to market and achieve a number of objectives through the redevelopment of the site. Construction of circa 200 housing units combined with a new health centre and other local benefits are part of the renewed vision. The Council has also identified the site as being able to contribute towards other corporate objectives, such as additional school places and revenue generation through market rent housing provision. These latter objectives are being assessed with the aim of developing a detailed brief for the site so that the market may be approached later in 2014.</p>			

## 6. Decent Homes for All

Investment in social and affordable housing to achieve the Decent Homes standard, tackle homelessness and supply key worker housing

### 6.4 Finance

Net Expenditure Priority 06 (£000s)					
	2013/14 Budget	Projected year-end variance as at Mar 14	Variance	% variance	Comments
06. NI Decent Homes for All	3,534	1,267	▲	35.85	<p><b>Finance Overspend</b></p> <p>The overspend reported in this priority arises from an increase in the average number of clients in bed and breakfast accommodation in the Strategic Housing service, giving a cost pressure of £1.2m. There are also forecast overspends of £0.1m within the Private Sector Leasing budget, where void rates in excess of 3.9% are currently higher than the budgeted rate.</p>



## Priority 07: Protection of Children

### Hot Topics

There are no 'Hot Topics' reported for Priority 7 this month.

Priority 07: Summary	
Performance Indicators	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14
	Variance Mar 14 Feb 14
Projects	
Against Target	Direction of Travel
n/a	n/a
Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
	Variance Mar 14 Feb 14

Areas Requiring Management Attention this Month			
Performance Indicators - Monthly			
	Against Target	Direction of Travel Mar 14 v Mar 13	Direction of Travel Mar 14 v Feb 14
Finance			
	% variance	10.05	variance
07. NI Protection of Children			4,723.00
Red Risks - Corporate Risk Register			
	Responsible Officer		Current Status
RMSCYP01 Avoidable death or serious injury	Director CSC		

# 7. Protection of Children

Better safe-guarding and joined-up services for children at risk

## 7.1 Performance

Priority 7 - Monthly Indicators										
	Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13	
LPI129a % of children for whom contact received in month resulted in new referral	Percentage	13.30	12.00	▲	?	■	▲	★	?!	
LPZ900 % of single assessments completed within 35 working days	Percentage	95.56	?	!	?	?	!	!	?!	
NI062 Stability of placements of looked after children: number of moves	Percentage	11.00	9.00	▲	■	■	▲	▲	▲	
NI063 Stability of placements of looked after children: length of placement	Percentage	72.60	72.00	★	■	■	●	●	●	
NI064 Child protection plans lasting 2 years or more	Percentage	6.90	8.00	★	■	■	★	★	▲	
NI065 Children becoming the subject of a Child Protection Plan for a second or subsequent time	Percentage	10.90	10.00	★	■	■	★	★	★	
NI066 Looked after children cases which were reviewed within required timescales	Percentage	99.60	99.50	★	■	▲	★	●	★	
NI067 Percentage of child protection cases which were reviewed within required timescales	Percentage	100.00	100.00	★	■	▲	★	★	●	

## 7. Protection of Children

Better safe-guarding and joined-up services for children at risk


### 7.1 Performance

Priority 7 - Monthly Contextual Indicators											
	Unit	England 12/13	Statistical Neighbours 12/13	Mar 14	Feb 14	Jan 14	Dec 13	Nov 13	12/13	12/13	12/13
LPI137 CH39	Number	60.00	75.10	80.30	77.50	78.90	78.90	79.80	77.00		
LPI141 CH01	Number	37.90	40.90	47.90	48.30	48.30	48.80	50.40	36.50		
LPI301	No. of children on CPR 'as at'	284.00	240.00	304.00	307.00	307.00	310.00	320.00	235.00		
LPI302	No. of LAC 'as at'	448.00	441.00	510.00	492.00	501.00	501.00	507.00	494.00		
LPI309a	Number of Referrals per month	325.00	263.00	198.00	167.00	213.00	137.00	165.00	197.00		

# 7. Protection of Children

Better safe-guarding and joined-up services for children at risk

## 7.3 Risk


Priority 7 - Corporate Risk Register - Red Risks				Current status
Priority 7 - Corporate Risk Register - Red Risks				▲
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p>RMSCYP01 Avoidable death or serious injury</p> <p><b>Risk - What are the worst consequences of the risk?</b>                      Death or serious injury to child/young person.                      Cost of response and redirection of resources.                      Litigation.                      Loss of public trust.                      Reduced staff morale.                      Loss of staff.                      Decreased performance.                      Impact on Inspection.</p>		Director CSC	<p><b>Risk - What are we planning to do?</b>                      1) Information relating to incidents or potential incidents to be shared across agencies within specific time frames in order to prevent further incidents from occurring. This includes schools and colleges.</p> <p><b>Risk - What have we done to control the risk?</b></p> <ul style="list-style-type: none"> <li>• Quality control, relationships with providers.</li> <li>• Strength of partnerships.</li> <li>• Child protection systems.</li> <li>• Strong PR.</li> <li>• Ensure safeguarding plans fully implemented.</li> <li>• Regular supervision of staff procedures.</li> <li>• Regular timely inter-agency communication and meetings.</li> <li>• Education Psychologists now trained in trauma support.</li> <li>• Ensure strong safeguarding mechanisms for all staff across contract bids from other organisations.</li> <li>• Safeguarding Board monitors action plans from Serious Case Reviews.</li> <li>• Adherence to CYP Lone Working Policy; violence to staff meetings and review of lessons learnt.</li> <li>• Serious Youth Violence Strategy implemented.</li> <li>• MASH Information Sharing Protocols have been agreed and signed off.</li> </ul> <p><b>Risk - When is it going to be completed?</b>                      1) 31 March 2014.</p> <p><b>Risk Notes</b></p> <ul style="list-style-type: none"> <li>• Child Protection Conferences undertaken to engage hard to reach families in child protection process to improve outcomes.</li> <li>• Targeted Family Support undertaken to identify children at risk early and</li> </ul>	

	Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments
				<p>provide support.</p> <ul style="list-style-type: none"> <li>Rag rating always maintained at 25 because of the impact on the Council when a child known to CSC dies as a result of abuse. CSC deal with child abuse cases and make professional judgements based on risk indicators. Serious Case Reviews identify risk indicators that may have contributed to the death of a specific child in a particular family, however the same group of risks are also present in many of the cases that do not end up in child death and where it is in the child's best interest to preserve significant attachments, by working in partnership with parents to maintain a child in that family. It is not always possible to predict a death of a child. Professional judgement has to be applied throughout and there is always a risk that a child may die with devastating consequences for the family and the local authority.</li> </ul>

## 7. Protection of Children

Better safe-guarding and joined-up services for children at risk

### 7.4 Finance

Net Expenditure Priority 07 (£000s)					
	2013/14 Budget	Projected year-end variance as at Mar 14	Variance	% variance	Comments
07. NI Protection of Children	46,990	4,723		10.05	<b>Finance Overspend</b> Children's social care is showing a budget pressure of £4.7m. This comprises of a £1.2m pressure in the placement budget for Looked After Children (LAC), a £4.2m pressure relating to clients with no recourse to public funds and a £0.9m pressure as a result of an increase in the number of young people who are leaving care. The resulting cost pressure of £6.2m is to be managed down by ongoing efficiency measures expected to deliver £1.6m of savings.

## Priority 08: Caring for Adults and Older People

### Hot Topics

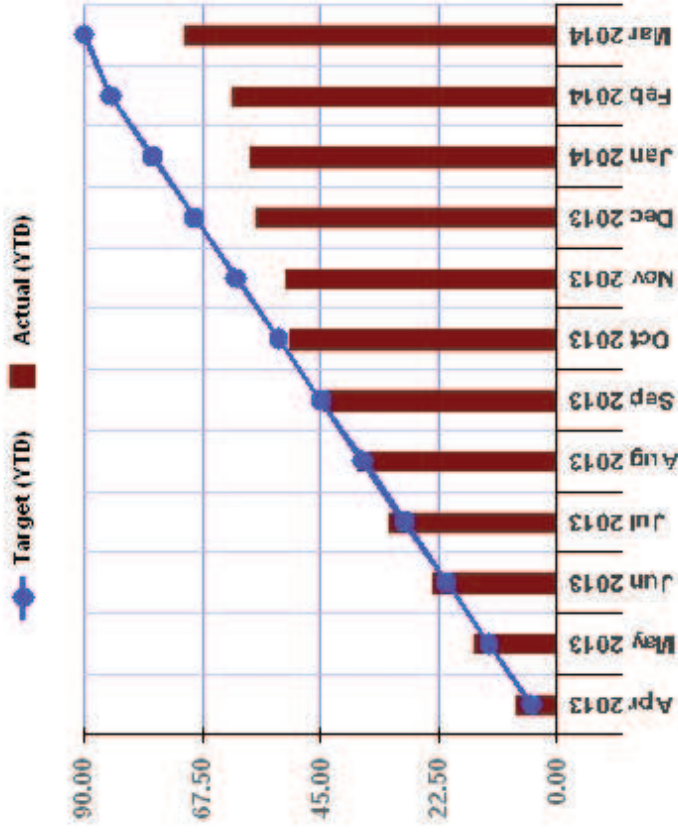
There are no 'Hot Topics' reported for Priority 8 this month.

Priority 08: Summary	
Performance Indicators	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14
	Variance Mar 14 v Feb 14
Finance	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
n/a	
Projects	
Current Status	Direction of Travel
n/a	n/a
Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14

Areas Requiring Management Attention this Month			
Performance Indicators - Monthly			
Against Target	Direction of Travel Mar 14 v Mar 13	Direction of Travel Mar 14 v Feb 14	
AO/D40 % Adult Social Care clients receiving a review			
Red Risks			
Responsible Officer	Current Status		
Head of Adult Assessment and Care Management, Head of Communities and Neighbourhood Development; Head of Cultural Services; Head of Crime Reduction.			
RMSCOM04 Serious Safeguarding Concern			

**AO/D40 - % Adult Social Care clients receiving a review**

AO/D40 % Adult Social Care clients receiving a review			
Percentage			
	Actual (YTD)	Target (YTD)	Performance (YTD)
Mar 2013	77.81	75.00	★
Apr 2013	7.63	5.00	★
May 2013	15.76	13.00	★
Jun 2013	23.71	21.00	★
Jul 2013	31.71	29.00	★
Aug 2013	37.83	37.00	★
Sep 2013	44.38	45.00	●
Oct 2013	50.63	53.00	●
Nov 2013	51.59	61.00	▲
Dec 2013	57.12	69.00	▲
Jan 2014	58.30	77.00	▲
Feb 2014	61.66	85.00	▲
Mar 2014	70.68	90.00	▲



AO/D40 - comment

Responsible Officer	Performance Comments	Action Plan Comments
Programme Director for Adults Social Care and Health Modernisation	<p><b>Performance</b> This local indicator measures the percentage of service users who have had their needs reviewed during the year. The end year target was set at 90 per cent. The outturn figure is expected to rise slightly as all end year casework data is entered on to the system.</p>	<p><b>Performance Action Plan</b> This was a stretched target above the local and national average. It was set at this ambitious level to ensure effective use of care package resources. Some of the high cost packages have required several reviews and these repeats reviews do not get counted towards this indicator. We anticipate the actual outturn will have increased to a position nearer to last year's outturn figure once all data from reviews undertaken in the last two months of 2013/14 has been counted.</p>



## 8. Caring for Adults and Older People

Working with Health Services to support older people and adults in need of care

### 8.1 Performance

Priority 8 - Monthly Indicators									
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13	
AO/D40 % Adult Social Care clients receiving a review	70.68	90.00	▲	■	■	▲	▲	★	
LPI253 1C (1) % people using social care who receive self-directed support	69.92	70.00	●	■	■	●	★	▲	
LPI254 1C (2) % people using social care who receive direct payments	15.85	19.00	▲	■	■	▲	▲	▲	
LPI264 2C (1) Delayed transfers of care from hospital per 100,000 population	4.75	4.00	▲	■	■	▲	●	▲	
LPI272 2D Reablement/Rehabilitation No Support	55.60	50.00	★	■	■	★	★	▲	

## 8. Caring for Adults and Older People

Working with Health Services to support older people and adults in need of care

### 8.1 Performance

Priority 8 - Monthly Contextual Indicators										
Unit	YTD Mar 14	YTD Feb 14	YTD Jan 14	YTD Dec 13	YTD Nov 13	12/13				
LPI297 Total number of Adult Social Care contacts (new contacts)	Number	126,109.00	108,015.00	89,690.00	74,007.00	59,730.00	124,647.00			

# 8. Caring for Adults and Older people

Developing opportunities for the active participation and engagement of people in the life of the community

## 8.3 Risk

Priority 8 - Corporate Risk Register - Red Risks		Current status	
RMSCOM04 Serious Safeguarding Concern			
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments
<p>Death of adult or child. Institutional Abuse. Domestic Homicide.</p>	<p>↑</p>	<p>Head of Adult Assessment and Care Management, Head of Culture and Community Development, Head of Crime Reduction &amp; Supporting People.</p>	<p><b>Risk - What are we planning to do?</b></p> <ol style="list-style-type: none"> <li>1) We will strengthen the governance and operational structure of the Lewisham Safeguarding Adults Board.</li> <li>2) We will improve performance and data collection and reporting systems to ensure identification of trends and analysis of activities to inform policy and practice developments.</li> <li>3) We have established a working group which will have work stream in place to deliver our QAF.</li> <li>4) A new safeguarding staffing structure will be implemented.</li> <li>5) Domestic Homicide Reviews - actions will be reviewed at a task and finish group which will report to the SLP and the Adults Safeguarding Board as required.</li> </ol> <p><b>Risk - What have we done to control the risk?</b></p> <p>Implemented multi-agency Adult Safeguarding policy and procedures.            Undertaken pro-active monitoring of referrals to identify potential institutional abuse.            Implemented preventative approaches within Safeguarding and Domestic Violence services.            Established a Case Panel Review Group in April 2013.            A revised training programme was developed and completed during 2013.</p> <p><b>Risk - When is it going to be completed?</b></p> <ol style="list-style-type: none"> <li>1) It is anticipated that the LSAB will become a statutory body during 2014/15 and work is ongoing to support this structure.</li> <li>2) The performance framework will be completed and implemented by March 2014.</li> <li>3) QAF to be reviewed by the end of February 2014.</li> <li>4) April 2014.</li> <li>5) April 2014.</li> </ol>

## Priority 09: Active, Healthy Citizens

### Hot Topics

There are no 'Hot Topics' reported in Priority 9 this month.

Priority 09: Summary		Finance	
Performance Indicators			
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14	Variance Mar 14	Direction of Travel Mar 14 v Feb 14
Projects			
Current Status	Direction of Travel	Current Status	Direction of Travel
n/a	n/a	Apr 14	Mar 14 v Apr 14 v Mar 14
Risk			

Areas Requiring Management Attention this Month			
Performance Indicators - Monthly			
Against Target	Direction of Travel Mar 14 v Mar 13	Direction of Travel Mar 14 v Feb 14	
Performance Indicators - Quarterly			
Against Target	Direction of Travel Mar 14 v Mar 13	Direction of Travel Mar 14 v Dec 13	
LPI324 MMR1 Immunisation rates 2nd birthday			

# 9. Active, Healthy Citizens

Leisure, sporting, learning and creative activities for everyone

## 9.1 Performance

Priority 9 - Monthly Indicators												
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13	Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14
CF/C19 Health of LAC	88.60	93.00	●	■	■	●	■	●	Percentage	88.60	93.00	●
NI052 Take up of school lunches	53.80	57.00	▲	■	▲	▲	●	▲	Percentage	53.80	57.00	▲
Priority 9 - Monthly Indicators												
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13	Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14
LPI202 Library visits per 1000 pop	652.89	580.00	■	■	■	■	■	■	Number per 1000	652.89	580.00	■
LPI202r Library visits rolling 12 months	2,046,822	1,772,540	2,025,213	1,776,923	2,006,730	1,776,562	1,772,540	1,772,540	Number	2,046,822	1,772,540	2,025,213

Priority 9 - Quarterly Indicators												
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last Quarter	Against Target Dec 13	Against Target Sep 13	12/13	Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14
NI053 Prevalence of breastfeeding at 6 - 8 weeks from birth	?	78.00	?	?	?	?	?	●	Percentage	?	78.00	?
NI123 Stopping smoking	?	250.31	?	?	?	▲	■	■	Rate per 100,000	?	250.31	?
LPI324 MMR1 Immunisation rates 2nd birthday	86.20	91.00	▲	■	■	●	●	●	Percentage	86.20	91.00	▲

## 9. Active, Healthy Citizens

Leisure, sporting, learning and creative activities for everyone

### 9.1 Performance

Priority 9 - Monthly Contextual Indicators											
	Unit	YTD Mar 14	YTD Feb 14	YTD Jan 14	YTD Dec 13	YTD Nov 13	YTD Oct 13	YTD Sep 13	YTD Aug 13	YTD Jul 13	YTD Jun 13
LPI211a Children free swims	Number	32,427.00	29,333.00	26,479.00	24,961.00	23,775.00	23,775.00	23,775.00	23,775.00	23,775.00	34,969
LPI211b 60+ free swims	Number	18,675.00	16,545.00	14,947.00	13,504.00	12,292.00	12,292.00	12,292.00	12,292.00	12,292.00	11,344

**Priority 10: Inspiring Efficiency, Effectiveness & Equity**

**Hot Topics**

There are no 'Hot Topics' reported in Priority 10 this month.

Priority 10: Summary	
Performance Indicators	
Against Target Mar 14	Direction of Travel Mar 14 v Feb 14
Finance	
Variance Mar 14	Direction of Travel Mar 14 v Feb 14
Projects	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14
Risk	
Current Status Apr 14	Direction of Travel Apr 14 v Mar 14

# 10. Inspiring Efficiency, Effectiveness and Equity

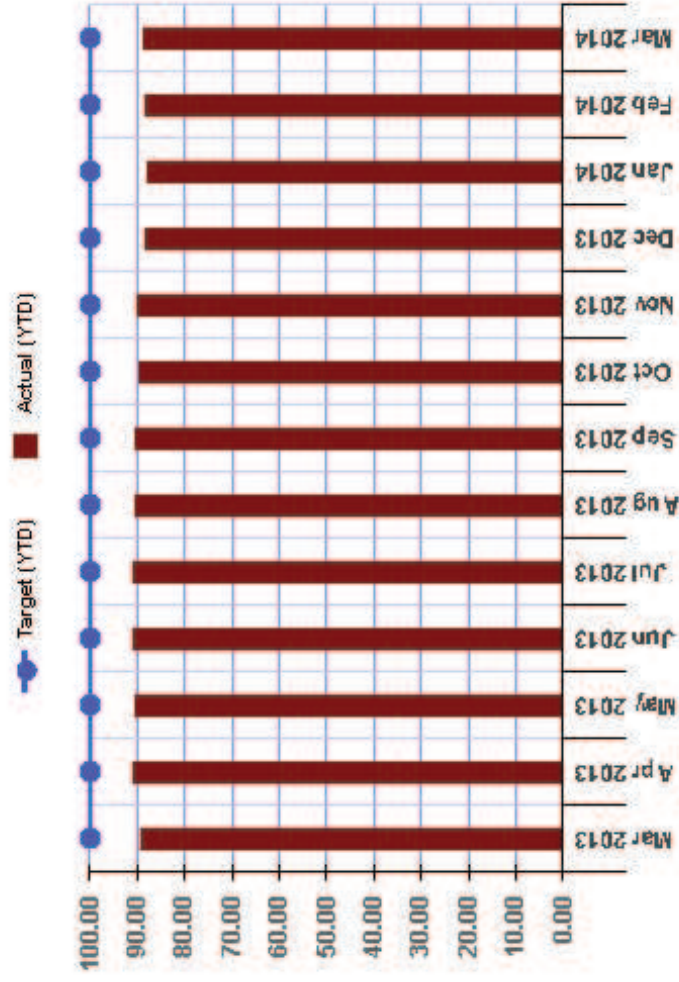
Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

Areas Requiring Management Attention this Month			
Performance Indicators - Monthly			
	Against Target	Direction of Travel Mar 14 v Mar 13	Direction of Travel Mar 14 v Feb 14
BV008 Invoices paid within 30 days	▲	▲	▲
BV017a % Ethnic minorities employees	▲	▲	▲
Red Risks - Corporate Risk Register			
	Responsible Officer	Current Status	
RMSCOR04 Non compliance with Health & Safety Legislation	Chief Executive	▲	
RMSCOR15 Inability to maintain assets & premises in safe & effective condition	Executive Director for Resources & Regeneration	▲	
RMSCOR19 Employee Relations	Chief Executive	▲	
RMSCOR21 Data Integrity/Non Compliance/Information Security	Chief Executive	▲	
RMSCOR24 Management capacity and capability	Chief Executive	▲	
RMSCOR30 Strategic programme to develop and implement transformational change does not deliver	Chief Executive	▲	



## BV008 % of invoices paid within 30 days

BV008 Invoices paid within 30 days			
		Percentage	
	Actual (YTD)	Target (YTD)	Performance (YTD)
Mar 2013	89.04	100.00	▲
Apr 2013	90.85	100.00	▲
May 2013	90.19	100.00	▲
Jun 2013	90.65	100.00	▲
Jul 2013	90.82	100.00	▲
Aug 2013	90.46	100.00	▲
Sep 2013	90.36	100.00	▲
Oct 2013	89.64	100.00	▲
Nov 2013	89.88	100.00	▲
Dec 2013	88.17	100.00	▲
Jan 2014	87.83	100.00	▲
Feb 2014	88.30	100.00	▲
Mar 2014	88.61	100.00	▲



BV008 - comment

### Action Plan Comments

#### Performance Action Plan

The Procure 2 Pay (P2P) project is now in place across the Authority and more work is being undertaken to emphasise the Council's zero tolerance on confirming orders. Areas previously considered as exempt are being revisited and work is being undertaken to make the manual invoice process electronic.

Support, training and advice continue to be provided with an emphasis on the importance of timely receipting of purchase orders as well as indicating disputed invoices.

Work continues to obtain bank details in order to increase payment by BACS and reduce the number of cheques.

### Performance Comments

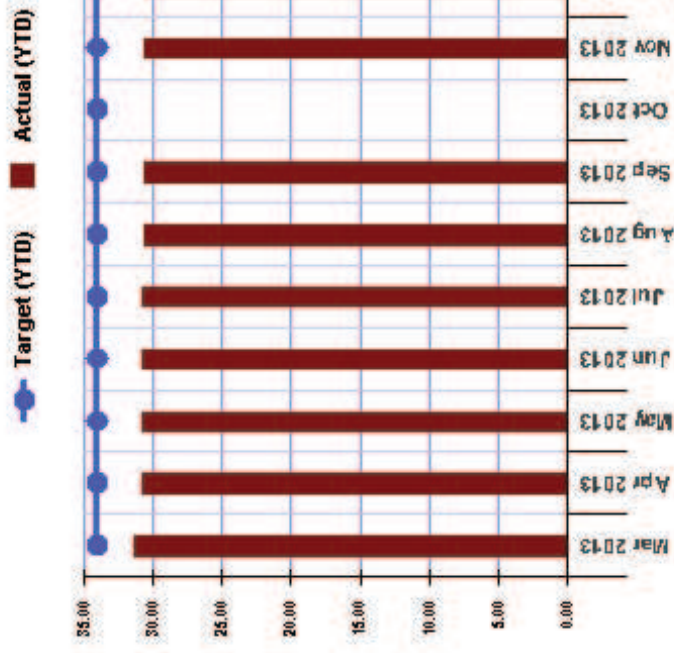
#### Performance

91.8% of Lewisham's undisputed commercial invoices were paid within 30 days during March. Year-to-date performance is 88.61%.

Finance Shared Services Manager

## BV017a % Ethnic minorities employees

BV017a % Ethnic minorities employees			
Percentage			
	Actual (YTD)	Target (YTD)	Performance (YTD)
Mar 2013	31.29	34.00	▲
Apr 2013	30.72	34.00	▲
May 2013	30.72	34.00	▲
Jun 2013	30.72	34.00	▲
Jul 2013	30.67	34.00	▲
Aug 2013	30.64	34.00	▲
Sep 2013	30.62	34.00	▲
Oct 2013	34.00	34.00	?
Nov 2013	30.61	34.00	▲
Dec 2013	30.60	34.00	▲
Jan 2014	30.62	34.00	▲
Feb 2014	30.51	34.00	▲
Mar 2014	30.44	34.00	▲



BV017a - comment

Responsible Officer	Performance Comments
Head of Personnel & Development	<p><b>Performance</b> In March, 29.75% of all staff (non-schools and schools staff) are from Black, Asian and Minority Ethnic (BAME) communities against the target of 34%. Non-schools staff represents 37.2% against a target of 40%. This performance has declined over the past year. Year-to-date performance in March 2014 is 30.44%.</p>

Action Plan Comments

### Performance Action Plan

Recruiting managers continue to be reminded of the Council's target at the start of each recruitment process. Search consultants are also briefed on the need to ensure that effective mechanisms are in place to target and encourage applicants from BAME groups.

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

## 10.1 Performance

Priority 10 - Monthly Indicators									
Unit	YTD Mar 14	Target Mar 14	Against Target Mar 14	DoT Last year	DoT Last month	Against Target Feb 14	Against Target Jan 14	12/13	
BV008 Invoices paid within 30 days	88.61	100.00	▲	■	■	▲	▲	▲	
BV012b Days/shifts lost to sickness (excluding Schools)	7.24	7.50	●	?	■	●	●	!	
BV012c Days/Shifts lost to Sickness (Schools Only)	5.57	4.00	▲	?	■	▲	▲	!	
BV016a % of Disabled employees	3.72	3.50	★	?	■	★	★	!	
BV017a % Ethnic minorities employees	30.44	34.00	▲	■	■	▲	▲	▲	
LPI031 NNDR collected	98.97	98.00	★	■	■	●	●	●	
LPI032 Council Tax collected	94.79	94.50	★	■	■	▲	●	●	
LPI500 % staff from ethnic minorities recruited at PO6 and above	36.84	25.00	★	■	■	★	★	★	
LPI519 Percentage of FOI requests completed	92.57	100.00	▲	■	■	▲	▲	▲	
LP537 Council jobs gained by young people under 25 as a % of junior level appointments (Sc1-Sc5)	44.16	27.00	★	■	■	★	★	★	
LP726 Percentage of calls answered by the call centre	91.06	91.00	★	■	■	●	●	●	
LP755 Percentage of customers with appointments arriving on time seen within their appointed time	93.67	95.00	●	■	■	●	●	★	
NI181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	7.06	8.00	★	■	■	★	●	★	

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

## 10.2 Projects

Priority 10 projects					
	Directorate	Budget	Est. completion date	Current Status	
PMSRES Asset Rationalisation	Resources & Regeneration	Savings - £1.3m	TBC		
PMSRES One ORACLE	Customer Services	£1.8m	Jul 2014		
PMSRES SharePoint 2010	Customer Services	£455k (capital) £219k (revenue)	May 2014		

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community


## 10.3 Risk

Priority 10 - Corporate Risk Register - Red Risks				Current status
RMSCOR04 Non compliance with Health & Safety Legislation				▲
Priority 10 - Corporate Risk Register - Red Risks				
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p><b>Risk - What are the worst consequences of the risk?</b></p> <ul style="list-style-type: none"> <li>• Death or injury to public or staff.</li> <li>• Criminal prosecution.</li> <li>• Civil litigation.</li> <li>• Service stopped.</li> <li>• Cost of lost time dealing with incident and recovery.</li> <li>• Loss of public trust in Council.</li> </ul>	▲	Chief Executive	<p><b>Risk - What are we planning to do?</b></p> <ol style="list-style-type: none"> <li>1) Review and refresh the Council's Health &amp; Safety induction materials for all new joiners.</li> <li>2) Develop a corporate approach for monitoring implementation of Health &amp; Safety audit recommendations.</li> </ol> <p><b>Risk - What have we done to control the risk?</b></p> <ul style="list-style-type: none"> <li>• Adoption of H&amp;S BS18001 approach for managing H&amp;S across the Council and moved to one H&amp;S Manual.</li> <li>• H&amp;S governance strengthened with H&amp;S Committee (members, officers and unions) and Corporate H&amp;S Board reporting to EMT in place.</li> <li>• Occupational Health and Learning &amp; Development H&amp;S support commissioned through contracts.</li> <li>• Online system for reporting Council H&amp;S accidents, incidents &amp; near misses to help monitor H&amp;S risks.</li> <li>• All services complete annual self-assessment of their H&amp;S compliance and a rolling risk based audit plan of full audits is in place.</li> </ul> <p><b>Risk - When is it going to be completed?</b></p> <ol style="list-style-type: none"> <li>1) December 2013.</li> <li>2) March 2014.</li> </ol> <p><b>Risk Notes</b></p> <ol style="list-style-type: none"> <li>1) Action on induction refresh pushed back from December 2012 to December 2013 to complete one H&amp;S manual. Slippage raised at H&amp;S Board.</li> <li>2) Originally expected for June 2013. Work has started but timing impacted by rollout of SP2010. SP2010 not working pending corporate upgrade to Internet Explorer 8, and Office 2010 now scheduled for February/March 2014.</li> </ol>	

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community



## 10.3 Risk

Priority 10 - Corporate Risk Register - Red Risks				
RMSCOR15 Inability to maintain assets & premises in safe & effective condition				
Priority 10 - Corporate Risk Register - Red Risks				
	Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments
RMSCOR15 Inability to maintain assets & premises in safe & effective condition	<p><b>Risk - What are the worst consequences of the risk?</b></p> <ul style="list-style-type: none"> <li>- Prosecution by the Health and Safety Executive, with cost and time implications.</li> <li>- Wrong assets in the wrong place, at the wrong time, e to deliver or improve services effectively, safely and within budget.</li> </ul>		Executive Director for Resources & Regeneration	<p><b>Risk - What are we planning to do?</b></p> <p>1) Consolidation of all property asset lists to a single system (K2) to support the monitoring of F&amp;M programme.</p> <p><b>Risk - What have we done to control the risk?</b></p> <ul style="list-style-type: none"> <li>• Property asset rationalisation programme in place to reduce risk.</li> <li>• Condition surveys for corporate buildings undertaken in 2011 and structured F&amp;M programme developed.</li> <li>• Condition surveys for schools (to meet DFE requirements) done in 2012.</li> <li>• Service Level Agreements in place between C&amp;YP Directorate and schools for provision of their F&amp;M support.</li> <li>• Insurance (mix of self-insured and market cover) in place for the Council's property responsibilities.</li> <li>• Decant of Town Hall completed.</li> </ul> <p><b>Risk - When is it going to be completed?</b></p> <p>1) March 2014.</p> <p><b>Risk Notes</b></p> <ul style="list-style-type: none"> <li>• Original deadline Dec 2012.</li> <li>• Final completion and testing delayed until April 2013 as testing process exposed gaps in migration of historic lease information. Tribal are in process of preparing scripts for second data migration.</li> </ul>

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

## 10.3 Risk

Priority 10 - Corporate Risk register - Red Risks				Current status
RMSCOR19 Employee Relations				
Priority 10 - Corporate Risk register - Red Risks				
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p><b>Risk - What are the worst consequences of the risk?</b></p> <ul style="list-style-type: none"> <li>• Increase in disputes and grievances.</li> <li>• Increased staff turnover with related loss of knowledge and experience and expertise.</li> <li>• Recruitment difficulties.</li> <li>• Diversion of staff and management time away from core service delivery.</li> <li>• Disruption to service delivery.</li> </ul>		<p>Chief Executive</p>	<p><b>Risk - What are we planning to do?</b>                      The following are built into the HR Divisions work plan:                      Trade Union engagement and Union meetings with the Mayor                      Briefing to all managers                      Staff Forum engagement and staff survey                      PES and L&amp;D offering                      Works Council                      LGPS changes                      Monitor staff and union feedback</p> <p><b>Risk - What have we done to control the risk?</b>                      Completed refresh of JDs, single status review and accredited as an Investors in People employer.                      Regular communications with staff via multiple channels on pressures and changes the Council is facing.                      HR reconfiguration included review of employee relations structures to ensure integrated approach.                      Strong consultation governance structures and engagement with the Trade Unions.                      Monitoring of staff structures and recruitment against equality characteristics, and wellbeing, absence management, grievances and complaints.                      IIP accreditation maintained.</p> <p><b>Risk - When is it going to be completed?</b>                      Quarterly reviews in July and October 2013.</p>	

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

## Priority 10 - Corporate Risk register - Red Risks



RMSCOR21 Data Integrity/Non Compliance/Information Security				Current status
Priority 10 - Corporate Risk register - Red Risks				
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p><b>Risk - What are the worst consequences of the risk?</b></p> <ul style="list-style-type: none"> <li>• Exposure of confidential information or corruption of data.</li> <li>• Prosecution/fine for statutory breach.</li> <li>• Diversion of resources and loss of public trust.</li> <li>• Loss of access to GCSX data sources, health data sources and payment card transactions revoked.</li> </ul>	<p>➔</p>	<p>Chief Executive</p>	<p><b>Risk - What are we planning to do?</b></p> <ol style="list-style-type: none"> <li>1) Continue information asset audits/close gaps identified.</li> <li>2) Remove Outlook and UAG web access and replace with more secure network connection.</li> <li>3) Implement recommendations from 'third party access' audit.</li> <li>4) Scanning project trial.</li> </ol> <p><b>Risk - What have we done to control the risk?</b></p> <p>Information asset register. Audits of compliance. Policies, procedures and guidance. Information sharing agreements (incl. third parties). Information security role with new IT tools. Compliance with Code of Connection. Information Audits of project management processes and documentation. Process for access to information complaints, appeals and ICO investigations. Retention and disposal policy. On-going communications and DMT updates.</p> <p><b>Risk - When is it going to be completed?</b></p> <ol style="list-style-type: none"> <li>1) September 2013.</li> <li>2) September 2013.</li> <li>3) August 2013.</li> <li>4) October 2013.</li> </ol> <p><b>Risk Notes</b></p> <p>Remaining 2011/12 data breaches being assessed by ICO. Failure to achieve Priority Services Network could result in the Council losing access to Government Connect Secure Extranet (GCSX).</p>	▲



# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community


## 10.3 Risk

Priority 10 - Corporate Risk register - Red Risks				Current status
RMSCOR24 Management capacity and capability				
Priority 10 - Corporate Risk register - Red Risks				
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p><b>Risk - What are the worst consequences of the risk?</b></p> <ul style="list-style-type: none"> <li>Decline in the quality and flexibility of service delivery.</li> <li>Failure to manage services to meet customer/citizen need.</li> <li>Failure to innovate and improve delivery of services and deliver better value for money.</li> </ul>		<p>Chief Executive</p>	<p><b>Risk - What are we planning to do?</b></p> <p>1) Refresh of Directorate internal performance indicators, aligned to service plan objectives.</p> <p>2) Monitoring of savings implementation not just financial but also performance, risks, incidents etc to include employee profiles.</p> <p><b>Risk - What have we done to control the risk?</b></p> <ul style="list-style-type: none"> <li>Governance processes, including ER/VR panels, provide robust challenge for redundancies, changes to working hours, and working beyond retirement.</li> <li>Consideration of capacity and capability, and succession planning are all included as questions in the 'STAR' service planning model.</li> <li>Dedicated transformation team supporting service changes Council wide.</li> <li>All recruitment (permanent and agency) monitored and scrutinised closely for evidence of longer term capacity or capability gaps.</li> <li>Service Planning guidance for 13/14 rolled out.</li> </ul> <p><b>Risk - When is it going to be completed?</b></p> <p>1) September 2013. 2) March 2014.</p> <p><b>Risk Notes</b></p> <ul style="list-style-type: none"> <li>Pushed back as business plans for 2013/14 not yet completed.</li> </ul>	

# 10. Inspiring Efficiency, Effectiveness and Equity

Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community

## 10.3 Risk

Priority 10 - Corporate Risk register - Red Risks				Current status
Priority 10 - Corporate Risk register - Red Risks				
Consequences	DoT Current Quarter v Previous Quarter	Responsible Officer	Comments	
<p>RMSCOR30 Strategic programme to develop and implement transformational change does not deliver</p>	<p>➔</p>	<p>Chief Executive</p>	<p><b>Risk - What are we planning to do?</b></p> <ol style="list-style-type: none"> <li>1) Establish regular communications setting out and updating on the journey with key stakeholders.</li> <li>2) Resource a dedicated change team to drive through programme of work.</li> <li>3) Implement Ideas Management framework to engage the community, members and staff to inform the programme.</li> </ol> <p><b>Risk - What have we done to control the risk?</b></p> <ul style="list-style-type: none"> <li>• Established the Lewisham Future Programme Board to set priorities and oversee delivery of the change programme.</li> <li>• Initiated reviews for priority areas for change based on the output from a member-led process.</li> <li>• De-coupled the process for agreeing savings from the budget process, to enable work to be done on a rolling basis.</li> <li>• Set up the basic workflow (agenda, information and reporting arrangements) and governance for managing the programme.</li> </ul> <p><b>Risk - When is it going to be completed?</b></p> <ol style="list-style-type: none"> <li>1) November 2013 (onwards).</li> <li>2) December 2013.</li> <li>3) December 2013.</li> </ol>	

# Appendix A - Performance Scoring Methodology

Together we will make Lewisham the best place in London to live, work and learn

## **Performance**

Performance can be measured using two methods. Firstly, current performance is appraised against past performance to assess “direction of travel” – is it improving or worsening? Secondly, performance can be measured against a norm, standard or target.

Areas for management attention are determined by considering performance against the following 2 elements - Against target and Direction of Travel (DoT) against the previous years outturn (in this case March 2013). If both of these elements are red we consider that the indicator should be flagged as an area for management attention.

The Council has aims and objectives as an organisation responsible for securing local public services. But it also has wider aims to work in partnership with other organisations (in the public, private and community sectors) to improve Lewisham as a place to live. It is therefore essential that our PIs not only measure our organisational and service performance against the Council's corporate priorities but also evaluate our efforts to achieve improvements through partnership working. These wider aims are described in Lewisham's Sustainable Community Strategy. A summary on performance can be found in the 'Overall Performance summary' at front of the Executive Summary report.

## **Data Quality Policy**

The Council has a Data Quality Policy which is adhered to and sets out the corporate data quality objectives. Directorates also have a statement of data quality and a data quality action plan.

# Appendix B - Projects, Risk & Finance Scoring Methodology

## Projects

Together we will make Lewisham the best place in London to live, work and learn

Project status is recorded using a red / amber / green traffic light reporting system.

**Red:** Projects considered to be at significant risk of late delivery, of overspending or of not achieving their primary objectives. Project likely to be facing issues or uncertainties e.g. funding concerns, lack of clarity over scope / costs, other significant risks not yet under effective control. Sheer scale of a project, its complexity and overall risk level can also attract a red rating.

**Amber:** Projects considered to be at moderate risk of late delivery, of overspending or of not achieving some objectives. Issues may have been escalated outside the project team, but likely that these can be resolved e.g. resources will be identified to deal with moderate changes to costs or scope.

**Green:** Project considered to be on time, on budget, with current risks being managed effectively within the project structure.

## Risk

Risks are scored in terms of likelihood and impact, with a range from 1 to 5 (with 5 being the highest) and the result is plotted on a matrix (as shown on the Overall Performance: Risk page) to produce the RAG rating. A target is also set and the risk registers contain action plans to manage the risks to target and these are subject to regular review by Directorate Management Teams. The risk registers are reported to the Risk Management Working Party and Internal Control Board on a quarterly basis and quarterly updates are provided in this report.

## Finance

Financial monitoring is recorded using a red/amber/green traffic light reporting system.

Net expenditure on the priority is forecast to vary from budget by either:-

**Red** - more than £0.5m or 2.5% overspent or more than £10m or 50% underspent

**Amber** - more than £0.1m and less than £0.5m or by more than 1% and less than 2.5% overspent or more than £5m and less than £10m or by more than 25% and less than 50% underspent

**Green** - up to £0.1m or up to 1% overspent or up to £5m or up to 25% underspent

The Executive Management Team will take into account:-

- (i) The performance of the housing part of the Capital Programme in assessing the traffic light for Decent Homes;
- (ii) The overall financial position on revenue and capital in assessing the traffic light for 'Inspiring Efficiency, Effectiveness & Equity'.

The methodologies for Projects, Risk and Finance outlined above will be reviewed annually at the end of the financial year as part of the review of this report and the target setting process for performance indicators. The text above will be subject to change at this point.

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

<b>Date of Meeting</b>	25 <sup>TH</sup> June 2014
------------------------	----------------------------

<b>Title of Report</b>	Governors' Services – Local Authority Governors
------------------------	---

<b>Originator of Report</b>	Sue Tipler	<b>Ext. 46142</b>
-----------------------------	------------	-------------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed: \_\_\_\_\_ Executive Member



Date: 13<sup>th</sup> June 2014

Signed: \_\_\_\_\_ Executive Director



Date: 12<sup>th</sup> June 2014

**Control Record by Committee Support**

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Appointment of Local Authority Governors		
<b>Key Decision</b>	No	Item No.	
<b>Ward</b>	Forest Hill, Bellingham, Crofton Park, Downham, Ladywell, Lewisham Central, Telegraph Hill, Evelyn.		
<b>Contributors</b>	Executive Director for Children and Young People Head of Law		
<b>Class</b>	Part 1	Date:	25 June 2014

## 1. Summary

- 1.1 The report sets out details of nominees for appointment as Local Authority governors.

## 2. Purpose

- 2.1 To consider and approve the appointment of Local Authority governors detailed in paragraph 6 below.

## 3. Recommendation/s

The Mayor is recommended to:

- 3.1 agree to appoint the persons set out in paragraph 6 as Local Authority governors;
- 3.2 note the information concerning the recommended new and re-appointed governors in Appendix 1.

## 4. Policy Context

- 4.1 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their schools.
- 4.2 The appointment of governors supports the broad priorities within Lewisham's Sustainable Community strategy, in particular those of being "ambitious and achieving" and "empowered and responsible". Governors help inspire our young people to achieve their full potential and they also promote volunteering which allows them to be involved in their local area.

- 4.3 Two specific corporate priorities that are relevant pertain to “community leadership and empowerment” and “young people’s achievement and involvement”.

**5. Background**

- 5.1 Every governing body, under Section 19 of the Education Act 2002 and School Governance (Constitution) (England) Regulations 2007, is required to have at least one representative of the Local Authority as part of its membership. Free schools and Academies are exempt from this requirement. A vacancy has arisen on the governing body of the educational establishments listed and a new appointment or re-appointment is required.
- 5.2 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The persons listed in paragraph 6 would serve the normal 4 years.

**6. Governors recommended for Appointment / Reappointment as Local Authority governors at specific schools / federations.**

Name	School	Reappointment	New appointment
Cllr. Jacqueline Paschoud	Holy Trinity	Yes	
Cllr. Carl Handley	Watergate	Yes	
Maureen Swift	St William of York	Yes	
Hannah Jeffreys	Good Shepherd		Yes
Andrew Holmes	Leathersellers' Federation		Yes
Sophie Smith	Turnham		Yes
Gila Tabrizi	Sydenham		Yes
Kate Canniffe	Sir Francis Drake		Yes

**7. Financial implications**

- 7.1 There are no financial implications arising from this report.

**8. Legal implications**

- 8.1 Section 19 of the Education Act 2002 and School Governance (Constitution) (England) Regulations 2007 require every governing body

to have at least one representative of the Local Authority as part of its membership. Academies are exempt from this requirement.

- 8.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 8.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - advance equality of opportunity between people who share a protected characteristic and those who do not.
  - foster good relations between people who share a protected characteristic and those who do not.
- 8.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 8.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:  
<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 8.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
  2. Meeting the equality duty in policy and decision-making
  3. Engagement and the equality duty
  4. Equality objectives and the equality duty
  5. Equality information and the equality duty



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

## **9 Crime and Disorder Implications**

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

## **10. Equalities Implications**

- 10.1 Lewisham Council's policy is to encourage all sections of the community to be represented as Local Authority governors. In particular, we would encourage further representation from the black community and minority groups including disabled people, who are currently under-represented as governors. The numbers of governors in these groups is kept under review

## **11. Environmental Implications**

- 11.1 There are no specific environmental implications arising from this report.

## **12. Conclusion**

- 12.1 The individuals detailed in Appendix 1 are people who view being a governor as a way of utilising their skills and experience to make a difference to the lives of children and young people in Lewisham schools. Section 19 of the Education Act 2002 and Regulations made under it require every governing body to have at least one representative of the Local Authority as part of its membership. Academies are exempt from this requirement. A vacancy has arisen on the governing body of the educational establishments listed and a new appointment or re-appointment is required.
- 12.2 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The nominees listed in paragraph 6 would serve the normal 4 years.

## **Background Documents**

There are no background papers.

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, Governors' Services, 3<sup>rd</sup> Floor, Laurence House, telephone 020 8314 7670

**New LA Governor Appointments and Re-appointments**

**APPENDIX 1**

Name	School	Occupation	Residential Area	Précis of Suitability to be considered as a school governor	Governor Monitoring Information
Cllr Jacqueline. Paschoud	Holy Trinity CE	LB of Lewisham Councillor	SE23	Cllr. Paschoud is a long-standing LA governor at Holy Trinity School. She is a very active governor and is currently Chair of Governors at Holy Trinity School. She is also a Labour Councillor representing Bellingham Ward and is also a foundation governor at Watergate School.	Female White British
Cllr Carl Handley	Watergate	LB of Lewisham Councillor	SE4	Cllr Handley has been a governor since May 1992 serving on St Saviour's, Gordonbrock and Watergate Schools. He has been the Chair of Governors of Watergate School since 1999 and is passionate about special education. He has been instrumental in forming a trust with Brent Knoll and Watergate schools and previously a soft federation with Watergate and Greenvale schools for the benefit of the pupils. He is also a Labour Councillor representing Ladywell Ward.	Male White British
Maureen Swift	St William of York RC	Clerk to Governors	SE23	Maureen is an experienced governor with extensive knowledge of effective governance, data, procedures and regulations. She is an active participant in meetings and chairs the Finance Committee.	Female White British
Hannah Jeffreys	Good Shepherd RC	Legal Caseworker	BR2	Hannah is a legal caseworker for a charity representing individuals in legal disputes from informal resolution to tribunal representation. She has previously worked as a paralegal and for a number of voluntary organisations. Her legal training and experience and ability to analyse large	Female White British

**New LA Governor Appointments and Re-appointments**

**APPENDIX 1**

Name	School	Occupation	Residential Area	Précis of Suitability to be considered as a school governor	Governor Monitoring Information
				volumes of information and summarise issues quickly will be of benefit to the governing body.	
Andrew Holmes	The Leathersellers' Federation of Schools	Chartered Engineer	SE3	<p>Andrew was previously a Community Governor and Foundation Governor at the Leathersellers' Federation. He joined as a governor in 2009 and has been extremely professional and helpful. Andrew's professional expertise and experience has been invaluable to the Federation's various building projects, not least at Prendergast Hilly Fields and Prendergast Vale.</p> <p>In addition to the Federation, Andrew is also a Governor of the University of Greenwich. A new vacancy has arisen with the Local Authority category and Andrew's appointment as a Local Authority Governor will be well received by the governing body.</p>	Male/ White British
Ms Sophie Smith	Turnham	Solicitor	SE6	Sophie has been a community governor at Sandhurst Junior School for eight years; she served as Vice Chair for several years, and has now been Chair for two years. Sophie is a very strong and effective leader, whose calm manner, commitment to school improvement, and clear vision has had a significant impact on the Governing Body and school. Her skills and experience will be of benefit to the governing body.	Female White British

**New LA Governor Appointments and Re-appointments**

**APPENDIX 1**

Name	School	Occupation	Residential Area	Précis of Suitability to be considered as a school governor	Governor Monitoring Information
Gila Tabrizi	Sydenham	Policy Officer	SE22	Gila has worked in skills and education policy roles for over 5 years. Her role involves writing reports, policy documents and think pieces as well as submitting evidence to government consultations and parliamentary enquiries. She is currently responsible for dealing with 14-19 funding agencies. She is also the lead for teacher education. She an active member of local community groups and the governing body would benefit from her skills and experience.	Female Any other White Background
Kate Canniffe	Sir Francis Drake	Company Director	SE8	<p>Kate runs a small computer consultancy firm, providing technical services. She has previously been a parent governor at the school and is experienced in setting strategy and direction, project planning.</p> <p>Kate has been Chair and Vice Chair at various times, and has been Chair of the Personnel Committee. She is also a member of the Curriculum Committee and has always been a very active and supportive governor. Her appointment would be welcomed by the governing body.</p>	Female White British

# Agenda Item 13

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

Date of Meeting	25 <sup>th</sup> June 2014
-----------------	----------------------------

Title of Report	Making of Instrument of Government The Governing Body of The Brindishe Federation (including Lee Manor School name change to Brindishe Manor Primary School)
-----------------	--

Originator of Report	Sue Tipler	Ext. 46162
----------------------	------------	------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: 13<sup>th</sup> June 2014

Signed:  Executive Director

Date: 11<sup>th</sup> June 2014

### Control Record by Committee Support

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Making of Instrument of Government The Governing Body of The Brindishe Federation (including Lee Manor School name change to Brindishe Manor Primary School)		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Lee Green , Lewisham Central		
<b>Contributors</b>	Executive Director for Children and Young People Head of Law		
<b>Class</b>	Part 1	Date:	25 June 2014

## 1. Summary

- 1.1 At joint and individual meetings of the governing bodies of Lee Manor School and The Brindishe Federation on the 19<sup>th</sup> March 2014, decisions were taken to form a hard federation from the 1<sup>st</sup> September 2014. As part of the process, a decision was also made to change the name of Lee Manor School to Brindishe Manor Primary School.
- 1.2 As a result, the governing body must be constituted in accordance with regulations made by virtue of section 19 of the Education Act 2002 namely The School Governance (Federations) (England) Regulations 2012.
- 1.3 The report sets out a new Instrument of Government for The Brindishe Federation , proposes a nominee for the appointment as the Local Authority governor by the governing body and highlights the name change of Lee Manor School to Brindishe Manor Primary School.

## 2. Purpose

- 2.1 To seek agreement to a new Instrument of Government for The Brindishe Federation.

## 3. Recommendation/s

The Mayor is recommended to:

- 3.1 Approve that the Instrument of Government for the federation listed below be made by Local Authority order:

The Brindishe Federation

1<sup>st</sup> September 2014

- 3.2 To consider and approve the nomination of the Local Authority governor detailed in paragraph 6 below for appointment by the governing body.
- 3.3 To approve the name change of Lee Manor School to Brindishe Manor Primary School.

#### **4. Policy Context**

- 4.1 Each school has to have an Instrument of Government. The Local Authority must satisfy itself that the Instruments of Government for schools conform to the legislation. The Local Authority must also agree its content.
- 4.2 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their schools.
- 4.3 The appointment of governors supports the broad priorities within Lewisham's Sustainable Community strategy, in particular those of being "ambitious and achieving" and "empowered and responsible". Governors help inspire our young people to achieve their full potential and they also promote volunteering which allows them to be involved in their local area.
- 4.4 Two specific corporate priorities that are relevant pertain to "community leadership and empowerment" and "young people's achievement and involvement".

#### **5. Background**

- 5.1 The School Governance (Federations) (England) (Regulations) 2012, 'the Regulations' allows two or more schools to federate under a single governing body.
- 5.2 The Regulations set out the arrangements for establishing statutory federations of governing bodies in maintained schools in England, the constitution of the federated governing body of those maintained schools, the procedures for a school to leave a federation and the procedures to dissolve the federation. They apply to federations which are established on or after 1 September 2012.
- 5.3 The governing bodies of the two community primary schools, Brindishe Lee and Brindishe Manor have been in a hard federation, known as The Brindishe Federation, since 1<sup>st</sup> September 2010 .
- 5.4 Lee Manor School went into a three-year partnership with The Brindishe



Federation in September 2011. The governors of Lee Manor School took the decision to partner with Brindishe Lee and Brindishe Green to ensure the best possible education for all their children.

- 5.5 Having followed the necessary process of consultation, the governing bodies of The Brindishe Federation and Lee Manor School have decided to proceed with a hard federation and informed the Local Authority on the 20<sup>th</sup> March 2014.
- 5.6 The governing bodies of The Brindishe Federation and Lee Manor School resolved to agree to the establishment, in accordance with the Regulations, of a hard federation which would now also include Lee Manor School. As part of the federation process the governing body consulted on whether Lee Manor School's name should change to Brindishe Manor Primary School.
- 5.7 In accordance with the School Governance (Roles, Procedures and Allowances) (England) regulations 2013, the decision to change the name was specified as a matter on the agenda for the governing body of Lee Manor School on 19 March 2014. Having considered the responses to the consultation the governing body agreed to change the name of Lee Manor School to Brindishe Manor Primary School.
- 5.8 The hard federation will continue to be known as The Brindishe Federation, with a single governing body of the following primary schools from 1 September 2014:-
- Brindishe Green, Beacon Road, Hither Green, London, SE13 5JA
  - Brindishe Lee, Wantage Road, London, SE12 8NA
  - Brindishe Manor, Leahurst Road, SE13 5LS
- 5.9 The governing body of every federation must be constituted in accordance with the Regulations. The total membership of the governing body of a federation must be no fewer than seven governors.
- 5.10 The governing body of a federation must include the following:-
- a) one parent governor elected or appointed in accordance with regulation 14 in respect of each school in the federation;
  - b) the headteacher of each federated school unless any such Headteacher resigns the office of governor in accordance with regulation 19 of the Constitution Regulations 2012 (N.B. *In the case of The Brindishe Federation this will be the Executive Headteacher*);
  - c) one staff governor; and
  - d) one Local Authority governor.
- 5.11 The governing body may in addition appoint such number of co-opted governors as they consider necessary provided that the requirements in the Regulations are met.

The total number of co-opted governors who are also eligible to be elected as staff governors under Schedule 3, must not exceed one-third of the total membership of the governing body.

- 5.12 The regulations now also state that the Local Authority governor is nominated by the Local Authority but appointed by the governing body.
- 5.13 Appendix 1 details the Instrument of Government the Local Authority is proposing to make by order.

## **6. Governor recommended for Nomination by the Local Authority .**

- 6.1 Spyros Elia , details of whom appear at Appendix 2, is the Local Authority nominee for appointment as the Local Authority governor by the governing body of The Brindishe Federation.

## **7. Financial implications**

- 7.1 There are no financial implications arising from this report.

## **8. Legal implications**

- 8.1.1 Section 20 of the Education Act 2002 requires all maintained schools to have an Instrument of Government which determines the constitution of the school and other matters relating to the school.
- 8.1.2 Each school must have an Instrument of Government detailing the name of the school, the type of school and the membership of the governing body. The category of governor and the number in each category is specified in the Regulations.
- 8.1.3 The governing body can review the Instrument of Government at any time. Where the governing body requests a change to the Instrument of Government, the Local Authority must ensure that the Instrument of Government confirms to the principles laid out in the Regulations and must make a new Instrument of Government.
- 8.1.4 The Instrument of Government proposed for the governing body of The Brindishe Federation conforms to The School Governance (Federations) (England ) Regulations 2012.

### Equalities Legislation

- 8.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

- 8.2.1 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - advance equality of opportunity between people who share a protected characteristic and those who do not.
  - foster good relations between people who share a protected characteristic and those who do not.
- 8.2.2 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 8.2.3 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:  
<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 8.2.4 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
  2. Meeting the equality duty in policy and decision-making
  3. Engagement and the equality duty
  4. Equality objectives and the equality duty
  5. Equality information and the equality duty
- 8.2.5 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

## 9. Crime and Disorder Implications

9.1 There are no specific crime and disorder implications.

## 10. Equalities Implications

10.1 Governors will have enough flexibility in their choice of constitutional models to enable them to address issues of representation of stakeholder groups and to ensure that governing bodies reflect the communities they serve.

## 11. Environmental Implications

11.1 There are no specific environmental implications.

### Background Documents

Short Title of Document	Date	File Location	Contact Officer
The School Governance (Federation) (England ) Regulations 2012	2012	Governor' Services <a href="http://www.legislation.gov.uk/uksi/2012/1035/contents/made">http://www.legislation.gov.uk/uksi/2012/1035/contents/made</a>	Suhaib Saeed
School Governance (Roles, Procedures and Allowances) (England) Regulations 2013	2013	<a href="http://www.legislation.gov.uk/uksi/2013/1624/made">http://www.legislation.gov.uk/uksi/2013/1624/made</a>	Suhaib Saeed

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, 3<sup>rd</sup> Floor, Laurence House, telephone 020 8314 7670.

**INSTRUMENT OF GOVERNMENT FOR FEDERATED GOVERNING BODIES**

1. The name of the federation is: **The Brindishe Federation**
2. The names and categories of the schools in the federation are:

Name	Category
1. Brindishe Lee	Community
2. Brindishe Green	Community
3. Brindishe Manor	Community

3. The name of the Governing Body is: '**The governing body of The Brindishe Federation**'.
4. The Governing Body shall consist of the following.

Category of governor (state where the term of office is less than four years)	No. of governors in each category	Name of school (For parent and foundation governors)	No. of governors for each school
Parent governors	<b>3</b>	Brindishe Lee Primary School	1
		Brindishe Green Primary School	1
		Brindishe Manor Primary School	1
Executive Headteacher	<b>1</b>		
Staff governor	<b>1</b>		
LA governor	<b>1</b>		
Co-opted governors	<b>6</b>		

5. Total number of governors: **12**
6. This instrument comes into effect on **1 September 2014**
7. This instrument was made by order of Lewisham Local Authority on **25 June 2014**
8. A copy of the instrument must be supplied to every member of the Governing Body ( and the Headteacher if not a governor).

**MAYOR AND CABINET**

**New LA Governor Nominee**

**APPENDIX 2**

<b>Name</b>	<b>School</b>	<b>Occupation</b>	<b>Residential Area</b>	<b>Précis of Suitability to be considered as a school governor</b>	<b>Governor Monitoring Information</b>
Spyros Elia	The Brindishe Federation	Educational consultant (Previously deputy head in a Greenwich Secondary school)	SE12	Mr Elia has been the Chair of Governors at Brindishe for over 18 years and has been Chair of Governors at Lee Manor through the 3 year partnership. During this time all three schools have become outstanding. He is a National Leader for Governance and in 2009 won the National Governor of the Year award.	Male White European

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

<b>Date of Meeting</b>	25 <sup>th</sup> June 2014
------------------------	----------------------------

<b>Title of Report</b>	Making of Instrument of Government The Governing Body of St. Mary's Church of England Primary School
------------------------	---

<b>Originator of Report</b>	Sue Tipler	<b>Ext.</b> 46162
-----------------------------	------------	-------------------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed: \_\_\_\_\_ Executive Member



Date: 13<sup>th</sup> June 2014

Signed: \_\_\_\_\_ Executive Director



Date: 10<sup>th</sup> June 2014

**Control Record by Committee Support**

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

<b>MAYOR AND CABINET</b>			
<b>Report Title</b>	Making of Instrument of Government: The Governing Body of St. Mary's Church of England Primary School		
<b>Key Decision</b>	Yes	Item No.	
<b>Ward</b>	Lewisham Central		
<b>Contributors</b>	Executive Director for Children and Young People Head of Law		
<b>Class</b>	Part 1	Date:	25 June 2014

## **1. Summary**

- 1.1 The report sets out a variation to the Instrument of Government for St. Mary's Church of England Primary School and proposes a nominee for the appointment as Local Authority governor by the governing body.
- 1.2 The Governing Body are reconstituting under the School Governance (Constitution) (England) Regulations 2012. The new Constitution Regulations remove the requirement that were within The School Governance (Constitution) (England) Regulations 2007, that "such number of foundation governors who are eligible for election or appointment as parent governors that, when they are counted with the parent governors, comprise one third or more of the total membership of the governing body". Varying the current Instrument of Government will thus provide the governing body with the opportunity to appoint foundation governors according to need rather than to regulation and to appoint co-opted governors based on skills required.

## **2. Purpose**

- 2.1 To seek agreement to the variation of the Instrument of Government for St. Mary's Church of England Primary School.

## **3. Recommendation/s**

The Mayor is recommended to:

- 3.1 Approve that the Instrument of Government for the school listed below be made by Local Authority order:

St. Mary's Church of England Primary School 1<sup>st</sup> September 2014



- 3.2 To consider and approve the nomination of the Local Authority governor detailed in paragraph 6 below for appointment by the governing body.

#### **4. Policy Context**

- 4.1 Each school has to have an Instrument of Government. The Local Authority must satisfy itself that the Instruments of Government for schools conform to the legislation. The Local Authority must also agree its content.
- 4.2 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their schools.
- 4.3 The appointment of governors supports the broad priorities within Lewisham's Sustainable Community strategy, in particular those of being "ambitious and achieving" and "empowered and responsible". Governors help inspire our young people to achieve their full potential and they also promote volunteering which allows them to be involved in their local area.
- 4.4 Two specific corporate priorities that are relevant pertain to "community leadership and empowerment" and "young people's achievement and involvement".

#### **5. Background**

- 5.1 At a full governing body meeting on the 8<sup>th</sup> May 2014, the governing body of St. Mary's Church of England Primary School made a decision to reconstitute the governing body. Reconstitution supports a review of its current membership and provides the opportunity to bring in additional skills to the governing body.
- 5.2 As a result, the governing body must be constituted in accordance with regulations made by virtue of section 19 of the Education Act 2002 namely The School Governance (Constitution) (England) Regulations 2012. The total membership of the governing body of a maintained school must be no fewer than seven governors.
- 5.3 The governing body of a maintained school must include the following:-
- at least 2 parent governors;
  - the Headteacher unless any such Headteacher resigns the office of governor in accordance with regulation 19 of the Constitution Regulations 2012;
  - one staff governor; and
  - one Local Authority governor.

- 5.4 The governing body may in addition appoint such number of co-opted governors as they consider necessary provided that the requirements in the Regulations are met.
- 5.5 The total number of co-opted governors who are also eligible to be elected as staff governors when counted with the staff governor and headteacher, must not exceed one-third of the total membership of the governing body.
- 5.5 The regulations now also state that the Local Authority governor is nominated by the Local Authority but appointed by the governing body.
- 5.6 Appendix 1 details the Instrument of Government the Local Authority is proposing to make by order. This has also been agreed by the Southwark Diocesan Board of Education.

## **6. Governor recommended for Nomination by the Local Authority .**

- 6.1 James Stevens, details of whom appear at Appendix 2, is the Local Authority nominee for appointment as the Local Authority governor by the governing body of St. Mary's Church of England Primary School.

## **7. Financial implications**

- 7.1 There are no financial implications arising from this report.

## **8. Legal implications**

- 8.1.1 Section 20 of the Education Act 2002 requires all maintained schools to have an Instrument of Government which determines the constitution of the school and other matters relating to the school.
- 8.1.2 Each school must have an Instrument of Government detailing the name of the school, the type of school and the membership of the governing body. The category of governor and the number in each category is specified in the Regulations.
- 8.1.3 The Instrument of Government proposed for the governing body of St. Mary's Church of England Primary School conforms to The School Governance (Constitution) (England ) Regulations 2012.

### Equalities Legislation

- 8.2.1 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

8.2.2 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

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

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

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

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

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

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

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

## 9. Crime and Disorder Implications

9.1 There are no specific crime and disorder implications.

## 10. Equalities Implications

10.1 Governors will have enough flexibility in their choice of constitutional models to enable them to address issues of representation of stakeholder groups and to ensure that governing bodies reflect the communities they serve.

## 11. Environmental Implications

11.1 There are no specific environmental implications.

### Background Documents

Short Title of Document	Date	File Location	Contact Officer
The School Governance (Constitution) (England ) Regulations 2012	2012	<a href="http://www.legislation.gov.uk/uksi/2012/1034/contents/made">http://www.legislation.gov.uk/uksi/2012/1034/contents/made</a>	Suhaib Saeed

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, 3<sup>rd</sup> Floor, Laurence House, telephone 020 8314 7670.

**Instrument of Government**

***Church of England Voluntary Aided Primary School***



- 1 The name of the school is **St Mary's Church of England Primary School**.
- 2 The school is a voluntary aided school.
- 3 The name of the governing body is **The governing body of St Mary's Church of England Primary School**.
- 4 The governing body shall comprise:
  - (a) **2** parent governors
  - (b) **1** Local Authority governor
  - (c) **1** Headteacher
  - (d) **1** staff governor
  - (e) **2** co-opted governors
  - (f) **9** foundation governors.
- 5 The total number of governors is **16**.
- 6 The foundation governors in 4f. above shall comprise:
  - (a) **2** appointed by the Southwark Diocesan Board of Education
  - (b) **6** appointed by the Parochial Church Council of St Mary's, Lewisham
  - (c) The person referred to in 7a. Below.
- 7
  - (a) The principal officiating minister of the ecclesiastical parish of St Mary's Lewisham shall be a foundation governor ex officio.
  - (b) The Archdeacon of Lewisham and Greenwich shall be entitled to appoint a foundation governor to act in place of the ex officio foundation governor whose governorship derives from the office named in 7a. above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his/her governorship exists, or has been removed from office under regulation 21 (1).
- 8 The Archdeacon of Lewisham and Greenwich shall be entitled to request the governing body to remove the ex officio governor referred to in 7a. above and appoint any substitute governor.
- 9 The School has a trust.
- 10 Ethos statement:

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

11 This Instrument of Government comes into effect on the **1<sup>st</sup> September 2014**.

12 This instrument was made by order of Lewisham Local Authority on the **25 June 2014**

13 A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor), the Trustees and the Southwark Diocesan Board of Education.

**MAYOR AND CABINET**

**New LA Governor Nominee**

**APPENDIX 2**

<b>Name</b>	<b>School</b>	<b>Occupation</b>	<b>Residential Area</b>	<b>Précis of Suitability to be considered as a school governor</b>	<b>Governor Monitoring Information</b>
James Stevens	St Mary's CE Primary	Civil Servant – Home Office	SE13	James has been an Local Authority appointed governor on St Mary's governing body for three years. His attendance is regular and he is an active and informed participant in meetings, offering appropriate support and challenge. Following the recent OFSTED he has been elected as a second Vice-Chair and Chair of the Resources Committee.	Male White British

# Agenda Item 15

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

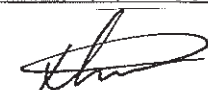
Date of Meeting	25 <sup>th</sup> June 2014
-----------------	----------------------------

Title of Report	Surrey Canal Sports Foundation – Funding Allocation
-----------------	---


Originator of Report	Allison Senior	43530
----------------------	----------------	-------

At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: 17<sup>th</sup> June 2014

Signed:  Director/Head of Service

Date: 17.6.2014

### Control Record by Committee Support

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



<b>MAYOR &amp; CABINET</b>		
<b>Report Title</b>	Surrey Canal Sports Foundation – Funding Allocation	
<b>Key Decision</b>	Yes	Item No.
<b>Ward</b>	New Cross	
<b>Contributors</b>	Executive Director for Resources & Regeneration Head of Law	
<b>Class</b>	Part 1	Date: 25 June 2014

### **1.0 Purpose of report**

- 1.1 To provide Mayor & Cabinet with information on the Surrey Canal Sports Foundation (SCSF) including the board structure and membership, details of the proposed facilities in the sports building, fundraising strategy and provisions to accommodate community use.
- 1.2 To seek Mayor & Cabinet approval for the Council to agree to pledge £500,000 as a grant to the Surrey Canal Sports Foundation.

### **2.0 Recommendations**

The Mayor is recommended to:

- 2.1 agree to pledge £500,000 of funding to the Surrey Canal Sports Foundation subject to the terms of the associated funding agreement being agreed; and
- 2.2 delegate authority to the Executive Director for Resources and Regeneration, in consultation with the Director of Regeneration and Asset Management and Head of Law, to negotiate the terms of the funding agreement.
- 2.3 note that the funding agreement will be reported back to Mayor & Cabinet for approval.

### **3.0 Policy context**

- 3.1 'People, prosperity, place', Lewisham's regeneration strategy 2008-2020, sets out the Council's aspiration for a vibrant, dynamic Lewisham focussed around the themes of people - investing in the individuals and communities which are Lewisham's greatest asset - prosperity - fostering the skills and economic opportunities for Lewisham to flourish and thrive - and place - developing high quality public spaces, sustainable buildings and protecting the areas which are sensitive to

change. The strategy identifies the area as a strategic site with the Borough. The strategy is also placed within the framework of the key national and regional policies which affect the Council's work around regeneration of the borough, including the London Plan.

- 3.2 'Shaping our future', Lewisham's Sustainable Community Strategy 2008 - 2020, includes the 'Dynamic and Prosperous' theme, where people are part of vibrant communities and town centres, well connected to London and beyond. It details the Local Strategic Partnership's commitment to 'improving the quality and vitality of Lewisham's town centres and localities', and aspirations to 'support the growth and development of our town centres by working with commercial partners and developers', and 'maximise the use of our town centres as places to engage the local community'.
- 3.3 'Shaping our future' identifies 'Active healthy citizens as a key priority – where the Council are committed to ensuring that people can actively participate in maintaining and improving their health and well-being, supported by high quality health and care services, leisure, culture and recreational activities'.
- 3.4 Strengthening the local economy is a corporate priority, emphasising the importance of 'gaining resources to regenerate key localities, strengthen employment skills and promote public transport.
- 3.5 The Council's Asset Management Plan sets out the approach to using property effectively in order to achieve the Council's objective of making Lewisham the best place in London to live work and learn. It acknowledges that the Council's assets have a key role to play in supporting the Borough's regeneration aims.
- 3.6 The Council's Local Development Framework (LDF) sets the vision, objectives, strategy and policies that will guide development and regeneration in the borough up to 2025 and together with the Mayor of London's 'London Plan' will form the statutory development plan for the borough.
- 3.7 The Lewisham Borough Sports Plan 2010 states that the overarching vision for sport in Lewisham is to increase opportunities to participate in sport at all levels and for all ages. It further states that investment in new and existing sports facilities is crucial to the long term sustainability of sports development and accessing quality, 'fit for purpose', inclusive sport and leisure provision is key to encouraging an increase in participation and, in turn, an overall improvement in health and quality of life.
- 3.8 The Health and Wellbeing Strategy 2013 sets out to improve health by providing a wide range of support and opportunities to help adults and children to keep fit and healthy and reduce preventable ill health. The strategy identifies nine priority areas for action over the next 10 years, one of which is achieving a healthy weight and states

that one way that this will be achieved is by taking up opportunities to be physically active and for all children to engage in regular physical activity.

#### **4. Surrey Canal Sports Foundation**

4.1 In early February 2011 the Council received an application for outline planning permission made by Signet Planning on behalf of Renewal New Bermondsey Two Limited (developer) for the comprehensive phased mixed-use development of the Surrey Canal Triangle site located in the New Cross ward.

4.1.1 In May 2011 Renewal established the independent Surrey Canal Sports Foundation Ltd. (SCSF) charitable trust to oversee the capital fund raising and delivery of the not for profit 15,000 sq. m. of sports facilities detailed in the planning consent for the mixed use development.

4.1.2 The SCSF is a key element in creating a new vibrant community at Surrey Canal. Renewal and the SCSF board of trustees are committed to delivering a major new sports facility for Lewisham and South East London. This sporting complex has the potential to make a significant difference to the lives and health of the predominantly young and disadvantaged population in this area, the surrounding communities and beyond.

4.1.3 A Board of Trustees was recruited during the summer of 2011 under the Chairmanship of Steven Norris [former Minister for Transport]. The Board consists of:

Sir Steve Bullock (Executive Mayor of Lewisham Council)  
Cllr Peter John (Leader of Southwark Council)  
Baroness Grey-Thompson (Paralympian and cross bench Peer)  
Brendan Jarvis, Head of Global Real Estate for Barclays PLC (Europe, Middle East and Africa)  
John Inverdale (Broadcaster)  
Steve Backley (Olympian)

4.1.4 The trustees are seeking to raise the £40m required to build the biggest indoor community sports complex in London since Crystal Palace was built in the 1960's (save for the Olympic complex).

4.1.5 Renewal gave a firm undertaking to the SCSF, in the summer of 2011, to vest with them the long leasehold of the sports complex, valued at circa £10million. Following this Sport England pledged, in 2012, £2million towards the capital costs. The Sports Foundation have indicated that the funding pledged from the LB Lewisham, as the host borough for the facility, will be key to unlocking contributions from other funders.

4.1.6 The SCSF board have already received considerable encouragement to apply for capital grants from statutory bodies, philanthropic

organisations and the Social Corporate Responsibility funds of at least 3 PLC's.

4.1.7 The intention of the board is to have a single management organisation in place to run all of the sports facilities. It is envisaged that this will be a 'not for profit' organisation which will report directly to the Foundation Trustees.

4.1.8 Part of the Foundation's remit will also be to raise enough revenue funds to cover any annual shortfalls.

## **4.2 Facilities**

4.2.1 The sport and leisure offer at the SCSF has been informed by a 'Needs and Demand' report which was jointly commissioned by Renewal, Sport England and London Borough of Lewisham. The London Boroughs of Lewisham and Southwark, Sport England, NGB's and local clubs were consulted as part of this process to ensure that the mix of facilities provided within Sports Foundation both complement and enhance the sports offer in the local area as well as looking at opportunities to locate national centres of excellence within the facility.

4.2.2 The plans submitted to the Strategic Planning Committee as part of the Section 73. application in December 2013 include the consolidation of the Foundation's sports facilities into a single, four storey, building. The facilities include the following:

- Boxing gym with three rings, weights, strength and conditioning area
- 25m x 6 lane swimming pool with disabled access, leaner pool and a spectator area
- Fitness suite with 150 work stations, dance studios and weights arena
- 4G surface for football, touch rugby and hockey
- 3 multi-use sports halls for up to 20 table tennis tables, gymnastics area, indoor cricket nets, badminton, basketball, netball and volleyball
- 3000 seat arena with retractable seating to host regional and national competitions; convertible into 3 sports halls when not in use
- Climbing wall
- Changing rooms
- Office and teaching spaces

### **Onside Youth Zones**

The Sports Foundation is in advanced negotiations with Onside Youth Zones to become a key anchor occupier of the sports building. OnSide Youth Zones is a charity with a successful track record of building and running 21st Century Youth Centres, which give young people quality, safe and affordable places to go in their leisure time.

Youth Zones is a working title for a building which offers sports facilities, creative spaces for music, and a series of communal spaces

for relaxing, studying, eating and socialising. They are also staff on hand to offer support and advice.

Onside have opened 6 youth zones in the North of England and are looking to open their first in London at Surrey Canal.

4.2.3 It is estimated that the facilities, coupled with improved accessibility to the area, have the potential to accommodate 18,000 local residents and visitors each week.

### **4.3 Community Benefits**

4.3.1 The Section 106 agreement for the Surrey Canal Triangle scheme sets out clear requirements in relation to availability of the sports facilities to local people. Those living in the London Boroughs of Lewisham and Southwark and students attending educational facilities will receive discounts on entrance fees and membership subscription. These discounted rates will be on a par with local authority rates for the use of leisure and sport facilities elsewhere in the borough.

4.3.2 It is proposed that access to the leisure facilities will be available on either a pay for play basis or as part of a membership scheme, both options will be available at the discounted rates detailed above. Whilst the Section 106 agreement stipulates that, as a minimum, the centre should be available to local residents and students at the discounted rates for twenty percent (20%) of the proposed opening hours, it is envisaged that this figure will be vastly exceeded.

4.3.3 In addition to local residents, the facilities are envisaged to be used extensively by local schools and sports clubs.

4.3.4 The sports facility is also expected to house a café, bar, NHS community health service and flexible community space for hire.

4.3.5 The provision of high quality sports facilities, in an accessible location and at affordable rates offers local residents and visitors the opportunity to adopt healthier lifestyles and take part in community groups and events which in turn will promote social inclusion, reduce health inequalities and increase participation rates.

4.3.6 In addition to increasing participation levels in sporting activities, a range of work opportunities from voluntary to entry level and management roles are likely to be generated by this regionally significant sports facility. The specificity of many of the roles are likely to require the uptake of new skills and potentially qualifications for people employed here. The sports facilities will provide new jobs and volunteering opportunities suited to the local population which currently experiences high levels of youth unemployment and low qualification attainment.

#### **4.4 Meanwhile Use**

- 4.4.1 The SCSF is in situ and has already created meanwhile space for Lewisham Thunder Basketball Club and Fusion Table Tennis Club.
- 4.4.2 The SCSF entered into a lease with Renewal on 4th April 2013 to occupy 2,200 sq.m. in unit 2 Stockholm Road, commencing July 2013 to initiate their “sport in the Community” programme by providing a new interim home for Lewisham Thunder [the under 18 England Basketball Champions]. The aim is to support and enable them, under the management and coaching skills of Steve Bucknall, [an ex American NBA player and coach], to become a British Basketball League [BBL] franchise and a key anchor occupier of the new Sports complex with it’s 3000 seat basketball arena.
- 4.4.3 The Olympic legacy Company has provided two basketball court sprung wood floors, seating and associated equipment. In addition, the local health authority has provided funding for Lewisham Thunder to deliver a “Hoops for Health programme” within 16 local primary schools which commenced September 2013.
- 4.4.4 The SCSF is also providing facilities within this temporary building for the Fusion table tennis Club and are in discussions with an amateur boxing club.
- 4.4.5 The new sports complex is, in principle, already fully occupied by the organisations listed above plus a regional centre for the English Table Tennis Association including provision for televising major table tennis Championships and events, the Millwall Community Scheme, a new home and museum for the London Amateur Boxing Association and provision for Ladywell gymnastics club. An in-principal agreement with Technogym [a reputable leading Italian manufacturer] is in place to equip the 150-station fitness and well-being centre.

#### **4.5 Millwall Community Scheme**

- 4.5.1 The Millwall Community Scheme currently occupy the Lions Centre which is leased on a 25 year term from the Council. The Lions centre will be transferred to Renewal under the terms of the Conditional Land Sale agreement entered into with Renewal in December 2013. The Council, Renewal and MCS are currently in negotiation to agree the terms for the relocation of the MCS to the SCSF. It is envisaged that MCS will be provided with dedicated office and meeting space in the new sports building and use of the sports and leisure facilities at the discounted local authority rate.

#### **5.0 Planning and other matters**

- 5.1 Renewal submitted a section 73 application in September 2013 for minor material amendments to the approved outline scheme including the consolidation of sports uses into one main building. The

recommendation to approve was agreed by the Strategic Planning Committee on the 12<sup>th</sup> December. Renewal intend to submit an application for reserved matters later this year with a view to commence building in the autumn of 2015.

## **6.0 Financial implications**

- 6.1 This report proposes that £500k of funding is provided to the Surrey Canal Sports Foundation (SCSF) by way of a grant allocation from the Council. The purpose of the grant is to contribute towards the overall total of approximately £40m which is needed by the Sports Foundation in order to plan, design and construct the sports facilities. This grant will be funded from the Council corporate reserves.
- 6.2 The Sports Foundation have indicated that the funding required from the LB Lewisham will be key to unlocking contributions from other contributors. At least £20m of the total funding will be required before the appointment of architects for the design and submission of a planning application. It is anticipated that a decision to provide the funding will support the Sports Foundation's overall funding aims. However, actual payment of the funding at an early stage would be a risk to the Council if the sports facility stalled for any reason. Therefore, as part of any funding agreement, the Council would need to agree a schedule of staged payments that minimised this risk.
- 6.3 The SCSF have provided high level indicative figures to support the viability of the sports facility on an ongoing basis. However, there is no detail to confirm the volumes, projected income and costs used. Further information will be required to confirm ongoing viability in advance of the release of funding.

## **7.0 Legal implications**

- 7.1 The Council has a wide general power of competence under Section 1 of the Localism Act 2011 to do anything that individuals generally may do. The existence of the general power is not limited by the existence of any other power of the Council which (to any extent) overlaps the general power. The Council can therefore rely on this power to pay the proposed funding to the Trust.
- 7.2 The precise terms upon which the Council's funding is to be provided, including the timing of payments, are still to be agreed with the Trust. The Council will also need to be satisfied that it has reasonable security for its funding and that all necessary match funding has been obtained by the Trust before the Council's funding is paid to the Trust. It is proposed that these matters will be negotiated by officers under the authority delegated by this report, with the final terms of the funding agreement being reported back to Mayor & Cabinet for approval prior to the funding agreement being entered into.
- 7.3 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine

protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

7.4 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

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

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

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

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

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

7.8 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further



information and resources are available at:  
<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

## **8.0 Equality Implications**

8.1 It is intended that the SCSF will be accessible by all members of the local community. The SCSF have committed to providing the facilities to Lewisham residents at local authority rates and have adopted a flexible approach providing the option to have a membership or access the facility on a pay and play basis. In addition, the Surrey Canal Sport Foundation building will be fully DDA compliant.

## **9.0 Environmental Implications**

9.1 There are no immediate environmental implications associated with the recommendations of this report. The planning report referred to in the background papers has the environmental implications concerning the scheme.

## **10.0 Crime and disorder implications**

10.1 There are no immediate implications associated with the recommendations of this report. The planning report referred to in the background papers has the implications concerning the scheme.

## **11.0 Conclusion**

11.1 Mayor & Cabinet are recommended to pledge £500,000 of funding to the Surrey Canal Sports Foundation to contribute towards the overall total of approximately £40m that the Sports Foundation need in order to plan, design and construct the sports facilities.

## **Background Papers**

Copies of all background papers have been made available in the members' room prior to the meeting at which this report is due for consideration. The papers are listed in the table below.

<b>Short title of document</b>	<b>Date</b>	<b>File Location</b>	<b>Contact Officer</b>
Strategic Planning Committee Report Land to the North and South of Surrey Canal Road	13.10.11	Laurence House	Chris Brodie

Use of Appendices

Appendix 1: Surrey Canal Sports Foundation Sports Halls – New Energy

**If there are any queries on this report please contact Rob Holmans,  
Director for Regeneration & Asset Management on 020 8314 7908.**

**NEW ENERGY**



BOXING SWIMMING  
 WEIGHTS VOLLEYBALL  
 WATERPOLO PLATTESNETBALL  
 SQUASH MARTIAL ARTS  
 ARCHERY  
 BASKETBALL  
 BOULDERING 3000 SEAT ARENA CLIMBING  
 FOOTBALL HOCKEY  
 GAVINING  
 TENNIS GYMNASTICS  
 HANDBALL TOUCH RUGBY



**NEW BUILDING: NEW LIFE**

SURREY CANAL SPORT HALLS  
 WILL BE A GROUND-BREAKING,  
 £40M, FOUR STOREY  
 INDOOR SPORTS COMPLEX.

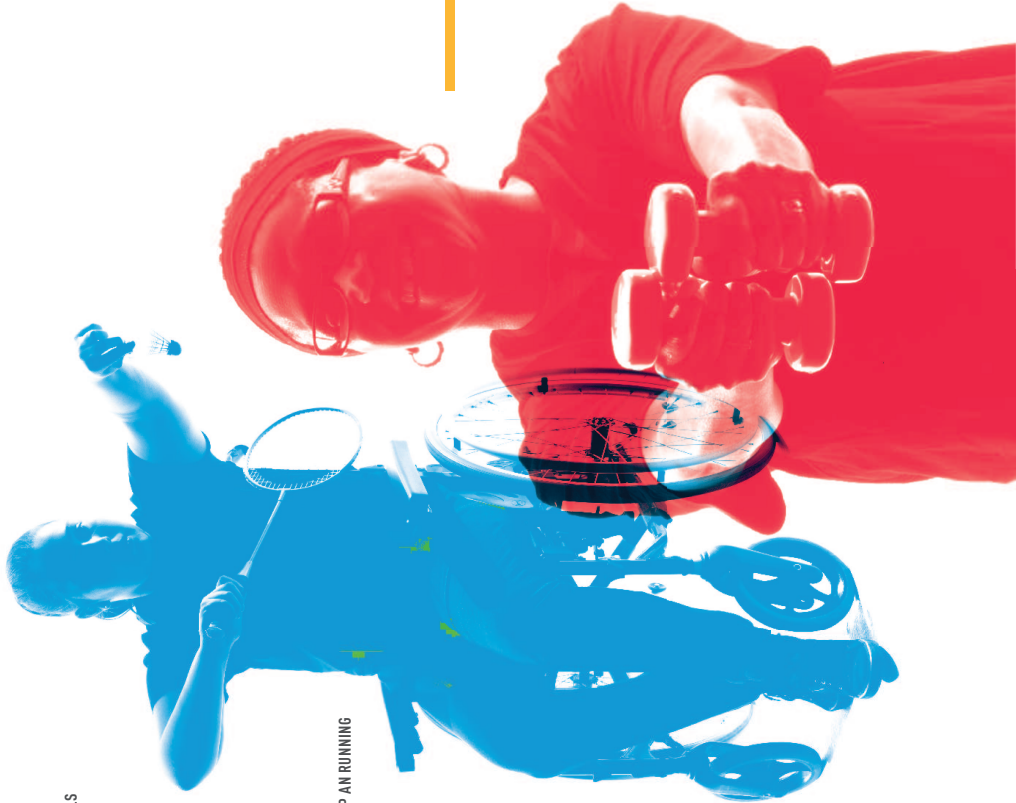
THE LARGEST  
 COMMUNITY  
 SPORTS FACILITY  
 BUILT IN LONDON  
 SINCE CRYSTAL  
 PALACE IN 1964, IT  
 BRINGS NEW  
 ENERGY AND  
 NEW LIFE TO AN  
 AREA IN NEED  
 OF RENEWAL.

THE HALLS WILL BE  
 COMPLETELY ACCESSIBLE,  
 ACCOMMODATING 18,000 LOCALS  
 AND VISITORS EACH WEEK.

WE INVITE YOU  
 TO CONTRIBUTE  
 TO THE CREATION OF  
 AN EXCITING  
 NEW DESTINATION.

## CONTENTS

3	LETTER FROM STEVEN NORRIS, CHAIR
4	FACILITIES AT THE SURREY CANAL SPORT HALLS
6	SPORTING LEGACY
8	SURREY CANAL'S RENEWAL
10	HOW THE FACILITIES WILL BE MANAGED
12	A YOUNG AND DIVERSE POPULATION
14	HEALTHY, ACTIVE CITIZENS
16	CLUBS AND ORGANISATIONS ALREADY ON SITE
18	CURRENT AND FUTURE PROGRAMMES
20	A DAY AT SURREY CANAL SPORT HALLS
22	THE SURREY CANAL SPORTS FOUNDATION IS UP AN RUNNING
24	FUNDING REQUIREMENT
26	MILESTONES



## NEW PLACE: NEW LIFE

### SURREY CANAL SPORTS FOUNDATION

Dear Mayor and Cabinet,

I am proud to chair the Surrey Canal Sports Foundation, a registered charity established to fund, build and run the Sport Halls, an exciting new £40m indoor sports complex at Surrey Canal in north Lewisham.

This will be London's largest indoor sports complex for community use to be built since Crystal Palace in 1964, and will be used by 18,000 people every week bringing enhanced opportunities to one of the poorer parts of the borough.

The facility, catering for a multitude of sports, will centre around a 3,000 seat arena that will showcase a variety of sports events including basketball, netball, boxing, gymnastics and table tennis, and will establish Lewisham as South London's premier indoor sporting venue.

The Sport Halls will be the new home of the Millwall Community Scheme, providing the tennis club and the London Amateur Boxing Association.

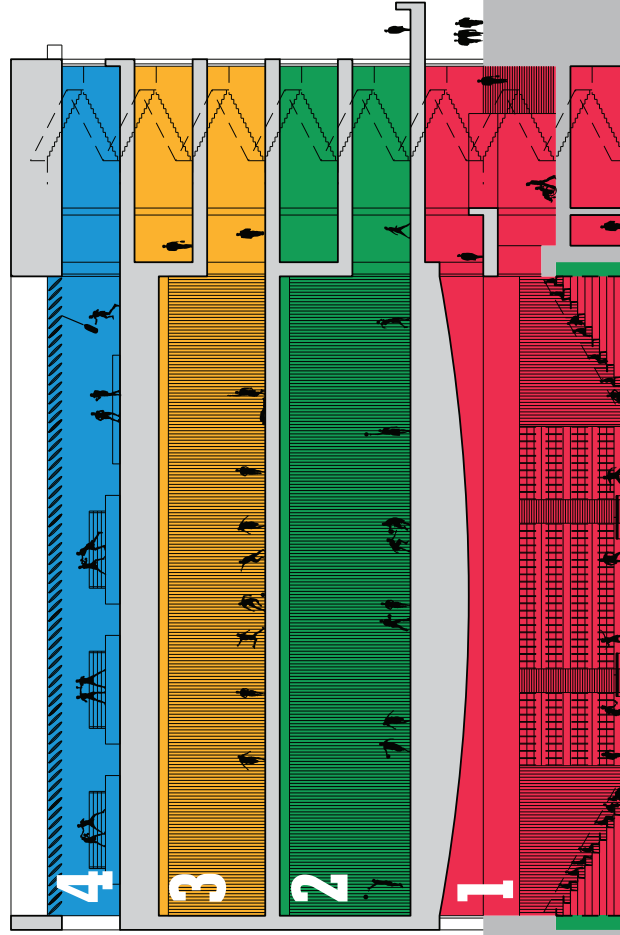
The Sports Halls will be at the heart of a wider £1bn regeneration scheme at Surrey Canal that will radically transform the opportunities available to the local community. This is a once in a generation opportunity to substantially improve sports participation and help address the health and well being of thousands of Lewisham's local residents.

This brochure highlights the intrinsic value of sport to Lewisham's ambitious vision for the regeneration of the north of the borough and its determination to make Lewisham "the best place in London to live, work, learn and play".

The Surrey Canal regeneration will be a 21st Century project to be proud of. The Foundation already has £12m in commitments from Sport England and the developer, Renewal. In London Borough of Lewisham to publicly and financially support this project and empower us to undertake further fundraising with renewed confidence and vigour.

Yours sincerely,

**Steven Norris**  
Chair, Surrey Canal Sports Foundation



**ARENA 4**

- Boxing gym with three rings, weights, strength and conditioning area.
- 25m x 6 Lane swimming pool with disabled access, learner pool and spectator area.
- Fitness suite with 150 work stations, dance studios and a weights area.
- Changing rooms, office and teaching space.

**ARENA 3**

- 4G surface for football, touch rugby and hockey housing the Millwall Community Scheme.
- Changing rooms, office and teaching space.

**ARENA 2**

- 3 multi-use sports halls for:
  - Up to 20 table tennis tables
  - Gymnastics area
  - Indoor cricket nets
- Badminton, basketball, netball, volleyball
- Changing rooms, office and teaching space.

**ARENA 1**

- 3,000 seat arena with retractable seating to host regional and national competitions for basketball, boxing, netball and table tennis.
- Converts into 3 sports halls when seats are not in use.
- Changing rooms, storage, entrance foyer, café, crèche, sports shop.
- NHS Community health service, boxing museum, bar and climbing wall.

CROSS SECTION OF THE SPORT HALLS

# NEW LEGACY: NEW LIFE



"One of the great legacies from London 2012 has been the fantastic regeneration we have seen in East London and the world class sporting venues that will in the future be open to local people. The proposals by the Surrey Canal Sports Foundation look like another exciting development, using people's engagement in sport as a way to regenerate another part of London and help deliver the very best sports facilities for all."

**Lord Coe**  
Olympic Legacy Ambassador



"I am excited that Surrey Canal will provide such a wide range of fully accessible facilities all in one place. With 18,000 predicted to use this facility every week we have a terrific opportunity to deliver Olympic and Paralympic legacy in one of the most deprived areas of London."

**Baroness Grey-Thompson DBE**  
Paralympian



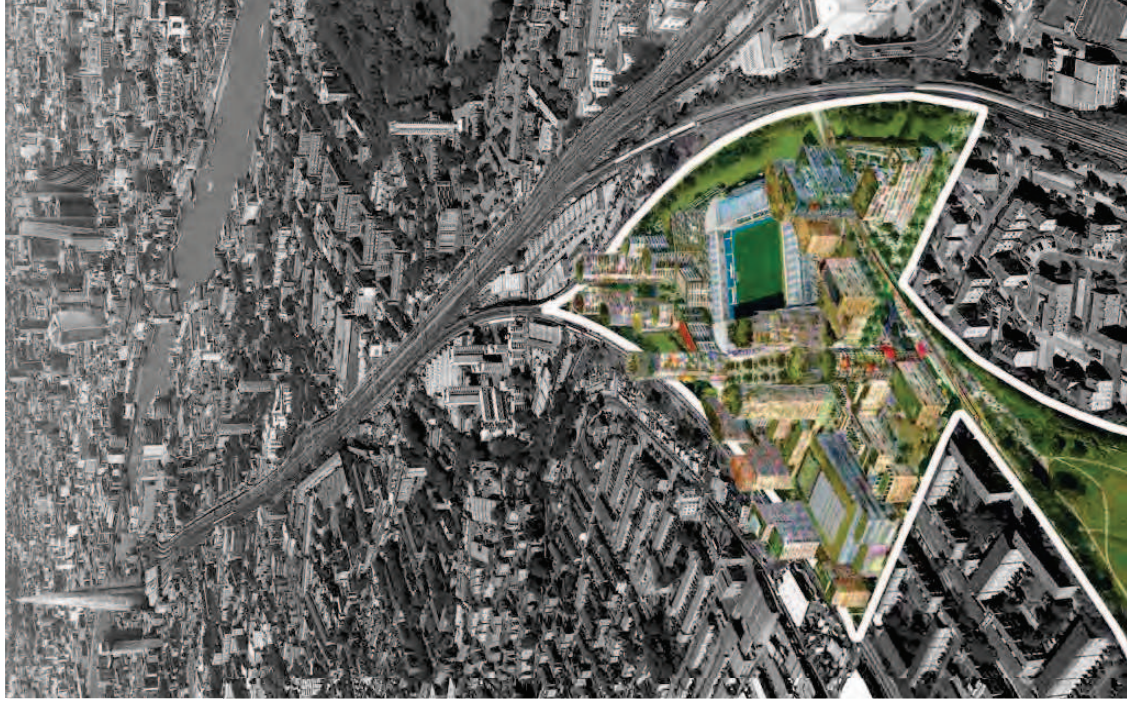
CAFFE

## SURREY CANAL'S RENEWAL

Surrey Canal is one of Lewisham's strategic sites for major regeneration. This area, on the fringe of Central London and served by 2 stations, has suffered from a lack of investment, yet possesses great potential.

The scheme will provide:

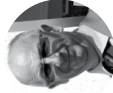
- 2,400 homes (including 240 affordable homes)
- 2,000 new jobs
- An iconic local and regional indoor sports complex
- A new station on the East London Line
- New bus routes
- A major new church to seat a 1200 strong congregation
- New facilities for the Millwall Community Scheme
- A 300 bed hotel with conferencing facilities
- A creative industries quarter
- A health complex specialising in sports injury and care in the community
- An improved setting for Millwall FC
- Improved permeability including walking and cycling links
- A business incubation centre
- A crèche and nursery
- A new improved park at Bridgehouse Meadows



## NEW LONDON: NEW LIFE

"At a time when there is austerity in public finances, moving forward on regenerating such a crucial area is great news."

**Alan Smith, Deputy Mayor for Regeneration, Lewisham**



"The Surrey Canal project is a flagship regeneration scheme that will deliver real benefits for all residents."

**Sir Steve Bullock, Elected Executive Mayor of Lewisham and Surrey Canal Sports Foundation Trustee**

SURREY CANAL LOCATION



## HOW THE FACILITIES WILL BE MANAGED

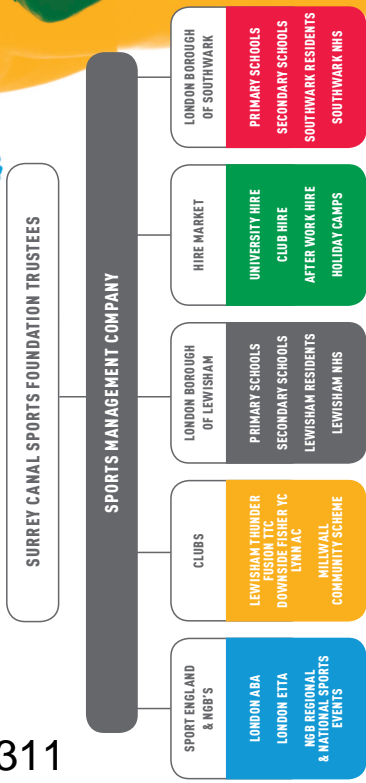
The Surrey Canal Sports Foundation (registered charity 11418111) was established in 2010 to safeguard the Sport Halls for community use.

The Foundation has a committed board of Trustees with varied successful backgrounds who can ensure these facilities are delivered and effectively managed.

The Trustees are tasked with raising the £40m capital required and fundraising annually for any shortfall in revenue funding.

The Sport Halls will be offered to both Lewisham and Southwark residents at the same rates as local authority sports centers. In addition to local residents, the facilities will be used extensively by local schools, sports clubs, National Governing Bodies of Sport (NGBs), universities, colleges and the hire market.

## ORGANISATIONAL STRUCTURE:



## NEW FOUNDATION: NEW LIFE

### Board of trustees



**Steven Norris,**  
Chairman



**John Inverdale**  
Broadcaster



**Baroness Tanni-Grey Thompson**  
Paralympian



**Brendan Jarvis**  
Head of Real Estate, Europe, the Middle East and Africa, Barclays



**Sir Steve Bullock**  
Mayor, London Borough of Lewisham



**Councillor Peter John**  
Leader, London Borough of Southwark



**Steve Backley**  
OBE, Olympian



**Jordana Malik**  
Director, Renewal

## A YOUNG AND DIVERSE POPULATION

- 1/3 OF PEOPLE ARE AGED 15-25 YRS OLD
- 1/3 OF PEOPLE HAVE NO QUALIFICATIONS
- 36% OF YOUNG PEOPLE ARE UNEMPLOYED
- 25% OF LOCAL CHILDREN ARE CLASSED OBESE

"This area has an established sporting pedigree, and the location and planned transport links mean that huge numbers of people will be able to use it and make the site sustainable for years to come."

**Charles Johnston**, Director of Property at Sport England



### Surrey Canal will be served by:

- a new London Overground station on the East London Line
- the existing national rail station at South Bermondsey
- 2 new bus routes: 1 linking to Lewisham town centre and 1 to Central London
- greatly improved cycling and walking routes



NEW TRANSPORT CONNECTIONS WILL ALLOW 18,000 PEOPLE WEEKLY TO ACCESS THE SPORTS FACILITIES AT SURREY CANAL.

THERE ARE 40,000 PEOPLE LIVING WITHIN SPORT ENGLAND'S 20 MINUTE WALKING TIME CATCHMENT AREA FROM SURREY CANAL.

THERE ARE 2 UNIVERSITIES, 1 FURTHER EDUCATION COLLEGE, 7 SECONDARY AND 44 PRIMARY SCHOOLS WITH EASY ACCESS TO THE SITE.

◆ SURREY CANAL  
● SCHOOLS & COLLEGES  
 CATCHMENT AREA

## HEALTHY, ACTIVE CITIZENS

The sports offer at Surrey Canal was informed by a 'Needs and Demand' report commissioned from Neil Allen Associates by Renewal, Sport England and the London Borough of Lewisham. The report was informed by the London Boroughs of Lewisham, Southwark, Sport England, NGBs and local Clubs.

The New Cross ward, home to Surrey Canal, is in the top 20% of the most disadvantaged wards in the UK. The Sport Halls will be at the heart of a determined drive to reach out into the surrounding community to encourage and support:

- active lifestyles, leading to a reduction in chronic illness
- healthy residents
- increased self esteem
- greater mental well being
- reduction of crime rates

Supported by the NHS, programmes will aim to improve participation in sports by hard to reach groups and will combine sport with advice on fitness, nutrition and substance misuse.

## NEW ENERGY: NEW LIFE

"I grew up in south London where I started playing basketball but due to a lack of facilities I had to travel some distance to attend training sessions. I know this played a factor in that many people, including my friends, stopped attending regularly. Through my basketball clinic in south London, I have witnessed the immense talent the area has to offer. I fully support the development of such fantastic facilities to promote sport in south London; the area in which my career started."

**Lou Deng, No. 9, Chicago Bulls, National Basketball Association, USA**



"The Surrey Canal Sport Halls promise to be an exciting and innovative project that will re-energise the area and provide significant opportunities for the community to engage in sporting activity."

**Paul Clark, Chief Executive Officer, England Netball**



## CLUBS AND ORGANISATIONS

## NEW COMMITMENT: NEW LIFE

### ON SITE:



#### Lewisham Thunder

Established in 2006 by former LA Lakers' basketball star, Steve Buckralo to harness Lewisham's wealth of talented young players, they have exceeded all expectations, culminating recently in the Men's U18 team being crowned National champions.

Lewisham Thunder recently moved to temporary premises at Surrey Canal in order to develop basketball in Lewisham in preparation for their move to the new sports centre. Thunder's aim is to be a national British Basketball League franchise.

Since 2006 Thunder have grown a regular membership of 250 young people and have worked with 1000s of Lewisham residents delivering basketball in the community.



#### Mitwall Community Scheme

The Mitwall Community Scheme provides opportunities for the local communities of Lewisham and Southwark to take part in sport, learn new skills, improve their health and train for employment. The Surrey Canal Sport Halls will provide a purpose built new home, relieving them of the burden of maintaining a deteriorating building and allowing them to focus on supporting local residents.



#### Fusion Table Tennis Club

Current National champions, Fusion are committed to moving onto site in 2014.

### MOVING TO THE SPORT HALLS:



#### English Table Tennis Association

ETTA will base their London offices at Surrey Canal and have pledged a capital funding contribution.



#### Downside-Fisher Youth Club

The club will be relocating from its current home in Southwark and are committed to the new facilities. Founded in 1908 its members have included three world boxing champions Sid Smith, Terry Downes and Lloyd Honeyghan and two world title contenders Timmy Driscoll and Micky Cantwell.



#### Lynn Athletic Club

Britain's oldest amateur boxing club. Founded in 1892 it will also be relocating from its current home in Southwark. Its past members have included Danny Williams who famously beat Mike Tyson in 2004.



#### London Amateur Boxing Association

Along with two historic local clubs, the London ABA will base itself at Surrey Canal and establish a centre of excellence and a boxing museum at the Sport Halls.

## CURRENT & FUTURE PROGRAMMES: BASKETBALL CASE STUDY

A programme of community participation for **EACH SPORT** will be driven by the Clubs and NGBs based at the Sports Halls.

Here is a Case Study of how Lewisham Thunder basketball club will drive community and team participation at the Sports Halls. Programmes marked with \* are already happening at Thunder's interim home on the Surrey Canal site.

### BASKETBALL CAMPS \*

During school holidays Thunder will deliver camps starting at 8.30am with a healthy breakfast followed by morning and afternoon training sessions and supervised homework theme alongside fitness, skills and fun. Thunder's last half-term camp attracted over 100 attendees aged between 8 and 18.

### WHEELCHAIR BASKETBALL \*

Already strongly established Lewisham Thunder will build on their current wheelchair basketball programme promoting the recreational and competitive aspects from grassroots to elite level. This sport is important for rehabilitation, increasing self-esteem and significantly improving the quality of life for those with disability. Wheelchair basketball embraces those with a wide range of disabilities and all are encouraged to participate in a sport which is fully integrated into the Lewisham Thunder family.

### FAMILY TO FAMILY EVENTS \*

2 vs 2 competition consisting of a 9-week programme including lifestyle workshops and basketball coaching courses along with a day of fun basketball activities for young people to take part in with a chosen family member.

### HOOPS4HEALTH \*

Hoops4Health is the British Basketball League Foundation community programme, combining basketball coaching with practical healthy living advice for young people. Lewisham Thunder, supported by the NHS, will deliver this programme initially to 16 local primary schools with the aim of producing health conscious, talented basketball players.

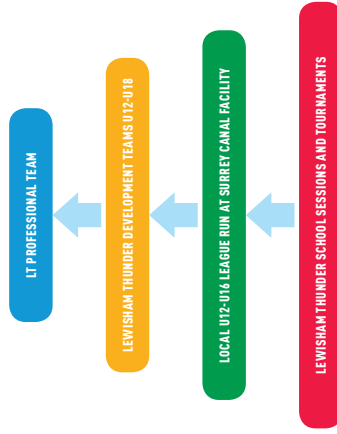
### NATIONAL LEAGUE TRAINING PROGRAMME \*

Players will become a part of the National League programme which provides teams that compete in U14, U16, U18 boys and girls leagues.

### COMMUNITY SESSIONS \*

Lewisham Thunder provide community basketball sessions twice weekly for the 5-13 and 14+ age groups. These sessions encourage young people to take part without the initial commitment of playing for a team and have become increasingly popular with numbers attending rising to as many as 120 per session. The Sport Halls will enable this scheme to be expanded.

### HOOPS4HEALTH PROGRAMME:



## NEW OPPORTUNITIES: NEW LIFE

### TRAINING & QUALIFICATIONS \*

Lewisham Thunder will provide vocational courses for their members that lead to qualifications in refereeing, table officiating, coaching, health and safety, nutrition and sports psychology. As well as providing their members with life skills, this will also allow the club to develop by providing in house referees and officials. It is also envisaged that these opportunities will be extended to both parents and the local community.

### WOMEN'S SESSIONS \*

Lewisham Thunder will teach the basic technical elements of the game and encourage women to further their experience through more competitive sessions. These sessions will be co-ordinated to allow mothers to participate whilst their children are attending sessions.

### MEN'S SESSIONS \*

For +19 players Lewisham Thunder have a men's team that plays in the London Metropolitan league.

### PRE / POST SESSION STUDY CLUB \*

Classrooms will be provided to encourage a supportive environment for homework.

### BOUNCE BACK TO FITNESS SESSIONS

These sessions would be aimed at new Mums wanting to lose baby weight and get fit in a fun way, with the added benefit of making new friends. There would be a creche facility on site to support these sessions.

### BBY BASKETS SESSIONS

These sessions intended for 3-5yr olds would provide completely age appropriate sessions aimed at developing physical skills in a fun and enabling environment.

### SILVER SHOOTERS SESSIONS

Designed for those in the 55+ age group, these sessions would be planned to encourage either those new to basketball or those wishing to return to re-ignite their past skills.



# A DAY AT SURREY CANAL SPORT HALLS

# NEW TIMES: NEW LIFE

	6AM-7AM	7AM-8AM	8AM-9AM	9AM-10AM	10AM-11AM	11AM-12PM	12PM-1PM	1PM-2PM	2PM-3PM	3PM-4PM	4PM-5PM	5PM-6PM	6PM-7PM	7PM-8PM	8PM-9PM	9PM-10PM
<b>ARENA 1</b>	SPINNING CLASS	SPINNING CLASS	YOGA	DANCE CLASS	DANCE CLASS	DANCE CLASS	DANCE CLASS	ZUMBA DANCE	ZUMBA DANCE	ZUMBA DANCE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>ARENA 2</b>	YOGA	YOGA	INDOOR HOCKEY	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>ARENA 3</b>	PILATES	PILATES	BBQ BASKETS	BOUNCE BACK TO FITNESS NEW PUPPETS	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>GYMNASIUMS</b>	NON-ABLE BODIED SESSION	NON-ABLE BODIED SESSION	PRE-SCHOOL TODDLERS CLUB	BEGINNERS GYMNASTICS	MOTHERS AND TODDLERS CLUB	MOTHERS AND TODDLERS CLUB	MOTHERS AND TODDLERS CLUB	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	DISPLAY PROGRAMME	CONDITIONING PROGRAMME (INTERMEDIATES)	SQUAD TRAINING	SQUAD TRAINING	SQUAD TRAINING	SQUAD TRAINING
<b>SPORTS HALL</b>	YOGA	YOGA	AEROBICS CLASS	SCHOOLS BADMINTON	SCHOOLS BADMINTON	SCHOOLS BADMINTON	SCHOOLS BADMINTON	UNDER 9S BASKETBALL	UNDER 9S BASKETBALL	UNDER 9S BASKETBALL	HODS HEALTH BASKETBALL	HODS HEALTH BASKETBALL	ADULTS ONLY SWIM	ADULTS ONLY SWIM	ADULTS ONLY SWIM	ADULTS ONLY SWIM
<b>36 COURTS FOR</b>	PAV & PLAY	PAV & PLAY	OVER 50S FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOL HIRE (RUGBY/FOOTBALL)	SCHOOL HIRE (RUGBY/FOOTBALL)	SCHOOL HIRE (RUGBY/FOOTBALL)	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME
<b>4TH FLOOR</b>	BOXING FITNESS	BOXING FITNESS	KICK BOXING CLUB	KICK BOXING CLUB	AMATEUR BOXING	AMATEUR BOXING	AMATEUR BOXING	SCHOOLS BOXING	SCHOOLS BOXING	SCHOOLS BOXING	BOXING CLUB	BOXING CLUB	WHITE COLLAR BOXING	WHITE COLLAR BOXING	WHITE COLLAR BOXING	WHITE COLLAR BOXING
<b>SWIMMING</b>	LANE SWIMMING	LANE SWIMMING	LANE SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	WOMENS ADUAFIT	SCHOOL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM
<b>TABLE TENNIS</b>	PAV & PLAY	PAV & PLAY	PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	BATS WITH BALLOONS	OVER 50 CLUB	ONE-2-ONE COACHING PAV & PLAY	TABLE TENNIS AEROBICS	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY
<b>FITNESS SUITE</b>	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY
<b>CLIMBING WALL</b>	CASUAL CLIMBING	ADVANCED CLIMBING	ADVANCED CLIMBING	LADIES MORNING	LADIES MORNING	LADIES MORNING	LADIES MORNING	CASUAL CLIMBING	CASUAL CLIMBING	CASUAL CLIMBING	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS
<b>6AM-7AM</b>	LANE SWIMMING	LANE SWIMMING	LANE SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	WOMENS ADUAFIT	SCHOOL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM
<b>7AM-8AM</b>	SPINNING CLASS	SPINNING CLASS	YOGA	DANCE CLASS	DANCE CLASS	DANCE CLASS	DANCE CLASS	ZUMBA DANCE	ZUMBA DANCE	ZUMBA DANCE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>8AM-9AM</b>	YOGA	YOGA	INDOOR HOCKEY	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>9AM-10AM</b>	PILATES	PILATES	BBQ BASKETS	BOUNCE BACK TO FITNESS NEW PUPPETS	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>10AM-11AM</b>	NON-ABLE BODIED SESSION	NON-ABLE BODIED SESSION	PRE-SCHOOL TODDLERS CLUB	BEGINNERS GYMNASTICS	MOTHERS AND TODDLERS CLUB	MOTHERS AND TODDLERS CLUB	MOTHERS AND TODDLERS CLUB	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	DISPLAY PROGRAMME	CONDITIONING PROGRAMME (INTERMEDIATES)	SQUAD TRAINING	SQUAD TRAINING	SQUAD TRAINING	SQUAD TRAINING
<b>11AM-12PM</b>	YOGA	YOGA	AEROBICS CLASS	SCHOOLS BADMINTON	SCHOOLS BADMINTON	SCHOOLS BADMINTON	SCHOOLS BADMINTON	UNDER 9S BASKETBALL	UNDER 9S BASKETBALL	UNDER 9S BASKETBALL	HODS HEALTH BASKETBALL	HODS HEALTH BASKETBALL	ADULTS ONLY SWIM	ADULTS ONLY SWIM	ADULTS ONLY SWIM	ADULTS ONLY SWIM
<b>12PM-1PM</b>	PAV & PLAY	PAV & PLAY	OVER 50S FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOLS FOOTBALL	SCHOOL HIRE (RUGBY/FOOTBALL)	SCHOOL HIRE (RUGBY/FOOTBALL)	SCHOOL HIRE (RUGBY/FOOTBALL)	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME	MILLWALL COMMUNITY SCHEME
<b>1PM-2PM</b>	BOXING FITNESS	BOXING FITNESS	KICK BOXING CLUB	KICK BOXING CLUB	AMATEUR BOXING	AMATEUR BOXING	AMATEUR BOXING	SCHOOLS BOXING	SCHOOLS BOXING	SCHOOLS BOXING	BOXING CLUB	BOXING CLUB	WHITE COLLAR BOXING	WHITE COLLAR BOXING	WHITE COLLAR BOXING	WHITE COLLAR BOXING
<b>2PM-3PM</b>	LANE SWIMMING	LANE SWIMMING	LANE SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	WOMENS ADUAFIT	SCHOOL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM
<b>3PM-4PM</b>	PAV & PLAY	PAV & PLAY	PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	SCHOOL SESSIONS AND COACHING PAV & PLAY	BATS WITH BALLOONS	OVER 50 CLUB	ONE-2-ONE COACHING PAV & PLAY	TABLE TENNIS AEROBICS	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY	FAMILY GROUP OPEN SESSION PAV & PLAY
<b>4PM-5PM</b>	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY	MEMBERS PAV & PLAY
<b>5PM-6PM</b>	CASUAL CLIMBING	ADVANCED CLIMBING	ADVANCED CLIMBING	LADIES MORNING	LADIES MORNING	LADIES MORNING	LADIES MORNING	CASUAL CLIMBING	CASUAL CLIMBING	CASUAL CLIMBING	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS	BEGINNERS CLASS
<b>6PM-7PM</b>	LANE SWIMMING	LANE SWIMMING	LANE SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	SCHOOL SWIMMING	WOMENS ADUAFIT	SCHOOL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM	GENERAL SWIM
<b>7PM-8PM</b>	SPINNING CLASS	SPINNING CLASS	YOGA	DANCE CLASS	DANCE CLASS	DANCE CLASS	DANCE CLASS	ZUMBA DANCE	ZUMBA DANCE	ZUMBA DANCE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>8PM-9PM</b>	YOGA	YOGA	INDOOR HOCKEY	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	INDOOR CRICKET NETS	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL
<b>9PM-10PM</b>	PILATES	PILATES	BBQ BASKETS	BOUNCE BACK TO FITNESS NEW PUPPETS	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SILVER SHOOTERS (OVER 50S)	SCHOOL HIRE	SCHOOL HIRE	SCHOOL HIRE	NETBALL VOLLETTBALL BADMINTON	NETBALL VOLLETTBALL BADMINTON	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL	NATIONAL LEAGUE BASKETBALL



## THE SURREY CANAL SPORTS FOUNDATION IS UP AND RUNNING

In order to establish and grow sport at Surrey Canal, Lewisham Thunder and Fusion Table Tennis Club have accepted a rent free tenancy of a warehouse on site by the SCSF. This offer is worth £500,000 over a three year term and demonstrates the foundation's strong commitment to promoting sport in this area.

The new facility provides Lewisham Thunder and Fusion with:

- 2 basketball courts
- 16 table tennis tables & show court
- Canteen
- Offices
- Classrooms

£78,000 has been donated to the facilities by the NHS to enable Lewisham Thunder to deliver the Hoops4-Health programme. Run in 16 local schools, Hoops4-Health established a pyramid of participation by combining fun training exercises with educational sessions that teach children about balanced diets, cardiovascular health and substance misuse.

Contributions to the interim sports facilities so far include:

- £500,000 worth of rent free space for the next 3 years;
- £80,000 towards purchasing 2 x Basketball Courts and delivering the Hoops 4 Health basketball and healthy living programme;
- £10,000 of pro bono work by branding agency Thinkfarm;
- 200 Olympic Legacy spectator seats, from the London 2012 Aquatics Centre;
- Furniture from the London Borough of Lewisham.

Our aim is to get as many clubs as possible using the facilities and we have interest from:

- Luol Deng Foundation, Basketball
- Kings College University Basketball
- Lynn Boxing Club
- Left Hook Boxing Club
- Kaizen Kai Karate Club
- London Volleyball
- Padel Association



LEWISHAM THUNDER IN ACTION





## MILESTONES

- MARCH 2012**  
Outline planning granted – section 106 agreement signed
- JUNE 2013**  
Lewisham Thunder move into interim facilities on site
- SEPTEMBER 2013**  
LBL Mayor and Cabinet approve Council land sale to Renewal
- DECEMBER 2013**  
Fusion Table Tennis move into interim facilities on site
- 2ND QUARTER 2014**  
£20m pledged and architects commissioned Fundraising continues
- 4TH QUARTER 2014**  
Detailed planning application
- 2ND QUARTER 2015**  
Detailed planning permission granted
- 4TH QUARTER 2015**  
Construction commences
- 4TH QUARTER 2017**  
Construction completed
- 4TH QUARTER 2017**  
Surrey Canal Sport Halls open

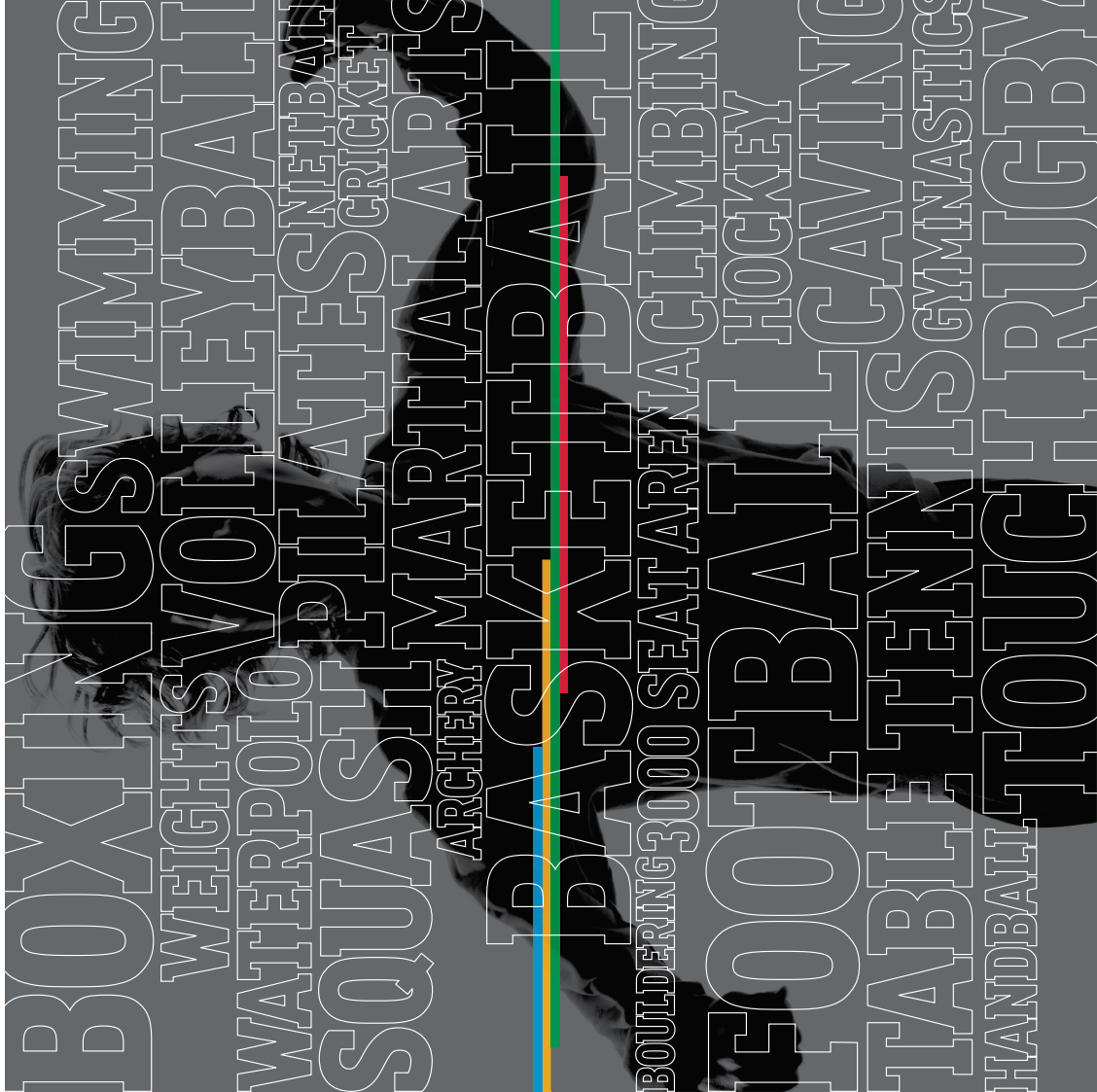
"By supporting the Surrey Canal Sports complex with a capital contribution Lewisham will be setting an unprecedented example in delivering state of the art facilities for community and club use."

**Steve Norris, Chairman, Surrey Canal Sports Foundation**



"Surrey Canal is one of the most deprived areas in the whole of London and urgently requires investment and support. With its proximity plus transport links to central London, and its young population, the area has great potential and the Surrey Canal Sports Foundation will be an important catalyst in regenerating the area."

**Brendan Jarvis, Head of Real Estate, Europe, the Middle East and Africa, Barclays & SCSF Trustee**



**NEW ENERGY**



<b>MAYOR &amp; CABINET</b>		
<b>Report Title</b>	Exclusion of the Press and Public	
<b>Key Decision</b>	No	Item No.
<b>Ward</b>		
<b>Contributors</b>	Chief Executive (Head of Business & Committee)	
<b>Class</b>	Part 1	Date: June 25 2014

### **Recommendation**

It is recommended that in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 and under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs [3, 4 and 5] of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

17. Agreement to bid for funding from the Heat Network Development Unit

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted