



AGENDA

MAYOR AND CABINET

Date: WEDNESDAY, 25 MARCH 2015 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**

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MEMBERS

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

Members are summoned to attend this meeting

**Barry Quirk
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Wednesday, 25 March 2015**



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.	Matters Raised by Scrutiny and other Constitutional Bodies	15 - 17
4.	Outstanding Scrutiny Matters	18 - 19
5.	Referral from the Overview and Scrutiny Committee	20 - 21
6.	School Admissions 2016-17	22 - 98
7.	Permanent Primary Places Turnham Primary School	99 - 119
8.	Deptford Green School Transition to Normally Constituted Governing Body	120 - 127
9.	Reconstitution of Governing Bodies	128 - 156
10.	Appointment of LA Governors	157 - 164
11.	Local Support Scheme	165 - 208
12.	Housing Strategy	209 - 266
13.	Deptford Southern Sites Update and Decant	267 - 278
14.	Using Private Rented Sector Accommodation to Address Homelessness	279 - 291
15.	Greyhound update	292 - 300
16.	New Bermondsey Housing Zone Bid	301 - 311
17.	Annual Lettings Plan 15-16	312 - 332
18.	Exclusion of Press and Public	333
19.	Turnham Primary School Part 2	334 - 339
20.	Deptford Southern Sites Regeneration Project	340 - 344



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MAYOR & CABINET		
Report Title	Declarations of Interests	
Key Decision	No	Item No. 1
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: March 25 2015

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		
Report Title	Minutes	
Key Decision		Item No.2
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: March 25 2015

Recommendation

It is recommended that the minutes of that part of the meetings of the Mayor and Cabinet which were open to the press and public, held on February 18 2015 and March 4 2015 (copies attached) be confirmed and signed as a correct record.

MINUTES OF THE MAYOR AND CABINET

Wednesday, 18 February 2015 at 6.00 pm

PRESENT: Sir Steve Bullock (Mayor), Councillors Alan Smith, Chris Best, Kevin Bonavia, Joe Dromey, Damien Egan, Paul Maslin, Joan Millbank and Rachel Onikosi.

ALSO PRESENT: Councillor Alan Hall and Councillor John Muldoon.

Apologies for absence were received from Councillor Janet Daby

145. Declaration of Interests

None were made.

146. Matters Raised by Scrutiny and other Constitutional Bodies

Submissions agreed by the Overview & Scrutiny Business Panel were considered as part of Item 10.

147. Response to Healthier Communities Select Committee Autism Spectrum Housing

The report was introduced by Councillor Chris Best and a representative of the Executive Director for Customer Services. The Mayor was also addressed by Councillor John Muldoon who said he was very pleased with the proposed response.

Having considered an officer report, and a presentation by the Cabinet Member for Health, Well-Being and Older People, Councillor Chris Best, and the Chair of the Select Committee, Councillor John Muldoon, the Mayor:

RESOLVED that the proposed response be approved for submission to the Healthier Communities Select Committee.

148. Response to Healthier Communities Select Committee Public Health

The report was introduced by Councillor Chris Best and a representative of the Executive Director for Community Services. The Mayor was also addressed by Councillor John Muldoon who said he was delighted with the proposed response.

Having considered an officer report, and a presentation by the Cabinet Member for Health, Well-Being and Older People, Councillor Chris Best, and the Chair of the Select Committee, Councillor John Muldoon, the Mayor:

RESOLVED that the proposed response be approved for submission to the Healthier Communities Select Committee.

149. Response to CYP Select Committee Raising the Participation Age

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

RESOLVED that the proposed response be approved for submission to the Children & Young People Select Committee.

150. Public Accounts Select Committee's Review into No Recourse to Public Funds

Councillor Kevin Bonavia welcomed the report adding that it was very timely given that no recourse to public funds was a significant budget pressure.

Having considered an officer report, the Mayor:

RESOLVED that the views of the Public Accounts Select Committee be received and the Executive Director for Customer Services be asked to provide a response.

151. Children and Young People Select Committee's review into Young People's Mental Health

Having considered an officer report, the Mayor:

RESOLVED that the views of the Children & Young People Select Committee be received and the Executive Director for Children & Young People be asked to provide a response.

152. Comments of the Children and Young People Select Committee on Sedgehill School

Having considered an officer report, the Mayor:

RESOLVED that the views of the Children & Young People Select Committee be received and the Executive Director for Children & Young People be asked to provide a response.

153. 2015 16 Budget Update

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

RESOLVED that:

(i) a Council Tax for 2015/16 of £1,060.35 be recommended for the Council's element. This is an increase of 0%, based on a General Fund Budget Requirement of £246.224m for 2015/16.

- (ii) Council be asked to note an overall reduction in the total Council Tax for 2015/16 of 0.29% to include the Greater London Authority (GLA) precept being reduced by £4 to £295, a 1.3% reduction from its 2014/15 level as proposed;
- (iii) Council be asked to approve the statutory calculation of the Budget Requirement for Lewisham for 2015/16, attached at Appendix A;
- (iv) the Council be asked to approve the motion on the budget, attached at Appendix B;
- (v) the provisional and estimated precept and levies from the GLA and other bodies be noted;
- (vi) the final settlement figure of £160.017m announced on the 3 February be noted which is an increase of £0.677m on the provisional settlement figure be noted;
- (vii) the impact on the budget gap of savings decisions taken by Mayor and Cabinet on 11 February 2015 as detailed be noted;
- (viii) the overall implications of the increased settlement figure and the savings decisions which resulted in a net revised Budget requirement figure of £246.224m, and a revised savings gap of £9.960 (to be met from the New Homes Bonus reserve and General Reserves) creating a net decrease of £0.477m in the amount of reserves required to fill the potential budget gap as reported in the Budget report on the 11 February and as detailed be noted;
- (ix) the absence of responses from Business rate payers to the consultation on the draft Budget which took place from 20 January 2015 to 3 February 2015 be noted;
- (x) the Section 25 Statement from the Chief Financial Officer attached at Appendix D be received.

154. 2015/16 Revenue Budget Savings Update

The Mayor was addressed by Councillor Alan Hall who introduced the written representation on the savings package agreed by the Overview and Scrutiny Business Panel the previous evening.

Councillor Hall referred to the following specific savings:

N1 Parks, Highways and Management Costs – on behalf of the Business Panel he welcomed the additional review on the non-management elements so an assessment could be made as to how this would work in practice.

O1 Discretionary Freedom Pass – the Business Panel fully supported the decision not to proceed with this saving.

A6 Breast Feeding Cafes – the Business Panel sought clarification regarding

the impact of this saving.

L4 Broadway Theatre – the Business Panel raised the following concerns:

- (i) the need to investigate alternative funding.
- (ii) provision of options for management functions and service provisions that are not too risk averse, and could yield better gains.
- (iii) a robust marketing strategy should be put in place.
- (iv) had the BME impact been fully considered.
- (v) consideration of the creation of a member led working group to investigate all options for the future of the Broadway Theatre.
- (vi) the Deputy Mayor and relevant officers be asked to explain the status of the Catford Regeneration scheme.
- (vii) a clear and comprehensive report be provided for Business Panel and the relevant Select Committees on the Catford Regeneration Scheme.

In response the Mayor indicated:

A6 Breast Feeding Cafes – The Executive Director for Children & Young People indicated UNICEF accreditation would still be achieved for the whole borough. Councillor Best added she would be meeting the Director of Public Health the next day to confirm.

L4 Broadway Theatre

- (i) the Mayor said he could accept the recommendation but until such time as alternative funding was secured, the saving would be taken and a reduced programme would have to be offered.
- (ii) & (iii) the Mayor believed these recommendations could be brought together in the formulation of any robust marketing strategy.
- (iv) the Mayor stated this had been fully considered but would be kept under ongoing review.
- (v) the Mayor said he believed a member group could be of some value and he would consider the best way to progress the suggestion, as long as any group created began with a complete briefing encompassing the long history of the theatre.
- (vi) the Mayor received advice from the Deputy Mayor who said TfL were to make a presentation to officers within a few days on a Masterplan for the area.
- (vii) the Mayor said the update from the Deputy Mayor would make it possible to prepare a briefing in the near future.

The Mayor next considered details of saving H1 in a supplementary agenda and a representation submitted by Unison. He sought advice from the Cabinet Member for Resources, Councillor Kevin Bonavia, and from the Executive Director for Community Services representative. They confirmed the Unison concerns about a possible inability to deliver various statutory requirements were fully addressed in the report. Councillor Rachel Onikosi raised concerns voiced to her by colleagues over a Food Standards Agency report which rated Lewisham as one of the worst performers in the country. The Executive Director for Resources and Regeneration responded by indicating additional resources had been deployed to reduce a backlog.

The Mayor said he was convinced by the additional report but that very careful monitoring would be required. He said a complex restructuring exercise had been carried out and he expected fine tuning might be necessary in the future.

Having considered an officer report, a written submission from UNISON, and presentations by the Chair of Overview & Scrutiny, Councillor Alan Hall and the Cabinet Member for Resources, Councillor Kevin Bonavia, the Mayor for the reasons set out in the report:

RESOLVED that:

- (i) the reassurances given to the Mayor regarding the restructuring of Enforcement and Regulatory services be accepted; and
- (ii) the proposal for restructuring Enforcement and Regulatory services, Saving H1, as appended be approved.

The meeting closed at 6.50pm

MINUTES OF THE MAYOR AND CABINET

Wednesday, 4 March 2015 at 6.00 pm

PRESENT: Sir Steve Bullock (Mayor), Councillors Alan Smith, Chris Best, Kevin Bonavia, Janet Daby, Joe Dromey, Damien Egan, Paul Maslin, Joan Millbank and Rachel Onikosi

ALSO PRESENT: Councillor Mark Ingleby

155. Declaration of Interests

None were made.

156. Minutes

RESOLVED that the minutes of the meeting held on February 11 2015 be confirmed and signed as a correct record.

157. Matters Raised by Scrutiny and other Constitutional Bodies

No matters were raised.

158. Outstanding Scrutiny Matters

RESOLVED that the report be noted.

159. Church Grove Community Lead Housing Development

Having considered both an open and a confidential officer report, and a presentation by the Cabinet Member for Housing, Councillor Damien Egan, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) the work carried out on the Church Grove site to engage with residents and community groups and to establish the site constraints and value be noted;

(ii) the potential routes for the self-build project to be taken forward, including their property and financial implications, be noted;

(iii) an EU-compliant competitive dialogue process to select a not-for-profit community led consortium or organisation to act as an enabling development partner to deliver community-led self build or custom build housing on the Church Grove site be initiated;

(iv) the Church Grove site as shown on the plan at appendix A be declared surplus to the Council's requirements;

(v) the information provided in the confidential report be considered in conjunction with the open report; and

(vi) the budget requirement set out in the confidential report be approved.

160. Regeneration of Excalibur Estate Phase 3 CPO

Having considered an officer report, and a presentation by the Cabinet Member for Housing, Councillor Damien Egan, the Mayor, for the reasons set out in the report:

RESOLVED that:

(i) a Compulsory Purchase Order be made in accordance with Section 17 of Part II of the Housing Act 1985 and the Acquisition of Land Act 1981, for the compulsory acquisition of all interests in the land and buildings known as Excalibur Phase 3, the site of which is shown by a thick black verge on the plan attached as Appendix 1, other than those interests already in the ownership of the Council;

(ii) authority be delegated to the Executive Director for Resources & Regeneration, in consultation with the Head of Law, to determine the final extent of the land to be included within the CPO provided that the CPO shall not include any additional land outside the area shown verged in black on the plan attached as Appendix 1;

(iii) the appropriate Chief Officers be authorised to take such other action as may be necessary to make, obtain confirmation and effect the Compulsory Purchase Order and to acquire all interests under it; and

(iv) authority be delegated to the Executive Director for Resources & Regeneration (in the event that the Secretary of State notifies the Council that it has been given the power to confirm the Compulsory Purchase Order) to confirm the Compulsory Purchase Order if the Executive Director is satisfied that it is appropriate to do so.

161. Local Development Framework Revised Local Development Scheme

Having considered an officer report, and a presentation by the Deputy Mayor, Councillor Alan Smith, the Mayor for the reasons set out in the report:

RESOLVED that

(i) the revised content and timetable of the Local Development Scheme be approved and the Council be recommended to formally adopt the revised Local Development Scheme; and

(ii) the Executive Director for Resources and Regeneration be authorised to make any minor changes to the text and format of the documents prior to consideration by Council.

162. Pay Policy Statement 2015-16

The Head of Human Resources confirmed the report had been considered by the Council's independent executive remuneration panel which had endorsed the pay arrangements that were in place. Given this assurance, the Mayor confirmed he was content to endorse the report for consideration by the Council.

Having considered an officer report, and a presentation by the Cabinet Member for Resources, Councillor Kevin Bonavia, the Mayor, for the reasons set out in the report:

RESOLVED that the Pay Policy Statement be approved.

163. Asset Management (Highways)

This item was withdrawn from the agenda.

164. Strategic Asset Management Plan

Councillor Mark Ingleby, Vice-Chair of the Public Accounts Select Committee confirmed the Plan had been debated by the Select Committee and while no written referral had been produced owing to pressure of business, he had been authorised to present their conclusions. The Select Committee had largely welcomed the Plan and had urged a commitment to transparent decision making with positive engagement with the public and Ward Assemblies.

Councillor Joan Millbank reported she had discussed the community aspects with Scrutiny colleagues and suggested section 4.5 of the Plan be amended to add the Lewisham Compact as one of the key strategic supporting documents.

The Mayor made reference to the Chancellor's announcement of the London Land Commission and expressed the belief that the Strategic Asset Management Plan would aid efforts to identify land for house building.

Having considered an officer report, and presentations by the Deputy Mayor, Councillor Alan Smith, and the Vice-Chair of the Public Accounts Select Committee, Councillor Mark Ingleby, the Mayor for the reasons set out:

RESOLVED that the Council's Strategic Asset Management Plan 2015-2020 be approved subject to an amendment adding text on the Lewisham Compact.

165. London Councils POPLA Contract

Having considered an officer report, and a presentation by the Deputy Mayor, Councillor Alan Smith, the Mayor for the reasons set out:

RESOLVED that:

(i) the functions delegated to the London Councils' Transport and Environment Committee (TEC) joint committee to enter into the existing arrangement with the British Parking Association were and continue to be delivered pursuant to section 1 of the Localism Act 2011; and

(ii) 2.2 the exercise of section 1 of the Localism Act 2011 be delegated to the TEC joint committee for the sole purpose of providing an appeals service for parking on private land for the British Parking Association under contract.

166. Management Report January 2015

Having considered an officer report, and a presentation by the Cabinet Member for Policy and Performance, Councillor Joe Dromey, the Mayor:

RESOLVED that the report be noted.

167. Exclusion of Press and Public

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

14. Church Grove Community Housing Development Part 2

168. Church Grove Community Housing Development part 2

The content of this report which were related to the commercially confidential financial aspects of the proposals and its recommendations were considered in conjunction with the open report on the same item.

The Deputy Mayor mentioned the third reading in the House of Lords of a Bill to correct anomalies for self and custom build projects and asked if it would have any impact on the proposals. The Executive Director for Customer Services representative responded by saying this was a stand-alone disposal and it was not expected that any new Act would affect it.

The meeting closed at 6.47pm

Agenda Item 3

MAYOR AND CABINET		
Report Title	Report Back On Matters Raised By The Overview And Scrutiny Business Panel or other Constitutional bodies	
Key Decision	No	Item No.
Ward		
Contributors	Head of Business & Committee	
Class	Open	Date: March 25 2015

Purpose of Report

To report back on any matters raised by the Overview and Scrutiny Business Panel following their consideration of the decisions made by the Mayor on March 4 2015 or on other matters raised by Select Committees or other Constitutional bodies.

MAYOR AND CABINET		
Report Title	Report Back on Matters Raised by the Overview and Scrutiny Business Panel	
Key Decision	No	Item No.3
Ward		
Contributors	Overview & Scrutiny Business Panel	
Class	Part 1	Date: 25 March 2015

1. Purpose of Report

To report back on matters raised by the Overview & Scrutiny Business Panel following their consideration of a pre-decision report on the New Bermondsey Housing Zone and an interim report on a response given on February 18 by the Mayor on the Revenue Budget Savings.

2. Decisions Made by Mayor and Cabinet on 11 February 2015 – Broadway Theatre

2.1 The Business Panel requests the Mayor to progress the creation of a member Working Party.

3. New Bermondsey Housing Zone – S106 Funding

3.1 Business Panel wanted to bring to the attention of the Mayor their concerns regarding the contents of this report. When Business Panel received this report, it had not been exempted from post decision Scrutiny by the Chair of Council. The report said the contrary.

3.2 This report has been placed on the Business Panel agenda without prior discussion with the Chair.

3.3 Following discussion at the meeting, Business Panel members unanimously agreed the following comments for the Mayor to consider prior to his decision on the report:

1. The Mayor is requested to inform officers that reports should not contain misleading information about decisions made by members. Business Panel believes this is unacceptable, and need to be assured this will not happen again.

2. Business Panel urged that this report should not be exempted from scrutiny, and should come back to the Panel for proper post decision scrutiny.
3. The Mayor is requested to instruct officers to aim to achieve a higher target of affordable housing instead of settling for the minimum target.
4. Business Panel noted that despite the Council's pledge of £500k to the Surrey Canal Sports Foundation, there did not seem to be any assurance given on the affordability of the sports facilities, and local people might be out-priced from using these facilities.
5. Business Panel noted that although this project was proposed some time ago, with planning permission granted the project has not started. Members would like to see progress being made.
6. Business Panel asks that any Memorandum of Understanding to be issued will be the subject of member approval and be subject to 7 below.
7. Business Panel asks that due diligence, including full disclosure of the directors, track record checks, capital and financial assurances be completed for the Housing Zone project.
8. Business Panel queries the use of the 'New Bermondsey' designation and asks that the developer be urged to reconsider this name.

4. Decisions Made by Mayor and Cabinet on 4 March 2015 – Lewisham Council Strategic Asset Management Plan 2015 - 2020

- 4.1** Following discussion at the Overview and Scrutiny Business Panel meeting, Business Panel members noted the decision of the Mayor and would like the Mayor to note the following:
- i. Business Panel was concerned that it was not very clear from the report and presentation, the involvement with this project at executive member level.
 - ii. Business Panel urges the Mayor to instruct officers to review the governance arrangements of this project to ensure it is very clear where responsibility lies at both member and officer level.

Agenda Item 4

MAYOR & CABINET		
Report Title	Outstanding Scrutiny Matters	
Key Decision	No	Item No. 3
Ward		
Contributors	Head of Business and Committee	
Class	Part 1	Date: March 25 2015

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 date 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
Response to Children and Young People Select Committee's review into Young People's Mental Health	ED CYP	18 February 2015	13 May 2015	No
Response to Comments of the Children and Young People Select Committee on Sedgehill School	ED CYP	18 February 2015	13 May 2015	No
Response to Public Accounts Select Committee's Review into No Recourse to Public Funds	ED Customer	18 February 2015	13 May 2015	No

BACKGROUND PAPERS and AUTHOR

Mayor & Cabinet minutes 18 February 2015 available from Kevin Flaherty
0208 3149327 or at:

[http://councilmeetings.lewisham.gov.uk/ieListMeetings.aspx?CId=139&Year=
0](http://councilmeetings.lewisham.gov.uk/ieListMeetings.aspx?CId=139&Year=0)

Agenda Item 5

Mayor and Cabinet			
Report title	Comments of the Overview and Scrutiny Committee on the Care Act		
Contributors	Overview and Scrutiny Committee	Item No.	
Class	Part 1	Date	25 March 2015

1. Summary

- 1.1 This report informs Mayor and Cabinet of the comments and views of the Overview and Scrutiny Committee, arising from discussions held following a presentation on the Care Act, received at its meeting on 9 March 2015.

2. Recommendation

- 2.1 Mayor and Cabinet is recommended to note the views of the Overview and Scrutiny Committee as set out in section three of this referral; and agree that the Executive Director for Community Services be asked to provide a monitoring report within the timescale suggested to Mayor and Cabinet and the relevant select committees.

3. Overview and Scrutiny Committee views

- 3.1 On 9 March 2015, the full Overview and Scrutiny Committee received a PowerPoint presentation on the Care Act. The Committee agreed to advise Mayor and Cabinet of the following:

That the impact of the Care Act should be monitored six months after implementation, to include its effect on personal budgets, people with no recourse to public funds (NRPF) and the London Living Wage (LLW).

4. Financial Implications

- 4.1 There are no financial implications arising out of this report per se, although the financial implications of accepting the Committee's recommendations will need to be considered.

5. Legal Implications

- 5.1 The Constitution provides for Select Committees to make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process.

6. Further Implications

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

Background papers

None

If you have any queries on this report, please contact Charlotte Dale, Overview and Scrutiny Manager (0208 3149534)

Agenda Item 6

Chief Officer Confirmation of Report Submission	
Cabinet Member Confirmation of Briefing	
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 checked="" type="checkbox"/>	


Date of Meeting	25 TH March 2015
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Title of Report	Nursery, Primary, Secondary and Sixth Form Admissions arrangements for 2016/17 – including the future of Banding
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Originator of Report	Warwick Tomsett	Ext. 48362
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	√	
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		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: 17 March 2015

Signed:  Executive Director

Date: 17 March 2015

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	

MAYOR AND CABINET			
Report Title	Nursery, Primary, Secondary and Sixth Form Admissions arrangements for 2016/17 – including the future of Banding		
Key Decision	Yes	Item No.	
Ward	All		
Contributors	Executive Director for Children and Young People Head of Law Head of CYP Resources and Performance		
Class	Part 1	Date:	March 25 2015

1. Purpose of the Report

- 1.1 To seek the Mayor's approval for the Local Authority's admissions arrangements for community schools for the academic year 2016/17, including the future of Banding.

2. Summary

- 2.1 This report sets out details of the Local Authority's admissions arrangements for community schools for the academic year 2016/17 with a particular focus on the use of banding for secondary transfer to Lewisham schools. It was agreed by the Admissions Forum that Lewisham should consult on behalf of all schools whether to continue to use banding for secondary transfer. This report sets out the results of the consultation and makes a recommendation to the Mayor to agree the admissions arrangements for 2016/17 and to the cease the use of banding as outlined in this report.

3. Policy Context

- 3.1 The operation of a fair and equitable system for the admission of children to school supports Lewisham's Corporate priority to raise educational attainment, skills levels and employability. The Admissions Forum has a key role in monitoring and ensuring that children, particularly vulnerable groups e.g. Children in Care, have a fair, transparent and speedy admission into school.
- 3.2 This report contributes to the delivery of the 2012-15 Children and Young Peoples Plan (CYPP) and in particular to the following priorities:
- Raise educational standards for all
 - Close the attainment gap between underachieving groups and their peers
 - Continue to improve school attendance
- 3.3 The CYPP 2012-15 underpins 'Shaping Our Future' Lewisham's Sustainable Community Strategy 2008-2020. The CYPP sets out how partnership agencies working with children, young people and their families support the delivery of the borough's priorities for the wider community which are set out in the Sustainable Community Strategy.

- 3.4 At the meeting of the Admissions Forum in October 2014 it was agreed that the LA would consult, on behalf of all the admissions authorities in the borough which use Lewisham's banding system, on whether or not to continue to band children for secondary transfer purposes. We therefore included a question on banding in our consultation on the admissions arrangements for 2016/17. Consultation was conducted via Lewisham's online portal and the school mailing system, as well as discussion at primary and secondary strategic heads forums.
- 3.5 The Admissions Forum in March 2015 received a report with the outcome of the consultation. Members of the Admissions Forum noted the outcome of the consultation. The Forum agreed that the recommendation outlined in paragraph 4 of this report be made to the Mayor. The Forum also recommended that governing bodies of the schools which currently use Lewisham's banding – Addey and Stanhope, Prendergast Vale, Prendergast Hilly Fields, Prendergast Ladywell, and Trinity cease banding on the basis of the outcome of the consultation carried out on their behalf when they meet to determine their admissions arrangements for 2016/17. It also recommended that the Board of the Haberdashers' Aske's Federation are asked to consult on ceasing banding in the following year.
- 3.6 Since the Admissions Forum, the governing bodies of Prendergast Vale, Prendergast Hilly Fields and Prendergast Ladywell have met and confirmed that they will cease banding from 2016/17, if the LA is also ceasing banding.
- 3.7 Admissions authorities in Lewisham have operated banding as part of their secondary school admissions arrangements since its inception as an education authority in April 1990. Lewisham operates a banding system for all 5 community maintained secondary schools. Addey and Stanhope, Prendergast Vale College, Prendergast Ladywell Fields and Trinity Lewisham CE voluntary aided schools operate the same banding arrangements to ensure as far as possible a comprehensive intake ensuring there is an equal number of places available in each band. Prendergast Hilly Fields also use Lewisham's banding system and were therefore included in the consultation, but the proportion of places available is proposed by the proportion of applicants in each band of ability. This is known as school based banding. The Haberdashers' Federation also operate school based banding but make their own arrangements to test and band applicants. The Catholic secondary schools do not operate a banding system.
- 3.8 The purpose of banding is to ensure that over-subscribed schools in Lewisham have a balanced intake of children in terms of ability. Lewisham LA purchases the Optional Year 5 SATs test from the Standards and Testing Agency (STA). The cost for this test is currently £26K. The tests determine, in Year 5, which ability band a pupil falls into. Admissions arrangements in the borough then aim to ensure that an even number of pupils are accepted at a school from each ability band.
- 3.9 The STA has now ceased to produce the Optional Year 5 SATs papers. If admissions authorities in Lewisham wish to continue using banding for secondary admissions, an alternative method of testing would need to be sought. Given that a new testing regime would increase costs significantly (to at least £40k) Lewisham's Admissions Forum decided that they should look at the pros and cons of continuing with a banding system in the borough and, having done so, that we should consult on whether or not those admissions authorities should continue to use banding as part of secondary admissions

arrangements.

4. Recommendations

The Mayor is asked to agree:

- 4.1 That banding across all 5 community secondary schools, Conisborough, Deptford Green, Forest Hill, Sedgehill and Sydenham is ceased.
- 4.2 Subject to agreement to the recommendation at 4.1 above that the nursery, primary, secondary and sixth form admissions arrangements for Lewisham's community schools as set out in Appendix A to H be agreed;
- 4.3 The pan London Admissions Schemes for reception and secondary transfer and a local scheme for in year admissions as detailed in Appendix I be agreed.

5. Historical and national policy context

- 5.1 During the 1980s through to the present date, there have been numerous education reforms that have impacted upon the admissions of pupils to schools, including the changes made through the School Admissions Code and the introduction of legislation that all schools should give top priority to children in local authority care.
- 5.2 The timetable to below sets out brief the developments relating to banding.

Year	Change
1972	All primary pupils in the ILEA assessed for banding on the basis of the headteacher's professional judgement and a verbal reasoning test
1988	London Reading Test used for banding
1988	New CTCs statutory required to admit pupils of all abilities
1988	Education Reform Act introduces more open enrolment
1994	Only Tower Hamlets, Greenwich, Lewisham & Hackney continue to use banding
1998	School Standards and Framework Act allow proportionate banding but does not allow new local banding
2003	School Admissions Code allows 'fair banding' which it defines as proportionate banding, but disallows local banding or banding based on the national ability profile
2004	Hackney stops using local banding
2006	Education and Inspections Act allows proportionate banding, local banding based on national ability profile
2007	School Admissions Code endorses banding as good practice
2010	School Admissions Code continues to allow banding

(Extract from LSE report – Banding and Ballots)

6. The Lewisham position

- 6.1 Children who attend Lewisham primary schools sit the Optional Year 5 SATs in the May of Year 5 and are placed in one of 5 bands of ability. Lewisham's admissions arrangements require that all criteria (e.g. distance to school) are applied within each band so as to try to secure the same number of children being accepted at a school within each ability band. If, however, there are too few children from one band applying to the school, the school then fills up with children from other ability bands. Banding can only make a difference to the admissions of schools which are over-subscribed. Under-subscribed schools

simply take all children, regardless of bands. Children from other boroughs who apply for a place at a secondary school in Lewisham are not necessarily 'banded'. Only the Royal Borough of Greenwich uses the same test and banding arrangements as Lewisham. For those children who have not sat the Optional Year 5 SATs Lewisham obtains information about the child's level of ability from their primary school.

6.2 Primary headteachers are asked to provide:

- a) the child's raw score for the reading test and the mathematics Test A and Test B if the school also used the Optional Year 5 SATs or
- b) information about the child's current National Curriculum levels for English and Maths subdividing these levels into a, b or c or
- c) a teacher assessment bearing in mind that there are approximately 20% of children in each band.
- d) For all other children where a banding assessment cannot be obtained Band 2A is given.

6.3 As outlined in paragraph 3.7, Lewisham currently has a situation whereby:

- 8 schools operate area wide banding. Area based banding uses the same banding regardless of school;
- one school operates area wide banding but offers faith and open places within this; (Trinity)
- one school operates school based banding using Lewisham's test results. School based banding puts just those children who apply to the school into different bands. Children are still offered places in proportion to the number of applicants in each band; (PHFC)
- The Haberdashers' Academies use school based banding based on a different test, and divide applicants into 9 bands, offering places in proportion to the number of places in each; and
- the two Catholic schools do not operate banding at all.

6.4 Furthermore, applications from children who do not attend a Lewisham school are not banded using the same method and are either banded based on the child's raw scores of the Optional Year 5 SATs test ie the reading and maths papers A and B, or their levels in Year 5 for maths and reading or a teacher assessment of their levels. For any child whose primary school cannot provide information for banding, a nominal Band 2A is allocated. For 2014, 901 applications were banded in this way.

6.5 Advice received from the Department for Education is that the LA could not rely on teacher assessments alone for banding purposes.

6.6 At the Admissions Forum in October 2014 it was agreed that the Local Authority should consult, on behalf of all the Admissions Authorities, on removing banding from the admissions arrangements for secondary transfer. The information presented at the Admissions Forum included details of the additional costs of continuing banding alongside modelling undertaken by the Performance Team using the 2014 secondary transfer data. The modelling compared the outcomes based on banding with what the outcomes would have looked like if the offers had been made using distance to school. Both sets gave preference to Looked After Children and to siblings in the normal way. The Performance Team also examined the children's actual results in the Year 6 tests with the banding that resulted from their results in the tests they took in Year 5. All the charts are attached as Appendix 1 and were included as part of the consultation.

Chart 1 in Appendix J provides the outcome of the 2014 secondary transfer intake of pupils using the banding criteria based on parental preferences.

Chart 2 shows the outcome of the 2014 secondary transfer intake using the distance¹ criteria only based on parental preferences.

Chart 3 provides details of the 2014 intake of pupils; their banding; and the result they actually achieved in the Year 6 SATs.

7. Pros and Cons of moving to a distance only model

7.1. The pros of using distance only as the criteria are:

- more Lewisham children would be likely to receive a place in a school local to them at secondary transfer;
- the data shows that removing banding would not create any more imbalance in school intakes than we have with our current system;
- the admissions process would be easier for parents and children to understand;
- Year 5 children would not need to sit a test, and schools and the LA would not need to administer the process;
- The modelling shows that the test used in Year 5 to band children is not that good at predicting the actual level of achievement for pupils at the end of Year 6;
- the LA would save £26k at a point when significant savings are still required. If banding were retained, we would need to spend at least £40k for a new test as the National Admissions Code requires banding to be done on the basis of a test rather than on the basis of teacher assessment;
- Lewisham would come into line with the majority of authorities in London

7.2 The cons of using distance* only as the criteria are:

- as Lewisham LA is the admission authority for only five secondary schools, there would be a need for the VA schools and Academies to agree to adopt the same approach as Lewisham. The consultation was undertaken on behalf of all those admissions authorities using Lewisham banding but each governing body will need to consider the outcomes of that consultation prior to determining their arrangements. Indications are that all schools would abide by any decision made by the Mayor on the advice of the Admissions Forum. The governors of the Leathersellers Federation have now formally agreed to cease banding if the recommendations of this report are agreed. The Haberdashers' Federation would, however, need to consult separately on removing banding so their arrangements could not be changed for applicants to the 2016/17 academic year. They have agreed to ask their governors to consider consulting on this. It is only the Lewisham schools in the federation which currently band.
- current indications are that the Royal Borough of Greenwich, will consult on whether to retain banding for admissions to schools in their area from 2017/18 and, depending on the outcome may continue to use banding;
- the use of banding makes a clear statement that we are committed to over-subscribed schools having balanced intakes. While the data shows that banding does not currently achieve those balanced intakes, removing banding may inadvertently send a message that we no longer think it is important;
- while the data used for the modelling is indicative of what might happen if banding was removed, the parental preferences the modelling is based on were

¹ * Distance only is based on the admission criteria for secondary transfer to Lewisham community schools as follows :Looked after children; Children with exceptional medical/social needs; Siblings; Home to school distance

made in a 'banding' system. It is therefore not possible to predict how preference patterns might change in a 'distance only' system.

8. Consultation Overview

8.1 The consultation took place between 2 December 2014 and 31 January 2015. Lewisham LA consulted schools and governors, neighbouring LAs, teaching unions, diocesan bodies and parents of children between the ages of 2 and 18 years old. An online survey was available for this purpose.

The following methods were also used to facilitate engagement with the consultation process:

- The report on Banding was discussed at Primary Strategic Group held on 18 November 2014 and 13 January 2015 and Secondary Heads Strategic Group on 23 January 2015.
- Paper copies of the documents circulated via the school mailing systems to Chair of Governing Bodies and Headteachers.
- Copies of the report and consultation documents were available on the Lewisham website.

A copy of the consultation document is attached in appendix K.

9. Responses to the consultation

9.1 There were only 16 online responses to the consultation.

9.2 9 (56.25%) respondents agreed that banding should no longer be used for the purposes of secondary transfer. 7 (43.75%) responded in favour of retaining banding.

9.3 The teaching unions responded to the consultation and, whilst they did not comment on whether Lewisham to retain banding for the purposes of secondary transfer, they raised other issues.

9.4 There were no responses to any other aspect of the admissions arrangements for 2016/17.

9.5 13 of the respondents provided a written response: 6 Head of School/Executive Head, 1 Governor, 2 Parent and 5 other

10. Key themes raised in consultation responses

- (a) Importance of retaining a comprehensive intake;
- (b) Concern over the whether all schools would adopt the Lewisham LA arrangements;
- (c) Questions over the analysis of some of the data e.g. how the out of borough applications were dealt with in the modelling?
- (d) Effectiveness of banding
- (e) Use of Teacher Assessment

(a) Importance of retaining a comprehensive intake

(56%) 9 Respondents highlighted the importance of retaining Lewisham's commitment to comprehensive education and questioned the impact on this should the Local Authority cease to operate banding. Similarly (25%) questioned whether home to

school distance criteria would affect intakes particularly to those school located in more affluent areas of the borough.

(37.5%) 6 respondents agreed that the data shows that the spread of abilities in schools wouldn't be that different without the bandings.

Response Lewisham remains committed to ensuring that all schools admit a comprehensive intake. The banding arrangements in Lewisham do not currently ensure that there is a comprehensive intake in all schools (see appendix J, Chart 1) and banding can only achieve this when all schools are oversubscribed. For example schools such as Addey & Stanhope, Conisborough and Prendergast Vale achieve a balanced intake when banding is used as part of the admissions criteria. However, it is important to note that Prendergast Vale achieves a relatively balanced intake whether the banding or distance only criteria is applied. The data in Chart 2 of Appendix J shows that without banding some of the under-subscribed schools such as Sedghehill and Sydenham would achieve more of a balanced intake with more children from the higher bands as part of their intake. Without banding, more Lewisham pupils would get into their local school particularly those who are in the higher bands and potentially leads to a more balanced intake for those schools who under the banding system tend to have a higher number children in the lower bands. Moving to a distance criteria will help to ensure that pupils get into their local schools. For example in Chart 2 Deptford Green School would achieve more of a balanced intake as well as a higher number of pupils compared with the intake with banding. This would also allow for pupils in the higher bands to obtain a place as they would not be able to get in to oversubscribed schools further afield. Schools may become more community based being more able to accept pupils from their local community.

Since the consultation, we have examined this further and analysed the cohort of students in the 2014 secondary transfer. Appendix M shows the same outcomes for 2014 transfer as Appendix J, by banding (chart 1) and by distance (chart 2), but broken down by FSM and non-FSM. This shows that there is very little variation between them, demonstrating that the mix of students by this definition remains unchanged by moving to a distance only model. The biggest change is for Deptford Green, with a 9% reduction in FSM students under a distance model.

Maps of the mix of social and private housing and range of income across the borough is also shown in Appendix N. This shows that although the density of social housing varies across the borough, each school does have a mix of social and non-social housing in its local community. Similarly, the map of median income shows the range within each school's local community.

The range of income across the borough is £21,009 to £52,227. Deptford Green is within the lowest income area but will still have families in the mid-range of income. Trinity and St Matthew are within the higher income areas, but have families within the mid-range in their local communities. The only school that has the complete range of income in its area is Haberdashers' Aske's Hatcham College.

Although not definitive, these analyses undertaken since the consultation show that although there is some variation across the borough, the mix of each school is likely to remain broadly socially comprehensive by moving to a distance only model.

(b) Concern whether all schools would adopt the Lewisham LA arrangements

9 (56.25%) agreed that the LA should cease banding which would be in line with all but two London authorities (Greenwich and Tower Hamlets). However, there was concern raised by 3 (19%) respondents that if this policy was not adopted by all schools in Lewisham this could lead to confusion for parents/carers in respect of the admission criteria arrangements and inequity amongst Lewisham schools with the intake of pupils.

There was concern that equity amongst Lewisham schools should continue to be a focus for the LA and those in agreement with the abolition of banding were of the view that a measure should be in place to ensure that schools accept a range of abilities at secondary transfer.

Response As Lewisham LA is the admissions authority for only five secondary schools, there would be a need for the VA schools and Academies to agree to adopt the same approach as Lewisham in determining their admissions arrangements. Early indications are that all schools will abide by any decision made by the Mayor on the advice of the Admissions Forum. However, this is a decision for the governing bodies.

As outlined in section 3.6, the governing bodies of three schools (Prendergast Vale, Prendergast Hilly Fields, and Prendergast Ladywell) have agreed to cease banding if the LA ceases banding.

The Haberdashers' Aske's Federation, which uses their own banding, have indicated that if other admissions authorities in the borough cease banding, they will consider consultation on whether to cease banding for 2017/18.

The LA is committed to ensuring that there is no selection amongst schools in Lewisham and school intakes will continue to be closely monitored using the actual results from Year 6 testing to ensure equity amongst all schools, allowing us to review the impact regularly.

If it is agreed that admissions authorities in Lewisham should cease the use of banding, the LA will continue to ensure that the information made available for parents/carers and schools is clear and appropriate guidance given to ensure a smooth transition to the new arrangements.

(c) Questions over the analysis of some of the data

4 (25%) of respondents made reference to the data and most supported the evidence that the modelling outlined, namely that the data showed that the banding systems is not meeting its main purpose of ensuring schools have a balanced intake. One (6.25%) respondent raised concerns that the data in Appendix J made numerous assumptions in particular whether the simulation included a LA allocation iteration in the allocation process (in which children who had not received an offer at any of their preference schools were allocated to a school by the local authority) or whether the additional 309 places would be allocated in this way. The second query related to the availability of places in neighbouring boroughs and whether these places were allocated as part of the simulation exercise. The respondent concluded that the result may have been different if the above were applied.

Response The simulation exercise undertaken does not include LA allocation iteration for children who had not received an offer at any of their preference schools. This was not considered as part of the exercise. However, this does not invalidate the data in any case because children who do not get a school place at one of their preferred schools are allocated a school place based on the nearest school where there are vacancies and not according to their banding. We also recognised the limitations of the use of data based on secondary transfer for one academic year and therefore carried out a second modelling exercise which was presented to the Admissions Forum meeting on 2 March 2015. This is attached as Appendix L. The results shows a very similar outcome that that in the earlier modelling, for example schools such as Addey & Stanhope and Prendergast Vale achieve a comprehensive intake with the use of banding whilst more schools achieve a more balanced intake when the criteria is based on sibling and distance only. Therefore we are still confident that this was a valid exercise as banding does not impact on places that are allocated.

With regard to applications for schools in neighbouring boroughs these were not taken into consideration. However, if an applicant had made one of the preferences for an out of borough school and that preference was their third preference then if they did not receive a place from their first or second preferences then the applicant was taken out of subsequent iterations, as the hypothesis was they would have received an out of borough place.

The data demonstrating the intakes by band to secondary schools in Lewisham for 2014 is reliable and show that there is not equity across all schools. The intakes show a marked disparity, adversely affecting schools which are undersubscribed. Whilst it is difficult to prove that, in future, more children will receive one of their preference schools in a system without banding, using a distance only criteria (after LAC and siblings) would ensure that places were offered to children living in the local community.

The evidence presented in the report indicates that removing banding would not create any more imbalance in school intakes than we have with our current system. However, it is difficult to predict entirely accurately outcome of future intake due to the complexities of the preference system, the profile of the applicants and schools themselves as these will all have an impact on future equity. We are, though, confident in the modelling as a decent enough proxy for how an un-banded system would work.

(d) Effectiveness of Banding

6 (37.5%) respondents raised the question about how effective banding is in particular as the purpose of using banding is to ensure a comprehensive intake, the data in Chart 2 (Appendix J) shows that without banding the difference in the intake is very little and that some schools still retain a relatively equal proportion of children from the range of ability groups. This can be compared with the data in Chart 1 (Appendix J) that shows that despite the use of banding not all schools achieve a equal proportion of children from the range of ability groups.

3 (19%) Respondents were of the view that the banding test was not a true reflection of ability for a number of different reasons. This ranges from test being readily available on the internet and some are privately tutored in preparation for the test which could lead to distorted data. In addition concern was expressed that the banding test was out of date with the new curriculum and does not accurately identify the outcomes of the students in National Assessments.

2 (12.5%) Respondents raised concern about the cost of banding and highlighted that the data shows that banding in Lewisham does not have great impact on the comprehensive intake of our secondary schools. It was recognised that there are a variety of factors such as popularity of school, changes in attainment between banding test and Year 6 SATs/Year 7 entry, test not always reflecting a child's real ability (as the data in Chart 3 of the Appendix J shows).

Response – the LA supports the data outlined in Chart 1 (Appendix J) the data shows that banding has not been that effective in achieving a balanced intake across schools. This is most likely because over 30% of our Band 1 children apply for schools outside the borough. However, some over-subscribed schools do achieve more or less a balanced intake across the different ability bands e.g. Addey & Stanhope, Conisborough and Prendergast Vale College.

The evidence also reinforces the view that the use of banding does not provide a balanced intake across all schools in Lewisham schools. The National Curriculum Key Stage results 2013/14 shows that achievement in Lewisham primary schools is now very high, children banded in the lowest band are still achieving at the national

expectation. The data presented in Chart 3 (Appendix J) also shows that although it is the test used in Year 5 to band children it is not that good at predicting the actual level of achievement for pupils at the end of Year 6. The data shows that many in the top bands do not achieve the top levels and the vast majority in the lower bands achieve at Level 4, currently the national expectation. Therefore, this evidence suggest that because the achievement gap is closing in Lewisham, banding may not be as necessary as it once was.

Chart 2 shows the outcome of the 2014 secondary transfer intake using the distance² criteria only based on parental preferences.

The results without banding do not show much difference in relation to balanced intakes.

However, they do show that more children would go to a Lewisham school in a system without banding. This is because children who applied for local schools but whose 'band' was full with children who lived closer, would, under a distance only scheme, be more able to get into the school, regardless of their band. It could also mean that high band children who tend to be able to get into schools further afield may be unable to get into those schools and therefore will be offered schools closer to their homes. This would be exacerbated if Greenwich chose at any point also to cease banding. It appears that many children would be offered a higher Lewisham preference under home to school distance than they would using banding. So, children who were offered a lower out of borough preference would receive a Lewisham offer instead.

(e) Use of teacher assessment

4 (25%) respondents indicated that there is a need for a measurement to be in place of the secondary transfer intake and that this should be monitored closely by the LA if we are to ensure that schools continue to have a comprehensive intake.

2 (12.5%) respondents suggested that teacher assessment should be used as a measure.

Response - As highlighted in paragraph 7.4 of this report the Department for Education (DfE) advice states that the LA could not rely on teacher assessments alone for banding purposes. The LA continues to be committed to ensuring that the intake of pupils across Lewisham schools will be closely monitored using the actual achievement of children in Year 6 against the new curriculum standards.

11. Conclusion

11.1 The evidence presented in this report explores the use of banding in Lewisham as a means of ensuring a comprehensive intake across secondary schools. The report provides information on modelling banding and compared to the distance only criteria (after the LAC and sibling) for the allocation of secondary schools places. The results from the modelling shows that the banding does not provide Lewisham schools with the expected outcome of a balanced intake. As outlined in Section 10(a) of the report without using banding some schools would have more of a balanced intake.

11.2 Feedback from the consultation also supports the view that the banding test is not a true reflection of actual Year 6 outcome for a number of different reasons.

² * Distance only is based on the admission criteria for secondary transfer to Lewisham community schools as follows :Looked after children; Children with exceptional medical/social needs; Siblings; Home to school distance

In addition the latest data on National Curriculum Key Stage results 2013/14 shows that the achievement in Lewisham primary schools is now high and that children banding in the lowest band are still achieving at the national average. This means that banding in Lewisham does not fully meet its purpose of ensuring a balanced intake.

12. Financial implications

- 12.1 The costs of the year 5 SATS Test is budgeted at £26k. The ending of banding as see out in the report would save the Council £26k. There would be other savings in schools as staff time would not be required to administer the tests. The continuation of banding would require procurement of a new test whose costs would be in the region of £40k based on initial investigation.

13. Legal Implications

- 13.1 In accordance with the provisions of section 88C of the School Standards and Framework Act 1998 (as amended) (SSFA) and the School Admissions(Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 ("Admission Regulations 2012") admission authorities for maintained schools in England must before the beginning of each school year determine the admission arrangements that are to apply for that year.
- 13.2 Before determining the admission arrangements that are to apply for a year the admission authority is required to carry out consultation in accordance with the "Admission Regulations 2012". These Regulations which came into force on the 1st February 2012 determine the necessary arrangements under which pupils are to be admitted to schools in England for the academic year 2016/17. Admission authorities are also required to act in accordance with the relevant provisions of the School Admissions Code issued in December 2014.
- 13.3 Admission authorities must take all steps necessary to ensure that they have completed their consultation by the 1st March in the determination year. Any such consultation must allow consultees at least 8 weeks to respond. Admission authorities must determine their admission arrangements for entry in September 2016 by 15th April 2015. The consultation carried out and referred to in this report complies with the regulatory requirements.
- 13.4 Admission authorities are required to act in accordance with the School Admissions Code which is issued under the SSFA and which came into force on the 19 December 2014. The Code requires that oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation. Admission authorities must ensure that their arrangements will not disadvantage unfairly, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational needs.
- 13.5 Once admission arrangements have been determined the local authority is required to notify appropriate bodies and publish a copy of their determined arrangements on their web site displaying them for the whole offer year.
- 13.6 Banding is a permitted form of selection as prescribed by s101 of the SSFA 1998. The Admissions Code requires that requirements for banding must be fair, clear and objective. Lewisham's Admissions Forum considered whether banding is achieving the objective of ensuring a comprehensive intake in

schools. It also considered the responses to the annual admissions consultation which specifically addressed the issue of banding on behalf of all relevant admission authorities in Lewisham. Having done so it recommended to the local authority and other admission authorities in Lewisham to cease banding.

- 13.7 Whilst the Mayor must have regard to the recommendations of the Admissions Forum he is required on a consideration of all relevant matters and disregarding irrelevancies to arrive at his own conclusion as to whether to agree the recommendation of the Admissions Forum to cease banding in community schools as part of the secondary transfer admission arrangements. His decision will also be informed by the conclusions of the Equalities Analysis Assessment which is currently being completed.
- 13.8 The Mayor must have regard to the comparison between the models appearing at Appendix J. This demonstrates that the adoption of the criterion of distance for admissions will not create any more imbalance in school intakes than exist with the current system.
- 13.9 The Council has received informal notification from the other admission authorities in the borough (voluntary aided and Academies) that they intend to adopt the recommendations of the Admissions Forum, but it cannot be guaranteed that they will do so until they make their formal resolution. Because of the statutory time table, meetings to consider whether to do so are scheduled to take place before 15th April 2015. In the event that they do not agree that will result in some differentiation in the admission arrangements in the borough as a whole and may result in some uncertainty to parents. The Executive Director for Children and Young People is confident that this is an unlikely scenario.
- 13.10 The Equality Act 2010 (the Act) brings together all previous equality legislation in England, Scotland and Wales. The Act includes a new public sector equality duty (the equality duty or the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. The new duty covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 13.11 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.
- 13.12 As was the case for the original separate duties, the new duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 13.13 The Equality and Human Rights Commission (EHRC) issued guidance in January 2011 providing an overview of the new public sector equality duty, including the general equality duty, the specific duties and who they apply to. The guidance covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The guidance was based on the then draft specific duties so is no longer fully up-to-

date, although regard may still be had to it until the revised guide is produced by the EHRC. The guidance can be found at:

<http://www.equalityhumanrights.com/adviceand-guidance/new-equality-act-guidance/equality-act-guidancedownloads/>.

- 13.14 The EHRC guidance does not have legal standing, unlike the statutory Code of Practice on the public sector equality duty which was due to be produced by the EHRC under the Act. However, the Government has now stated that no further statutory codes under the Act will be approved. The EHRC has indicated that it will issue the draft code on the PSED as a non statutory code following further review and consultation but, like the guidance, the non statutory code will not have legal standing.
- 13.15 In deciding whether to agree the recommendations in 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 the School Admissions Code which the local authority is statutorily required to comply with in the discharge of its function as an admissions authority.

14. Equalities implications

- 14.1 The purpose of the School Admissions Code is to ensure that places in maintained schools and Academies are allocated and offered in an open and fair way. Admission Authorities must ensure that criteria are fair, clear and objectives. This includes ensuring that parents are easily able to understand how places for a particular school will be allocated.
- 14.2 Admission authorities must act in accordance with the Code, the School Admissions Appeal Code, other laws relating to admissions and relevant human rights and equalities legislation. Authorities must also ensure that their arrangements will not disadvantage, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational need' (Code, paragraph 1.8)
- 14.3 Lewisham's arrangements comply with these requirements and vigilance is embedded in our processes. Lewisham has a well established Admissions Forum which serves as an important function in monitoring the content of school admission policies and arrangements for their impact. Any instances of poor practice would be challenged and referred to the School Adjudicator if necessary.
- 14.4 Lewisham has considered the impact of a decision to cease the use of banding for secondary transfer. Close examination of the data provided as appendices to this report indicate an increase in opportunity for parents to obtain a place in their nearest preferred school and that the modelling shows that there appears to be no negative impact on the admissions of children into schools at secondary transfers. Officers are conducting an Equalities Analysis Assessment which will be made available for the meeting and to which the Mayor must have regard when considering this matter.
- 14.5 Lewisham will continue to monitor the impact of any changes to the intake of pupils to ensure a comprehensive intake across all secondary schools.

15. Environmental implications

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

Appendices/Background Papers

Appendix A	Lewisham's determined admissions criteria for nursery schools and nursery classes in community primary schools (children starting nursery during academic year 2016/17)
Appendix B	Lewisham's determined admissions criteria for community primary school reception classes (children born between 1 September 2011 and 31 August 2012) and who will start school in September 2016
Appendix C	Lewisham's determined admissions criteria for community secondary schools for pupils transferring from primary to secondary school in September 2016 (children born between 1 September 2004 and 31 August 2005)
Appendix D	Lewisham's determined admissions arrangements for community school's sixth form
Appendix E	Lewisham's determined arrangements for In Year Admissions to Lewisham community schools
Appendix F	Generic protocols for admitting children under the In Year Admissions Arrangements
Appendix G	Generic admissions arrangements
Appendix H	Determined Admissions Limits 2016/17
Appendix I	Pan London Admissions Scheme for Co-ordination of Admissions to Year 7 and Reception in Maintained Schools and Academies in 2016/17 and LA Scheme for In Year Admissions 2016/17
Appendix J	Banding Analysis 2014 Admission Round
Appendix K	Banding Report and Consultation
Appendix L	Banding Analysis 2013 Admission Round
Appendix M	Outcomes for 2014 transfer by banding
Appendix N	Housing and Median Income Maps

If you have any questions on this paper, please contact Linda Fuller, Team Leader – Admissions & Appeals, 3rd Floor, Laurence House, SE6 4RU (telephone 0208 314 6212 or email linda.fuller@lewisham.gov.uk).



APPENDIX A

Lewisham's determined admissions criteria for nursery schools and nursery classes in community primary schools (children starting nursery during the academic year 2016/17)

Where there is over-subscription, places will be offered to:

1 A looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). Details **must** be supplied by the allocated social worker or foster carer.

2 In exceptional circumstances there is discretion to admit children on the grounds of their or their family's severe medical or social need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, social worker or similar professional, setting out the reasons why the nursery is the only one able to meet the child's needs, before an admission decision is made. The admission decision will be made by the headteacher who may consult with the Executive Director for Children and Young People. Supporting documentary evidence **must** be provided with the application;

3 Children whose brother or sister is on the roll of the main school when the application is made and is expected to be on the roll of the school, or of the junior school in the case of separate infant and junior schools, at the intended date of admission. If the school is over-subscribed entirely with siblings, priority will be given to those

- i) with exceptional social or medical need (as defined in paragraph 2 above) and then to those
- ii) permanently living closest to the school (as defined in paragraph 4 below)

Children applying for a place at Clyde or Chelwood Nurseries will only qualify for a place under the sibling criteria if their older sibling is on the roll of the nursery when the application is made and is expected to be on the roll of the nursery at the intended date of admission.

Children in Year 6 of a mainstream primary school and who will have transferred to secondary school by the time the younger child is admitted to the nursery do not confer sibling priority.

Siblings include all blood or adoptive siblings, half-siblings, foster siblings of Looked After Children and step siblings. Siblings must all live at the same address as the child applying. Proof of the sibling relationship may be required.

4 Children whose permanent home address is closest to the school.

All distances will be measured in a straight line, using digitised mapping software of the area, from the home to the nearest gate nominated by the school. If more than one applicant lives in a multi-occupancy building (e.g. flats) priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically.

Waiting lists will be held in the same order as the admission criteria.

Tie break - on the rare occasion where two or more children tie for the last available place, lots will be drawn to decide which child is offered the place.

Head teachers will have discretion over the balance of three- and four-year olds in their nurseries, and the ratio of part-time and any full-time places offered.

Priority will be given to Lewisham residents.

An existing childminder's address, instead of the permanent address, may only be used to determine "nearness" if the child has an exceptional medical or social need for that particular school. The permanent home address must also be in Lewisham.

Three terms is regarded as the minimum time that children should spend in a nursery school or nursery class. The maximum is five terms.

Applications to nursery schools or classes are not dealt with through a co-ordinated scheme and there is no set closing or decision date. Applications are made direct to the nursery.

If a child cannot be offered a place, a request can be made for the child's name to be placed on the waiting list, however there is no formal appeal process.



APPENDIX B

Lewisham's determined admissions criteria for community primary school reception classes (children born between 1 September 2011 and 31 August 2012) and who will start school in September 2016

When there is over-subscription, places are offered to:

1 A looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). Details **must** be supplied by the allocated social worker or foster carer.

2 In exceptional circumstances there is discretion to admit children on the grounds of their or their family's severe medical or social need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, social worker or similar professional, setting out the reasons why the school is the only one to meet the child's needs, before an admission decision is made. The admission decision will be considered in consultation with a panel of teaching and medical professionals. Medical professionals provide advice on applications made under medical conditions and teaching professionals advise on applications made for social or special reasons. Supporting evidence **must** be provided before the closing date for applications.

3 Children whose brother or sister is on roll of the school on the closing date for applications and is expected to be on the roll of the school (or of the junior school in the case of separate infant and junior schools*), at the intended date of admission. Children in Year 6 who will have transferred to secondary school by the time the younger child is admitted do not confer sibling priority. If the school is over-subscribed entirely with siblings, priority will be given to:

- i) those with an exceptional social or medical need (see 2 above) and then to
- ii) those who are permanently living nearest to the school (see 4 below).

** this applies to children attending Sandhurst Infant and Junior Schools, Stillness Infant and Junior Schools and Torridon Infant and Junior Schools.*

Siblings include all blood or adoptive siblings, half-siblings, foster siblings of Looked After Children and step siblings. Siblings must all live at the same address as the child applying. Proof of the sibling relationship may be required.

4 Children living nearest to the school.

All distances will be measured to a central nodal point in the school premises, using digitised mapping software of the area, from a nodal point in the applicant's permanent home address. If more than one applicant lives in a multi-occupancy building (e.g. flats) priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically.

Twins, triplets and other multiple births– where twins, triplets or children from other multiple births qualify for the last school place to be allocated Lewisham will admit all of the qualifying siblings in excess of the published admissions limit and they will be considered as 'excepted pupils'.

Tie break - on the rare occasion where two or more identical applications qualify for the last available place, lots will be drawn to decide which qualifying child is offered the place.

Waiting lists - In accordance with the pan London agreement, and to ensure Lewisham meets its duty to continue to co-ordinate admissions beyond offer date and comply with the parents' highest possible preference, Lewisham will ensure that waiting lists do not contain lower ranked preferences except where it (or the home LA) has agreed to a parental request to change the order of preferences. In such cases, where there is a parental request to change the order of preferences, the original application, including any offer made under co-ordination, will be withdrawn and the applicant will be required to re-apply. Waiting lists for Lewisham's community schools will include those who have moved to the area and were unable to make an 'ontime' application.

The reception co-ordinated scheme continues until the end of the summer term 2016. Applications received for reception class beyond the end of the summer term 2016 will be considered as an In Year applicant for each subsequent year.

Waiting lists will be held for the first term of the reception year only. Those with a continuing interest in a place at a school beyond this time will be required to make an in year application.



APPENDIX C

Lewisham's determined admissions criteria for community secondary schools for pupils transferring from primary to secondary school in September 2016 (children born between 1 September 2004 and 31 August 2005)

Where there is oversubscription places will be offered to:

- 1 A looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989). Details **must** be supplied by the allocated social worker or foster carer.

- 2 In exceptional circumstances there is discretion to admit children on the grounds of their or their family's severe medical or social need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, social worker or similar professional, setting out the reasons why the school is the only one to meet the child's needs before an admission decision is made. The admission decision will be considered in consultation with a panel of teaching and medical professionals. Medical professionals provide advice on applications made under medical conditions and teaching professionals advise on applications made for social or special reasons. Supporting evidence **must** be provided before the closing date for applications.

- 3a 11 – 16 Community Schools - Children whose older brother or sister is on roll of the school on the closing date for applications as well as those whose sibling was a former pupil of the school and who transferred to a 16-18 education provision at the end of the previous academic year. If the school is over-subscribed entirely with siblings, priority will be given (i) to those with exceptional social and medical need and (ii) to those living nearest the school.
Or

- 3b 11-18 Community Schools - Children whose brother or sister is on roll of the school on the closing date for applications and will still be on the roll of the school at the intended date of admission. If the school is over-subscribed entirely with siblings, priority will be given (i) to those with exceptional social and medical need and (ii) to those living nearest the school.

In all cases siblings include all blood and adoptive siblings, half-siblings, foster siblings of Looked After Children and step siblings. Siblings must all live at the same address as the child. Proof of the sibling relationship may be required.

4 Children who live nearest to the school.

All distances will be measured to a central nodal point in the school premises, using digitised mapping software of the area, from a nodal point in the applicant's permanent home address. If more than one applicant lives in a multi-occupancy building (e.g. flats) priority will be given to the applicant whose door number is the lowest numerically and/or alphabetically.

Twins, triplets and other multiple births– where twins, triplets or children from other multiple births qualify for the last school place to be allocated Lewisham will admit all of the qualifying siblings in excess of the published admissions limit.

Tie break - on the rare occasion where two or more identical applications qualify for the last available place lots will be drawn to decide which qualifying child is offered the place.

When a school is over-subscribed, any vacancy which arises as a result of the withdrawal of a successful application will be offered to the next child on the waiting list in that band. If a school cannot fill all places available in a particular band, applicants from adjoining bands will be offered the places until the school is full.

Waiting lists - In accordance with the pan London agreement, and to ensure Lewisham meets its duty to continue to co-ordinate admissions beyond offer date and comply with the parents' highest possible preference, Lewisham will ensure that waiting lists do not contain lower ranked preferences except where it (or the home LA) has agreed to a parental request to change the order of preferences. In such cases, where there is a parental request to change the order of preferences, the original application, including any offer made under co-ordination, will be withdrawn and the applicant will be required to re-apply. Secondary Transfer -waiting lists for Lewisham's community schools will include those who have moved to the area and were unable to make an 'ontime' application.

The pan London secondary transfer scheme continues until the end of the summer term 2015. Applications received for Year 7 beyond the end of the summer term 2015 will be considered as In Year applications.

Waiting lists will be held for the first term of the Year 7 only. Those with a continuing interest in a place at a school beyond this time will be required to make an in year application.



APPENDIX D

Lewisham's determined admissions arrangements for community school's sixth form

In the event of the school's sixth form being over-subscribed (having more applications than places available) places will be offered to the following:

- 1 A looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b)being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989)..Details must be supplied by the allocated social worker or foster carer.
- 2 Applicants who have an exceptional social or medical need for a place at the school, supported by professional documentation from a hospital consultant, social worker or similar. Decisions on these cases will be taken in consultation with the Executive Director for Children and Young People or her delegated representative.
- 3 Lewisham students who apply to Christ The King Sixth Form College will be guaranteed an interview at either of the Lewisham sites.
- 4 Applicants who at the time of application are on roll of Forest Hill or Sydenham schools will be given priority at Sydenham and Forest Hill Sixth Form (SFH6).
- 5 Applicants who can best demonstrate their suitability for the course involved (factors taken into account will be attendance and previous academic performance).
- 6 If the school is over-subscribed with applicants from the feeder schools only, priority will first go to applicants from those schools with professionally-supported social or medical cases (see above), and then to those who can best demonstrate their suitability for the course involved.
- 7 If two identical applicants qualify for the last available place, home to school distance will be used as a tie break. If the applicants live the exact distance from the school lots will be taken to determine which applicant is offered the remaining place.

Any minimum standards required for entry will be published in the school's prospectus.

Lewisham is required to publish the number of places (if any) expected to be available to students not on roll of the feeder schools. For SFH6 it is expected

that a maximum of 10 places per school (20 in total) will be available to children attending other schools.

There will be the right of appeal against any refusal of a place at the school's sixth form, and the appeal will be heard in line with the provisions of the Education Act 2002.

The sixth forms will publish a closing date for receipt of applications and the date of notification of the outcome of their applications. Late applicants will only be considered if there are places unallocated at the time of application.



APPENDIX E

Lewisham's determined arrangements for In Year Admissions to Lewisham community schools

Applications for places at a maintained school, including faith, foundation and free schools and Academies in Lewisham community primary or secondary schools in a year group other than the normal year of entry to primary (Class R to Year 6) and secondary school (Year 7 to Year 11), will be treated as an In Year admission. Applications should be made on a Lewisham In Year Admission Common Application Form (iCAF) and returned direct to the School Admissions and Appeals Team 3rd Floor Laurence House SE6 4RU.

From the autumn term of the admission year places for all year groups to a Lewisham community primary or secondary school will be offered to children in the following order:

- a) A looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is a) in the care of a local authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in Section 22(1) of the Children Act 1989).Details must be supplied by the allocated social worker or foster carer.
- b) Children with severe social and medical need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, social worker or similar professional setting out the reasons why the school is the only one to meet the child's needs.
- c) Siblings of children already on the roll of the school.
- d) Children who live nearest the school, the distance being measured in a straight line using digitized mapping software to a central nodal point in the school premises.

Children who are newly arrived in the borough and do not have a school place and have not been offered an alternative school place within a reasonable distance from the family home (ie 2 miles for children in Key Stage 1 and 3 miles for children in Key Stages 2, 3 and 4) will be placed under Lewisham's Fair Access protocol.



APPENDIX F

Generic protocols for admitting children under the In Year Admissions Arrangements

- Parents wishing to make an In Year application to any maintained school including faith, foundation and free schools and Academies in Lewisham should do so by completing a Lewisham iCAF. Community schools will not hold separate waiting lists and are required to inform Lewisham of their current vacancies.
- As the co-ordinating authority for in year admissions across both primary and secondary phases Lewisham LA will decide which school or federation of schools to approach about an individual admission. In most cases this will be at one of the schools named by the parent on their iCAF. Where it is not possible to offer a Lewisham resident a place at the school named and where the child is not on roll of a local primary school Lewisham will offer the next nearest school to the family home with a vacancy. The parent will also be notified of their statutory right of appeal if the preferred school(s) is (are) full.
- Where the application is for a community school Lewisham will inform the parent of the school to be offered and will determine the date the child will be added to the school's roll. In turn schools must arrange the admission by the date specified in the offer letter.
- Where an application is made for a voluntary aided, foundation or free school or an Academy Lewisham will refer the applicants details to the school who will be required to confirm within **10** school days whether a place can be offered or not. Once a decision has been taken the school will inform Lewisham's Admissions and Appeals Team of the outcome and, where a place can be offered, the Team will contact the applicant direct to inform them of this. The Admissions Authority must inform unsuccessful applicants of their right of appeal.
- Schools must place the child on roll by the date determined by the School Admissions and Appeals Team.
- Children transferring from one local school to another may not transfer to the new school until the start of the following half term unless both the home school and receiving school agrees.
- Federations will have an important role in apportioning admissions among the schools in their federation.
- If an admission is disputed by a school, the case must be referred to the Fair Access Panel completing the appropriate referral form giving detailed reasons why the school should not admit the child within 7 school days. The child's placement will be discussed at the next Fair Access Panel. Lewisham reserves the right to direct admission if necessary.
- Details will be shared with schools termly about the numbers of admissions taking place. There should not be a disproportionate impact on any school.

Transfers between schools

Children who request a transfer from their current school do not take priority over those who qualify under the Fair Access or In Year Admissions arrangements as detailed above. Applicants will be referred to their home school and the parent asked to discuss their reasons for transfer with the Headteacher. Children who are requesting a transfer due to their challenging behaviour may require a managed move. Please refer to the Managed Moves Policy.



APPENDIX G

Generic admissions arrangements

Lewisham LA will continue to participate in the pan London admissions scheme (known as The Scheme) for reception and secondary transfer admissions. Please refer to the scheme for details of how this operates.

Reception

Timing of Admission – Lewisham will operate one point of entry for reception class. Children born between 1 September 2011 and 31 August 2012 will be expected to accept a full time reception place starting in September 2015.

Parents of children who permanently live in Lewisham **must** apply for a reception class place (Year R) by participating in the coordinated reception scheme by making an online application.

Deferred admission to primary school - Lewisham offers early admission in reception class to children before they reach statutory school age. Parents/carers have the option of deferring their child's admission to reception class to a later term eg the start of the spring or summer term. However the child must be admitted to school during the reception year and not beyond it. Alternatively the parent may ask for their child to be admitted on a part time basis up to the point they reach statutory school age. Parents may not defer their child's admission beyond reception year or after the beginning of the term after their child's fifth birthday.

Children who attend a nursery class in a primary school frequently transfer to the main school, however there is no automatic transfer and children attending the nursery are not given priority. Parents of nursery children who permanently live in Lewisham **must** apply for a reception place by participating in the coordinated reception scheme either by making an online application or by completing Lewisham's Common Application Form. Applications from parents of children on the roll of the nursery will be considered with other applicants at the appropriate time.

The application period for the reception admissions co-ordinated scheme will commence on 1 September 2015 and close on 15 January 2016.

Secondary Transfer

Children born between 1 September 2004 and 31 August 2005 will be expected to transfer to secondary school in September 2016.

Parents of children who permanently live in Lewisham **must** apply for a secondary school place (Year 7) by participating in the coordinated secondary transfer scheme by making an online application.

The application period for the secondary transfer co-ordinated scheme will commence on 1 September 2015 and close on 31 October 2015.

Earlier Admission: In very exceptional circumstances Lewisham will consider a request for admission out of cohort for a younger child (*ie for reception children this will be those born after 31 August 2012 and for Year 7 those born after 31 August 2005.*

- The application may be supported by the child's nursery/primary headteacher and/or an educational psychologist confirming that the child is academically outstanding and sufficiently physically and emotionally mature to cope with the demands of primary/secondary school
- The parent agrees that their child will transfer to primary/secondary school with the earlier cohort regardless of the outcome of their applications and will not qualify to participate in the transfer scheme the following year.

The Education and Skills Act 2008 increased the minimum age at which young people in England can leave learning which requires them to continue in education or training to the age of 18. Children who have transferred to secondary school a year earlier than their peers will be required to stay in full-time education, undertake work-based learning such as an Apprenticeship, or part-time education or training if they are employed, self-employed or volunteering for more than 20 hours per week until they are 18.

Parents must consider the implications of an early transfer as the schools are not required to keep the child out of year group and may decide to later educate the child in the correct year group.

Later admission: In very exceptional circumstances Lewisham will consider a request for a deferred admission for an older child (*ie for reception this will be those born before 1 September 2011 and for Year 7 those born before 1 September 2004.*)

- The application may be supported by the child's nursery/primary headteacher and/or an educational psychologist confirming that the child has learning delay or difficulty and their social maturity is well below that of his or her peers.
- The parent agrees that their child will transfer to primary/secondary school with the later cohort regardless of the outcome of their applications and had not participated in the transfer scheme the year before.

In cases described above parents must consider the implications of a deferred transfer as headteachers of primary/secondary schools are not required to continue to keep the child out of year group and may decide to later educate the child in the correct year.

Secondary school visits: Each Lewisham secondary school will be open on set days early in the autumn term to enable parents to visit and discuss the educational opportunities available. A list of visit dates and arrangements will appear in the “Secondary Schools in Lewisham” booklet and published on Lewisham’s website.

Parents of pupils attending Lewisham primary schools will have the opportunity to meet their primary head teacher to discuss their preference of schools. Appointments will be made for parents who need assistance in completing their Common Application Form. The on line application must be made by the notified closing date.

Making an Application –Primary and Secondary

All applicants will be required to demonstrate that the address they are applying from is their permanent home address and that they have parental responsibility and therefore eligible to apply for a school place for the child. Applications from children who are transferring to reception class or secondary school and not already on the roll of a Lewisham primary school and whose documentation has not been previously verified must be accompanied by:

- i. the applicants current Council Tax bill to establish permanent home address and
- ii the child benefit letter or child tax credit letter to establish that the applicant has parental responsibility.

Parents may state the reasons why they wish their child to attend a particular school, including whether there is a sibling already attending the school.

Shared care arrangements: Lewisham is aware that some parents share the care of their child. Lewisham will normally accept that the child lives with the parent who has parental responsibility and who is in receipt of child benefit and child tax credit. Documentary evidence for example a residence order or other court order may be required.

Permanent home address: Proof of permanent home address will be required and will include the current Council Tax statement, In addition Lewisham may require copies of utility bills..

Lewisham is aware that some parents rent a property close to a popular school to increase the likelihood of their child gaining admission. To establish an applicant’s permanent rather than temporary home address the following will be required;

- 1 closing accounts for the last known address,
- 2 official confirmation of the end of tenancy or house sale for the last known address,
- 3a tenancy agreement via a commercial letting agency for a period of 12 months or more. The period of the tenancy must extend beyond the start of the academic year in which the child is due to be admitted or

3b solicitors' confirmation of the completion of the purchase of the new property

Where the tenancy or ownership of the last known address has not been surrendered, Lewisham will accept this last known address as the permanent home address.

In establishing permanent home address Lewisham may also check records held within the Council as well as other external agencies. If a false address has been given and an offer made on the basis of that information, the offer of a place may be withdrawn.

Appeals: Appeals for statutory school phases will be heard in accordance with the provisions of the School Standards and Framework Act 1998 and the Education Act 2002, together with the School Admissions Appeals Code. Parents will have the right of appeal to any school that has refused their child a place. Appeals for reception and secondary transfer phases for community schools will be heard during the summer term prior to the child's admission to school.

Parents who have appealed unsuccessfully for a school will not be able to apply and subsequently appeal again for a place at the same school in the same academic year unless there are significant and material changes to the child or family's circumstances. Documentary proof of such changes will be required from the appropriate professional(s) working with the family.



APPENDIX H

DETERMINED ADMISSIONS LIMITS 2016/17

Primary Schools	Admissions Number
Adamsrill	90
All Saints	30
Ashmead	30
Athelney	60
Baring	30
Beecroft Gardens	60
Brindishe Green	90
Brindishe Lee	30
Brindishe Manor	60
Childeric	60
Coopers Lane	90
Dalmain	60
Deptford Park	90
Downderry	60
Edmund Waller	60
Elfrida	60
Eliot Bank	60
Fairlawn	60
Forster Park	90
Good Shepherd	30
Gordonbrock	90
Grinling Gibbons	30
Haberdashers' Aske's Temple Grove Free School	60
Haseltine	60
Holbeach	90
Holy Cross	30
Holy Trinity	30
Horniman	30
John Ball	90
John Stainer	60
Kelvin Grove	90
Kender	60

Primary Schools	Admissions Number
Kilmorie	90
Launcelot	60
Lucas Vale	60
Marvels Lane	60
Myatt Garden	60
Our Lady & St Philip Neri	45
Perrymount	30
Rangefield	60
Rathfern	60
Rushey Green	90
Sandhurst Junior	90
Sandhurst Infant	90
Sir Francis Drake	60
St Augustine's	30
St Bartholomew's	60
St George's	60
St James Hatcham	30
St John the Baptist	30
St Joseph's	30
St Margaret's	30
St Mary's	30
St Mary Magdalen	30
St Michael's	30
St Saviour's	30
St Stephen's	30
St William of York	30
St Winifred's Junior	45
St Winifred's Infant	45
Stillness Junior	90
Stillness Infant	90
Tidemill Academy	60
Torridon Junior	90
Torridon Infant	90
Turnham	66

Secondary Schools	Admissions Number
Addey and Stanhope	120
Bonus Pastor	155
Conisborough College	180
Deptford Green	234
Forest Hill	240
Prendergast Hilly Fields College	116
Sedgehill	306
Sydenham	240

All-age Schools

The published admissions number for all-age schools is set for the reception intake. Admissions to Year 7 for new applicants will depend on the number of children automatically transferring from the Academy's Primary Phase in Year 6

	Reception	Total Year 7 admissions
Haberdashers' Aske's Hatcham College	60	208
Haberdashers' Aske's Knights Academy	60	208
Prendergast Ladywell Fields College	60	240
Prendergast Vale College	30	120
St Matthew Academy	60	180
Trinity	60	120



APPENDIX I

PAN-LONDON CO-ORDINATED ADMISSION SYSTEM

Template Pan London Schemes for Co-ordination of Admissions to Year 7 and Reception in Maintained Schools and Academies in 2016/17 and the LA Scheme for In Year Admissions 2016/17

Contents

Page 2	Definitions used in this document
Page 4	Template scheme for co-ordination of admissions to Year 7 in September 2016
Page 9	Template scheme for co-ordination of admissions to Reception in September 2016
Page 14	Content of Common Application Form -Year 7 and Reception Schemes (Schedule 1)
Page 15	Template outcome letter -Year 7 and Reception Schemes (Schedule 2)
Page 16	Timetable for Year 7 Scheme (Schedule 3A)
Page 17	Timetable for Reception Scheme (Schedule 3B)
Page 18	Lewisham's In Year Co-ordinated Scheme

Template LA Schemes for Co-ordination of Admissions to Year 7 and Reception in 2016/17

Definitions used in the template schemes

“the Application Year”	the academic year in which the parent makes an application (i.e. in relation to the academic year of entry, the academic year preceding it).
“the Board”	the Pan-London Admissions Executive Board, which is responsible for the Scheme
“the Business User Guide (BUG)”	the document issued annually to participating LAs setting out the operational procedures of the Scheme
“the Common Application Form”	this is the form that each authority must have under the Regulations for parents to use to express their preferences, set out in rank order
“the Equal Preference System”	the model whereby all preferences listed by parents on the Common Application Form are considered under the over-subscription criteria for each school without reference to parental rankings. Where a pupil is eligible to be offered a place at more than one school within an LA, or across more than one participating LA, the rankings are used to determine the single offer by selecting the school ranked highest of those which can offer a place
“the Highly Recommended Elements”	the elements of the Template Scheme that are not mandatory but to which subscription is strongly recommended in order to maximise co-ordination and thereby simplify the application process as far as possible
“the Home LA”	the LA in which the applicant/parent/carer is resident
“the LIAAG Address Verification Register”	the document containing the address verification policy of each participating LA
“the Local Admission System (LAS)”	the IT module for administering admissions in each LA and for determining the highest offer both within and between participating LAs
“the London E-Admissions Portal”	the common online application system used by the 33 London LAs and Surrey County Council
“the Maintaining LA”	the LA which maintains a school, or those within whose area an academy is situated, for which a preference has been expressed.

Template Scheme for Co-ordination of Admissions to Year 7 in 2016/17

Applications

1. Lewisham LA will advise home LAs of their resident pupils on the roll of its maintained primary schools and academies who are eligible to transfer to secondary school in the forthcoming academic year.
2. Applications from Lewisham residents will be made on its Common Application Form, which will be available and able to be submitted on-line. This will include all the fields and information specified in Schedule 1 to this Template LA Scheme. These will be supplemented by any additional fields and information which are deemed necessary by Lewisham LA to enable the admission authorities in the area to apply their published oversubscription criteria.
3. Lewisham LA will take all reasonable steps to ensure that every parent/carer who is resident in the borough and has a child in their last year of primary education within a maintained school, either in Lewisham or any other maintaining LA, receives a copy of Lewisham's admissions booklet, including details of how to apply online. The admissions booklet will also be available to parents/carers who do not live in Lewisham, and will include information on how they can access their home LA's Common Application Form.
4. The admission authorities within Lewisham will not use supplementary information forms except where the information available through the Common Application Form is insufficient for consideration of the application against the published oversubscription criteria. Where supplementary information forms are used by the admissions authorities within Lewisham, the LA will seek to ensure that these only collect information which is required by the published oversubscription criteria, in accordance with paragraph 2.4 of the School Admissions Code 2012.
5. Where supplementary information forms are used by admission authorities in Lewisham LA, they will be available on Lewisham's website. Such forms will advise parents that they must also complete their home LA's Common Application Form. Lewisham LA's admission booklet and website will indicate which schools in the borough require supplementary forms to be completed and where they can be obtained.
6. Where an admission authority in Lewisham receives a supplementary information form, Lewisham LA will not consider it to be a valid application unless the parent/carer has also listed the school on their home LA's Common Application Form, in accordance with paragraph 2.3 of the School Admissions Code 2014.
7. Applicants will be able to express a preference for six maintained secondary schools or Academies within and/or outside the borough.
8. The order of preference given on the Common Application Form will not be revealed to a school within Lewisham LA in accordance with paragraph 1.9 of the School Admissions Code 2014. However, where a parent resident in Lewisham LA expresses a preference for schools in the area of another LA, the order of preference for that LA's schools will be revealed to that LA in

18. Where an applicant moves from one participating home LA to Lewisham after submitting an on-time application under the terms of the former home LA's scheme, Lewisham LA will accept the application as on-time up to **11 December 2015**, on the basis that an on-time application already exists within the Pan-London system.
19. Lewisham LA will participate in the application data checking exercise scheduled between **14 December 2015 and 4 January 2016** in the Pan-London timetable in Schedule 3A.
20. All preferences for schools within Lewisham LA will be considered by the relevant admission authorities without reference to rank order in accordance with paragraphs 1.9 of the School Admissions Code 2014. When the admission authorities within Lewisham LA have provided a list of applicants in criteria order to Lewisham, this LA shall, for each applicant to its schools for whom more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make. This is the 'Equal Preference System'.
21. Lewisham LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS before uploading data to the PLR.
22. Lewisham LA will upload the highest potential offer available to an applicant for a maintained school or academy in this LA to the PLR by **3 February 2016**. The PLR will transmit the highest potential offer specified by the Maintaining LA to the Home LA.
23. Lewisham's LAS will eliminate, as a Home LA, all but the highest ranked offer where an applicant has more than one potential offer across Maintaining LAs submitting information within deadline to the PLR. This will involve exchanges of preference outcomes between the LAS and the PLR (in accordance with the iterative timetable published in the Business User Guide) which will continue until notification that a steady state has been achieved, or until **16 February 2016** if this is sooner.
24. Lewisham LA will not make an additional offer between the end of the iterative process and **1 March 2016** which may impact on an offer being made by another participating LA.
25. Notwithstanding paragraph 24, if an error is identified within the allocation of places at a school in Lewisham, this LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) Lewisham LA will liaise with that LA to attempt to resolve the correct offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, Lewisham LA will accept that the applicant(s) affected might receive a multiple offer.
26. Lewisham LA will participate in the offer data checking exercise scheduled between **17 and 24 February 2016** in the Pan-London timetable in Schedule 3A.
27. Lewisham LA will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **25 February 2016**. (33 London LAs & Surrey only).

already offered, it will inform the maintaining LA that the offer will not be made.

40. When acting as a home LA, when Lewisham LA has agreed to a change of preference order for good reason, it will inform any maintaining LA affected by the change. In such cases, paragraphs 37 and 38 shall apply to the revised order of preferences.
41. When acting as a maintaining LA, Lewisham LA will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
42. When acting as a maintaining LA, Lewisham LA will accept new applications from home LAs for maintained schools and academies in its area.
43. Waiting lists - Requests to be placed on a waiting list for a school within Lewisham must be made via the home LA. In accordance with the pan London agreement, and to ensure Lewisham meets its duty to continue to co-ordinate admissions beyond offer date and comply with the parents' highest possible preference, Lewisham will ensure that waiting lists do not contain lower ranked preferences except where it (or the home LA) has agreed to a parental request to change the order of preferences. In such cases, where there is a parental request to change the order of preferences, the original application, including any offer made under co-ordination, will be withdrawn and the applicant will be required to re-apply in September 2016.

The pan London secondary transfer scheme continues until the end of July 2016. Applications received for Year 7 from 1 August 2016 will be considered as In Year applications.

Waiting lists will be held for the first term of the academic year (Year 7) of admission only. Those wishing to be considered for a place beyond the first term of Year 7 will be required to make an in year application.

Secondary Transfer waiting lists for Lewisham's community schools will include those who have moved to the area and were unable to make an 'ontime' application.

Parental enquiries about waiting list positions or appeal procedures for community schools should be made to Lewisham's Admissions Team.

of resident applicants against Lewisham LA's maintained nursery and primary school data and the further investigation of any discrepancy. Where Lewisham LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **15 February 2016**.

9. Lewisham LA will confirm the status of any resident child for whom it receives a Common Application Form stating s/he is a 'Child Looked After' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by **3 February 2015**.
10. Lewisham LA will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of the correct age cohort, and will forward any supporting documentation to the maintaining LA by **3 February 2016**.

Processing

11. Applicants resident within Lewisham LA must return the Common Application Form, which will be available and able to be submitted on-line, to Lewisham LA by **15 January 2016**.
12. Application data relating to all preferences for schools in the area of a participating LA, which have been expressed within the terms of Lewisham's scheme, will be up-loaded to the PLR by **3 February 2016**. Supplementary information provided with the Common Application Form will be sent to maintaining LAs by the same date.
13. Lewisham LA shall, in consultation with the admission authorities within this LA's area and within the framework of the Pan-London timetable in Schedule 3B, determine its own timetable for the processing of preference data and the application of published oversubscription criteria.
14. Lewisham LA will accept late applications only if they are late for a good reason, deciding each case on its own merits.
15. Where such applications contain preferences for schools in other LAs, Lewisham LA will forward the details to maintaining LAs via the PLR as they are received. Lewisham LA will accept late applications which are considered to be on time within the terms of the home LA's scheme.
16. The latest date for the upload to the PLR of late applications which are considered to be on-time within the terms of Lewisham's scheme is **15 February 2016**.
17. Where an applicant moves from one participating home LA to Lewisham LA after submitting an on-time application under the terms of the former home LA's scheme, Lewisham LA will accept the application as on-time up to **15 February 2016**, on the basis that an on-time application already exists within the Pan-London system.
18. Lewisham LA will participate in the application data checking exercise scheduled between **16 February and 23 February 2016** in the Pan-London timetable in Schedule 3B.

29. Lewisham LA's outcome letter will include the information set out in Schedule 2.
30. Lewisham LA will, on **18 April 2016**, send by first class post notification of the outcome to resident applicants who made a paper application.
31. Lewisham LA will provide its maintained nursery and primary schools with destination data of its resident applicants by the School Admissions Module (SAM) which will be available after **19 April 2016**.

Post Offer

32. Lewisham LA will request that resident applicants accept or decline the offer of a place by **3 May 2016**, or within two weeks of the date of any subsequent offer.
33. Where an applicant resident in Lewisham LA accepts or declines a place in a school maintained by another LA by **3 May 2016**, Lewisham LA will forward the information to the maintaining LA by **17 May 2016**. Where such information is received from applicants after 3 May, Lewisham LA will pass it to the maintaining LA as it is received.
34. Where a place becomes available in an oversubscribed maintained school or academy in Lewisham's area, it will be offered from a waiting list ordered in accordance with paragraph 2.14 of the School Admissions Code 2014.
35. When acting as a maintaining LA, Lewisham LA will inform the home LA, where different, of an offer for a maintained school or Academy in Lewisham LA's area which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
36. When acting as a maintaining LA, Lewisham LA and the admission authorities within it, will not inform an applicant resident in another LA that a place can be offered.
37. When acting as a home LA, Lewisham LA will offer a place at a maintained school or Academy in the area of another LA to an applicant resident in its area, provided that the school is ranked higher on the Common Application Form than any school already offered.
38. When acting as a home LA, when Lewisham LA is informed by a maintaining LA of an offer which can be made to an applicant resident in this LA's area which is ranked lower on the Common Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.
39. When acting as a home LA, when Lewisham LA has agreed to a change of preference order for good reason, it will inform any maintaining LA affected by the change. In such cases, paragraphs 36 and 37 shall apply to the revised order of preferences.
40. When acting as a maintaining LA, Lewisham LA will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
41. When acting as a maintaining LA, Lewisham LA will accept new applications from home LAs for maintained schools and academies in its area.

42. Waiting lists - Requests to be placed on a waiting list for a school in Lewisham must be made via the home LA. In accordance with the pan London agreement, and to ensure Lewisham meets its duty to continue to co-ordinate admissions beyond offer date and comply with the parents' highest possible preference, Lewisham will ensure that waiting lists do not contain lower ranked preferences except where it (or the home LA) has agreed to a parental request to change the order of preferences. In such cases, where there is a parental request to change the order of preferences, the original application, including any offer made under co-ordination, will be withdrawn and the applicant will be required to re-apply.

The reception co-ordinated scheme continues until the end of July 2016. Applications received for reception class beyond July 2016 will be considered as In Year applications.

Waiting lists will be held for the first term of the reception year only. Those wishing to apply for a place beyond the first term of the reception year will be required to make an in year application.

Waiting lists for Lewisham's community schools will include those who have moved to the area and were unable to make an 'ontime' application. Enquiries about waiting list positions or appeal procedures for community schools in the borough should contact Lewisham's Admissions Team.

PAN-LONDON CO-ORDINATED ADMISSIONS SCHEME
SCHEDULE 1

**Minimum Content of Common Application Form for Admissions to Year 7 and
Reception in 2016/17**

Child's details:

Surname
Forename(s)
Middle name(s)
Date of Birth
Gender
Home address
Name of current school
Address of current school (if outside home LA)

Parent's details:

Title
Surname
Forename
Address (if different to child's address)
Telephone Number (Home, Daytime, Mobile)
Email address
Relationship to child

Preference details (x 6):

Name of school
Address of school
Preference ranking
Local authority in which the school is based

Additional information:

Reasons for Preferences (including any medical or social reasons)
Is the child a 'Child Looked After' (CLA) ? Y/N
Is the child formally CLA but now adopted or subject to a Residence Order or Special Guardianship Order? Y/N
If yes, name of responsible local authority
Surname of sibling
Forename of sibling
DOB of sibling
Gender of sibling
Name of school sibling attends

Other:

Signature of parent or guardian
Date of signature

* Lewisham will take steps to ensure that no stated pupil details will be sent via the PLR.

PAN-LONDON CO-ORDINATED ADMISSIONS SCHEME- SCHEDULE 2

Template Outcome Letter for Admissions to Year 7 and Reception in 2016/17

From: Home LA

Date: 1 March 2016 (sec)
18 April 2016 (prim)

Dear Parent,

Application for a Secondary / Primary School

I am writing to let you know the outcome of your application for a secondary/primary school. Your child has been offered a place at X School. The school will write to you with further details.

I am sorry that it was not possible for your child to be offered a place at any of the schools which you listed as a higher preference on your application form. For each of these schools there were more applications than places, and other applicants has a higher priority than your child under the school's published admission criteria.

Offers which could have been made for any schools which you placed lower in your preference list, were automatically withdrawn under the co-ordinated admission arrangements, as a higher preference has been offered.

If you would like more information about the reason that your child was not offered a place at any higher preference school, you should contact the admission authority that is responsible for admissions to the school within the next few days. Details of the different admission authorities for schools in the borough of Lewisham are attached to this letter. If the school is outside the borough of Lewisham, the admission authority will either be the borough in which the school is situated, or the school itself.

You have the right of appeal under the School Standards & Framework Act 1998 against the refusal of a place at any of the schools for which you have applied. If you wish to appeal, you must contact the admission authority for the school within the next few days to obtain the procedure and the date by which an appeal must be received by them.

Please would you confirm that you wish to accept the place at X School by completing your online admissions account/the reply slip below. If you do not wish to accept the place, you will need to let me know what alternative arrangements you are making for your child's education.

You must contact this office if you wish to apply for any other school, either in this borough or elsewhere.

Your child's name has been placed on the waiting list for any school which was a higher preference on your application than the school you have been offered. If you need to find out your child's position on the waiting list please contact the admissions authority or the borough in which the school is situated.

If you have any questions about this letter, please contact the Admissions Team on 020 8314 8282

Yours sincerely

(First preference offer letters will include the paragraphs in italics only)

PAN-LONDON CO-ORDINATED ADMISSIONS SCHEME
SCHEDULE 3A

Timetable for Admissions to Year 7 in 2016/17

Fri 23 Oct 2015	Published closing date (Friday before half-term)
Saturday 31 Oct 2015	Statutory deadline for receipt of applications
Friday 13 Nov 2015	Deadline for the transfer of application information by the Home LA to the PLR (ADT file).
Friday 11 Dec 2015	Deadline for the upload of late applications to the PLR.
Monday 14 Dec 2015 – Monday 4 Jan 2016	Checking of application data
Wednesday 3 Feb 2016	Deadline for the transfer of potential offer information from Maintaining LAs to the PLR (ALT file)
Tuesday 16 Feb 2015	Final ALT file to PLR
Wednesday 17 - Wednesday 24 Feb 2016	Checking of offer data
Thursday 25 Feb 2016	Deadline for on-line ALT file to portal
Tuesday 1 Mar 2016	Offer letters posted.
Tuesday 15 Mar 2016	Deadline for return of acceptances
Tuesday 22 Mar 2016	Deadline for transfer of acceptances to maintaining LAs

PAN-LONDON CO-ORDINATED ADMISSIONS SCHEME - SCHEDULE 3B

Timetable for Admissions to Reception in 2016/17

Friday 16 Jan 2016	Statutory deadline for receipt of applications
Wednesday 3 Feb 2016	Deadline for the transfer of application information by the Home LA to the PLR (ADT file)
Monday 15 Feb 2016	Deadline for the upload of late applications to the PLR.
Tuesday 16 Feb – Tuesday 23 Feb 2016	Checking of application data
Tuesday 16 Mar 2016	Deadline for the transfer of potential offer information from the Maintaining LAs to the PLR (ALT file).
Wednesday 23 Mar 2016	Final ALT file to PLR
Thursday 24 Mar- Tuesday 12 Apr 2016	Checking of offer data
Wednesday 13 Apr 2016	Deadline for on-line ALT file to portal
Monday 18 April 2016	Offer letters posted.
Monday 2 May 2016	Deadline for receipt of acceptances
Monday 16 May 2016	Deadline for transfer of acceptances to maintaining LAs

LEWISHAM'S SCHEME FOR THE CO-ORDINATION OF IN-YEAR
ADMISSIONS FOR MAINTAINED SCHOOLS AND ACADEMIES IN
LEWISHAM 2016/17

Section 1: Applications

1. Applications from Lewisham and non-Lewisham residents for all maintained schools, including Academies, in Lewisham will be made directly to Lewisham's admission team. The in-year application forms will be available from Lewisham's website at www.lewisham.gov.uk
2. Lewisham residents applying for places at maintained schools and academies outside Lewisham will need to apply directly to the LA in whose area the school is situated.
3. The admission authorities in Lewisham will not use supplementary forms except where the information available through the Common Application Form is insufficient for consideration of the application against the published oversubscription criteria. Where supplementary forms are used by the admissions authorities within Lewisham, Lewisham's admission team will seek to ensure that these only collect information which is required by the published oversubscription criteria, in accordance with the School Admissions Code.
4. Where supplementary forms are used, they will be available from the school concerned and available on the school's website. Any supplementary forms must advise parents that they must also complete Lewisham's in-year application form. Lewisham's admission booklet and website will indicate which schools in Lewisham require supplementary forms to be completed and where they can be obtained. Parents will be advised that they should complete the supplementary form so that the school's Governing Body can fully consider their application.
5. Where an admission authority school in Lewisham receives a supplementary form, it will not consider it to be a valid application until the parent has also listed the school on Lewisham's In-Year Application Form.
6. Applicants will be able to express a preference for up to three maintained primary/secondary schools or Academies in Lewisham.
7. The order of preference given on the In-Year Application Form will not be revealed to the schools listed on the In-Year application form.
8. Lewisham undertakes to carry out address verification for each application made to a maintained school or academy in Lewisham. Where Lewisham is not satisfied as to the validity of an address of an applicant it will advise the admission authority schools.
9. Lewisham will satisfy itself that each applicant's date of birth is correct.

10. Lewisham will check the status of any applicant who is a 'Looked After or was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order."

Section 2: Processing

11. Lewisham will enter each pupil's preferences onto the admissions data base. This information will be available to admission authority schools via the School Admissions Module (SAM) to enable them to consider the application in accordance with their published oversubscription criteria. Admissions authority schools should respond to an application within 10 school days.
12. For all applicants, Lewisham will provide schools with the information contained in the In-Year Application Form (see Schedule 1 below).
13. Where an application is not fully completed, including address verification, Lewisham will not treat the application as valid until all information is received.
14. If a pupil is currently on roll at a school in Lewisham or a school in a neighbouring borough, the parent will be advised to discuss the transfer with the Headteacher or senior Teacher at the school.
15. Lewisham's in year iCAF, will request background information from the current/previous school to support the enrolment meeting or to determine whether the application qualifies at a Fair Access admission.

Section 3: Offers

16. If a school has a vacancy/vacancies, Lewisham will be expected to offer the place(s) within 10 school days of the vacancy arising to the next child entitled to a place in accordance with the published oversubscription criteria. The school must make reasonable attempts to contact the parent. If a school receives fewer applications than places available, places must be offered to all of the children unless the pupil has had a permanent exclusion from the last school.
17. Lewisham's admissions team will write to parents who have not been offered places at their preferences schools giving reasons and informing them of their right of appeal to an independent appeal in accordance with the School Standards and Framework Act 1988.
18. Lewisham will notify the Home LA of the outcome of applications for their residents
18. When Lewisham is notified that a pupil has been offered a place at a higher preference school, the lower ranking preferences will be withdrawn and the schools concerned notified.

19. Schools must place the child on roll by the date agreed with the School Admissions and Appeals Team.
20. Children transferring from one local school to another may not transfer to the new school until the start of the following half term unless both the home school and receiving school agrees.
21. Federations will have an important role in apportioning admissions among the schools in the federation.
22. If an admission is disputed by a school, the case must be referred to the Admissions Team giving detailed reasons within 5 school days (7 actual days). The child's placement will be discussed at the next Fair Access Panel. Lewisham reserves the right to direct admission if necessary.
23. When Lewisham is notified that a pupil has been offered a place at a lower preference school, the higher preferences will also be withdrawn unless the parent indicates otherwise.
24. Acting as Home LA, where an applicant who is out of school cannot be offered a place at one of their named preferences, Lewisham will offer an alternative school place.
25. It will be assumed that parents will accept the offer of a school place unless they formally decline the offer of a place and confirm what alternative arrangements they are making for their child's education.
26. Where Lewisham is informed that another LA is able to offer a place from the waiting list to one of its residents, Lewisham's database will be updated accordingly.
27. Waiting lists for schools in Lewisham will be held for the academic year in which the application was made. Waiting lists will not be carried over from one academic year to the next and parents will be required to reapply for subsequent academic years.

SCHEDULE 1

This LA's In-Year Application Form will contain the following fields.

Child's details:

- Surname
- Forename(s)
- Middle Name(s)
- Home Address
- Date of Birth
- Gender
- Name, address and dates of attendance of current/previous school(s)
- If currently in school, reason for transfer
- Date place is required
- Permanent exclusions
- Is the child Looked After?

Parent's/Carer's details:

- Title
- Initials
- Forename
- Surname
- Address (if different to child's address)
- Telephone Number(s)
- Relationship to Child
- Parental Responsibility?

Preference details (minimum of 3):

- Name and DCSF number of school
- Preference ranking
- Local Authority in which the school is based
- Sibling Details
- Reasons for Preference (including any medical or social needs)

Other:

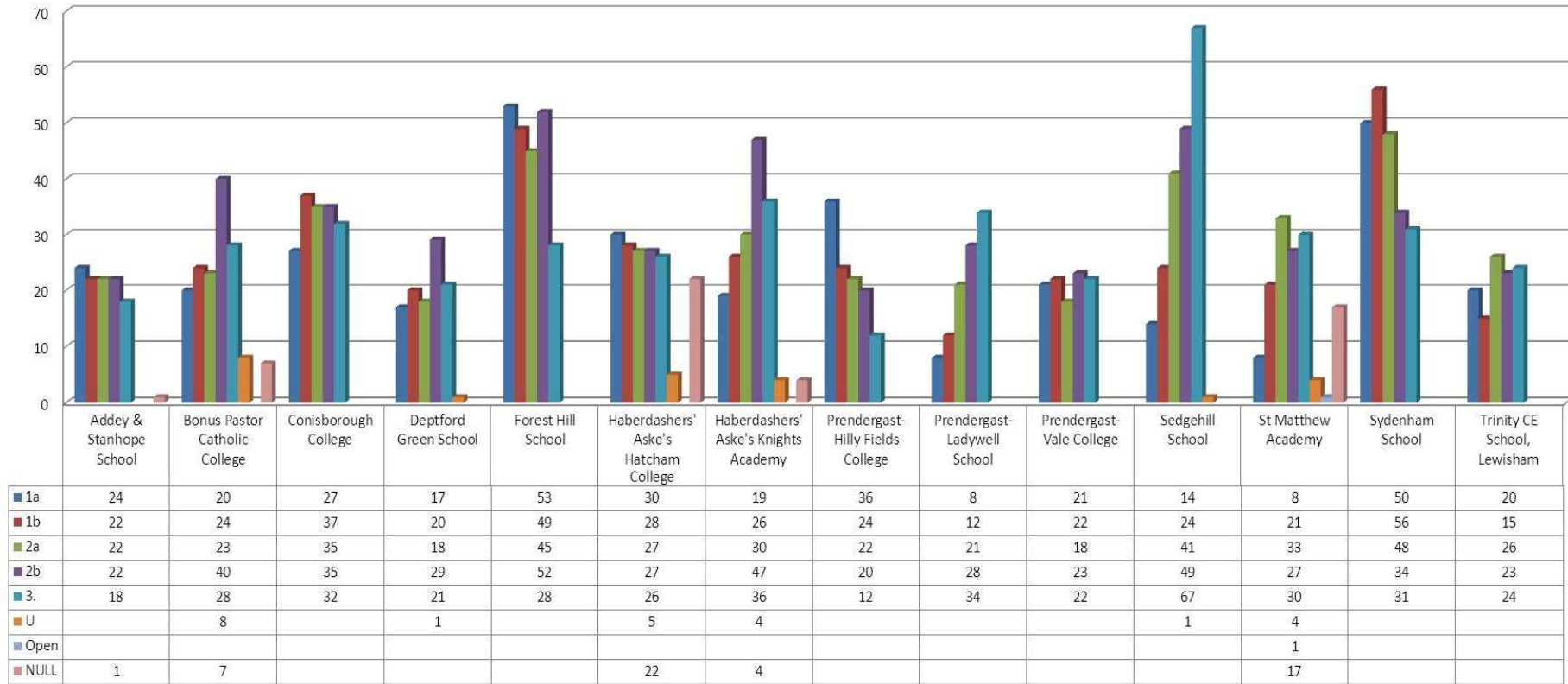
- Declaration including consequences of providing false information
- Signature of parent or carer
- Date of signature
- Data Protection notice
- Checklist including advice about completing supplementary forms

Lewisham's timetable for processing preference data (reception and secondary transfer admissions)

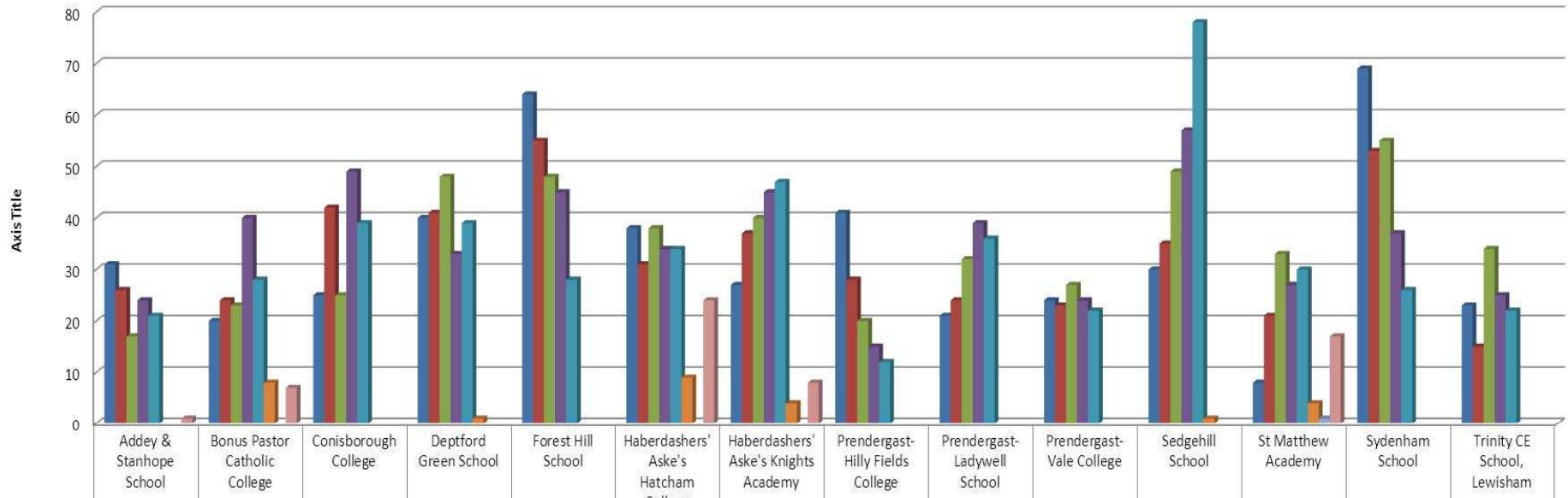
Primary	Activity	Secondary
1 September 2015 – 15 January 2016	Application Period	1 September 2015 – 31 October 2015
By 15 January 2016	Supplementary Information form to be returned to direct to the school	By 31 October 2015
By 13 February 2016	Lewisham writes to all residents who have made an on time application to confirm their preferences. Those who made an application on line will also receive an email confirmation from eadmissions	By 20 November 2015
Monday 15 February 2016	Lewisham's deadline for uploading 'late for good reason' applications	Friday 11 December 2015
Monday 18 April 2016	Results of applications made by the closing date posted by first class post to those who made a paper application	Tuesday 1 March 2016
The evening of 18 April 2016	Results available to those who made their application on line	The evening of 1 March 2016
Monday 2 May 2016	Deadline for accepting an offer	Tuesday 15 March 2016
Friday 8 May 201	Deadline for submitting an appeal for a community school	Friday 25 March 2016
June – July 2016	Appeals heard for community schools	June 2016

APPENDIX J

2014 Secondary Transfer - As At 2nd September 2014 (Using banding Criteria)



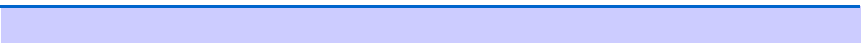
2014 Secondary Transfer - As At 2nd September 2014 (Using Distance Criteria)



	Addey & Stanhope School	Bonus Pastor Catholic College	Conisborough College	Deptford Green School	Forest Hill School	Haberdashers' Aske's Hatcham College	Haberdashers' Aske's Knights Academy	Prendergast-Hilly Fields College	Prendergast-Ladywell School	Prendergast-Vale College	Sedgehill School	St Matthew Academy	Sydenham School	Trinity CE School, Lewisham
OBand 1A	31	20	25	40	64	38	27	41	21	24	30	8	69	23
OBand 1B	26	24	42	41	55	31	37	28	24	23	35	21	53	15
OBand 2A	17	23	25	48	48	38	40	20	32	27	49	33	55	34
OBand 2B	24	40	49	33	45	34	45	15	39	24	57	27	37	25
OBand 3.	21	28	39	39	28	34	47	12	36	22	78	30	26	22
OBand U		8		1		9	4				1	4		
Open												1		
NULL	1	7				24	8					17		

Year 6 SATS Results against Year 5 SATS Results - Secondary Admissions Using sibling and Distance Criteria Only

Lewisham Banding	1A			1B				2A				2B					3.					U.				Grand Total		
Year 6 Results (levels)	Level 4		1A Total	Level 4		Level 5		No Year 6 Results		2A Total	Below 4		Level 4		Level 5		No Year 6 Results		3. Total	Below 4		Level 4		Level 5			U. Total	
	Level 4	Level 5		Level 4	Level 5	No Year 6 Results	Level 4	Level 5	No Year 6 Results		Level 4	Level 5	Level 4	Level 5	No Year 6 Results	Level 4	Level 5	No Year 6 Results		Level 4	Level 5	Level 4	Level 5	No Year 6 Results				
Addey & Stanhope School	10	18	28	5	14	1	20	8	3	3	14		17	2	2	21		10		6	16							
Bonus Pastor Catholic College	3	14	17	14	8	1	23	21		1	22		31	2	5	38	2	13		12	27			1		1		
Conisborough College	3	18	21	27	11	3	41	17	4	1	22	2	34	3	8	47	5	18		11	34							
Deptford Green School	5	9	14	8	7	2	17	17	4	1	22		8		6	14	6	6		4	16							
Forest Hill School	6	36	42	25	16		41	27	5	2	34		24	2	5	31	3	12		6	21							
Haberdashers' Aske's Hatcham College	7	20	27	16	9		25	22	8	3	33		23	2	4	29	3	15		14	32		1			1		
Haberdashers' Aske's Knights Academy	8	12	20	19	14		33	31	4	3	38		30	2	11	43	6	26		11	43	2	1			3		
Prendergast-Hilly Fields College	4	28	32	7	11		18	10	7	1	18		11	2	1	14	2	6		4	12							
Prendergast-Ladywell School	3	9	12	9	9	1	19	20	3	2	25		26	3	7	36	5	16		9	30							
Prendergast-Vale College	3	13	16	10	8		18	15	6	4	25		21	1	1	23	3	10	1	8	22							
Sedgehill School	5	22	27	17	15		32	31	5	1	37	1	42	3	7	53	11	36	1	21	69							
St Matthew Academy		4	4	16	2		18	19	4	5	28		23		3	26	4	16		5	25	2		2		4		
Sydenham School	4	24	28	18	16	1	35	18	4	2	24		25	1	1	27	3	11		6	20							
Trinity CE School, Lewisham	3	11	14	7	1		8	25	5		30	1	11	4	3	19	4	7		9	20							
Grand Total	64	238	302	198	141	9	348	281	62	29	372	4	326	27	64	421	57	202	2	126	387	4	2	3	9	1839		



Banding Report and Consultation

Introduction

Lewisham LA has operated banding as part of its secondary school admissions arrangements since its inception as an education authority in April 1990. The purpose of banding is to ensure that over-subscribed schools in Lewisham have a balanced intake of children in terms of ability. Lewisham LA purchases the Optional Year 5 SATs test from the Standards and Testing Agency (STA). The cost for this test is currently £26K. The tests determine, in Year 5, which ability band a pupil falls into. Admissions arrangements in the borough then aim to ensure that an even number of pupils are accepted at a school from each ability band.

The STA has now ceased to produce the Optional Year 5 SATs papers. If Lewisham wishes to continue using banding for secondary admissions an alternative method of testing would need to be sought. Given that a new testing regime would increase costs significantly (to at least £40k), Lewisham's Admissions Forum decided that they should look at the pros and cons of continuing with our banding system and, having done so, that we should consult on whether or not we should continue to use banding as part of our secondary admissions arrangements.

This report provides a brief background to the national and local context to banding and sets out the purpose of banding. The report also provides recent data relating to the intake of pupils to Lewisham schools in 2014. The final part of the report seeks your views on whether we should continue banding children who are transferring to secondary school.

Historical and national policy context

During the 1980s through to the present date, there have been numerous education reforms that have impacted upon the admissions of pupils to schools, including the changes made through the School Admissions Code and the introduction of legislation that all schools should give top priority to children in local authority care.

The timetable to below sets out brief the developments relating to banding.

Year	Change
1972	All primary pupils in the ILEA assessed for banding on the basis of the headteacher's professional judgement and a verbal reasoning test
1988	London Reading Test used for banding
1988	New CTCs statutory required to admit pupils of all abilities
1988	Education Reform Act introduces more open enrolment
1994	Only Tower Hamlets, Greenwich, Lewisham & Hackney continue to use banding
1998	School Standards and Framework Act allow proportionate banding but does not allow new local banding
2003	School Admissions Code allows 'fair banding' which it defines as proportionate banding, but disallows local banding or banding based on the national ability profile
2004	Hackney stops using local banding
2006	Education and Inspections Act allows proportionate banding, local banding based on national ability profile
2007	School Admissions Code endorses banding as good practice
2010	School Admissions Code continues to allow banding

(Extract from LSE report – Banding and Ballots)

What is banding?

Banding was introduced to ensure that secondary schools receive a balanced intake.

The Lewisham position

Children who attend Lewisham primary schools sit the Optional Year 5 SATs in the May of Year 5 and are placed in one of 5 bands of ability. Lewisham's admissions arrangements require that all criteria (e.g. distance to school) are applied within each band so as to try to secure the same number of children being accepted at a school within each ability band. If, however, there are too few children from one band applying to the school, the school then fills up with children from other ability bands. Banding can only make a difference to the admissions of schools which are over-subscribed. Under-subscribed schools simply take all children, regardless of bands. Children from other boroughs who apply for place at a secondary school in Lewisham are not necessarily 'banded'. Only the Royal Borough of Greenwich uses the same test and banding arrangements as Lewisham. For those children who have not sat the Optional Year 5 SATs Lewisham obtains information about the child's level of ability from their primary school.

Primary headteachers are asked to provide:

- a) the child's raw score for the reading test and the mathematics Test A and Test B if the school also used the Optional Year 5 SATs or
- b) information about the child's current National Curriculum levels for English and Maths subdividing these levels into a, b or c or
- c) a teacher assessment bearing in mind that there are approximately 20% of children in each band.

For all other children where a banding assessment cannot be obtained Band 2A is given.

Lewisham currently has a situation whereby:

- 8 schools operate area wide banding. Area based banding uses the same banding regardless of school;
- one school operates area wide banding but offers faith and open places within this; (Trinity)
- one school operates school based banding using Lewisham's test results. School based banding puts just those children who apply to the school into different bands. Children are still offered places in proportion to the number of applicants in each band; (PHFC)
- The Haberdashers' Academies use school based banding based on a different test, and divide applicants into 9 bands, offering places in proportion to the number of places in each; and
- the two Catholic schools do not operate banding at all.

What does the evidence tell us?

In order to ascertain the effectiveness of banding and whether it still meets the purpose it was designed for 'ensuring a balanced intake' it is important to look at the educational attainment of children transferring to secondary school.

The Performance Team undertook some modelling using the 2014 secondary transfer data. They compared the outcomes based on banding with what the outcomes would have looked like if the offers had been made using distance to school. Both sets gave preference to Looked After Children and to siblings in the normal way. They also examined the children's actual results in the Year 6 tests with the banding that resulted from their results in the tests they took in Year 5. All the charts are attached at Appendix 1.

Chart 1 in Appendix 1 provides the outcome of the 2014 secondary transfer intake of pupils using the banding criteria based on parental preferences.

The data shows that banding has not been that effective in achieving a balanced intake across schools. This is most likely because over 30% of our Band 1 children apply for schools outside the borough. However, some over-subscribed schools do achieve more or less a balanced intake across the different ability bands e.g. Addey & Stanhope and Prendergast Vale College.

Chart 2 shows the outcome of the 2014 secondary transfer intake using the distance¹ criteria only based on parental preferences.

The results without banding do not show much difference in relation to balanced intakes.

However, they do show that significantly more children would go to a Lewisham school in a system without banding. This is because children who applied for local schools but whose 'band' was full with children who lived closer, would, under a distance only scheme, be more able to get into the school, regardless of their 'band'. It appears that many children would be offered a higher Lewisham preference under home to school distance than they would using banding. So, children who were offered a lower out of borough preference would receive a Lewisham offer instead.

Chart 3 provides details of the 2014 intake of pupils; their banding; and the result they actually achieved in the Year 6 SATs.

It is, of course, the case that, because achievement in Lewisham primary schools is now very high, children banded in the lowest band are still achieving at the national expectation. What Chart 3 shows, though, is that the tests used in Year 5 to band children are not that good at predicting the actual level of achievement for pupils at the end of Year 6. The data shows that many in the top bands do not achieve the top levels and the vast majority in the lower bands achieve at Level 4, currently the national expectation.

Because the achievement gap is closing in Lewisham, banding may not be as necessary as it once was.

Pros and Cons of moving to a distance only model

The pros of using distance only as the criteria are:

- more Lewisham children would be likely to receive a place in a school local to them at secondary transfer;

¹ * Distance only is based on the admission criteria for secondary transfer to Lewisham community schools as follows :Looked after children; Children with exceptional medical/social needs; Siblings; Home to school distance

- the data shows that removing banding would not create any more imbalance in school intakes than we have with our current system;
- the admissions process would be easier for parents and children to understand;
- Year 5 children would not need to sit a test, and schools and the LA would not need to administer the process;
- the LA would save £26k at a point when significant savings are still required.. If banding were retained, we would need to spend at least £40k for a new test as the National Admissions Code requires banding to be done on the basis of a test rather than on the basis of teacher assessment;
- Lewisham would come into line with the majority of authorities in London

The cons of using distance* only as the criteria are:

- as Lewisham LA is the admission authority for only five secondary schools, there would be a need for the VA schools and Academies to agree to adopt the same approach as Lewisham. Early indications, however, are that all schools would abide by any decision made by the Mayor on the advice of the Admissions Forum.
- current indications are that the Royal Borough of Greenwich, will not consult on whether to retain banding for admissions to schools in their area;
- the use of banding makes a clear statement that we are committed to over-subscribed schools having balanced intakes. While the data shows that banding does not currently achieve those balanced intakes, removing banding may inadvertently send a message that we no longer think it is important;
- while the data used for the modelling is indicative of what might happen if banding was removed, the parental preferences the modelling is based on were made in a 'banding' system. It is therefore not possible to predict how preference patterns might change in a 'distance only' system.

Consultation

In light of the information provided in this report, this consultation is seeking views on whether Lewisham should continue banding or not. The consultation will end on 3 January 2015. If a decision were to be made to remove banding, the Admissions Forum would need to monitor the outcomes of the new system to ensure it is as equitable as possible.

This consultation paper is being sent to:

Governors and headteachers of all maintained schools in Lewisham
 The boroughs of: Bexley, Bromley, Lambeth, Royal Greenwich, Southwark and Tower Hamlets
 Trades Unions within Lewisham
 Southwark Diocesan Board for Education (for CE schools) and the Archdiocese of Southwark (for Catholic schools).

And is available for any other interested party including parents of children between the ages of 2 years and 18 years old via Lewisham's website at www.lewisham.gov.uk

Other related reports:

Banding and Ballots – Secondary school admissions in England: Admissions in 2012/13 and the impact of growth of Academies

Research by Phillip Noden, Anne West and Audrey Hind, LSE (February 2014)
<http://eprints.lse.ac.uk/56003/>

Lewisham Admissions Forum – Proposed admissions arrangements for 2016/17 – Banding (October 2014) – Lewisham.gov.uk

Outcome of Secondary Transfer 2014 (October 2014) – Lewisham.gov.uk

Admissions 2016/17 Consultation – Banding
Question
Do you think Lewisham should continue to use banding for the purposes of secondary transfer? Yes/No*
Please give your views:

Name (please print) _____

Designation _____

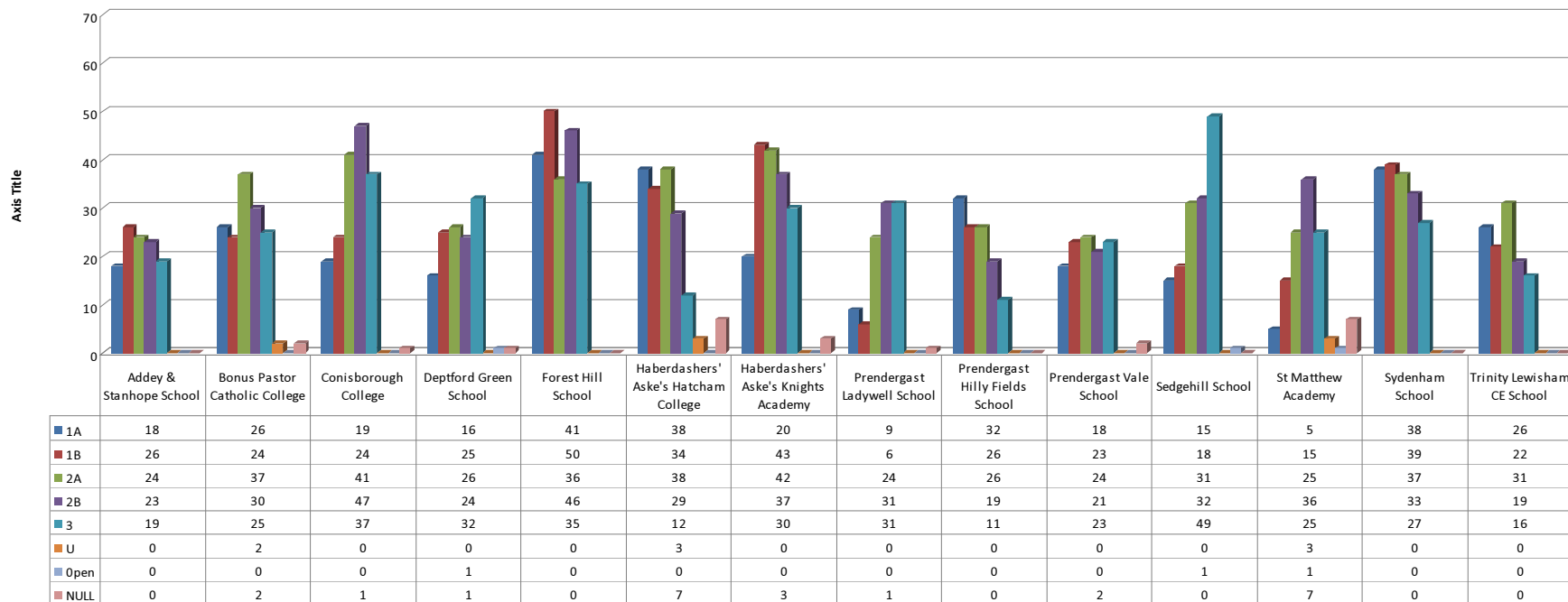
E-mail address _____

Please complete and return this form to:
 Linda Fuller
 Team Leader – School Admissions & Appeals
 3rd Floor
 Laurence House
 1 Catford Road
 SE6 4RU

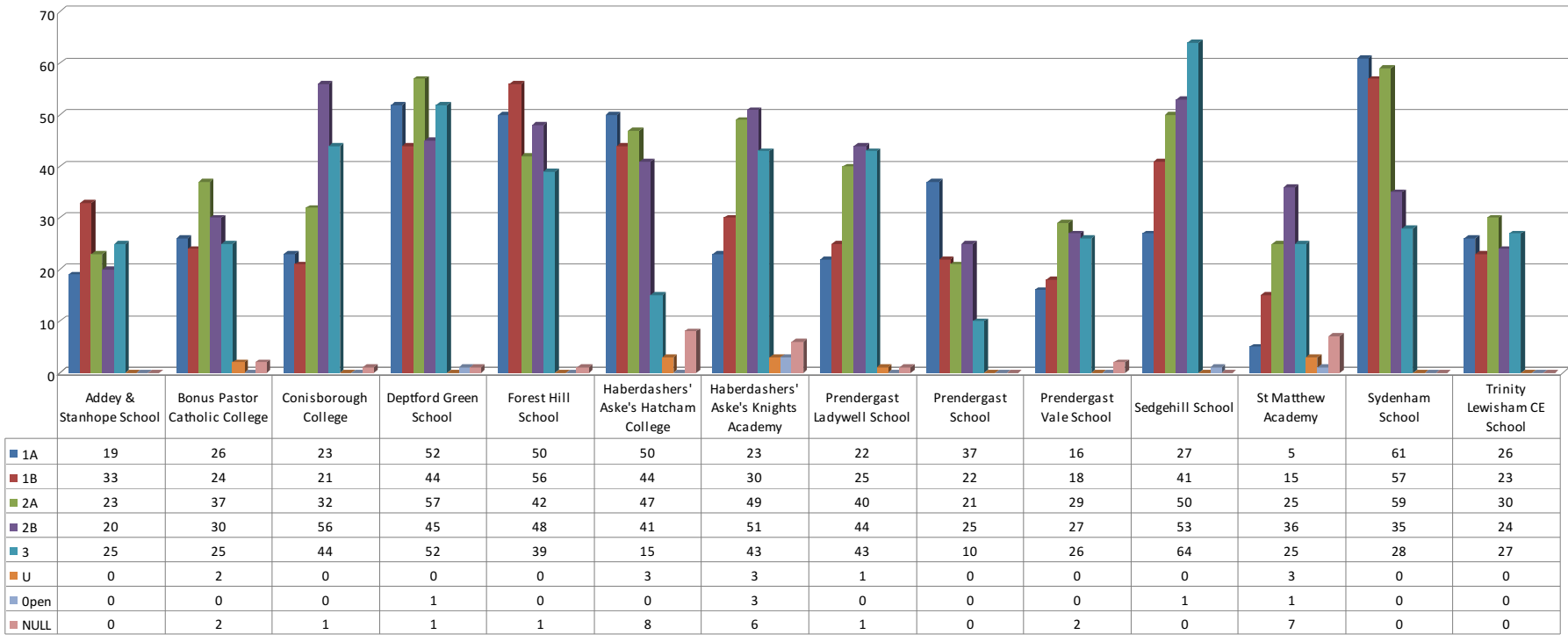
Or email to Linda.fuller@lewisham.gov.uk Please title your email 'Admissions 2016/17 Consultation – Banding'

The consultation will close on **23 January 2015**

2013 Secondary Transfer - September 2013 (Using banding Criteria)



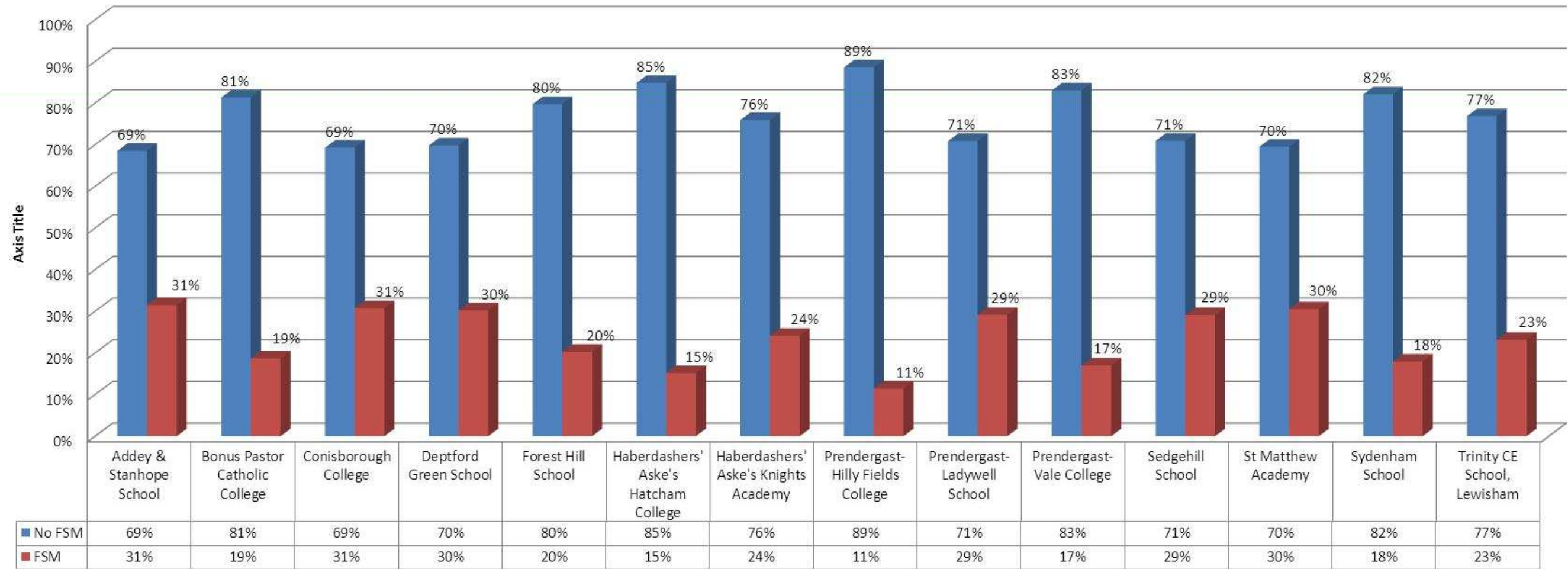
2013 Secondary Transfer as at September 2013 (Sibling and Distance criteria)



Status ▾

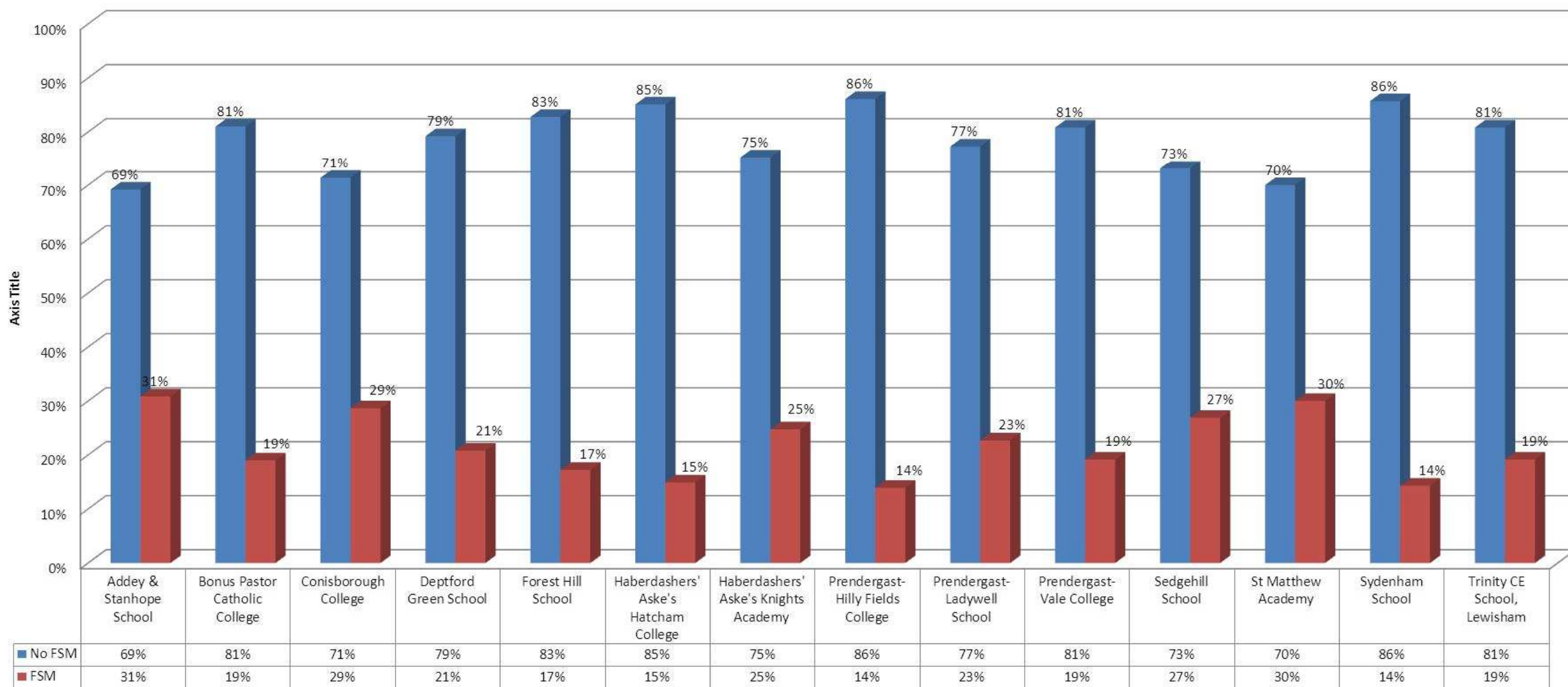
Count of TribalID

Analysis of FSM eligibility 2014 Secondary Transfer - As at 2nd September 2014 (using banding criteria)



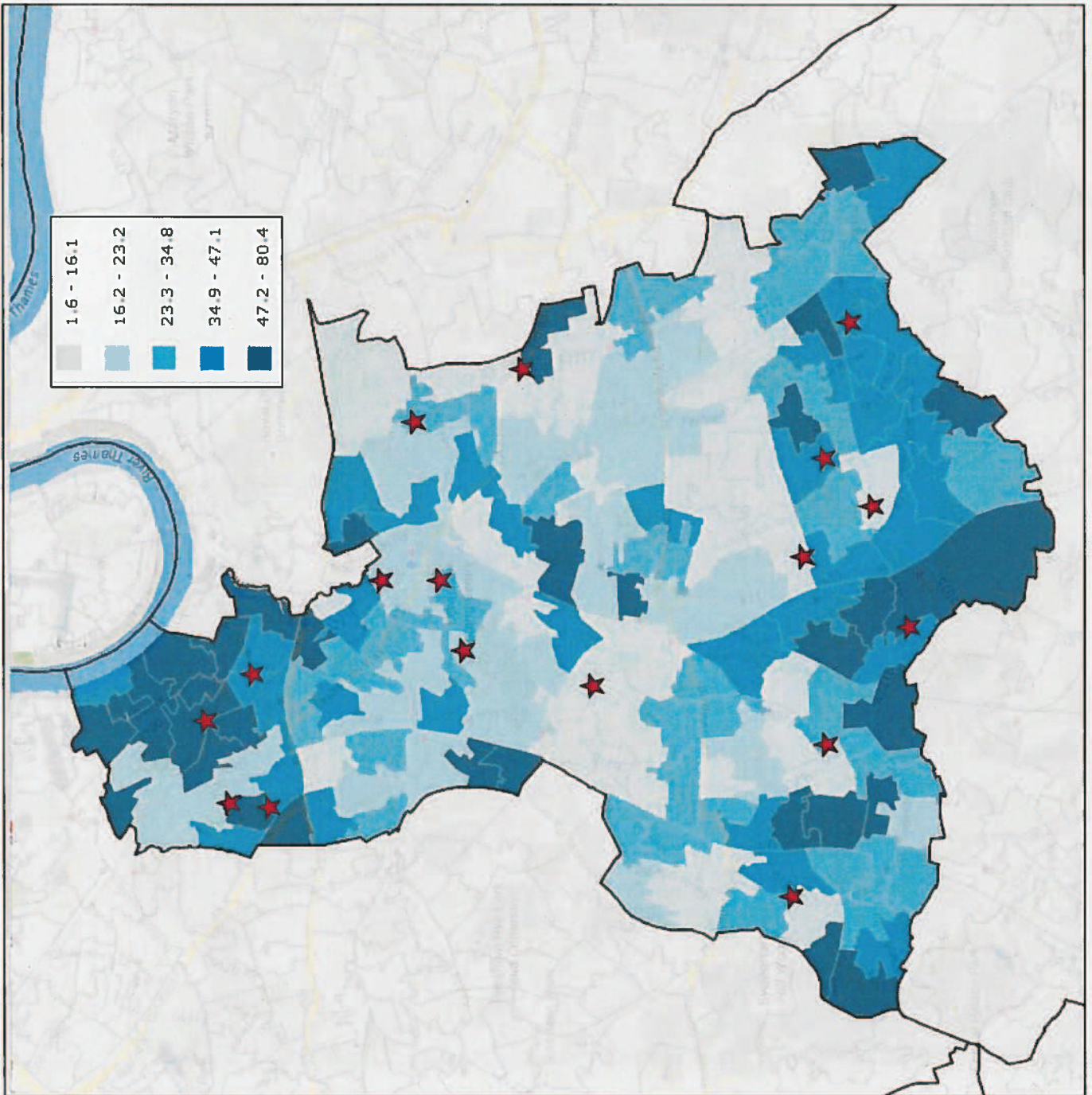
School ▾

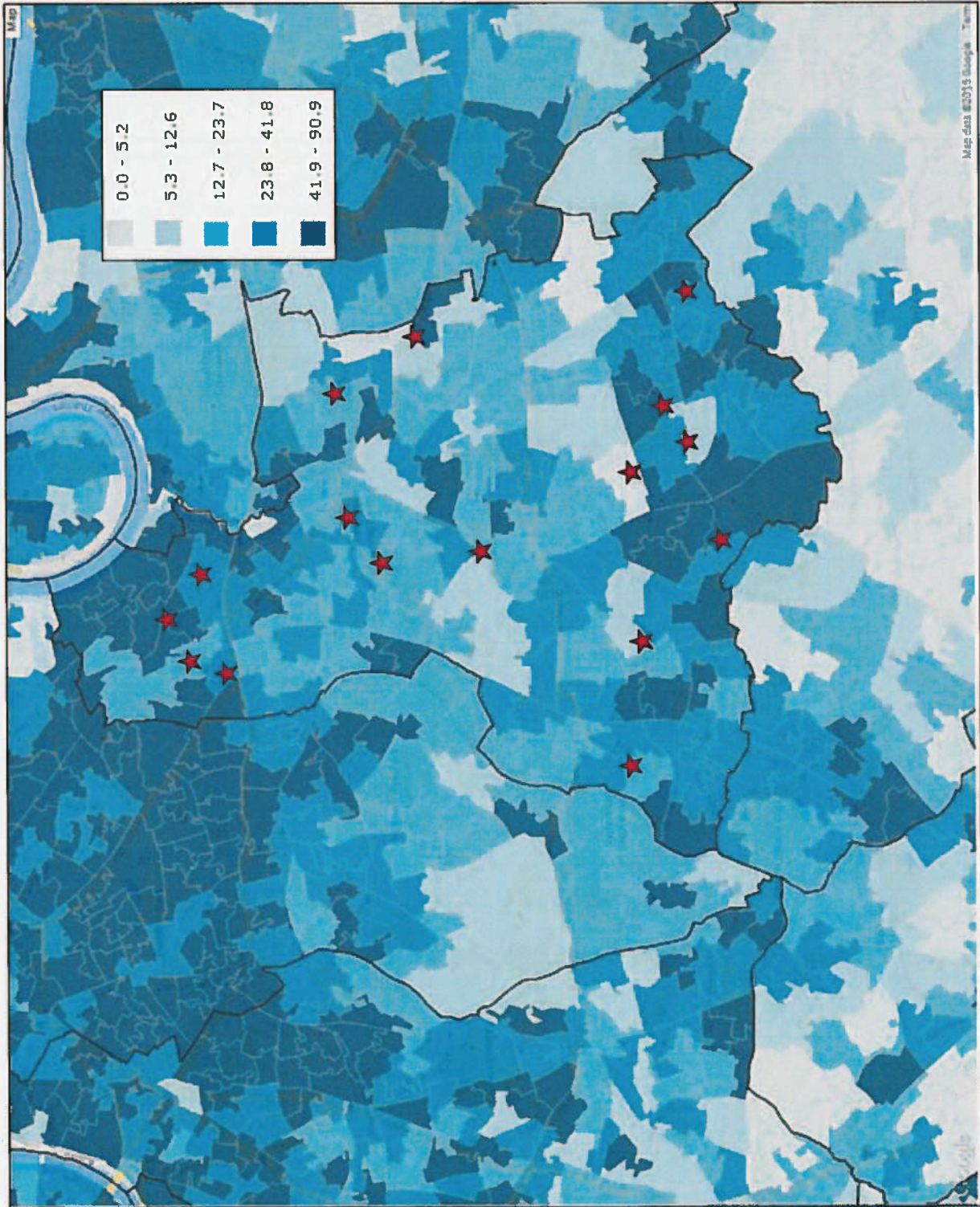
Analysis of FSM eligibility 2014 Secondary Transfer - As at 2nd September 2014 (using Distance criteria)



**% Social Housing
(Lewisham only)**

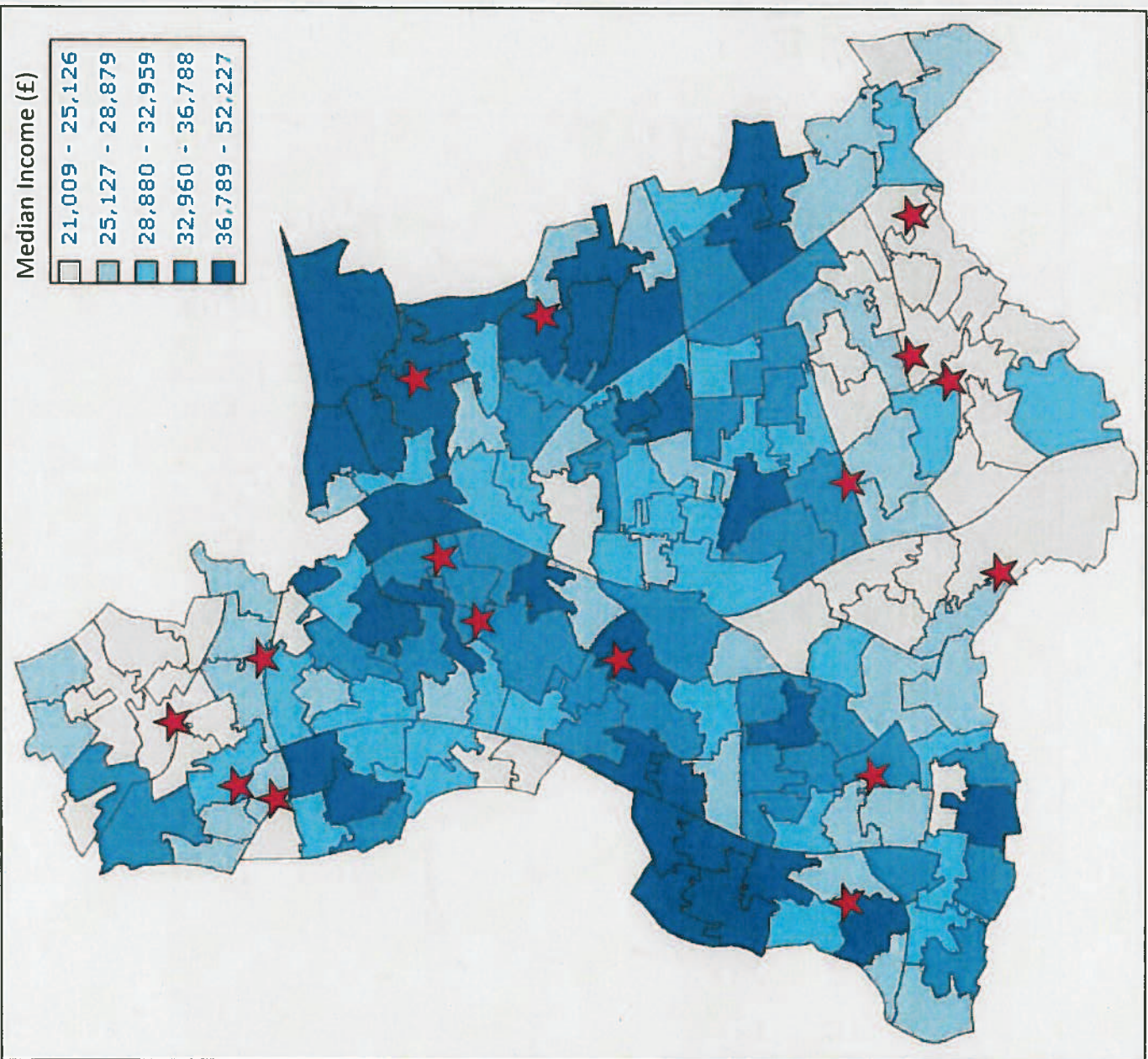
**Source: ONS
Census 2011**





% Social Housing (Whole of London)
Source: ONS Census 2011

Median Income (£)
Source: CACI 2014



Equality Analysis

Name of proposal	Nursery, Primary, Secondary and Sixth Form Admissions arrangements for 2016/17 – including the future of Banding
Lead officer	Claudia Smith, Interim Service Manager, Educational Access
Other stakeholders	
Start date of Equality Analysis	20 February 2015
End date of Equality Analysis	17 March 2015

1: Background

An EAA is the process of analysing a proposed or existing policy, strategy or service to identify what effect, or likely effect, will follow from its implementation for different groups in the community. Assessments should consider the effect of a service on Race, Gender, Disability, Age, Sexual Orientation, Religion/Belief, Pregnancy and Maternity, Marriage and Civil Partnership, and Gender Reassignment. In addition, EAAs consider whether proposals might contravene human rights. By conducting an EAA organisations can consider what good practice could be shared or what measures might need to be taken to address any adverse impact.

Lewisham's diversity is one of its key strengths and the Council is committed to supporting an inclusive and cohesive local community. EAA supports this intention, by identifying how the Council's service can actively promote equal opportunities and avoid direct and indirect discrimination.

This document considers how the recommendations made in this report affect different groups of children, young people and their families (specifically those with 'protected characteristics') differently, and assess whether these effects are positive or negative. It also outlines the activity that the Council will take to ensure that equal opportunities are promoted and that no group is discriminated against.

The report on Nursery, Primary, Secondary and Sixth Form Admissions Arrangements for 2016/17 including the future of Banding seeks the Mayor's approval for the admission arrangements. It was agreed by the Admissions Forum that Lewisham should consult on behalf of all admissions authorities in the borough whether to continue to use banding for secondary transfer.

The overall assessment of this EAA is that whilst the recommendations will affect different groups of young people differently, overall none of the protected characteristics will be disproportionately or negatively affected by the proposals.

2: Changes to the service

This report considers the equalities impact of the proposed changes to the Admissions arrangements for 2016/17 in particular the future use of banding. It assesses the effect the recommendations will have on specific groups involved as well as the wider community.

The EAA provides the answers to the following questions:

1. Will the proposed changes affect some groups in society differently?
2. Will the proposed changes disproportionately affect some groups more than others?

3. What actions can be taken to reduce any negative impact on particular groups?

The proposals would mean that admissions to Lewisham secondary schools would be based on distance only criteria (after sibling and LAC) without the use of banding. Lewisham is committed to ensuring that all schools continue to have a comprehensive intake and therefore data was analysed to see whether this still would be achieved without the use of banding.

3: Assessment of data and research

The admissions process is administered by Lewisham LA under the statutory framework of the Pan-London Co-ordinated Admissions System. In addition the use of banding as the admission criteria to school is part of the process that ensures that there is a comprehensive intake across schools in Lewisham. This is the process used for allocating a school place and as such does not have any impact on those children from 'protected characteristics' groups.

Details of the research that was undertaken includes some modelling of data across two academic years. The data shows that without the use of banding overall schools will continue to have a comprehensive intake. Full details of the assessment of data and research is outlined on pages 6-11 of the report, as well as Appendices J, L, M and N.

Lewisham Local Authority carries out annual monitoring of the outcome of secondary transfer this includes the collection of data based on factors such as banding, ethnicity, SEN, schools and locality. Lewisham will continue to monitor these outcomes annually.

4: Consultation

Details of the consultation that was undertaken is outlined in page 6 of the full report.

5: Impact Assessment

Overall the different groups of children and young people with those 'protected characteristics' will not be impacted upon by the proposed changes to the admissions process for secondary transfer.

Admissions authorities must act in accordance with the Code, the School Admissions Appeal Code, other laws relating to admissions and relevant human rights and equalities legislation. Authorities must also ensure that their arrangements will not disadvantage, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational need' (Code, paragraph 1.8)

Lewisham's arrangements comply with these requirements and vigilance is embedded in our processes. Lewisham has a well established Admissions Forum which serves as an important function in monitoring the content of school admission policies and arrangements for their impact. Any instances of poor practice would be challenged and referred to the School Adjudicator if necessary.

Lewisham has considered the impact of a decision to cease the use of banding for secondary transfer. Close examination of the data provided as appendices to this report indicate an increase in opportunity for parents to obtain a place in their nearest preferred school and that the modelling shows that there appears to be no negative impact on the admissions of children into schools at secondary transfers.

Faith

The Catholic secondary schools do not operate a banding system therefore the proposed changes will not impact upon those children who apply for a place at any of the Catholic secondary schools in Lewisham. Other faith schools such as Trinity (Church of England) do participate in the banding process.

Housing and socio-economic factors have also been examined and details of the outcome of this is provided on page 7 of the full report.

6: Decision/ Result

Lewisham has considered the impact of a decision to cease the use of banding for secondary transfer. Close examination of the data provided as appendices to the report indicate an increase in opportunity for parents to obtain a place in their nearest preferred school and that the modelling shows that there appears to be no negative impact on the admissions of children into schools at secondary transfer.

Lewisham will continue to monitor the impact of any changes to the intake of pupils to ensure a comprehensive intake across all secondary schools.

7: Equality Analysis Action Plan

Signed..... Date

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
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"/>
	<input type="checkbox"/>	Part 2	<input type="checkbox"/>
		Key Decision	<input checked="" type="checkbox"/>

Date of Meeting	25 TH March 2015
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Title of Report	Measures to increase the supply of permanent primary school places: Turnham Primary School
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Originator of Report	Chris Threlfall	Ext. 49971
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	√	
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		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: 17 March 2015

Signed:  Executive Director

Date: 17 March 2015

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	

MAYOR AND CABINET			
Report Title	Measures to increase the supply of permanent primary school places: Turnham Foundation Primary School		
Key Decision	Yes	Item No.	
Ward	Crofton Park		
Contributors	Executive Director for Children and Young People, Executive Director Regeneration & Resources, Head of Law		
Class	Part 1	Date:	March 25 2015

1. Summary

- 1.1 This report informs the Mayor of proposals by the governing body of Turnham Foundation Primary School to enlarge the school from 2 to 3 forms of entry. The enlargement of the school is proposed in order to meet demand for school places in Brockley, Central Lewisham and Telegraph Hill.

2. Purpose

- 2.1 The report requests that the Mayor, having noted the proposal, agree that works to enlarge Turnham Foundation Primary school should be included in the local authority's capital programme to meet the demand for school places.

3. Recommendations

That the Mayor:

- 3.1 notes that the Governing Body of Turnham Foundation Primary School (VA) has proposed that the school should enlarge from 2 to 3 forms of entry from September 2016 subject to the availability of capital funding.
- 3.2 agrees that works to enlarge Turnham Foundation Primary school should be included in the local authority's capital programme to meet the demand for school places, subject to the agreement to the financials set out in the accompanying Part 2 report.

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 21st 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.
- 4.5 Since 2008 the Local Authority's capital programme to ensure the delivery of sufficient school places has been governed by the following principle:
- "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."*¹
- 4.6 Dependent upon future central government decisions on capital delivery, it is proposed that the borough's Places 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 The guidance for proposers and decision makers in maintained schools was revised in January 2014 with the publication of School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and (Establishment and Discontinuance of Schools) Regulations 2013. The regulations came into force on 28 January 2014.
- 4.8 The new School Organisation regulations have been introduced to support the government's aim of increasing school autonomy and reducing bureaucracy. The guidance on the regulations can be found at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/278418/School_Organisation_Guidance_2014.pdf

¹ Primary Strategy for Change (PSfC), June 2008

4.9 As a consequence of the changes, governing bodies of all categories of mainstream school can make the following changes to their schools without following a formal statutory process:

- Expansion (enlargement of premises)
- Alteration of upper or lower age limit by up to two years (except for adding and removing a sixth-form) ; and
- Adding boarding provision

4.10 The guidance on the regulations requires governing bodies to ensure that

- They have secured the necessary capital funding
- They have identified suitable accommodation and sites
- They have secured planning permission and/or agreement on the transfer of land where necessary
- They have the consent of the site trustees or other land owner where the land is not owned by the governing body
- They have the consent of the religious authority (as required); and
- The admissions authority is content for the published admissions number (PAN) to be changed where this forms part of the expansion plans, in accordance with the School Admissions Code.

4.11 The regulations also state that, although governing bodies are no longer required to follow a statutory process, they are nevertheless required to adhere to the principles of public law: they must act rationally; they must take into account all relevant considerations; and they must follow a fair procedure. The department expects that in making the changes set out in 4.9 governing bodies will:

- Liaise with the LA and trustees/diocese (if any) to ensure that, where possible the proposal is aligned with wider place planning/organisational arrangements, and that any necessary consents have been gained; and
- Ensure effective consultation with parents and other interested parties to gauge demand for their proposed change(s) and to provide them with sufficient opportunity to give their views.

4.12 This report sets out how those requirements have been met.

5.1 Alignment of proposal with wider place planning

5.1.1 Members have received regular reports on the continuing demand for school places. Turnham Foundation Primary School is located in Primary Place Planning Locality 3, Brockley. Central Lewisham & Telegraph Hill. Demand has built steadily in the area over the last 7 years and the school offered a bulge class in 2011 & 2012 in response to local demand. The following table sets out occupancy as at the 2015 January census. Although slightly behind the borough and locality trend, occupancy is increasing, reflecting the higher levels of development in the area.

Key Stage One occupancy	
Turnham	93%
PPPL 4	98%
Borough	97%

Key Stage Two occupancy	
Turnham	86%
PPPL4	92%
Borough	94%

5.1.2 Demand has continued to be high. The following table summarises the schools in the area who have offered additional places since 2008:

School	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
Primary Place Planning Locality 3 Brockley, Lewisham & Telegraph Hill							
Ashmead			√		√		
Beecroft	√				Expanded		√
Edmund Waller			√				
Gordonbrock				√	Expanded		
Holbeach	√	√					
John Stainer		√			√	Expanded	
Lucas Vale				√			√
Myatt Garden				√			
Prendergast Vale						√	
Prendergast Primary							New provision
St Stephens CE					√		
Turnham				√	√		

5.1.3 The majority of places have been added as partial expansions (“bulge” classes). Since 2012 the authority has used central government 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.

5.1.4 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.

5.1.5 The most recent update indicates that, with some short-term fluctuations the demand for places will remain high and demand will exceed supply. 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 the area. Figures are set out below.

Primary Place Planning Locality 3 Brockley, Lewisham & Telegraph Hill			
Year	Planned Admission Number	Forecast Reception demand	Shortfall
2014/15	876	942	66
2015/16	876	934	58
2016/17	876	895	19
2017/18	876	954	78
2018/19	876	970	94

5.1.6 The local authority is developing options to meet the shortfall across the area. The evaluation of each option includes an assessment of affordability and compliance with local planning conditions. On the basis of this evaluation the local authority initiated discussions with the governing body of Turnham Foundation Primary School which owns the site. It agreed that a design

development process should start with the aim of developing a proposal for the school site to RIBA Stage 2². A letter of support from the governing body is included at Appendix One.

5.1.7 A cost estimate for the proposal has been included in the forward financial planning of the capital programme. The cost estimate has been revised as the design and proposals for construction methods have developed. The school has requested that items such as an overhaul of the heating and cooling systems for the site should be included. The school will fund the cost of works to areas which would not otherwise be included in the project scope. A feasibility study is in hand and the scope will be agreed with the school before tender documents are issued and a contract award made.

5.2 Consultation

5.2.1 The school has consulted with parents and local residents through newsletters and meetings.

5.2.4 A meeting was held on 28 January 2015 when neighbours and other local residents were invited to view the plans prior to the completion of a Planning Application. The publicity leaflet is attached to this report as Appendix Two. Information boards were displayed in the school hall during an afternoon and evening session, with members of the design team on hand to answer queries. A video projection of a CGI walk-through was also playing during the day. Participants were invited to complete a comment sheet. The exhibition was attended by approximately 30 people, a mixture of school parents, pupils and school staff. The proposals were very well received. The expansion is seen as a logical response to the demand for places which will leave the school well positioned to compete with other local schools which have benefitted from capital investment. The majority of comments related to the detail of the building and landscaping proposals.

5.2.5 The Design Review Panel viewed the site as part of a familiarisation with sites proposed for development. It was agreed that due to the simplicity of the building proposal it did not merit a formal review. A Planning Application was submitted on February 10th 2015: Ref. No: DC/15/90944

5.2.6 The Place Manager has attended meetings of the governing body during the development of the proposal. On January 31st, the governing body discussed the results of the consultation event. The Governing Body agreed that, subject to the Mayor's agreement to include the capital works in the programme to meet the demand for school places, Turnham Foundation Primary should be enlarged from 2 to 3 forms of entry and that it should admit 90 pupils in September 2015. The consultation on admissions for 2016 will be on the basis of a Planned Admission Number of 90 (Appendix One - Letter from Chair of Governors).

6. The following tables summarise how the proposal to enlarge Turnham Foundation Primary School meets national and local criteria.

National Criteria	Evidence
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² Concept Design, including outline proposals for structural design, building services systems, outline specifications and preliminary cost information along with relevant project strategies in accordance with Design Programme.

They have secured the necessary capital funding	The purpose of this report is to secure the necessary capital funding.
They have identified suitable accommodation and sites.	It is agreed by planners and the governing body, which is the site owner, that the school site is suitable for expansion.
They have secured planning permission and/or agreement on the transfer of land where necessary	There has been close liaison with the Planning Authority during the development of the proposal for enlargement. A planning application has been submitted. There is no requirement to transfer land.
They have the consent of the site trustees or other land owner where the land is not owned by the governing body	Turnham Foundation Primary school is a Foundation school and the land is owned by the Governing Body. There has been close liaison with the governing body during the development of the proposal and they have expressed their support.
They have the consent of the religious authority (as required)	Not appropriate.
The admissions authority is content for the published admissions number (PAN) to be changed where this forms part of the expansion plans, in accordance with the School Admissions Code.	<p>As a Foundation school, the governing body is the admissions authority for the school. It is content for the published admissions number to be increased to 90. The governing body will include this in the consultation for admission arrangements in 2016, and has agreed to vary the admission arrangements in 2015 to admit 90 children.</p> <p>The school's admissions policy states:</p> <p>Where the number of applications for admissions exceeds the planned admission number priority will be given to:</p> <ol style="list-style-type: none"> 1) Children in public care. 2) Children who have a brother or a sister attending the school. If the school is oversubscribed entirely with siblings, priority will be given to those living nearest and to those with exceptional and social needs. 3) Where there are medical grounds (supported by a doctor's certificate) or social reasons (supported by professional documentation) for admitting the child. 4) Proximity of the child's home to the school, with those living nearer being accorded the higher priority. The distance will be measured in a straight line from the child's home to the main

	school entrance.
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Local Criteria	Evidence
Provide sufficient places at the right time to meet future needs within and between planning localities in the Borough	The sustained demand for places in the area is set out above (5.1.5).
Improve conditions and suitability of schools in order to raise standards	The proposals for enlargement include works to improve the outdoor learning environment and to tackle overheating in classrooms.
Increase the influence of successful and popular schools.	<p>Ofsted undertook a full inspection of the school in March 2013 and judged the school to be “Good” throughout. The reports can be accessed through the following link http://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/100753</p> <p>However, the Local Authority(LA) has had cause to raise concerns about governance at the school. This is ongoing and the LA will need to be sure that the school has put in place capacity to cope with the work. The school is in the process of appointing a new Headteacher.</p> <p>A total of 134 on-time applications were received for the 66 places available in 2014/15. Of these 45 were first preferences and 20 second. 155 on-time applications were received for entry in 2013. Of these 56 were first preferences and 30 second.</p>
Maximise the efficient delivery of education in relation to the size of the school, removing half-form entries and promoting continuity of education	The school currently operates 3 classes in some year groups with up to 22 children in each class, meaning that a relatively high percentage of the school budget is taken by staffing costs. Expansion to 3 forms of entry will offer greater economies of scale and better value to the Direct Schools Grant.
Enable school extended services for pupils, parents and communities	The proposed security zones in the building will mean that the school can be used out of regular school hours.
Optimise the Council’s capital resources available for investment	The cost per place compares well with other permanent enlargements. The majority of the expenditure is for new build rather than backlog maintenance. The school has agreed

	that it will meet the costs of certain items such as an overhaul of the current heating and cooling systems.
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7 Financial implications

7.1.1 In the period 2008/09 to 2016/17 the Government has made £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 is £ 139,774 to September 2016: this leaves a shortfall of ££1.9m. This programme of expenditure is included within the Council's capital programme for 2015 – 2018 which secures Council resources for the balance of £1.9m. In the period to September 2020 additional works of £40m are estimated which includes £37m to meet secondary places demand. If a further secondary school was required this would add another £25m to the expected costs.

7.1.2 All projects to deliver additional places in September 2014 and September 2015 can be funded within the funding envelope identified above.

7.2 Capital Financial Implications

7.2.1 Budgetary provision for the estimated costs of the expansion of Turnham Foundation primary school have been included in the forward planning of the capital programme for the delivery of school places projects to September 2015.

7.2.2 The construction works will provide an additional 24 places in September 2015 rising to a total of 168 additional places over the next 7 years.

7.2.3 The full capital financial implications are set out in the separate Part 2 report.

7.3 Revenue Financial Implications

7.3.1 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.

8 Legal Implications

8.1 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.

8.2 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.

- 8.3 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.
- 8.4 Paragraph 4.7 and 4.11 sets out the legal framework for an expansion to a school. The school has consulted with all relevant stakeholders as required under the Regulations. The results are set out at paragraph 5.2.
- 8.5 The Governing Body decision to proceed with the expansion is subject to the Mayor's agreement to include the work to the school in the Council's capital programme. It will be necessary for the Council to enter into a licence with the Governing Body for the Council to carry out the works at the school.
- 8.7 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.
- 8.8 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.
- 8.9 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.
- 8.10 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/>
- 8.11 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

8.12 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/>

8.13 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.

9 Crime and Disorder Implications

9.1 There are no crime and disorder implications.

10 Equalities Implications

10.1 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.

11 Environmental Implications

11.1 The proposed scheme will meet BREEAM³ "Very Good".

12 Risk assessment

12.1 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.

13 Conclusion

13.1 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 a school with an established reputation and in an area of high demand.

³ Building Research Establishment Environmental Assessment Methodology

- 13.2 The Mayor is therefore recommended to note the proposal of the Governing body that Turnham Foundation Primary school should be enlarged from 2 to 3 forms of entry with effect from September 2015, and agree that the necessary building works should be included in the capital programme.

Background Documents

Guidance on school organisation changes

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/278418/School_Organisation_Guidance_2014.pdf

Summary of demand for school places:

Children and Young People Select Committee January 2014

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

*If there are any queries arising from this report, please contact
Margaret Brightman, Place Manager, 0208 3148034*

Appendix One	Letter from Chair of Governors
Appendix Two	Publicity leaflet – to follow
Appendix Three	Results of consultation

Turnham Primary Foundation School

Executive Headteacher: Selina Sharpe Head of School: Kath Margetts
Turnham Road, London SE4 2HH T: 020 7639 0440 F: 020 7635 8034 E: office@turnham.lewisham.sch.uk W:
turnham.lewisham.sch.uk

Wednesday 4th February 2015

Dear Margaret,

I write on behalf of the governing body of Turnham Primary Foundation School to state that we fully endorse and support the intended building proposals.

To date we have found the consultation process to be both informative and considerate.

We are excited about how, if approved, the building scheme will benefit our pupils, staff, parents and members of our local community.

The proposals were discussed and ratified at our governing body meeting held on 22nd July 2014.

I look forward to being informed of future developments.

Yours Sincerely

/

Robert Mapp
Chair of Governors
Turnham Primary Foundation School.

Turnham Primary School Public Consultation
14-026-6
28 January 2015

Comments

The plans look fantastic and will be a real asset to the local community. The new build creates extra space and will provide extra rooms for children's learning.

Areas that could be reviewed are:

- Using a synthetic surface for the lawn area to allow use all year round.
- Possibility of extra stairs to allow safer /easier exits.
- Air conditioning in the classrooms as it can become very hot in the summer.
- Use of solar power on the roofs to generate electricity.
- Remote control black out blinds in the classroom to allow for better viewing of the whiteboards.
- Make the school gates bigger to allow parents and children to enter the school (pedestrian gate).
- Resurface the playground area. Possibly with synthetic/Astroturf surface.
- Re-position or re-zone the MUGA to allow better use of the space.

Good use of space – good/generous room/class sizes.

Ecology garden is good.

Could there be another ecology garden or green area at the opposite end of the building?

Some concerns about the use of outdoor area – playtimes/equipment already in playground.

There will be a lot of children on site at the beginning/end of school day.

Extension will enable the school to compete with other schools in the area.

The new build proposal looks great. I like that the upper floor is mostly windows, and that an eco garden has been included.

The trees are a good idea, but I think more could be included.

Could more trees be included for privacy? How will the glass classroom stay cool, as the south facing situation is something of an issue?

Could the ground floor classroom be extended out to create more space? The current covered area demolished and replaced with a structure which is usable year-round.

Benches on the grass areas, under trees?

Staircase! Getting 4 classes down the stairs at the year 6 end is difficult so an additional staircase halfway along would improve the movement to and from the playground.

Concerns: lower school really benefit from having individual outdoor areas – for bags, planting area etc. Will there be allocated areas per class?

- Wider entrance for school gates.
- More bikes 10 or 20 needed for children.
- Cut off cages – low level gates – not glassed.
- Outdoor play area – larger for nursery.
- Reception outdoor space (more) larger area of outdoor play for reception.

- Plans look lovely – love extension to the top floor.
- Concerned about the outdoor space. So many children in the school, how will they fit? Scattered playtimes etc?
- Staircase – from top level down, so many additional classes. Extra staircase?

Could the grass area be Astroturf so that it can be used all year round?

<p>Could lower school have climbing frames/MUGA/apparatus in the playground like upper school have? The children need something to play on. We could have a rota to monitor the usage.</p>
<p>For EYFS outside area: there are blind spots.</p> <ul style="list-style-type: none"> - Nursery and reception should ideally be separate especially if provision is free flow. - Flooring that is non-slip when wet. - Low fencing to the floor, height similar to current fence, possibly clear plastic to protect from wind, rain etc. - Current roof leaks, drainage is also a problem. Different design? - We need storage.
<p>I think that the roof terrace is a great idea, although more space on top of roof could be used. Greener alternatives? Solar power etc. What will be on the top of the roof once building is complete? Outside area for when it is raining?</p>
<p>If more children in reception classes few flow to the reception classrooms great if some of the tarmac can be taken up to allow mud [?] for play. Think about denser planting in the main grass area. All planting multi-sensory forest garden style. Planting that is quite low Pond would be great.</p>
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<p>I like it but it needs to change. The toilets, and polish the windows.</p>

Turnham Primary Foundation School

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Robert Mapp
Chair of Governors
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Turnham Primary School



A CONSULTATION FOR A NEW SCHOOL

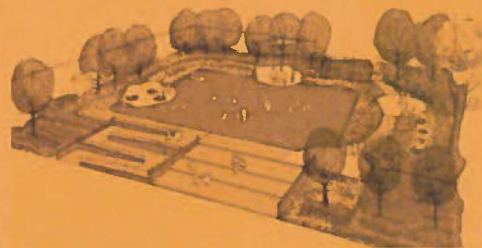
We are pleased to inform you,

as a local resident or parent, of our application for planning consent for the expansion of Turnham Primary School.

Representatives from the London Borough of Lewisham, along with architects from Pollard Thomas Edwards, will be on hand to show you the exciting new plans that have been developed with the school to include a new extension at second floor level.

This will include a new hall space, additional classrooms, storage and general facilities to increase capacity from 2.5 to 3 forms of entry by August 2016. The proposal will also include a new landscaped outdoor learning area.

We are inviting people living close to the school, as well as the staff and parents to come to the event and discuss the proposals. We welcome and look forward to your attendance.



**Pollard
Thomas
Edwards**

Wednesday 28 January 3:30 – 7:30pm

Turnham Primary School, Turnham Road, London SE4 2HH

Turnham Primary School Public Consultation
 14-026-6
 28 January 2015

Comments

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Agenda Item 8

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

Date of Meeting	25 TH March 2015
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Title of Report	Deptford Green School – Transition to a Normally Constituted Governing Body
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Originator of Report	Sue Tipler	Ext. 46142
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		X
Legal Comments from the Head of Law	√	
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: 17 March 2015

Signed: 

Executive Director

Date: 17 March 2015

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	

MAYOR AND CABINET			
Report Title	Deptford Green School – Transition to a Normally Constituted Governing Body		
Key Decision	Yes	Item No.	
Ward	Evelyn		
Contributors	Executive Director for Children and Young People Head of Law		
Class	Part 1	Date:	25 March 2015

1. Summary

- 1.1 An Interim Executive Board (IEB) was established on the 22 April 2013 to replace the former governing body of Deptford Green School, following a decision from the Secretary of State on application by the Local Authority. The Local Authority proposed to keep the IEB in place until the school had emerged from Special Measures and was judged as securely good.
- 1.2 Under The School Governance (Transition from an Interim Executive Board) (England) Regulations 2010, a Local Authority may appoint a shadow governing body to replace the IEB before moving to a normally constituted governing body, but there is no obligation to do so.
- 1.3 The members of the IEB are of the view that it would be beneficial to the school to re-constitute the governing body in the Summer Term 2015 and it was agreed with Local Authority officers to move directly to a normally constituted governing body.
- 1.4 The Local Authority issued written notice to the Deptford Green IEB to vacate office on the 15 April 2015 and for a normally constituted governing body to be established on the 16 April 2015.
- 1.5 The governing body must be constituted in accordance with regulations made by virtue of section 19 of the Education Act 2002 and in accordance with the school's Instrument of Government, which will need to comply with The School Governance (Constitution) (England) Regulations 2012.
- 1.6 The report sets out a new Instrument of Government for Deptford Green School.

2. Purpose

- 2.1 To seek agreement to an Instrument of Government for a normally constituted governing body replacing the IEB for Deptford Green School.

3. Recommendations

The Mayor is recommended to:

- 3.1 Approve that the Instrument of Government for the school listed below be made by Local Authority order:

Deptford Green

16 April 2015

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 An IEB was established on the 22 April 2013 to replace the former governing body of Deptford Green School, following a decision from the Secretary of State on application by the Local Authority. The Local Authority proposed to keep the IEB in place until the school had emerged from Special Measures and was securely good.
- 5.2 The school was inspected by Ofsted in July 2014 and came out of category with leadership and management judged as good. The school is currently self evaluating as good in all areas including overall effectiveness and awaiting an Ofsted inspection.
- 5.3 The members of the IEB are of the view that it would be beneficial to the school to re-constitute the governing body in the Summer Term 2015 and it was agreed with Local Authority officers to move directly to a normally constituted governing body..

- 5.4 The Local Authority issued written notice to the Deptford Green IEB to vacate office on the 15 April 2015 and for a normally constituted governing body to be established on the 16 April 2015.
- 5.5 The IEB have been maintaining strong relations with the parent body who are supportive of this development. The Executive Headteacher is confident that the parent body will be able to elect parents who have the appropriate skills and commitment required to join the newly constituted governing body. In addition, the Local Authority has been supporting the school to identify strong governors to be co-opted including current IEB members.
- 5.5 The IEB members have discussed and agreed the model and membership they feel would be most effective under The School Governance (Constitution) (England) Regulations 2012.
- 5.5 The governing body of every maintained school must be constituted in accordance with 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.
- 5.6 The governing body of a maintained school must include the following:-
- (a) at least 2 parent governors;
 - (b) the Headteacher 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 Deptford Green this will be the Executive Headteacher*)
 - (c) one staff governor; and
 - (d) one Local Authority governor.
- 5.7 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.
- 5.8 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.
- 5.9 Appendix 1 details the Instrument of Government the Local Authority is proposing to make by order.

6. Financial implications

- 6.1 There are no financial implications arising from this report.

7. Legal implications

7.1.1 The School Governance Transition from an Interim Executive Board (England) Regulations 2010 require that the Local Authority establish a normally constituted governing body after an IEB.

7.1.2 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.

7.1.3 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.

7.1.4 The Instrument of Government proposed for Deptford Green School conforms to The School Governance (Constitution) (England) Regulations 2012.

7.2 Equalities Legislation

7.2.1 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.

7.2.2 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.

7.2.3 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.

7.2.4 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/>

7.2.5 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

7.2.6 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/>

8. Crime and Disorder Implications

8.1 There are no specific crime and disorder implications.

9. Equalities Implications

9.1 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.

10. Environmental Implications

10.1 There are no specific environmental implications.

Background Documents

Short Title of Document	Date	File Location	Contact Officer
The School Governance (Transition from an Interim Executive Board) (England) Regulations 2010	2010	http://www.legislation.gov.uk/uksi/2010/1918/pdfs/uksi_20101918_en.pdf	Suhaib Saeed
The School Governance (Constitution) (England) Regulations 2012	2012	http://www.legislation.gov.uk/uksi/2012/1034/contents/made	Suhaib Saeed
The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014	2014	http://www.legislation.gov.uk/uksi/2014/1257/contents/made	Suhaib Saeed

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, 3rd Floor, Laurence House, telephone 020 8314 7670.

Appendix 1

INSTRUMENT OF GOVERNMENT

1. The name of the school is Deptford Green School
2. The school is a community school.
3. The name of the governing body is “The governing body of Deptford Green School”.
4. The governing body shall consist of:
 - a. 3 parent governors
 - b. 1 LA governor
 - c. 1 staff governor
 - d. 1 Headteacher
 - e. 6 co-opted governors
5. Total number of governors 12
6. This instrument of government comes into effect on 16th April 2015.
7. This instrument was made by order of Lewisham Local Authority on 25th March 2015
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor)

Agenda Item 9

Chief Officer Confirmation of Report Submission	
Cabinet Member Confirmation of Briefing	
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 checked="" type="checkbox"/>

Date of Meeting	25 TH March 2015
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Title of Report	Governing Bodies Reconstitution
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Originator of Report	Sue Tipler	Ext. 46142
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
<i>filed</i>		
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: *[Signature]* Executive Member

Date: 17 March 2015

Signed: *[Signature]* Executive Director

Date: 17 March 2015

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	

MAYOR AND CABINET			
Report Title	Governing Bodies Reconstitution		
Key Decision	Yes	Item No.	
Ward	Forest Hill, Perry Vale, Forest Hill, Catford South, Evelyn, Whitefoot, Catford South, Telegraph Hill, Brockley, Crofton Park, Lewisham Central,		
Contributors	Executive Director for Children and Young People Head of Law		
Class	Part 1	Date:	25 March 2015

1. Summary

- 1.1 In May 2014, amendments to the School Governance (Constitution) (England) Regulations 2012 and the School Governance (Federations) (England) Regulations 2012 were made and laid before Parliament. The Department for Education (DfE) also published statutory guidance on the constitution of maintained schools which governing bodies and Local Authorities must have regard to.
- 1.2 The amendments require all governing bodies of maintained schools to be constituted under the 2012 Constitution Regulations or the 2012 Federation Regulations, as appropriate, by 1 September 2015.
- 1.3 Officers are currently working closely with all schools to manage the transition effectively within the timeframes.
- 1.4 This report sets out variation to the Instruments of Government for various schools whose Governing Body's are required to reconstitute under the School Governance (Constitution) (England) Regulations 2012 or School Governance (Federations) (England) Regulations 2012 as amended by The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014.

2. Purpose

- 2.1 To seek agreement to the variation of the Instrument of Government for the schools listed below.

3. Recommendations

The Mayor is recommended to:

3.1 Approve that the Instrument of Government for the schools identified below be made by Local Authority order dated 25 March 2015.

3.1.1	Adamsrill	Appendix 1
3.1.2	Bonus Pastor Catholic College	Appendix 2
3.1.3	Forest Hill	Appendix 3
3.1.4	Holy Cross	Appendix 4
3.1.5	Holy Trinity	Appendix 5
3.1.6	Kelvin Grove	Appendix 6
3.1.7	Perrymount	Appendix 7
3.1.8	Stillness Junior	Appendix 8
3.1.9	St James Hatcham	Appendix 9
3.1.10	St Josephs	Appendix 10
3.1.11	St Saviours	Appendix 11
3.1.12	St William of York	Appendix 12
3.1.13	Torridon Junior	Appendix 13
3.1.14	Torridon Infant	Appendix 14
3.1.15	Turnham	Appendix 15

3.2 Appendices 1 to 15 detail the Instrument of Government the Local Authority is proposing to make by order. Where appropriate, the Instrument of Government has also been agreed by the Southwark Diocesan Board of Education or the Education Commission, Trustees and Foundation Governors and the Local Authority.

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 In May 2014, amendments to the School Governance (Constitution) (England) Regulations 2012 and the School Governance (Federations) (England) Regulations 2012 were made and laid before Parliament. The Department for Education (DfE) also published statutory guidance on the

constitution of maintained schools which governing bodies and Local Authorities must have regard to.

- 5.2 The amendments require all governing bodies of maintained schools who have not already reconstituted to be constituted under the 2012 Constitution Regulations or the 2012 Federation Regulations, as appropriate, by 1 September 2015.
- 5.3 This report sets out variations to the Instruments of Government for schools whose Governing Body's are required to reconstitute under the School Governance (Constitution) (England) Regulations 2012 or School Governance (Federations) (England) Regulations 2012 as amended by The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014.
- 5.4 At a governing body meeting, the governing bodies of the schools listed in section 3 of this report made a decision to reconstitute the governing body. Where appropriate, the Instrument of Government has also been agreed by the Southwark Diocesan Board of Education or Education Commission, Trustees and Foundation Governors and the Local Authority.
- 5.5 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, or for schools in a Federation, The School Governance (Federations) (England) Regulations 2012 as amended by The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014.
- 5.6 The total membership of the governing body of a maintained school must be no fewer than seven governors.
- 5.7 Appendices 1 to 15 detail each Instrument of Government the Local Authority is proposing to make by order. Where appropriate, the Instrument of Government has also been agreed by the Southwark Diocesan Board of Education or the Education Commission, Trustees and Foundation Governors and the Local Authority.

6. Financial implications

- 6.1 There are no financial implications arising from this report.

7. Legal implications

7.1.1 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.

7.1.2 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.

7.1.3 The Instrument of Government proposed for the governing body of each school listed in section 3 of this report conforms to The School Governance (Constitution) (England) Regulations 2012 or where appropriate The School Governance (Federations) (England) Regulations 2012.

7.2 Equalities Legislation

7.2.1 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.

7.2.2 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.

7.2.3 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.

7.2.4 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/>

7.2.5 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

7.2.6 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/>

8. Crime and Disorder Implications

8.1 There are no specific crime and disorder implications.

9. Equalities Implications

9.1 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.

10. Environmental Implications

10.1 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	http://www.legislation.gov.uk/uksi/2012/1034/contents/made	Suhaib Saeed
The School Governance (Federations) (England) Regulations 2012	2012	http://www.legislation.gov.uk/uksi/2012/1035/contents/made	Suhaib Saeed
The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014	2014	http://www.legislation.gov.uk/uksi/2014/1257/contents/made	Suhaib Saeed

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, 3rd Floor, Laurence House, telephone 020 8314 7670.

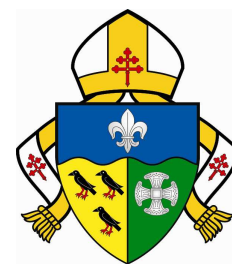
Appendix 1

INSTRUMENT OF GOVERNMENT

1. The name of the school is Adamsrill Primary School
2. The school is a community school.
3. The name of the governing body is “The governing body of Adamsrill Primary School”
4. The governing body shall consist of:
 - (a) 4 parent governor
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 7 co-opted governors
5. Total number of governors is 14
6. This instrument of government comes into effect on 19 May 2015.
7. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 2

ARCHDIOCESE OF SOUTHWARK



Local Authority: London Borough of Lewisham

INSTRUMENT OF GOVERNMENT FOR VOLUNTARY AIDED SCHOOLS


1. The name of the school is **Bonus Pastor Catholic College**.
2. The school was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with the Canon Law and teachings of the Roman Catholic Church and in accordance with the Trust Deed of the Archdiocese of Southwark and in particular:
 - a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
 - b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The school is a Voluntary Aided school.
4. The name of the governing body is "The Governing Body of Bonus Pastor Catholic College".
5. The governing body shall consist of :
 - a. Three Parent Governors;
 - b. The Headteacher;
 - c. One Staff Governor;
 - d. One Local Authority Governor;
 - e. Ten Foundation Governors;
 - f. Two Co-opted Governors.
6. The total number of governors shall be eighteen.
7. The term of office for Foundation Governors is four years.
8. Foundation Governors are appointed by the Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission.
9. The Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the

Archdiocese of Southwark Education Commission, may remove Foundation Governors at any time during their period of office.

10. Date Instrument drafted by the Governing Body : 6th October 2014

11. Date draft Instrument approved by Foundation Governors : 6th October 2014

12. Date draft Instrument approved by Trustees : 12th December 2014

Only to be made by the LA if this Instrument has been dated and stamped by the Education Commission	
	
Catholic Diocese of Southwark	
Signed:	Director of Education
Date: <i>December 12, 2014</i>	

13. This Instrument of Government comes into effect on 27 April 2015.

14. This Instrument was made by order of Lewisham Local Authority on 25 March 2015

The LA must supply a copy of the Instrument to every member of the Governing Body (and the headteacher if not a governor), the Trustees of the Archdiocese of Southwark and to the Archbishop through the office of the Director of Education of the Education Commission.

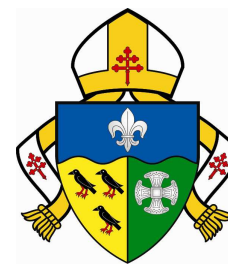
Appendix 3

INSTRUMENT OF GOVERNMENT

1. The name of the school is Forest Hill School
2. The school is a community school.
3. The name of the governing body is "The governing body of Forest Hill School".
4. The Governing Body shall consist of:
 - (a) 6 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 9 co-opted governors.
5. Total number of governors 18
6. This instrument of government comes into effect on 19 May 2015.
7. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
8. A copy of this instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 4

ARCHDIOCESE OF SOUTHWARK



Local Authority: London Borough of Lewisham

INSTRUMENT OF GOVERNMENT FOR VOLUNTARY AIDED SCHOOLS

1. The name of the school is **Holy Cross Catholic Primary School**.
2. The school was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with the Canon Law and teachings of the Roman Catholic Church and in accordance with the Trust Deed of the Archdiocese of Southwark and in particular:
 - a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
 - b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The school is a Voluntary Aided school.
4. The name of the governing body is "The Governing Body of Holy Cross Catholic Primary School".
5. The governing body shall consist of :
 - a. Two Parent Governors;
 - b. The Headteacher;
 - c. One Staff Governor;
 - d. One Local Authority Governor;
 - e. Nine Foundation Governors;
 - f. Two Co-opted Governors.
6. The total number of governors shall be sixteen.
7. The term of office for Foundation Governors is four years.
8. Foundation Governors are appointed by the Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the


Director of Education of the Archdiocese of Southwark Education Commission.

9. The Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission, may remove Foundation Governors at any time during their period of office.

10. Date Instrument drafted by the Governing Body : 14th October 2014

11. Date draft Instrument approved by Foundation Governors : 14th October 2014

12. Date draft Instrument approved by Trustees : 12th December 2014

Only to be made by the LA if this Instrument has been dated and stamped by the Education Commission	
	
Catholic Diocese of Southwark	
Signed:	Director of Education
Date:	

[Handwritten signature]

12 December 2014

13. This Instrument of Government comes into effect on 29 April 2015.

14. This Instrument was made by order of Lewisham Local Authority on 25 March 2015.

The LA must supply a copy of the Instrument to every member of the Governing Body (and the headteacher if not a governor), the Trustees of the Archdiocese of Southwark and to the Archbishop through the office of the Director of Education of the Education Commission.



Appendix 5

Instrument of Government

Church of England Voluntary Aided Primary School

- 1 The name of the School is Holy Trinity 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 Holy Trinity Church of England Primary School.
- 4 The Governing Body shall comprise:
 - (a) Two parent governors;
 - (b) Two Co-opted governor;
 - (c) One LA governor;
 - (d) One headteacher;
 - (e) One staff governor;
 - (f) Nine foundation governors.
- 5 The total number of governors is 16.
- 6 The foundation governors in 4(f) above shall comprise:
 - (a) Two appointed by the Southwark Diocesan Board of Education;
 - (b) Six appointed by the Parochial Church Council of Holy Trinity, Sydenham.
 - (c) The person referred to in 7(a) below.
- 7 (a) The holder of the following office shall be a foundation governor ex officio:

The principal officiating minister of the ecclesiastical parish of Holy Trinity, Sydenham.

- (b) The Archdeacon of Lewisham 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 (a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 21 (1).

8 The Archdeacon of Lewisham shall be entitled to request the governing body to remove the ex officio governor referred to in 7(a) above and appoint any substitute governor.

9 The School has a trust.

10 Ethos statement:

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

11 This Instrument of Government comes into effect on 21st May 2015

12 This instrument was made by order of Lewisham Local Authority on 25th March 2015.

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.

Appendix 6

INSTRUMENT OF GOVERNMENT

1. The name of the school is Kelvin Grove Primary School
2. The school is a community school.
3. The name of the governing body is "The governing Body of Kelvin Grove Primary School"
4. The governing body shall consist of:
 - (a) 5 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 7 co-opted governors
5. Total number of governors 15
6. This instrument of government comes into effect on 11 May 2015.
7. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 7

INSTRUMENT OF GOVERNMENT

1. The name of the school is Perrymount Primary School
2. The school is a community school.
3. The name of the governing body is “The governing body of Perrymount Primary School”
4. The governing body shall consist of:
 - (a) 3 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 4 co-opted governors
5. Total number of governors 10
6. This instrument of government comes into effect: on 19 May 2015.
7. This instrument was made by order of the London Borough of Lewisham on 25 March 2015.
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 8

INSTRUMENT OF GOVERNMENT

1. The name of the school is Stillness Junior School
2. The school is a community school.
3. The name of the governing body is “The governing body of Stillness Junior School”.
4. The governing body shall consist of:
 - (a) 5 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 7 co-opted governors
5. Total number of governors 15
6. The term of office of all governors except the headteacher is 3 years
7. This instrument of government comes into effect on 10 June 2015.
8. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
9. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



INSTRUMENT OF GOVERNMENT

Instrument of Government

Church of England Voluntary Aided Primary School

- 1 The name of the School is St James' Hatcham 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 James' Hatcham Church of England Primary School.
- 4 The Governing Body shall comprise:
 - (a) Two parent governors;
 - (b) One Co-opted governor;
 - (c) One LA governor;
 - (d) One headteacher;
 - (e) One staff governor;
 - (f) Eight foundation governors.
- 5 The total number of governors is fourteen.
- 6 The foundation governors in 4(f) above shall comprise:
 - (a) Two appointed by the Southwark Diocesan Board of Education;
 - (b) Five appointed by the Parochial Church Council of St James's, Hatcham;
 - (c) The person referred to in 7(a) below.
- 7 (a) The holder of the following office shall be a foundation governor ex officio:

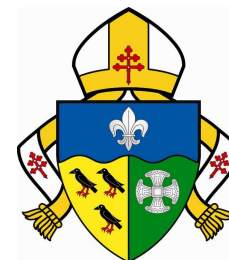
The principal officiating minister of the ecclesiastical parish of St James's, Hatcham;
- (b) The Archdeacon of Lewisham shall be entitled to appoint a foundation governor to act in place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 21 (1).

- 8 The Archdeacon of Lewisham shall be entitled to request the governing body to remove the ex officio governor referred to in 7(a) above and appoint any substitute governor.
- 9 The School has a trust.
- 10 Ethos statement:

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.
- 11 This Instrument of Government comes into effect on 15 July 2015.
- 12 This instrument was made by order of Lewisham Local Authority on 25 March 2015.
- 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.

ARCHDIOCESE OF SOUTHWARK





Local Authority: London Borough of Lewisham

INSTRUMENT OF GOVERNMENT FOR VOLUNTARY AIDED SCHOOLS

1. The name of the school is **St Joseph's Catholic Primary School**.
2. The school was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with the Canon Law and teachings of the Roman Catholic Church and in accordance with the Trust Deed of the Archdiocese of Southwark and in particular:
 - a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
 - b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The school is a Voluntary Aided school.
4. The name of the governing body is "The Governing Body of St Joseph's Catholic Primary School".
5. The governing body shall consist of :
 - a. Two Parent Governors;
 - b. The Headteacher;
 - c. One Staff Governor;
 - d. One Local Authority Governor;
 - e. Eight Foundation Governors;
 - f. One Co-opted Governor.
6. The total number of governors shall be fourteen.
7. The term of office for Foundation Governors is four years.
8. Foundation Governors are appointed by the Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission.

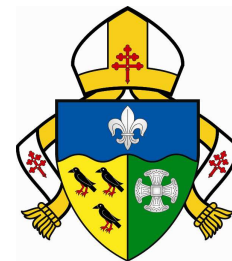
9. The Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission, may remove Foundation Governors at any time during their period of office.
10. Date Instrument drafted by the Governing Body : 7th October 2014
11. Date draft Instrument approved by Foundation Governors : 7th October 2014
12. Date draft Instrument approved by Trustees : 16th January 2015

Only to be made by the LA if this Instrument has been dated and stamped by the Education Commission	
 Catholic Diocese of Southwark	
Signed:	 Director of Education
Date:	<i>16 January 2015</i>

13. This Instrument of Government comes into effect on 14 July 2015
14. This Instrument was made by order of Lewisham Local Authority on 25 March 2015.

The LA must supply a copy of the Instrument to every member of the Governing Body (and the headteacher if not a governor), the Trustees of the Archdiocese of Southwark and to the Archbishop through the office of the Director of Education of the Education Commission.

ARCHDIOCESE OF SOUTHWARK



Local Authority: London Borough of Lewisham

INSTRUMENT OF GOVERNMENT FOR VOLUNTARY AIDED SCHOOLS



1. The name of the school is **St Saviour's Catholic Primary School**.
2. The school was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with the Canon Law and teachings of the Roman Catholic Church and in accordance with the Trust Deed of the Archdiocese of Southwark and in particular:
 - a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
 - b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The school is a Voluntary Aided school.
4. The name of the governing body is "The Governing Body of St Saviour's Catholic Primary School".
5. The governing body shall consist of :
 - a. Three Parent Governors;
 - b. The Headteacher;
 - c. One Staff Governor;
 - d. One Local Authority Governor;
 - e. Nine Foundation Governors;
 - f. One Co-opted Governors.
6. The total number of governors shall be sixteen.
7. The term of office for Foundation Governors is four years.
8. Foundation Governors are appointed by the Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission.

9. The Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission, may remove Foundation Governors at any time during their period of office.

10. Date Instrument drafted by the Governing Body : 3rd July 2014

11. Date draft Instrument approved by Foundation Governors : 20th November 2014

12. Date draft Instrument approved by Trustees : 16th January 2015

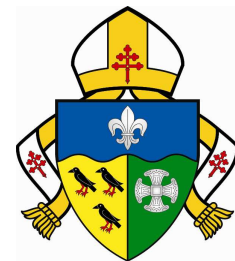
Only to be made by the LA if this Instrument has been dated and stamped by the Education Commission	
	
Catholic Diocese of Southwark	
Signed: 	Director of Education
Date: 16 January 2015	

13. This Instrument of Government comes into effect on 9 July 2015

14. This Instrument was made by order of Lewisham Local Authority on 25 March 2015.

The LA must supply a copy of the Instrument to every member of the Governing Body (and the headteacher if not a governor), the Trustees of the Archdiocese of Southwark and to the Archbishop through the office of the Director of Education of the Education Commission.

ARCHDIOCESE OF SOUTHWARK



Local Authority: London Borough of Lewisham

INSTRUMENT OF GOVERNMENT FOR VOLUNTARY AIDED SCHOOLS



1. The name of the school is **St William of York Catholic Primary School**.
2. The school was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with the Canon Law and teachings of the Roman Catholic Church and in accordance with the Trust Deed of the Archdiocese of Southwark and in particular:
 - a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
 - b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The school is a Voluntary Aided school.
4. The name of the governing body is "The Governing Body of St William of York Catholic Primary School".
5. The governing body shall consist of :
 - a. Two Parent Governors;
 - b. The Headteacher;
 - c. One Staff Governor;
 - d. One Local Authority Governor;
 - e. Seven Foundation Governors;
6. The total number of governors shall be twelve.
7. The term of office for Foundation Governors is four years.
8. Foundation Governors are appointed by the Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission.

9. The Archbishop of Southwark (or any other person exercising Ordinary jurisdiction on his behalf) through the Director of Education of the Archdiocese of Southwark Education Commission, may remove Foundation Governors at any time during their period of office.

10. Date Instrument drafted by the Governing Body : 25th November 2014

11. Date draft Instrument approved by Foundation Governors : 25th November 2014

12. Date draft Instrument approved by Trustees : 16th January 2015

Only to be made by the LA if this Instrument has been dated and stamped by the Education Commission	
	
Catholic Diocese of Southwark	
Signed: 	Director of Education
Date: 16 January 2015	

13. This Instrument of Government comes into effect on 8th July 2015.

14. This Instrument was made by order of Lewisham Local Authority on 25 March 2015.

The LA must supply a copy of the Instrument to every member of the Governing Body (and the headteacher if not a governor), the Trustees of the Archdiocese of Southwark and to the Archbishop through the office of the Director of Education of the Education Commission.

Appendix 13

INSTRUMENT OF GOVERNMENT

1. The name of the school is Torridon Junior School
2. The school is a community school.
3. The name of the governing body is “The governing body of Torridon Junior School”
4. The Governing Body shall consist of:
 - (a) 5 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 Headteacher
 - (e) 6 co-opted governors
5. Total number of governors 14
6. This instrument of government comes into effect on 27 April 2015.
7. This instrument was made by order of the Lewisham Education Authority on 25 March 2015.
8. A copy of this instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 14

INSTRUMENT OF GOVERNMENT

1. The name of the school is Torrison Infant School
2. The school is a community school.
3. The name of the governing body is "The governing body of Torrison Infant School".
4. The governing body shall consist of:
 - (a) 5 parent governors;
 - (b) 1 LA governor;
 - (c) 1 staff governor;
 - (d) 1 headteacher
 - (e) 6 co-opted governors.
5. Total number of governors 14
6. This instrument of government comes into effect on 15 June 2015.
7. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Appendix 15

INSTRUMENT OF GOVERNMENT

1. The name of the school is Turnham Foundation Primary School.
2. The school is a foundation school.
3. The name of the governing body is “The governing Body of Turnham Foundation Primary School”.
4. The governing body shall consist of:
 - (a) 4 parent governors
 - (b) 1 LA governor
 - (c) 1 staff governor
 - (d) 1 headteacher
 - (e) 3 co-opted governors
 - (f) 3 partnership governors
5. The total number of governors is 13.
6. This instrument of government comes into effect on 19 May 2015.
7. This instrument was made by order of the Lewisham Local Authority on 25 March 2015.
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
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 TH March 2015
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Title of Report	Local Authority Governor Nominations
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Originator of Report	Sue Tipler		Ext. 46142
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		X
Legal Comments from the Head of Law	√	
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:

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	

MAYOR AND CABINET			
Report Title	Local Authority Governor Nominations		
Key Decision	No	Item No.	
Ward	Catford South, Evelyn		
Contributors	Executive Director for Children and Young People Head of Law		
Class	Part 1	Date:	25 March 2015

1. Summary

- 1.1 In May 2014, amendments to the School Governance (Constitution) (England) Regulations 2012 and the School Governance (Federations) (England) Regulations 2012 were made and laid before Parliament. The Department for Education (DfE) also published statutory guidance on the constitution of maintained schools which governing bodies and Local Authorities must have regard to.
- 1.2 The amendments require all governing bodies of maintained schools to be constituted under the 2012 Constitution Regulations or the 2012 Federation Regulations, as appropriate, by 1 September 2015.
- 1.3 The Constitution Regulations are the ones that determine the size and membership of governing bodies. For the Local Authority governor position, the Local Authority would nominate a governor for "appointment" by the governing body if a Local Authority governor was not in place for transition to the newly constituted governing body.
- 1.4 Those governing bodies who have already reconstituted do not need to go through the reconstitution process but need to be mindful of the new skills based criteria when filling 'appointed' governor places.
- 1.5 Officers are currently working closely with all schools to manage the transition effectively within the timeframes.
- 1.6 This report is to request the nomination of Local Authority governors for schools who are reconstituting.

2. Purpose

- 2.1 To consider and approve the nomination of the Local Authority governors detailed in paragraph 6 below.

3. Recommendations

The Mayor is recommended to:

- 3.1 agree to nominate the persons set out in paragraph 6 as Local Authority governors; subject to the agreement to the approval of Torridon Junior Instrument of Government and the Deptford Green Instrument of Government as recommended elsewhere on the Mayor and Cabinet agenda.
- 3.2 note the information concerning the recommended nominated 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 Under Section 19 of the Education Act 2002 and School Governance (Constitution) (England) Regulations 2007, every governing body is required to have at least one representative of the Local Authority as part of its membership. Governing bodies reconstituting under The School Governance (Constitution) (England) Regulations 2012 only allows for one Local Authority governor. Free schools and Academies are exempt from this requirement.
- 5.2 A vacancy has arisen on the governing body of the schools listed in paragraph 6 and a nomination is required. 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 if appointed. Appendix 1 highlights the skills and experience that the individuals possess which will enable them to be effective members of a governing body.

6. Governors recommended for Nomination as Local Authority governor (for governing bodies constituted under the School Governance (Constitution) (England) Regulations 2012.

Name	School
Sophia Skyers	Torridon Junior
Sid Hughes	Deptford Green

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. Governing bodies reconstituting under The School Governance (Constitution) (England) Regulations 2012 only allows for one Local Authority governor. 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 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 School Governance (Constitution) (England) Regulations 2007 made under it require every governing body to have at least one representative of the Local Authority as part of its membership. Governing bodies reconstituting under The School Governance (Constitution) (England) Regulations 2012 only require one Local Authority governor. Academies are exempt from this requirement. A vacancy has arisen on the governing body of the schools listed and a nomination 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 persons 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, 3rd Floor, Laurence House, telephone 020 8314 7670

LA Governor nominations					APPENDIX 1
Name	School	Occupation	Residential Area	Précis of Suitability and Skills to be considered as a school governor	Governor Monitoring Information

Sid Hughes	Deptford Green	SFC College Principal (retired) Education Consultant (self-employed)	SE13	<p>16 years in secondary school – teacher/senior leader- Hull and Sheffield</p> <p>VP tertiary college - Sheffield (1987-1991)</p> <p>Principal Newham SFC NewVIc (1991-2008)</p> <p>Since 2008 - Experience as interim principal: Croydon FE, Cardinal Newman SFC and Crossways</p> <p>As consultant: clients include – Christ the King SFC, Havering SFC, Boston FE College, Lewisham LA,</p> <p>Previous governance/board experience includes:</p> <ul style="list-style-type: none"> • Brooke House SFC Hackney (ten years up to 2012) - six as Chair • 3 secondary schools in Sheffield and Newham • Stratford Circus Newham <p>Current governance: Abbey Manor College, Lewisham.</p>	Male White British
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LA Governor nominations					APPENDIX 1
Name	School	Occupation	Residential Area	Précis of Suitability and Skills to be considered as a school governor	Governor Monitoring Information
Sophia Skyers	Torridon Junior	Corporate Complaints Investigator	BR3	<p>Sophia is currently a Local Authority governor at Torridon Junior School. Her term of office ends on the 20th April, which is prior to effective date of reconstitution for their new Instrument of government. Prior to becoming a Local Authority governor she was a parent governor at the school.</p> <p>Sophia is currently Vice-Chair of the governing body and currently sits on the Teaching and Learning Committee, she is the link governor for maths and is currently working with the link governor for Literacy.</p> <p>Sophia brings a range of skills and expertise to the governing body through her professional life where she works for Lambeth Council in their Corporate Complaints department. Her skills have been utilised by the school and governing body in reviewing policies centred around complaints and disputes and also giving valuable advice in this area.</p> <p>She is a committed governor with a range of skills which the governing body wish to maintain upon reconstitution.</p>	Female Black British

Chief Officer Confirmation of Report Submission		
Cabinet Member Confirmation of Briefing		
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"/>
	<input type="checkbox"/> Part 2	<input type="checkbox"/>
	Key Decision	<input checked="" type="checkbox"/>

Date of Meeting	25 th March 2015
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Title of Report	Local Support Scheme
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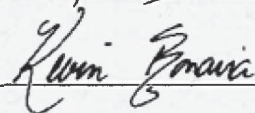
Originator of Report	Ralph Wilkinson	Ext.	46040
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: 18/3/2015

Signed:  Director/Head of Service

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	

MAYOR & CABINET			
REPORT TITLE	Local Support Scheme Update		
KEY DECISION	Yes	ITEM No.	
WARD	All		
CONTRIBUTORS	Executive Director for Customer Services		
CLASS	Part 1	Date	25 March 2015

1. EXECUTIVE SUMMARY

- 1.1. As part of the wider changes introduced by the Welfare Reform Act, the Department of Work and Pensions (DWP) abolished the discretionary elements of the national Social Fund scheme (Crisis Loans and Community Care Grants) on 31 March 2013. These elements were replaced by locally-based emergency welfare assistance schemes (delivered by authorities, but funded by the DWP via a non-ringfenced grant). Lewisham's replacement scheme (known as the Local Support Scheme) was approved by Mayor & Cabinet in February 2013 and implemented on 1 April 2013. It was designed to administer emergency welfare assistance in a way that was easy and equitable to access, but also improved administrative efficiency and targeted limited funds at those most in need.
- 1.2. A review of the scheme has been undertaken to assess its effectiveness, focusing on demand, spend and the demographic profile of applicants. The outcomes of the review are summarised in this report, but the key finding was that demand was significantly lower than expected, with a consequent impact on the level of spend. Although the reasons for this reduction are not fully known, the report identifies several factors that are likely to have had an impact, such as the design of the scheme, the approach taken in awarding loans and the partnership with Lewisham Plus Credit Union (LPCU).
- 1.3. In addition, the report outlines the current and future funding position for the scheme, including the underspend from 2013/14 and anticipated underspend from 2014/15. As a result of the DWP's decision to withdraw funding from 2015/16 onwards, this underspend will be used to fund the future delivery of the Local Support Scheme. Work has been undertaken with the London Borough of Lambeth to develop proposals for a shared service (to be delivered in two phases) which will enable the Council to continue providing support to its most vulnerable residents for a further three or four years whilst ensuring that the remaining funds are used in the most efficient way. Several changes to the existing Local Support Scheme policy will be required to establish the first phase of the shared service, primarily focused around decision-making processes.

2. PURPOSE OF THE REPORT

2.1. The purpose of this report is:

- To provide an update on the delivery of Lewisham's Local Support Scheme
- To outline the current funding position and proposals for future delivery arrangements
- To recommend changes to the policy and approach that will ensure the scheme better supports those residents who are most in need

3. RECOMMENDATIONS

3.1. It is recommended that the Mayor agrees:

- To note the update on the delivery of the Local Support Scheme and the financial implications
- To note proposals to pilot a shared service approach for the scheme from April 2015 and delegate authority to the Executive Director for Customer Services to proceed with further phases of work (as set out in section 9)
- To approve the proposed changes to the policy set out in section 10 and delegate authority to the Executive Director for Customer Services to make minor amendments to ensure that the scheme can respond quickly to emerging needs

4. POLICY CONTEXT

4.1. The Welfare Reform Act, which received royal assent in March 2012, represented the biggest change to the welfare state in 60 years. Its key objectives were to improve fairness, equity and affordability in the benefits systems and design it in a way that actively supports employment.

4.2. As part of this Act, the Department of Work and Pensions (DWP) abolished the discretionary elements of the national Social Fund scheme (Crisis Loans and Community Care Grants) on 31 March 2013. These elements were replaced by a combination of locally-based emergency welfare assistance schemes (delivered by authorities, but funded by the DWP via a non-ringfenced grant) and a nationally-administered Advance of Benefit facility, which will eventually replace Alignment Crisis Loans.

4.3. The delivery of Lewisham's emergency welfare assistance scheme (known as the Local Support Scheme) is aligned with several of the Council's key strategic priorities:

- **Ambitious & Achieving.** Where people are inspired and supported to fulfil their potential, including encouraging and facilitating access to education, training and employment opportunities for all our citizens (Sustainable Communities Strategy, Shaping Our Future: 2008-2020)

- **Inspiring Efficiency, Effectiveness & Equality.** Ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community (Corporate Strategy, 2008-2011)

5. INTRODUCTION

- 5.1. DWP transferred responsibility for what was known as the Social Fund to local authorities on the 1 April 2013. The Council developed its own Local Support Scheme which was approved by Mayor & Cabinet in February 2013 and implemented on 1 April 2013. Due to limited and incomplete information from the DWP, it was difficult for officers to accurately predict customer need or spend levels with any degree of confidence. Lewisham's scheme was therefore designed in a way that was easy and equitable to access, but also aimed to improve administrative efficiency, target limited funds at those most in need and ensure its sustainability for future years.
- 5.2. A review of the scheme has been undertaken to assess its effectiveness and determine whether any changes are required in order to widen its accessibility and better support those residents most in need. The outcome of the review forms the basis of this report, alongside an update on the funding position and recommendations for future delivery arrangements.

6. LOCAL SUPPORT SCHEME

- 6.1. The key principles of Lewisham's Local Support Scheme are outlined below:

Emergency Loans (replacement Crisis Loans)

- 6.2. A repayable sum which is intended to provide immediate, short-term financial support for people who need money urgently as a result of a crisis situation, disaster or other emergency (either payments for specific items or living expenses to cover costs incurred).
- 6.3. Loans are also used to provide Rent in Advance payments that support single people who have been discharged from long-term institutional care or need to find a home as part of a planned resettlement/rehabilitation programme move into private-rented sector accommodation within the borough (applicants need to fulfil the criteria for Support Grants and have their needs assessed by the Council's Single Homeless Intervention & Prevention service).
- 6.4. All applicants must meet the eligibility criteria outlined in the policy, including being in receipt of a qualifying (i.e. income-related) benefit, having resided in the borough for a minimum of six weeks prior to making their application and not having any savings, capital and/or insurance that could meet the need for which they have made their application. In addition, they must not be eligible for financial assistance from the DWP (such as a Budgeting Loan or Advance of Benefit facility).

- 6.5. Applicants cannot receive another loan unless they have repaid any previous loans in full or can demonstrate that they are actively and consistently repaying their current loan.

Support Grants (replacement Community Care Grants)

- 6.6. A non-repayable grant awarded to provide assistance in the most serious situations where no other source of funding is available, such as expenses that will re-establish someone in the community or help them remain in the community, ease exceptional pressures on a family or help someone care for a prisoner/young offender on temporary release.
- 6.7. Applicants will need to meet the same eligibility criteria as for Emergency Loans, although those who are about to be in receipt of qualifying benefits or are about to be resettled into accommodation within Lewisham or another local authority by LB Lewisham's Housing Options team as part of a planned programme of resettlement/discharge of housing duty can also make an application.
- 6.8. Applicants can only apply for one Support Grant per year (with a maximum value of £1,000).

Application & Assessment

- 6.9. Applications for loans and grants are made via the Council website, using an online application, assessment and case management solution provided by IEG4. Customers who are unable to make online applications without support can either seek assistance from third party organisations/family/friends to complete the application on their behalf or make their application by telephone.
- 6.10. All applications are assessed by a team within the Housing Benefit service against the criteria set out in the policy. They also determine the value of the grant or loan to be provided to successful applicants (for loans, the value of an award for specific items is based on the average high street price and the value of an award for living expenses is based on the 2011/12 DWP Crisis Loan rates whilst for grants, the circumstances presented by the applicant will determine the amount awarded, based on a number of pre-set resettlement packages). If the assessor decides that a Budgeting Loan or a Short-Term Benefit Advance payment would be more appropriate, the applicant is referred back to the DWP.
- 6.11. Decisions on whether to award a loan are made within two working days (unless the necessity for additional supporting evidence means that this is not possible) whilst decisions on whether to award a grant are made within nine working days (if all or part of the need for which the application has been made can be met by another statutory service, then the applicants may also be directed to this department or organisation, ensuring that there is no duplication in the provision of financial support).

Disbursal Mechanisms

- 6.12. In March 2013, Lewisham Plus Credit Union (LPCU) were contracted to manage the payment and recovery process for Emergency Loans on behalf of the Council.

It was anticipated that they would provide added value through their ability to offer financial/budgeting advice and access to affordable credit, thus promoting positive behavioural change amongst applicants. All successful applicants for loans would be referred to the LPCU, who would make arrangements to disburse funds to them (including signing applicants up to their terms and conditions for issuing and repaying the loan, which would involve levying a 2% monthly interest rate).

- 6.13. In practice, due to capacity issues within LPCU, loans for living expenses (which are typically more frequent and of lower value) were administered by the Post Office between Monday and Wednesday using their PayOut system (where the applicant receives an SMS or email with instructions for collecting their cash payment from any Post Office). LPCU still administered loans for living expenses on Thursdays and Fridays (to ensure that the applicant's award was not delayed until Monday as a result of longer turnaround times for Post Office payments) as well as loan payments for specific items or Rent in Advance (which tend to be less frequent and of higher value). However, following a review of capacity and LPCU's recent move to larger, more accessible premises in December 2014, they have now taken on responsibility for administering all loan payments.

7. LOCAL SUPPORT SCHEME – OUTCOMES OF REVIEW

- 7.1. The main findings of the review are summarised below:

Demand

- 7.2. Under the nationally administered Social Fund scheme (2011/12), there were 12,100 applications for Crisis Loans and Community Care Grants from Lewisham residents. Two thirds (66.5%) of all applications were for Crisis Loans and, of this total, 83% were for living expenses rather than specific items. If it is assumed that these were all new applications, then (based on the 2011 census figure of 116,000 households in the borough) approximately 10.5% of all households made an application during this year. However, there are likely to be a number of repeat applications (as a maximum of three loans per year could be awarded under the Social Fund Scheme), meaning that the true percentage of households making an application will be lower, although the DWP data does not provide this level of detail.
- 7.3. During the first year of Lewisham's Local Support Scheme (2013/14), a total of 2,150 applications were received, which was significantly lower than anticipated. Of these applications, 747 (34.7%) were successful, with unsuccessful applications rejected because they did not meet the eligibility criteria (see Appendix A). It should be noted that a considerable number of these rejections were the result of incorrect referrals to the scheme by the JobCentre Plus (where applicants should have instead been considered for a Short-Term Benefit Advance, which is still administered by the DWP).
- 7.4. The vast majority of these applications were made online, with only 158 applications made by telephone between April 2013 and March 2014 (representing less than 5% of total contact).

Spend

- 7.5. The total expenditure in Lewisham for both Crisis Loans and Community Care Grants during 2011/12 was just under £1.8m. Successful applicants for Community Care Grants received the largest awards (an average of £754 per event), likely reflecting the intended purpose of the grant as a resettlement tool. Those who successfully applied for Crisis Loans to cover the cost of living expenses received the lowest award (£54 per event), likely reflecting the much higher number of applications and their role in supporting people during a short-term cash-flow emergency.
- 7.6. During 2013/14, £38k was spent on Emergency Loans and £198k on Support Grants (totalling £236k) for Lewisham's new Local Support Scheme, which was considerably lower than expected. In addition, spend to date for 2014/15 has also been lower than originally anticipated (£179k). However, it is important to note that the majority of boroughs (including Lambeth and Southwark) have experienced similarly low levels of demand and spend since April 2013.
- 7.7. For Emergency Loans, the disbursement of funds was split between LPCU and the Post Office, with a total of £9.5k and £28.5k respectively being paid between April 2013 and March 2014. Of this overall amount, £5.5k has been repaid by applicants. It should be noted that 38% of the funds disbursed by the LPCU have been recovered compared to 7% recovered via the Post Office. This supports the decision to move the administration of all loan payments to the LPCU.

Demographic Profile

- 7.8. The majority of applicants for Crisis Loans in 2011/12 were fairly young (63% of those applying for specific items were aged between 18 and 34, as were 60% of those applying for living expenses). In addition, 18% of those applying for specific items and 20% of those applying for living expenses were aged between 35 and 44. No applications were received from those over 65. The age range of residents applying for Community Care Grants was slightly wider, likely reflecting the predominant aim of the grant in providing resettlement support or diverting applicants away from institutional/residential care. Over a fifth of applicants were aged between 18 and 24 whilst 14% were aged over 55, although nearly half (48%) were aged between 25 and 44.
- 7.9. Although the data recorded by the IEG4 system (which the Council uses to process applications) does not disaggregate the age profile by loans or grants, a similar pattern can be observed to the previous DWP scheme, with the majority of applicants (47.1%) aged between 25 and 39. However, a further 18.4% were aged under 25 whilst 32.8% were aged between 40 and 65. Again, very few applications were received from those aged over 65 (1.7%), but this is likely to be the result of lower demand. Similarly, those applying for Crisis Loans in 2011/12 were mainly single men (62% of applicants for specific items and 54% of applicants for living expenses). This proportion was reversed for Community Care Grants, with 60% of applications made by single women.
- 7.10. However, lone parents were also a significant group; for Crisis Loans, 18% and 23% of applicants for specific items and living items respectively were lone

parents whilst the figure for Community Care Grants was 39%. In addition, nearly three-quarters of dependent children for both types of award were less than five years old. It is likely that many of these lone parents are also affected by other welfare reforms, primarily the benefit cap (national analysis by the DWP in September 2013 revealed that of the 18,024 households currently capped, 88% had three or more children whilst 60% were single parent households).

7.11. The IEG4 system does not easily allow access to the same level of detail, but it is apparent that a high proportion (31.6%) of applicants for emergency loans between April 2013 and March 2014 were lone parents, although the largest group was still single adults (56.7%). The figures for support grants were similar, with lone parents comprising 35.7% of applicants and single adults comprising 60% of applicants.

7.12. The DWP were not able to provide information on tenure types or ward profile for Lewisham residents applying to the previous scheme, but the data recorded by the IEG4 system indicates that the majority of applicants between April 2013 and March 2014 (43%) live in the social rented sector (either council or RSL accommodation) whilst a further 20% live in the private rented sector. A very small number were owner-occupiers (1%) but a significant proportion (13%) were of no fixed abode (indicating the value of the additional clause within the residency criteria to allow these applicants to use their benefit correspondence address). Unsurprisingly, the wards with the highest number of applicants were typically the more deprived in the borough (Rushey Green; 12.2%, Lewisham Central; 9.1%, Evelyn; 7.4%, New Cross; 6.6% and Perry Vale; 6.3%) although those wards which tend to be more affluent also received a high number of applicants (Telegraph Hill; 8.2%, Sydenham; 6.9% and Brockley; 6.5%).

Evaluation

7.13. Although Lewisham's scheme was designed to target limited funds at those most in need and ensure its sustainability for future years, it is apparent that the demand since April 2013 has been nowhere near as high as expected (this situation was replicated in other boroughs, such as Lambeth and Southwark).

7.14. Although the reasons for this reduction in demand are not fully known, the following factors are likely to have had a significant impact:

- Officers ensure that applicants are currently receiving the benefits to which they are entitled, whilst the DWP have retained responsibility for managing Short-Term Benefit Advances where there has been a delay in the assessment of an applicant's benefit claim (which was a high-spend area under the previous Social Fund scheme)
- Lewisham's Local Support Scheme (like many other emergency welfare assistance schemes) was also designed to address the underlying reasons for repeat applications, which are most commonly the result of ineffective budgeting and unrealistic levels of household expenditure (e.g. multiple mobile phone contracts or expensive satellite TV packages). Such applicants are now referred to organisations like the LPCU and Money

Advice for budgeting advice and debt management, which aim to maximise their existing income (thus reducing the need for Emergency Loans)

- Officers also negotiate the level of award directly with the applicant to ensure that they receive sufficient funds to meet their need, but that repayments are also affordable (rather than providing a standard award amount, which may be more than required)
- Working with the LPCU has created opportunities for applicants to access affordable credit, so further loan requests can be managed via credit union membership rather than the Local Support Scheme
- Lewisham's Universal Credit pilot and subsequent Local Support Services Framework pilot (working with Lambeth and Southwark) have embedded a more holistic approach to support, focusing on wider issues (such as employment, housing and the impact of other welfare reform changes) rather than simply making loan payments

Wider Impact

7.15. There is no evidence to suggest that the scheme itself is causing hardship amongst residents. However, officers undertook a short project to determine whether the low demand and spend rates for the Local Support Scheme had increased the pressure on voluntary sector organisations. Analysis revealed that although there had been a rise in attendance at Food Banks within the borough, this was largely due to the impact of the DWP sanctions regime (which is not covered by the Local Support Scheme).

7.16. As a result of this work, officers developed a bespoke training session for Food Bank volunteers at the Trussell Trust to raise awareness about how the JobCentre Plus operates, the potential impact of the DWP decision-making process and how they could better advise their clients in order to mitigate the risk of sanctions or, if sanctions were applied, ensure they liaised with the Council to prevent their entitlement to other benefits from being adversely affected.

7.17. In summary, officers believe that the right approach has largely been taken in the design and delivery of the Local Support Scheme to date, but that several amendments are required to ensure its future effectiveness (as outlined in section 10).

8. LOCAL SUPPORT SCHEME – FUNDING

8.1. In August 2012, the DWP announced the level of funding that would be provided to each local authority to disburse annually to successful applicants. Lewisham was allocated £1.5m to deliver its emergency welfare assistance scheme in 2013/14, which was 18% less than the amount that the DWP spent in Lewisham for the same purpose during 2011/12 (£1.8m). Additionally, a grant of £300k was provided for 2013/14 to fund set-up and administration costs.

8.2. In December 2013, the DWP confirmed it would provide the same level of funding for 2014/15, but that funding for all emergency welfare assistance schemes would

be withdrawn from 2015/16 onwards. This decision was judicially reviewed and the DWP were subsequently instructed to undertake a full consultation with local authorities regarding the withdrawal of funding, which ended in November 2014. Officers provided an individual response on behalf of the Council and also contributed to a cross-borough response submitted by London Councils (see Appendix B). However, no dedicated funding has been provided by the DWP for future years.

- 8.3. As the spend on Emergency Loans and Support Grants during 2013/14 was significantly lower than expected, there was an underspend of £1.2m at the end of the financial year (taking into account fund transfers to third parties, such as the LPCU). The projected spend for 2014/15 is also lower than expected (£220k) which is likely to result in a similar level of underspend at the end of this financial year.
- 8.4. Like the majority of London boroughs, Lewisham intends to use this underspend to fund the future delivery of the Local Support Scheme. To enable this, it has been agreed that the total amount (£2.4m) will be ringfenced. For most boroughs, this will allow them to continue their schemes for between one and two years, depending on the level of residual funding available. However, the efficient way in which the Local Support Scheme has been designed and operated to date will enable Lewisham to continue delivery for a further three or four years (subject to more detailed analysis), whilst the proposed shared service approach will enable the remaining funds to be spent in the most judicious manner.

9. LOCAL SUPPORT SCHEME – FUTURE DELIVERY ARRANGEMENTS

- 9.1. In developing their schemes, officers from Lambeth, Lewisham and Southwark worked closely together to ensure that there was a broadly consistent approach across the sub-region. In late summer 2013, leaders from these three boroughs indicated that they wanted officers to explore the feasibility of establishing shared services in a number of areas, including the creation of a single administrative unit for the provision of emergency welfare assistance as a means of reducing delivery costs.
- 9.2. As a result, a joint review of Lambeth, Lewisham and Southwark's schemes was undertaken in October 2013 to identify where there were significant similarities or differences in the eligibility criteria, delivery models and disbursement mechanisms and explore opportunities for closer working arrangements. The recommendation within the joint review to establish a full shared service (i.e. joining up both policy and delivery) was adopted and an officer group was established to undertake further work in this area.
- 9.3. Although the DWP announced in December 2013 that funding for emergency welfare assistance schemes will be withdrawn from 2015/16 onwards, there was broad agreement across all three boroughs that a shared service model should still be pursued. A proposal has now been developed that would implement a shared service in two distinct phases:
 - **Phase 1.** In this phase, a shared back-office would be established for Lambeth and Lewisham's schemes. This would bring together staffing,

assessment and administration functions into a central hub located at one of these boroughs, enabling joint delivery. However, the policies, eligibility criteria and disbursal mechanisms for each scheme would remain separate, so applicants would continue to receive a differentiated service based on their locality.

- **Phase 2.** The second phase would involve scaling up the shared back-office into a fully integrated shared service. This will require a significant amount of work, including the alignment of policies, eligibility criteria, application and assessment processes as well as the negotiation of joint contracts with providers and suppliers.

10. LOCAL SUPPORT SCHEME – POLICY REVIEW

10.1. As a result of the operational review, the Local Support Scheme policy was amended under delegated responsibility to include two new elements (see Appendix C):

‘Starting Work’ Award

10.2. The one-off ‘job grant’ of £100 which was payable to applicants starting full-time work also ended in April 2013 as part of welfare reform. The DWP stated that that ‘job grant’ (and other ‘in work’ awards) created a barrier to sustainable long-term employment as applicants remained in receipt of benefits for long enough to qualify for these awards, sign-off and reclaim. Eligible applicants are now referred to other forms of financial support which are still linked to certain benefit types and/or the duration of time the applicant has been in receipt of a qualifying benefit, but anecdotal evidence has suggested that the ending of the ‘job grant’ and the exclusivity of alternative support options has caused additional hardship to various customer groups.

10.3. The new ‘Starting Work’ award demonstrates Lewisham’s commitment to supporting all residents into meaningful employment. Payment is made in the form of a loan for living expenses up to a maximum of £250 (the same level as Lambeth’s similar award) following receipt of sufficient evidence regarding employment and only one award will be granted per year in order to prevent recurrent applications.

Rent In Advance Pilot Scheme

10.4. During the first year of operation, Lewisham recognised an additional need for Rent In Advance payments from those who are not supported by the Council’s Single Homeless Intervention & Prevention (SHIP) service and do not meet the eligibility criteria for Support Grants.

10.5. As a result, officers have provided funding for a pilot scheme jointly operated by SHIP and the LPCU. Under this scheme, applicants who have been assessed by SHIP and do not meet the eligibility criteria for Support Grants or any other statutory duty may in some circumstances be referred by SHIP assessment officers directly to the Credit Union for a Rent In Advance payment (in the form of

a loan). The outcomes of the pilot will be regularly reviewed in order to ensure that it responds effectively to the additional support need identified by the Council.

Further Review

- 10.6. As outlined in section 8, a phased approach has been proposed for the implementation of a fully integrated shared service between Lewisham and Lambeth. Whilst the policy intentions of both boroughs are broadly similar, there are currently a number of differences in the assessment process and disbursement mechanisms. However, work has already begun to align the most common areas of decision-making in preparation for the first phase in April 2015, ensuring that residents across both boroughs are not disadvantaged (although they would still receive a differentiated service based on their location at this stage). This report therefore recommends that authority is delegated to the Executive Director for Customer Services to make minor amendments to the policy in future to ensure that this work can continue and the scheme is able to respond quickly to emerging needs. A threshold will be proposed to determine 'minor' and any change to the scheme will be reported to the lead member and Mayor and Cabinet.
- 10.7. Cohesive decision-making is also necessary to ensure that the residual budget allocated to the shared service each year is utilised effectively. For example, Lewisham and Lambeth are in the process of developing a joint formula to calculate living expenses and fuel awards where a loan application has been successful. Evidence from both boroughs suggests that the existing award levels can be reduced, which will provide consistent and equitable award rates, improved budgetary control and ensure that loan repayments are more affordable (whilst still meeting the needs of applicants). The same structured and equitable approach will be taken to align eligibility criteria across the shared service.

11. FINANCIAL IMPLICATIONS

- 11.1. Over the past two financial years, the Council has received grants totalling in the region of £1.8m per annum for the Local Support Scheme.
- 11.2. At the end of 2013/14, an underspend of £1.2m was identified and set aside in an ear marked reserve for the continuation of the scheme once grant funding ceased.
- 11.3. Current estimates indicate that a similar level of underspend will occur this year and a further £1.2m will be added to the reserve.
- 11.4. Initial indications show that the proposed changes to the scheme can be financed for 3 to 4 years.
- 11.5. Any proposals to extend the scheme will need to consider any exit costs should funding not be available beyond that term.

12. LEGAL IMPLICATIONS

- 12.1. Any local scheme must take account of the Council's statutory duties, including the duty to mitigate the effects of child poverty pursuant to the Child Poverty Act

2010, the duty to prevent homelessness pursuant to the provisions of the Housing Act 1996 and the 'public sector equality duty' pursuant to the Equality Act 2010.

12.2. 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.

12.3. 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

12.4. 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.

12.5. 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/>

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

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

12.7. 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>

12.8. This proposal is necessarily subject to a full Equality Act Assessment (EAA), as confirmed within section 14 below.

13. CRIME AND DISORDER IMPLICATIONS

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

14. EQUALITIES IMPLICATIONS

14.1. A full Equalities Analysis Assessment (EAA) was undertaken during the development of the Local Support Scheme to determine whether its key principles were likely to have a positive, neutral or negative impact on different protected characteristics within the local community and identify mitigating actions to address any disproportionately negative outcomes.

14.2. The overall assessment of available data and research, plus the findings from the consultation exercise, found that there were few specific barriers to accessing the scheme and where these existed (mainly in access, both physical and technological, for the elderly and disabled) there was an opportunity to mitigate the impact via ongoing contract negotiations and scheduled review processes. As a result of this EAA, a decision was made to amend the residency criteria to include those with no fixed abode and completely remove the criteria which excluded non-householders from making applications, which will enable a number of more vulnerable residents (including young people, sofa surfers and rough sleepers) to access the scheme.

14.3. It is not anticipated that the policy amendments outlined in section 10 will have a negative impact on the local community as they are intended to widen the accessibility of the scheme and better support those residents who are most in need. However, the outcomes will be monitored regularly as part of the ongoing review process and mitigating actions will be taken where required to address any concerns. In addition, a further EAA will be undertaken as part of the work to establish a fully integrated shared service, ensuring that equalities issues continue to be positively reflected in the delivery of the Local Support Scheme.

15. ENVIRONMENTAL IMPLICATIONS

15.1. There are no specific environmental implications arising from this report.

16. CONCLUSION

16.1. Lewisham's Local Support Scheme has now been in place for nearly two years. Although the operational review found that demand and spend were lower than expected during this period, it concluded that the scheme was effective and met the needs of vulnerable residents in an equitable way. By ringfencing the existing and projected underspend and using it to fund future provision, it will be possible

to sustain the scheme for a further three or four years whilst administrative costs will be reduced by sharing delivery with Lambeth.

17. BACKGROUND DOCUMENTS AND AUTHOR

17.1. For more information on this report, please contact Ralph Wilkinson (Head of Public Services) on 020 8314 6040.

17.2. The following documents are attached to this report:

- Review Data (Appendix A)
- Lewisham Consultation Response (Appendix B)
- Revised Policy (Appendix C)

APPENDIX A – Data Tables

Financial Year 2013/14

Financial Year	Month	Number of grant applications received in the period	Number of loan applications received in the period	Number of grants awarded during the period	Number of loans awarded during the period	Total value of grants awarded (£)	Total value of loans awarded (£)
2013/14	April	61	162	20	40	9,163.00	4,482.48
2013/14	May	67	138	32	49	14,617.00	3,565.70
2013/14	June	64	111	33	32	18,854.00	3,482.87
2013/14	July	79	152	38	56	26,278.00	5,521.20
2013/14	August	70	137	33	48	18,757.00	4,747.52
2013/14	September	40	124	21	33	13,148.00	2,799.80
2013/14	October	57	113	20	63	13,847.00	5,463.24
2013/14	November	56	186	28	31	14,745.00	2,858.58
2013/14	December	39	79	21	21	17,103.00	2,159.68
2013/14	January	66	89	36	22	22,698.00	1,596.87
2013/14	February	44	70	17	14	13,808.00	715.03
2013/14	March	61	85	26	13	14,804.00	624.46
2013/14	TOTAL	704	1446	325	422	197,822.00	38,017.43
		2,150		747		235,839.43	

Financial Year 2014/15

Financial Year	Month	Number of grant applications received in the period	Number of loan applications received in the period	Number of grants awarded during the period	Number of loans awarded during the period	Total value of grants awarded (£)	Total value of loans awarded (£)
2014/15	April	64	54	30	6	26,569.00	285.79
2014/15	May	56	46	24	6	13,398.00	278.95
2014/15	June	51	57	24	8	16,775.00	888.01
2014/15	July	59	67	27	1	19,698.00	40.00
2014/15	August	56	64	25	4	15,790.00	234.99
2014/15	September	46	67	26	5	15,354.00	1,646.99
2014/15	October	83	58	35	5	23,650.00	310.00
2014/15	November	45	53	16	2	12,561.00	142.60
2014/15	December	51	55	29	4	14,064.00	205.00
2014/15	January	47	55	24	12	16,003.00	937.63
2014/15	February	49	50	23	5	18,698	295.00
2014/15	March	TBA					
2014/15 (to date)	TOTAL	607	626	283	58	192,560	5264.96
		1233		341		197,824.96	



London Borough of Lewisham

Consultation on local welfare provision

21 November 2014

Introduction

1. The Council is very concerned that funding for Local Welfare Provision will be cut from 2015 and believes this will have a significant impact on our most vulnerable residents. This is especially the case as the funding cut comes at the same time as cuts to other funding and the introduction of a multitude of welfare reforms, including Universal Credit in 2015.
2. The Council believes that the current funding arrangements, where additional funding is made available specifically for Local Welfare Provision and its administration, should continue. The Council has worked hard to implement a scheme to meet local needs and ensure support goes to the most vulnerable. In addition the Council is in the process of setting up a shared service with another London Borough to keep the administration costs to a minimum. Any change to the funding arrangements would put the scheme at risk.
3. The Council fully supports the London Councils response to the consultation. The Council's own response is detailed below.

Consultation response

QUESTION 1 – Do you have a preference for options 1, 2a, 2b, 3a, 3b or 4? Please explain how you have come to this view.

4. The Council's preferred option is 4. The Council is already having to make significant cuts and these are impacting on the most vulnerable. This vital safety net for the most vulnerable should be supported with additional funding from the government. See response to question 2 for more information.

QUESTION 2 - If you have provided representations on option 4, how else would you propose delivering and funding local welfare provision? What evidence can you provide to support this?

5. The impetus and scope of this work will be undermined without the recognition and support of the additional burden placed on Councils, already seeking to find efficiencies around existing cuts to funds.
6. The Council administers a well-managed Scheme which meets the needs of the most vulnerable. We have managed demand to the Scheme so that need is addressed in a variety of ways so that a cash award is not the only available outcome. We have done this by using LWP funding to create resource and referral mechanisms within the Third Sector. In this way we have managed to keep award levels low whilst also still positively addressing and reacting to the various types of need presented.
7. It therefore seems punitive and arbitrary to withdraw funding from a recognised need at the point the majority of Councils are creating, refining and embedding their Schemes as well as cementing links with third sector organisations which build real value into the holistic, local approach many have adopted.
8. Funding is required not only to administer the award levels of grants and loans but to continue to resource administration across dispersal and mediation service providers, many of whom are based within the voluntary sector and cannot continue to work with local authorities without financial assistance.
9. In addition, we plan to implement shared service arrangements with another London Borough to keep administration costs to a minimum.
10. The Council anticipates an increase in claims for LWP with the introduction of Universal Credit and considers these arrangements are vital for a smooth transition process.

11. The data on spending for 2013/14 and the current spending this year has been provided to the Department for Work and Pensions. The information is available on request.

QUESTION 3 – What is the likely impact (and extent of any impact) on groups that display protected characteristics of the four options discussed?

12. Options 1 to 3 would directly impact on protected characteristics as the Council would be unable to deliver a Scheme. Option 4 if agreed would maintain the current position. See appendix 1.

QUESTION 4 – Do you agree that some impacts can only be assessed locally depending on the decisions made by individual authorities?

14. No. Whilst it is accepted that local authorities will be aware of the impact those decisions will have, the decisions will be driven by the withdrawal of Government funding, which is at odds with their commitment to recognise 'additional burden' funding,

QUESTION 5 – If your preference is for option 4, and you have proposed an alternative way of delivering and funding local welfare provision, please outline how this will adhere to the public sector equalities duty.

15. The Council has taken care to ensure that its LWP Scheme complemented, rather than duplicated, any existing service provision the Council had a duty to meet. As a result, the Council's Scheme gives those most in need their only source of additional support. Loss of funding to resource and meet this need will directly impact on those who are most vulnerable. As a result, there will be a detrimental impact against this wide demographic cohort. Option 4 gives the Council its only realistic opportunity to address the needs of all its residents in as an equitable way as possible within the current financial climate.

QUESTION 6 – Do you agree that this is the right timetable?

16. No. It is insufficient for funding for local schemes to be decided on a year-by-year basis. These schemes are meeting real, on-going demand and should be funded on a long-term basis accordingly.

Appendix 1 DWP Consultation: Local Welfare Provision - Equalities impact

“What is the likely impact (and extent of any impact) on groups that display protected characteristics of the four options discussed?”

Social Fund equalities data – DWP Prior to April 2013

Prior to Lewisham introducing local welfare provision in April 2013 applications for financial support through crisis loans (CL) and community care grants (CCG) were administered by the DWP. The majority of applicants for CLs in 2011/12 were young with 63% of applications for “specific items” being aged between 18 and 34. 60% of those applying for living expenses were in the same age profile. In addition, 18% of those applying for “specific items” and 20% of those applying for living expenses were aged between 35 and 44. No applications were received from anyone over the age of 65.

The age range of residents applying for CCGs was slightly wider. Over a fifth of applicants were aged between 18 and 24, nearly half (48%) were aged between 25 and 44 and 14% were aged over 55.

Similarly, those applying for CLs in 2011/12 were mainly single men (62% of applicants were for “specific items” and 54% of applications for living expenses). This proportion was reversed for CCGs with 60% of applications made by single women. Lone parents were also a significant group with 18% of CL applications. Lone parents were also responsible for 23% of applications for “specific items” and 39% of CCG applications.

Local Welfare Provision (LWP) – Lewisham Post April 2013

From April 2013, Lewisham administered LWP through a new scheme of emergency loans and grants. In the first year of the new scheme, lone parents were responsible for 31.6% of applicants for emergency loans although the largest group was still single adults (56.7%). In addition, 18.4% were aged under 25, 47.1% were aged between 25 and 39, 32.8% were aged between 40 and 65 and just 1.7% over the age of 65 .

The figures for support grants were similar, with lone parents comprising 35.7% of applicants and single adults comprising 60% of applicants.

The DWP were not able to provide information on tenure types or ward profile for Lewisham residents applying to the previous scheme, but the data recorded for the LWP scheme confirmed that the majority of applicants between (43%) live in the social rented sector (either council or RP), 20% in the private-rented sector and 37% in temporary accommodation (B&B, hostel or leased accommodation). Of the remainder, 13% were of no fixed abode supporting the decision to retain a clause to allow these applicants to apply using their benefit correspondence address.

The wards with the highest number of applicants were the more deprived in the borough – 12.2% for residents of Rushey Green, 9.1% for Lewisham Central, 7.4% for Evelyn, 6.6% from New Cross and 6.3% from Perry Vale. Applications were also received from wards perceived as being more affluent including 8.2% of applications from Telegraph Hill, 6.9% from Sydenham and 6.5% from Brockley.

Impact of funding withdrawal

Continued cuts to funding budgets have made Councils very aware of the need to be creative in their approach to providing services, and also to ensure that applicants are aware of their responsibility to use these services wisely.

Financial Inclusion has been a key theme in our Scheme for our residents who are demonstrably within the most vulnerable sectors of our community and for whom, especially those aged 18-39, the LWP is the only financial safety net available to them. We are especially aware that this age group are susceptible to taking on payday loans where there is no alternative credit available, particularly as a result of their having just the one source of income, their weekly welfare benefit.

We work closely with the Lewisham Plus Credit Union and with CAB Money Advice. Withdrawal of the funding made available to create and support third these organisations will, in all probability, increase the reliance on payday loans resulting in real risks to security of tenure, utility bills and employment retention as incomes reduce against excessive amounts to repay.

In its response to House of Commons Business Innovation & Skills Committee's report into payday loans, the Government acknowledges the problems inherent with payday loans:

<http://www.publications.parliament.uk/pa/cm201314/cmselect/cmbis/1136/113604.htm>

and recognises that "...Money advice is also important: giving borrowers the knowledge and skills that will help them to borrow responsibly, choose the best type of loan for them and stay out of debt in future."

Successful money management education has resulted in less repeat applications than was experienced by the former Social Fund. We have taken on board the unrealistic and unsustainable expectation created by the former Social Fund Scheme, of a 'secondary income' stream created by loans. Superficially, this demonstrates a reduction in spend and application levels experienced by the former DWP Scheme but our holistic approach to debt management has created a more resilient customer base with access to affordable credit.

Recovery of applicant loans repayments has been as effective as that demonstrated by DWP, even without the advantage of direct recovery from DWP benefits. We have utilised the Credit Union in assisting us in this endeavour. The positive outcome of

which is that applicants have had access to budgetary advice and money management enabling them to both better manage their on-going incomes whilst repaying LSS debt.

Confidence in the success of our Scheme, and probity in the applicant demand and spend levels will enable us to both broaden the scope of the working relationships created to date and create wider links going forward.

All of this solid groundwork will ultimately assist the DWP's vision of a more individual independence from Welfare Benefits:

<https://www.gov.uk/government/policies/simplifying-the-welfare-system-and-making-sure-work-pays/supporting-pages/introducing-universal-credit>

Conclusion

The impetus and scope of this work will be undermined without the recognition and support of the additional burden this places on Councils, already seeking to find efficiencies around existing cuts to funds. It therefore seems punitive and arbitrary to withdraw funding from a recognised need at the point the majority of Councils are creating, refining and embedding their Schemes as well as cementing links with third sector organisations which build real value into the holistic, local approach many have adopted.

Funding is required not only to administer the award levels of grants and Loans but to continue to resource administration across dispersal and mediation Service Providers, many of whom are based within the voluntary Sector and cannot continue to work with Councils without financial assistance.

Lewisham is proud of its tradition of responding to change with cost-effective innovation. With regard to closer working with other Local Authorities, a key part of this first year has been to better profile the applicant base and cross match that with those of neighbouring Authorities. With this in mind we have opened discussions with two neighbouring Authorities to see whether a cross-borough application, award and dispersal Scheme would better and more equivocally assist our mutual residents going forward into 2014/15 and beyond.



London Borough of Lewisham

Local Support Scheme Policy

Updated November 2014

1. Introduction

Context

The Welfare Reform Act, which received royal assent in March 2012, represents the biggest change to the welfare state in 60 years. Its key objectives are to improve fairness, equity and affordability in the benefits system and to design it in a way that actively supports employment.

The Act establishes a wide range of reforms, such as the introduction of a 'Universal Credit' to replace a number of existing means-tested benefits, housing benefit and tax credits for people of working age, a total cap on household benefits of £500 per week for couples/lone parents and £350 per week for single people and significant changes to Local Housing Allowance (LHA) rates.

It is intended to deliver the Government's proposals to cut the spending on benefits by an estimated £18 billion through:

- Improving work incentives
- Simplifying the benefits system
- Tackling administrative complexity

As part of this Act, the Department of Work and Pensions (DWP) has abolished Crisis Loans and Community Care Grants, which are key discretionary elements of the Social Fund scheme. They are being replaced by a combination of locally-based emergency welfare assistance schemes (run by local authorities, but funded by the DWP) and a nationally administered Advance of Benefit facility that will eventually replace Alignment Crisis Loans. This change is effective from 1 April 2013.

Purpose Of The Policy

Lewisham intends to continue providing a structured scheme that broadly supports the same needs as the previous Crisis Loan and Community Care Grant model – this will be known as the Local Support Scheme. However, we will need to do this in a way that:

- Improves the administrative efficiency for both the claimant and the authority
- Targets limited funds at those most in need
- Ensures the sustainability of the scheme for future years

The purpose of this policy is to provide applicants, third-party organisations, officers and members with a clear understanding of how this new scheme will operate, including its design, eligibility criteria and delivery model. It is supported by a number of appendices, as indicated throughout the document.

Aims Of The Policy

In Lewisham, we want to support those people who are most financially vulnerable. This includes:

- People who are in crisis due to a disaster or other emergency
- People who need support to regain independence after a period in institutional care
- People who need support to regain a more settled way of life
- People who are at risk of losing their independence and ending up in institutional care

In developing this scheme, we have endeavoured to ensure that those residents most in need are not simply awarded an Emergency Loan or Support Grant, but are instead also given an opportunity to access affordable credit and financial assistance as well as receiving an offer of preventative support. We anticipate that this will encourage them to build greater financial capability and resilience, thus reducing future reliance on the scheme or recourse to other harmful forms of support and credit, such as unlicensed lenders and payday loan companies.

2. Emergency Loans

Purpose Of The Loan

Emergency Loans can be applied for in three circumstances. These circumstances, which broadly mirror the previous Crisis Loan scheme, are as follows:

- To cover immediate short-term needs which will prevent serious risk to the health or safety of a person or their family
- To help in an emergency or disaster situation such as a serious flood, causing substantial damage, loss or destruction to possessions and/or property by providing funding for urgently needed furniture, cookers, beds, household equipment, food and utilities and clothing and footwear¹
- In emergency or disaster situations, including for Rent in Advance, where it is part of a successful application for a Support Grant involving a planned resettlement process²

Eligibility Criteria For The Loan

Applicants for Emergency Loans must meet the following eligibility criteria:

- The applicant must be aged 16 or over
- The applicant must be in receipt of a qualifying benefit (see Appendix 1)
- All applicants must have been resident in the borough of Lewisham for a minimum of six weeks prior to making their application. Where an applicant is of no fixed abode, the applicant must have a current benefit correspondence address in Lewisham that has been verified by the DWP
- The applicant must not be an excluded person (see Appendix 1)
- The applicant must not have any savings, capital and/or insurances that can be relied on to meet the need for which they have made their application (see Appendix 1)
- The applicant must not have failed to repay a previous Emergency Loan or must be able to demonstrate that they are actively and consistently repaying a previous Emergency Loan
- The applicant must not be eligible for financial assistance from the DWP, such as a Budgeting Loan or an Advance of Benefit facility
- The application cannot be made as a result of financial loss associated with the imposition of a DWP sanction or disallowance³

¹ Loans for items cannot exceed £1,000 in value

² The DWP Budgeting loan scheme will continue to make provision for Rent in Advance for applicants who are already in receipt of on-going benefits. The local scheme is designed to ensure that provision is in place for people who, because of a period of institutional care, would not have been eligible for benefits (and therefore a DWP budgeting loan).

³ Applicants who have been sanctioned by the DWP are eligible to apply for hardship loans via the DWP

- The applicant must not be seeking support to pay for an excluded item (see Appendix 1)
- The applicant must be willing to sign up to the Credit Union terms and conditions for issuing and repaying the loan, including the application of a 2% monthly interest rate
- The applicant must agree to all terms and conditions set out at the start of the application process

Application Process

The primary method for making an application for an Emergency Loan will be via an online form available from the Lewisham website.

For applicants who are not able to make an application online without support, they can either:

- Seek assistance from a third party or friends/family to complete the application on their behalf
- In exceptional circumstances, make their application over the phone

The application process will ask a series of questions about the circumstances leading to the application for the Emergency Loan and determine the applicant's eligibility based on the criteria set out in this policy. The process will also determine the appropriate value of the loan based on the circumstances outlined in the application. All decisions regarding the award of Emergency Loans will not be based solely on need, but will also take into account the applicant's ability to repay and, where relevant, their repayment history.

In some circumstances, it may be necessary for an applicant to produce supporting evidence linked to their application. In these circumstances, this will be identified as part of the application process and the contact will be made directly with the applicant to explain evidence requirements.

Applications can be submitted online at any time but will be assessed between 9.00 and 17.00 on normal working days . Upon receiving an application, the council will make decisions on whether to award the loan within *two working days* (unless the necessity for additional supporting evidence prevents us from doing so).

Applicants will be notified of the decision via email/telephone call/letter and informed of the next steps they need to take to collect their award or, in the case of a negative decision, how to request a review.

Making The Award

The Council intends to work in partnership with Lewisham Plus Credit Union for the administration and recovery of Emergency Loans.

Those making successful applications to the Emergency Loan scheme will be referred to Lewisham Plus Credit Union who will make arrangements to disburse funds to them.

Depending on individual circumstances, this may include:

- Visiting a named Credit Union branch in the borough
- Opening a Credit Union account
- Providing appropriate evidence (i.e. identity/bank details)
- Agreeing to the terms of repayment for the loan
- Participating in wider discussions around financial management and budgeting

Applicants will be asked to present to the Credit Union to receive their loan on the next working day following the decision being made.

The Credit Union will make arrangements to pay the value of the loan, as agreed by the Council, to the applicant. All subsequent contact regarding the administration and repayment of the loan will be between the applicant and the Credit Union.

The value of the loan award will be based either:

- For items - on the schedule of rates for items based on an average high street price
- For living expenses – on the 2011/12 DWP Crisis Loan rates

The schedule of rates for items and living expenses will be reviewed on an annual basis (Appendix 2).

Support For Those Whose Applications Are Unsuccessful

As part of the online process, all unsuccessful applications will also be provided with additional information setting out other ways that they can meet their needs. This could include:

- Accessing food or furniture via a voluntary sector partner service
- Presenting independently to the Credit Union for access to an affordable loan

3. Starting Work Award

Purpose Of The Starting Work Award

As part of the welfare reform changes, the one-off 'job grant' of £100 which the DWP paid to applicants starting full-time work also ended in April 2013. However, in line with Lewisham's commitment to supporting all residents into meaningful employment, a new Starting Work award has now been established as part of the Local Support Scheme.

This award will be open to applicants who do not qualify for payments under the current benefits system, such as the 'Flexible Support Fund' or 'In-Work Emergency Payment For Lone Parents'. Payments will be made in the form of a loan for living expenses (up to a maximum of £250) following receipt of sufficient evidence regarding employment status and only one award will be granted per year.

Eligibility Criteria For Starting Work Awards

In order to be eligible for a Starting Work award, applicants must meet the standard criteria for Emergency Loans (as outlined above). They must also provide evidence of full-time contracted employment, including:

- Start date of employment
- Date of first salary payment
- Written permission to contact their employer to confirm employment status (if required)
- Agreement to complete a feedback questionnaire once their salary is in payment
- Date of final JCP benefit entitlement

Full-time employment is defined as:

- At least 16 hours per week for lone parents
- At least 24 hours per week for couples with children
- At least 30 hours per week for single adults and couples without children

Application Process

All applications for Starting Work awards must be made via the online form available on the Lewisham website within fourteen working days of an employment offer being made and the applicant ceasing their claim for JCP benefits.

Applicants who are self-employed will not be considered for a Starting Work award as there are several existing schemes operated by the DWP (such as 'Business Mentors' and the 'Enterprise Allowance Scheme') which are designed to meet their specific needs.

Making The Award

As with standard Emergency Loan payments, applicants who have successfully applied for a Starting Work award will be referred to Lewisham Plus Credit Union who will make arrangements to disburse funds to them.

4. Rent In Advance Payments

Rent In Advance payments are intended to support single adults who have a residency connection to Lewisham secure private sector accommodation within the borough, enabling them to stabilise their lifestyles, access other opportunities (such as employment or training) and contribute to the wider community.

Eligibility Criteria

Applicants will only be considered if they have been discharged from long-term institutional care, such as prison or need to find a home as part of a planned resettlement or rehabilitation process. In order to be eligible, they must also fulfil the criteria for a Support Grant.

Application Process

All applicants will need to approach the Council's Single Homelessness Intervention & Prevention (SHIP) service for a homelessness assessment. If the assessment identifies a need which cannot be met by this service and the applicant meets the eligibility criteria outlined above, then they will be referred to the Local Support Scheme to make an application for Rent In Advance via the online form available from Lewisham's website.

Making The Award

All successful applications for Rent In Advance will be referred to the Lewisham Plus Credit Union who will make arrangements to provide them with payment in the form of an Emergency Loan. As with standard loan payments, the Credit Union will also agree a repayment plan with applicants and provide budgeting advice or other financial assistance as required.

Rent In Advance Pilot Scheme

During the first year of the Local Support Scheme, Lewisham recognised an additional need for Rent In Advance payments from those who are not supported by the Council's Single Homeless Intervention & Prevention (SHIP) service and do not meet the eligibility criteria for Support Grants.

As a result, we have provided funding for a pilot scheme jointly operated by SHIP and the Lewisham Plus Credit Union. Under this scheme, applicants who have been assessed by SHIP and do not meet the eligibility criteria for Support Grants may in some circumstances be referred by SHIP assessment officers directly to the Credit Union for a Rent In Advance payment (in the form of a loan). The outcomes of the pilot will be regularly reviewed in order to ensure that it responds effectively to the additional support need identified by the Council.

5. Support Grants

Purpose Of The Grant

Under the Local Support Scheme, Support Grant packages or non-repayable grants (not exceeding £1,000) can be applied for by people who:

- Are re-establishing themselves in the community after a period of institutional or residential care
- Need support to remain in the community rather than enter institutional or residential care
- Are setting up home as part of a planned resettlement process
- Need support to ease exceptional pressures on a person or family
- Need support to care for a prisoner or young offender on temporary release

Eligibility For The Grant

The eligibility for the Support Grant scheme is the same as the Emergency Loan scheme with the exception that:

- An applicant must be in receipt of (*or about to be in receipt of*) a qualifying benefit
- You must be proven to be a resident of LB Lewisham for 6 weeks prior to date of application, or about to be resettled into accommodation in Lewisham borough or another Local Authority by LB Lewisham Housing Options as part of a planned programme of resettlement or discharge of housing duty

And with the following additional requirements that:

- An applicant must not have been awarded a Support Grant in the previous 12 months
- The provision of the service to meet the need for which the application has been made is not provided for under another statutory duty

Application Process

As with Emergency Loan, the primary method for making an application for a Support Grant will be via an online form available from the Lewisham website.

Because the majority of applications for DWP Community Care Grants are completed jointly with an advocacy organisation, it will be possible (with the applicant's consent) for third parties to submit Support Grant applications on behalf of an applicant and receive notification of their progress. In

rare circumstances where an applicant is unable to complete the online claim process, it will be possible for an application to be made over the phone.

As with the DWP scheme, the nature of the grants being awarded means that most applications for Support Grants will also require the provision of further evidence regarding the individual or family's circumstances. Where evidence is required, this will be clearly set out in the online application process. Where possible, we will reduce the amount of evidence required by accepting verification from third parties when they are completing assisted applications.

Upon receiving an application, the council will make decisions on whether to award the grant within *nine working days* (unless the necessity for additional supporting evidence prevents us from doing so). We may also signpost the applicant to another service within the Council if all or part of the need for which the application has been made can be met via another area or department.

Applicants will be notified of the decision via email or letter and informed of the how the award will be made.

Making The Award

Unlike the current DWP Community Care Grant scheme, the application process for Support Grants will not, in most cases, involve the applicant requesting a sum of money for resettlement needs. Instead, the circumstances presented by the individual applicant will determine the amount awarded by the Council, based on pre-set resettlement packages. A schedule of the award levels which have been set for these packages is included in Appendix 2.

The Council intends to use a mixture of pre-paid cards/vouchers and locally sourced replacement items to meet the needs of successful applicants to the Support Grant scheme. As such, an applicant will be offered either:

- A voucher or prepaid card loaded to the value of the resettlement package, which can be used at specified stores to purchase agreed items
- Second-hand items (for white goods, all second hand items will have been safety checked and guaranteed for a minimum of sixty days)

The decision on whether to award items or vouchers will be made by the Council on the basis of the need for which the application has been made and the availability of specific second-hand items.

6. Review Process

Any applicant who is unhappy about the outcome of their application for an Emergency Loan or a Support Grant is entitled to ask for a review of the decision provided that they have satisfied all the requirements set out within the scheme and can demonstrate that a material error has been made. All applicants will be advised of this right as part of the notification process.

A review request can either be made by the applicant or on their behalf by a third-party and should outline in writing (i.e. email or letter) the reasons why they do not agree with the decision. All requests must be received within 28 days of the applicant being notified of the original decision on their application.

The review will be undertaken by a Benefits Manager within the Council's Benefit Service who has not been involved in the original application or decision-making process. The outcome of the review will be communicated to the applicant within 2 working days for Emergency Loans and 14 days for Support Grants.

We will not accept review requests from applicants who do not meet the eligibility criteria, did not agree to the terms and conditions set out in the application process or subsequently failed to fully comply with these terms and conditions.

7. Management Of The Scheme

The Local Support Scheme policy sets out a process of fair and equitable decision making for the disbursement of limited funding provided by the DWP. It is important to note that, as with the DWP scheme, if all funds from the scheme have been spent, it will not be possible to approve any further loans or grants, regardless of whether the individual applying has met the criteria set out here. In these circumstances, the Council will endeavour to identify alternative sources of support that may be available to individuals. It will not be possible to request a review of a decision on these grounds.

It is the intention of the Council to regularly review the Local Support Scheme to determine whether we need to amend the eligibility criteria, application and assessment processes or delivery mechanisms in order to more appropriately meet the needs of residents and ensure the sustainability of the scheme.

Appendix 1: Glossary Of Terms

For the purposes of applying this policy, qualifying benefit will mean:

Income Support, Job Seekers Allowance (income based) Employment Support Allowance (income related) Pension Credit (any type)

For the purposes of applying this policy, excluded person will mean:

People in hospital or care homes (unless within 2 weeks of discharge) Prisoners, members of Religious Orders, persons in relevant education who do not qualify for Qualifying Benefits.

Or a person subject to Immigration Control, which will mean:

- A person who is, or would be, treated as a Person From Abroad (PFA) but falls into a category where they have entitlement to IS, ESA(IR),JSA(IB) can be considered for an Emergency Loan (EL) in the normal way.
- A person who is, or would be, treated as a PFA for the purposes of IS,JSA(IB) or ESA(IR) and has no entitlement to those benefits can be considered for a EL only to alleviate the consequences of a disaster and will be classed as an 'Exceptional Person' and will be required to provide evidence of the disaster.

For the purposes of applying this policy, we will apply the following savings thresholds: for

Support Grants:

- Working Age capital threshold £500
- Pension Age threshold £1000
- Applications for total payment in excess of these amounts which are considered for payment will have these excess capital amounts deducted from the award given
- Additionally, for Emergency Loans we will consider whether any income, insurances and/ or capital available to the applicant and/or partner will be taken into account in meeting the need presented

For the purposes of applying this policy, excluded item will mean:

- A need which occurs outside the U.K.
- An educational or training need, including clothing or tools
- Distinctive school uniform, sports clothes or equipment
- Travelling expenses to and from school
- School meals in certain circumstances
- Expenses in connection with court proceedings such as fees, fines or costs
- Removal costs on permanent re-housing by the local authority following homelessness, a compulsory purchase order or closing order
- The cost of domestic assistance or respite care
- Repairs to property owned by the local authority or public housing bodies

- Medical, surgical, optical, aural or dental items or services. A medical item should not include everyday items needed because of a medical condition, for example, cotton sheets due to allergies to synthetics
- Debts to Government Departments, for example Income Tax or National Insurance arrears
- Investments
- Council Tax, water charges
- Most housing costs, for example deposits, mortgages, rent, service charges, hostel charges, major repairs
- Telephone costs
- Travel costs

In addition the following items are excluded from Support Grants:

- Fuel and standing charges
- Any expenses which the local authority has a statutory duty to provide
- Any daily living expenses
- Mobility need
- Any travel expenses/costs
- Holidays
- Television or radio charges
- Garaging, parking, purchase and running costs of any motor vehicle except where payment is considered for emergency travel expenses
- Maternity or funeral expenses as they are covered through the regulated Social Fund
- Any item/service provided by another Local Authority Department

Appendix 2: Schedule Of Award Levels

Items

Household Type	Item	Sourced High Street Cost
Start-Up Menu: Single Person	1 x bedframe (single)	£50.00
	1 x mattress (new)	£65.00
	1 x sofa bed (if in bed-sit accommodation)	£170.00
	1 x wardrobe (canvas)	£40.00
	2 x bedding sets	£16.00 (2 x £8.00)
	1 x quilt/pillow	£11.00 (£8.00 + £3.00)
	1 x chest of drawers(canvas)	£35.00
	1 x table + chairs	£80.00
	1 x cooker	£175.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge freezer	£150.00
	TOTAL PACKAGE	£658.00
Start-Up Menu: Couple	1 x wardrobe (canvas)	£65.00
	1 x quilt /pillow	£12.00 (£9.00 + £3.00)
	2 x bedding sets	£20.00 (2 x £10.00)
	1 x chest of drawers (canvas)	£35.00
	1 x cooker	£175.00
	1 x table + chairs	£80.00
	1 x sofa bed	£80.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge (including delivery)	£150.00
	TOTAL PACKAGE	£653.00
Lone Parent + 1 Child Under 2 Years	1 x travel cot and mattress	£33.00
	1 x cot bedding	£28.00
	1 x mattress	£65.00
	1 x bed	£50.00
	1 x wardrobe (canvas)	£40.00
	1 x quilt and pillows	£11.00
	1 x bedding set	£8.00
	2 x chest of drawers (canvas)	£70.00
	1 x cooker	£175.00
	1 x table + 4 chairs	£80.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge/freezer (including delivery)	£150.00
TOTAL PACKAGE	£744.00	
Lone Parent + 1 Child 2 Years Plus	2 x bed (single)	£100.00 (2 x £50.00)
	2 x mattress	£130.00 (2 x £65.00)
	1 x wardrobe (canvas)	£40.00
	2 x quilt and pillows	£22.00

	4 x bedding sets	£32.00
	2 x chest of drawers (canvas)	£70.00
	1 x cooker	£175.00
	1 x table + 4 chairs	£80.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge/freezer (including delivery)	£160.00
	TOTAL PACKAGE	£845.00
Couple + 1 Child Under 2 Years	1 x travel cot and mattress	£33.00
	1 x cot bedding	£28.00
	1 x wardrobe (canvas)	£40.00
	1 x quilt /pillow	£12.00 (£9.00 + £3.00)
	2 x bedding sets	£20.00 (2 x £10.00)
	1 x chest of drawers (canvas)	£35.00
	1 x cooker	£175.00
	1 x table + chairs	£80.00
	1 x double bed and mattress	£160.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge/freezer (including delivery)	£150.00
	TOTAL PACKAGE	£769.00
Couple + 1 Child 2 Years Plus	Double bed + mattress	£160.00
	Bedding set (double) + duvet, sheet and 2 x pillows	£25.00
	Single bed + mattress	£115.00
	Bedding set (single) + duvet, sheet and pillow	£29.00
	2 x chest of drawers (canvas)	£70.00
	1 x cooker	£175.00
	1 x table + 4 chairs	£80.00
	1 x pots and pans	£20.00
	1 x crockery/cutlery	£16.00
	1 x fridge/freezer (including delivery)	£150.00
	1 x wardrobe (canvas)	£40.00
	TOTAL PACKAGE	£880.00
Amount Per Each Additional Child Under 2 Years	Cot/bedding/crockery	£77.00
Amount Per Each Additional Child 2 Years Plus	Bed/bedding/crockery	£158.00
Single Items**	Cooker (electric only)	£175
	Fridge/freezer	£150.00
	Single bed + mattress	£115.00
	Double bed + mattress	£160.00
	Bedding set (single) + duvet, sheet and pillow	£29.00
	Bedding set (double) + duvet, sheet and 2 x pillows	£25.00
	Table and 4 chairs	£80.00
	Wardrobe	£40.00
	Chest of drawers	£35.00
	Washing machine	£160.00

Crockery + cutlery	£16.00
Pots and pans	£20.00
Clothing + footwear child under 2	£50.00
Clothing + footwear child 2-10	£70.00
Clothing + footwear child 11-16	£80.00
Clothing and footwear Adult (17yrs +)	£100.00

** All awards are subject to the policy £1000.00 maximum award

Food & Fuel Rates

Fuel

Days until next payment	1 bedroom	2 bedrooms	3 bedrooms	4+ bedrooms
1	£5.00	£5.00	£5.00	£5.00
2	£5.00	£5.00	£6.00	£7.00
3	£6.00	£8.00	£9.00	£11.00
4	£8.00	£10.00	£12.00	£14.00
5	£10.00	£13.00	£15.00	£18.00
6	£12.00	£15.00	£18.00	£21.00
7	£14.00	£18.00	£21.00	£25.00
8	£16.00	£20.00	£24.00	£28.00
9	£18.00	£23.00	£27.00	£32.00
10	£20.00	£25.00	£30.00	£35.00
11	£22.00	£28.00	£33.00	£39.00
12	£24.00	£30.00	£36.00	£42.00
13	£26.00	£33.00	£39.00	£46.00
14	£28.00	£35.00	£42.00	£49.00

Food

Days until next payment	1 person	2 people	3 people	4+ people
1	£5.00	£10.00	£15.00	£20.00
2	£10.00	£15.00	£25.00	£30.00
3	£15.00	£20.00	£35.00	£40.00
4	£20.00	£30.00	£40.00	£50.00
5	£25.00	£35.00	£50.00	£60.00
6	£30.00	£50.00	£60.00	£70.00
7	£30.00	£50.00	£70.00	£80.00
8	£35.00	£60.00	£80.00	£90.00
9	£40.00	£60.00	£90.00	£100.00
10	£40.00	£70.00	£100.00	£110.00
11	£45.00	£70.00	£110.00	£120.00
12	£50.00	£80.00	£120.00	£130.00
13	£55.00	£80.00	£130.00	£140.00
14	£60.00	£80.00	£140.00	£150.00

Chief Officer Confirmation of Report Submission		
Cabinet Member Confirmation of Briefing		
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"/>
	<input type="checkbox"/> Part 2	<input type="checkbox"/>
	Key Decision	<input checked="" type="checkbox"/>

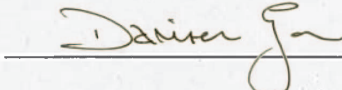
Date of Meeting	25 th March 2015
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Title of Report	Lewisham Housing Strategy
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Originator of Report	Genevieve Macklin	Ext.	43603
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 16/3/2015

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	

MAYOR AND CABINET

Title	Lewisham Housing Strategy		
Key Decision	Yes		Item No.
Ward	All		
Contributors	Executive Director for Customer Services		
Class	Part 1	Date: 25 March 2015	

1. Summary

- 1.1 Lewisham's existing Housing Strategy was completed over five years ago. The new Housing Strategy, *Homes for Lewisham* takes account of the many changes that have taken place since then. *Homes for Lewisham* sets out the Council's policy for tackling the Housing Challenge, and to delivering housing services. The strategy outlines our key objectives and aims in this regard.
- 1.2 The following principles underpin this strategy:
- Reducing inequality – narrowing the gap in outcomes for citizens
 - Working in partnership – tackling challenges that can only be addressed through positive collaboration
 - Promoting prevention – empowering our residents with the tools to help themselves and our communities
 - Sustainability – delivering together efficiently and effectively and taking into account the long term implications on our environment
- 1.2 Given the uncertainties of the current economic and political climate, *Homes for Lewisham* takes a flexible approach and is accompanied by a concise action plan that can be regularly reviewed.
- 1.3 The strategy is focused on meeting the housing needs and aspirations of all our residents and supports the wider goals and ambitions set out by the *Sustainable Communities Strategy*.

2. Purpose

- 2.1 To seek Mayor and Cabinet agreement to refer the new Housing Strategy 2015-2020, '*Homes for Lewisham*' to Full Council for approval

3. Recommendations

The Mayor is recommended to:

- 3.1 Note the consultation undertaken and the feedback given on the new Housing Strategy

- 3.2 Note the first draft Housing Strategy was scrutinised by the Housing Select Committee on 1st October 2014 and a second draft scrutinised following public consultation on 28th January 2015
- 3.3 Agree the new Housing Strategy, attached as **Appendix 1**, and refer it to Full Council for approval
- 3.4 Note that following the necessary approvals, the Housing Strategy will be published in April 2015
- 3.5 Delegate to the Executive Director for Customer Services to make any minor changes to the Strategy and to prepare for publication.

4. Policy context

- 4.1 Lewisham's Housing Strategy 2015-20, *Homes for Lewisham*, supports the overarching vision for the borough set out in the Sustainable Communities Strategy. In particular, it supports the priorities of:
 - Clean, green and liveable: where people live in high-quality housing and can care for and enjoy their environment
 - Dynamic and prosperous: where people are part of vibrant localities and town centres well connected to London and beyond

5. Narrative

- 5.1. There has been significant change since the publication of Lewisham's last Housing Strategy, *Homes for the Future*, in 2009 that make this document particularly timely. The 2012 reform of the Housing Revenue Account (HRA) reshaped the housing landscape, allowing local authorities to keep income generated through rent payments and take a longer term approach to housing management. HRA reforms have unlocked many of the previous barriers to councils building new homes directly.
- 5.2. Fundamental legislative reforms and turbulent economic conditions have had profound effects upon the context in which housing services are delivered and the issues to which they need to respond. Our work as a local authority has been redefined by the changing legislative context and the consequences of welfare reform. We have strengthened partnerships between housing, health, education and employment to better support our residents and prevent homelessness and to help those who find themselves in crisis.
- 5.3. *Homes for Lewisham* responds to new legislation and policy, stating the ways in which they impact on provision and strategy. It acknowledges the centrality of working in partnership to address many of the key challenges the borough and its residents face.
- 5.4. In developing this new strategy a draft for 2015-20 was prepared by officers. This considered all of the challenges and opportunities that the current and expected future economic and legislative conditions create. The draft strategy responded to these conditions by proposing four organising principles, or priorities, to guide the work of the Council, and its work in support of its partners, over the coming four years. These four areas were:
 - Homelessness and acute housing need
 - Delivery of new homes

- Private rented sector
- Housing conditions and standards

5.5 This draft was presented at Housing Select Committee on 1st October 2014 and revised to better reflect the priorities of the Committee. The revised draft was then taken to public consultation, the results of which have informed the final draft strategy attached as **Appendix 1**. Consultation on the draft strategy began in December 2014.

6. Consultation

6.1 The four key themes that emerged throughout the consultation period, where respondents felt we should build in to, or strengthen in, the final strategy, were as follows:

- Affordability
- Sustainability, energy and climate change
- Involving communities
- Delivering the Housing Strategy

6.2 Public consultation on the draft of *Homes for Lewisham* was opened on the 3rd December 2014 and closed following the Lewisham Housing Summit on Thursday 22nd January 2015. The consultation consisted of the following:

- Online consultation from 3 December 2014 – 19 January 2015
- Lewisham Housing Summit held on 22 January 2015
- housingstrategy@lewisham.gov.uk mailbox was open throughout the consultation process
- Presentation to Lewisham Homelessness Forum
- Presentation to Lewisham Affordable Housing Group (LewAHG)

The consultation was promoted on social media and on the Lewisham website.

6.3 The Online consultation had a small take-up, but results were overwhelmingly positive, with the majority of respondents in agreement with the objectives and aims set out by the draft. Over 90% of respondents either 'agreed' or 'strongly agreed' with each of the Key Objectives outlined in the draft strategy.

6.4 At the Housing Summit, there were eight tables for group discussion. Each table had a key topic for facilitated discussion

- New build and regeneration (x2)
- Private rental sector
- Affordability
- Housing tenures
- Homelessness and temporary accommodation (x2)
- Housing conditions and standards.

Some examples of the key issues were:

- New build and regeneration: there should be a levy on empty land and support innovative models of development
- Affordability: defining 'affordability'. It was strongly felt that there needed to be a distinction between the 'affordable rent' model of 80% market rent and what could be classified as 'truly affordable'; more solutions are needed for those in the 'middle'.
- Homelessness and Temporary accommodation: emphasis on prevention, including through outreach to schools and young people; fighting zero-hour

contracts and ensuring a living wage; ensuring services can be flexible to be accessible.

- 6.5 Written feedback to the consultation was also received from the Lewisham Green Party, Lewisham Affordable Housing Group (LEWAHG), Public Health and the Youth Offending Service.
- 6.7 The draft housing strategy and feedback from consultation was reported to the Housing Select Committee on 28th January 2015 for scrutiny. Councillors supported the draft although minor changes were asked for, in particular regarding greater mention in the strategy of young people and families and the potential for licensing in the private rental sector.

7. Final Housing Strategy

- 7.1 Based on feedback and the results from consultation, a final housing strategy has been developed for consideration by Mayor and Cabinet. The strategy proposes four objectives to guide the work of the Council and its partners and outlines our aims for each key objective. These objective and aims are as follows:

Helping residents at times of severe and urgent housing need

Our aims:

- To reduce all forms of homelessness, including rough sleeping, across Lewisham
- To reduce the number of households living in temporary accommodation
- To mitigate the adverse impacts of welfare reform
- To be able to offer relevant housing options, including supported housing, to vulnerable households in order to maintain or improve their health and wellbeing

Building the homes our residents need

Our aims:

- To work with our communities and partners in order to maximize our ability to deliver well designed and affordable new homes for Lewisham
- To support the development of new homes that meet high standards of design, sustainability, accessibility and energy efficiency to meet the long-term needs of our residents
- To develop modern specialised or supported housing for specific client groups, including both single people and families with support needs
- To innovate and create new models of affordable and sustainable housing, for example Council owned re-deployable housing

Greater security and quality for private renters

Our aims:

- To improve security and affordability for households living in the private rental sector
- To improve conditions in the private rental sector in order to support the health and wellbeing of tenants
- To reduce evictions from the private rental sector
- To work together with our partners to improve conditions in the sector and target rogue landlords and the most dangerous properties

Promoting health and wellbeing by improving our residents' homes

Our aims:

- To work with Lewisham Homes, Regenter B3 and our Housing Association partners in order to enable further improvements to residents homes and the local environment
- Contribute to improving the energy efficiency of our homes and reducing carbon emissions to support warm, healthy homes and protect the environment
- To support independent living and reduce risks for vulnerable residents, including excess cold, flood risk and overheating
- To take a strategic approach to securing the future of our homes, looking to re-provide homes where this is the most feasible way of improving standards

7.2 The full housing strategy is attached as **Appendix 1**.

8. Delivering the Housing Strategy

8.1 A section on the delivery of the strategy has been added following feedback from consultation.

8.2 The delivery of the housing strategy will be subject to monitoring and review with annual updates made and reflected in the action plans for each of the four key objectives. The strategy is supported by a number of policies and service delivery plans. Lewisham's *Sustainable Communities Strategy* continues to provide the overarching vision for the borough, and the housing strategy supports the core principles identified in this strategy

8.3 Monitoring will ensure continued relevance in light of potential changes to national, regional or local policy and ensure that the strategy is able to respond to such changes. Action plans and service delivery plans will support the overarching vision of the housing strategy, and will ensure that delivery is timely, relevant and measurable in terms of making real progress on delivering the vision and aims set out in the strategy.

9. Financial implications

9.1 This report sets out the draft housing strategy, *Homes for Lewisham 2015-20*. The strategy sets out the Council's policy for tackling the Housing Challenge and for

delivering housing services. The approval of the draft policy has no direct financial implications.

- 9.2 The budget report, agreed by Mayor and Cabinet on 11 February 2015, set out the capital and revenue resources available for housing services and provision for 2015/16. As the Strategy develops, the financial implications of implementing the policy will need to be contained within the resources agreed and considered as part of the Council's overall Budget Strategy for future years,

10. Legal implications

- 10.1 Section 87 of the Local Government Act 2003, requires local housing authorities to produce and adopt Housing Strategies. The local Housing Strategy must be adopted at a meeting of the Authority's Full Council. The London Borough of Lewisham's Constitution, at paragraph 4.2 of Article 4 confirms the fact that the Housing Strategy is one of a number of plans and strategies "...which make up the Council's policy framework". The local Housing Strategy, pursuant to section 28 of the Greater London Authority Act 2007, should 'be in general conformity with the London Housing Strategy' prepared by the Mayor of London.
- 10.2 Meeting the Council's statutory housing obligations is reflected in the objectives of the housing strategy: statutory homelessness duty; provision of housing advice and landlord responsibilities.
- 10.3 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.
- 10.4 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.
- 10.5 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.
- 10.6 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/>

10.7 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

11. Crime and disorder implications

11.1 The Strategy is fully aligned to the authority’s prevention of crime agenda and the wider initiatives of the Local Strategic Partnership.

12. Equalities implications

12.1 *Homes for Lewisham* is underpinned by the principle of reducing inequality and narrowing the gap in outcomes for citizens. The strategy focuses on the promotion of equal opportunities and overall has a positive impact on reducing inequality.

12.2 An Equalities Analysis Assessment (EAA) of the draft Housing Strategy has been completed and is attached as **Appendix 2**. All actions identified in the EAA will be incorporated into the implementation action plan of the housing strategy and reviewed regularly.

13. Environmental implications

13.1 Sustainability is a major theme of the strategy. *Homes for Lewisham* sets out a number of priorities and strategic objectives which will deliver improved housing management, better and more sustainable design for new developments and improvements to existing homes, which will ensure they are more environmentally friendly.

13.2 Sustainability – delivering together efficiently and effectively and taking into account the long term implications on our environment is a key principle which underpins the strategy.

14. Conclusion

Lewisham’s Housing Strategy sets out our key objectives and aims to address housing need, increase housing availability across all tenures, improve housing quality and sustainability and link housing with opportunities for employment and better health and educational outcomes.

Background documents and originator

Name	Date	Location
Shaping Our Future: Lewisham’s Sustainable	2008	https://www.lewisham.gov.uk/mayorandcouncil/aboutt

Community Strategy 2008-2020		hecouncil/strategies/Documents/Sustainable%20Community%20Strategy%202008-2020.pdf
People, Prosperity, Place: Lewisham's Regeneration Strategy 2007-2020	2007	http://www.lewisham.gov.uk/inmyarea/regeneration/Pages/People-Prosperity-Place.aspx



Homes for Lewisham

Lewisham Housing Strategy 2015-2020

25 March 2015

Contents

Foreword

Introduction

The Housing Challenge

Key objective 1: Helping residents at times of severe and urgent housing need

Key objective 2: Building the homes our residents need

Key objective 3: Greater security and quality for private renters

Key objective 4: Promoting health and wellbeing by improving our residents' homes

Delivering the Housing Strategy

Glossary

Foreword

Cllr Egan

Good quality, safe and affordable housing is a fundamental right for everyone. We all need a place we can call "home".

However, living in London has simply become unaffordable for many. The number of new homes being built in the capital has not kept pace with the needs of a growing population. Recent changes to the grant regime to support affordable homes and ongoing welfare reforms have combined to create a huge increase in the numbers of people facing homelessness. As the demand for private rented property has increased so too have the rents which ordinary Londoners struggle to keep up with. We have reached a crisis point and something needs to change.

We need more decent homes across all tenures for all of our people so that London can continue to thrive and be the economic dynamo that supports the rest of the UK economy. In particular we need to ensure that there is an increase in the supply of affordable homes for those who have least capacity to pay unaffordable market rents.

Here in Lewisham, our aim is to make a real difference to people's lives. We can and we will build more genuinely affordable homes, improve living standards in our existing properties and help our residents reduce the cost of running their homes through energy efficiency improvements. We will also continue to reach out to support residents who find themselves in genuine difficulty and faced with unavoidable homelessness.

In order to increase opportunities for our residents, we will work with developers to attract the private investment our borough needs. Such partnerships will enable us to shape the form this investment takes, putting local people first to support the development of sustainable communities.

This strategy sets out how we will accelerate our efforts to meet the challenge. We are already doing some fantastic work. In the next few years we will complete our Decent Homes programme ahead of schedule. The Council, in partnership with Lewisham Homes, has already started building new council housing for the first time in decades. We will work with our local communities, partner Housing Associations, developers, the Greater London Authority (GLA) and other stakeholders to do everything we can to increase housing supply

here in Lewisham. I will also be working with my colleagues at London Councils to ensure there is a collaborative and concerted effort across London.

Together, we will ensure that we continue to build strong, prosperous and thriving communities.

Cllr Handley

Since becoming Chair of the Housing Select Committee in 2012, I have been pleased to lead the Select Committee to drive improvements in services in order to best support our local communities.

Our 'one stop shop' Single Homelessness Intervention and Prevention (SHIP) service and the Housing Options Centre (HOC) offer improved services to residents facing homelessness, and by working with our voluntary sector partners we have been able to provide extra support for rough sleepers.

Successful partnerships have also enabled us to access millions of pounds of funding for specialist housing, starting by building new state of the art new homes for older people. These schemes will not only provide fantastic new homes for hundreds of people, but they also help to 'unlock' family housing.

Despite financial challenges, we have continued to improve people's homes through the Decent Homes project, as well as grants to increase energy efficiency. We have also shown that we are not afraid to crack down on the worst offenders, licensing Houses in Multiple Occupation (HMOs) and setting up a team to drive out dangerous 'rogue' landlords.

With this strategy, we set out our commitment to work with our communities and our partners towards the aim of ensuring high quality housing for all our residents. By doing so, we can make Lewisham a fairer and more prosperous place to live.

Introduction

Our housing strategy, ***Homes for Lewisham*** supports our overarching vision which is set out in Lewisham's ***Sustainable Community Strategy***. A good quality and secure home is the starting point for all of us in any community. Here in Lewisham we recognise that suitable housing is central to creating dynamic and prosperous communities, well connected to the opportunities that London offers. This strategy sets out our commitment to support Lewisham's citizens in accessing and living in good quality housing that improves their opportunities for employment, education, health and wellbeing.

The global financial crash in 2009 and the subsequent recession in the UK have had a dramatic impact on people's lives. There has been significant pressure on citizens' resources and their ability to keep pace with the rising cost of living. For many Londoners, the problems of economic instability, unemployment, precarious employment contracts and stagnating wages have been exacerbated by rapidly rising house prices and rents. Economic circumstances have also constricted private sector development over a prolonged period.

Together with this unprecedented squeeze on public finances, the significant reduction in Government grant for affordable house building has pushed us to crisis point in terms of housing supply and demand.

While London's population has grown rapidly over the last 10 years, its housing supply has not kept pace. Across London, there is a projected growth of 40,000 households a year for the next 25 years.¹ It is clear that tackling the housing challenge will play a central role in determining London's growth over the next decade and in responding to the wider challenges posed by developing the city's economy and infrastructure.

Homes for Lewisham sets out our response to this challenge. In writing this strategy, we acknowledge the importance of working together with other Local Authorities, the Greater London Authority (GLA) and our partners in order to respond effectively. We have consulted and listened to our communities and our partners, and much of their input is reflected in this final document. They will now play a central role in how the strategy is delivered.

¹ 2013 round demographic projections, GLA

A Housing Strategy for 2015-20

Our new housing strategy will help to address the challenges our residents face. We want to support our families and citizens as they seek to secure a suitable home that is affordable and sustainable so that they can put down roots for themselves and their children. This will require us to work with partners across all sectors to maximise the number of new homes built across all tenures. The Council itself will explore innovative ways of building new homes and searching out new routes to finance more affordable social housing.

We will also need to explore the potential for improving security and affordability in the private rental sector. We will examine the feasibility of accreditation and licensing schemes to test their applicability and purposefulness in Lewisham. We will also improve on our ability to tackle rogue landlords who exploit our most vulnerable tenants.

Our focus will continue on ensuring that our existing housing stock is made decent, safe and suitable for our residents, including those with additional support and care needs.

Feedback from consultation on our draft Housing Strategy highlighted the growing importance of affordability to our partners and residents, and affordability is central to the objectives of this housing strategy. Lewisham Council will continue to champion the importance of truly affordable housing linked to household incomes, and will support our existing communities throughout this time of change.

Ensuring the delivery of a range of housing options lies at the core of sustaining diverse communities. This will be crucial to ensuring that Lewisham is able to respond to future challenges and will be in the best position to benefit from the developments the future will bring.

Lewisham's housing strategy is driven by four key objectives:

- 1. Helping residents at times of severe and urgent housing need**
- 2. Building the homes our residents need**
- 3. Greater security and quality for private renters**
- 4. Promoting health and wellbeing by improving our residents' homes**

We have identified aims for each key objective, which will inform our annual action plan and shape the implementation of the strategy. Additional information on the principles that will guide the implementation of this strategy is outlined in ***Delivering the Housing Strategy***, which outlines our approach to involving local communities and working with partners.

The key objectives and aims in this strategy do not describe everything we will do. They are designed to help us focus on the most pressing issues and describe our approach to addressing these issues in a way that will be achievable over the next five years.

The following principles underpin this strategy:

- **Reducing inequality – narrowing the gap in outcomes for citizens**
- **Working in partnership – tackling challenges that can only be addressed through positive collaboration**
- **Promoting prevention – empowering our residents with the tools to help themselves and our communities**
- **Sustainability – delivering together efficiently and effectively and taking into account the long-term implications on our environment**

The housing challenge

Population boom

London's population is booming. It has grown rapidly, from 6.8 million in 1986 to 8.4 million in 2013, and is now predicted to surpass 8.6 million by 2016.² Latest figures suggest that our current population is bigger than it has ever been before. London's economy is also growing rapidly. Between 1997 and 2012 London's economy more than doubled in size, growing from £147 billion to £309 billion, making a key contribution to the world's economy.³ The recent recession has hit the UK hard and has had a real impact in the borough, but London has been more resilient than many other parts of the country. Here in Lewisham our diverse communities live together and are able to access the opportunities available in this prosperous and exciting city. As Londoners, Lewisham's population benefits from the numerous opportunities and possibilities which arise from living in the capital; they also play an intrinsic part in its success.

Of course this success brings challenges. A growing population inevitably puts pressure on our infrastructure. Transport, healthcare, education and environmental services are all required to respond to greater demand. Since the recession of 2008, the benefits of London's economic recovery have been far from even, and we are witnessing a worrying growth in inequality, exacerbated by reductions to government funding and services.

This strategy recognises the link between these pressures and the population. That is why it is so important that any consideration of housing needs is connected to the wider concerns around the long-term regeneration and development of Lewisham, and indeed London as a whole.

However, the focus here is on the massive shortfall in housing supply across the capital and in this borough. *Homes for Lewisham* also deals with the consequences of that shortfall including homelessness, a lack of affordability at all levels, a rocketing private rented market and the need to modernise and make decent our social housing stock.

² Mid-year population estimates, Office for National Statistics (ONS), and 2013 round demographic projections, Greater London Authority (GLA)

³ Regional Gross Value Added statistics, ONS, 2013

Approximately 290,000 people live in Lewisham and our population is projected to increase by at least another 15,000 by 2018.⁴ Over the next two decades Lewisham is forecast to see the second highest rate of population growth in Inner London.⁵

Lewisham's population is comparatively young, with one in four residents under the age of 19.⁶ Compared to other areas of the country, Lewisham's older population is relatively small. However, the profile of our population is also due to change. The number of people aged over 65 decreased between 2001 and 2011 but has now risen to comprise around 10 per cent of the population. This is projected to rise by 65 per cent between 2012 and 2032. The population of people aged over 85 is also projected to rise significantly, and is predicted to double from 3,000 to 6,000 over the same time period.⁷

There are around 116,600 households in Lewisham, predicted to increase to 146,800 by 2031.⁸ The average size of households in Lewisham decreased steadily throughout the 20th century, in common with the rest of London, but the a lack of affordable housing now means that this is slowly increasing, leading to increased overcrowding.

The Government, London Councils, the GLA, the construction industry, RSLs and numerous others have predictions for housing demand and supply over the next few years. Although estimates differ, the one common conclusion across the sector is that even if we develop and build rapidly we are unlikely to keep pace with demand. For us in Lewisham, this has major implications for future affordability and housing tenure.

Changing tenure

Population growth, limited supply of new homes and the resulting increase in house prices have caused profound shifts in patterns of tenure across London and Lewisham.

Approximately 55 per cent of Lewisham's population now rent, either in the private or social sector. There has been a slight decrease in social renting and in the number of homes that are owned outright, but the private rented sector has increased significantly, doubling in size over the last 10 years to over 25 per cent.⁹

⁴ Lewisham's Joint Strategic Needs Assessment (JSNA)

⁵ Sub-National Population Projections, ONS, 2013

⁶ Lewisham's JSNA

⁷ 2012-based Subnational Population Projections for Local Authorities in England, ONS, 2014

⁸ South East London SHMA

⁹ Census of Population Table KS402EW, ONS, 2011

House prices and rents

Across London and in Lewisham, house prices and rents have increased steadily over recent years. London house prices are now 78 per cent higher than the UK average, the widest gap since at least the late 1960s.¹⁰

In Lewisham, the median house price increased from around £226,000 in 2009 to approximately £341,032 in 2014; an increase of 51 per cent.¹¹ Local monitoring data has shown an increase in the median monthly rent for a 2-bed property in the borough from £901 in 2011 to £1,065 in 2014.¹²

The housing market in Lewisham is far from uniform and house prices and rents generally decrease from north to south. On average, house prices in Blackheath are more than double those in Bellingham. Concerns about the affordability of housing particularly focus on the ability of households to access the market. For this reason the relative affordability of the cheapest housing in the borough is key. Lower quartile prices and house prices offer a basis for this.

For residents living in the private rental sector, the median rent in Lewisham at the end of December 2014 was £1,000 per month.¹³ A household spending 33 per cent of its gross income on housing costs would need an income of £36,000 i.e. roughly the median borough household income to afford this.¹⁴

At the beginning of 2015, house prices were lowest in Whitefoot ward, where the average house price recorded by the Land Registry was £245,304.¹⁵ Based on a 10 per cent deposit and a mortgage based on 3.5 times household income this would be affordable to a household with an annual income of £63,078 – 1.7 times higher than the borough median household income of £36,145

Even at the lowest end of the property market, home ownership remains unaffordable to two thirds of Lewisham households.

¹⁰ GLA analysis of House Price Index quarterly data from Office for National Statistics

¹¹ Average house prices by borough, ward, LSOA and MSOA, Land Registry, February 2015

¹² South East London SHMA Core Data Report

¹³ Valuations Office Agency, Private Rental Market Statistics, February 2015

¹⁴ Live Table 582, DCLG; Annual Survey of Hours and Earnings, 2008 & 2013, ONS; CACI Paycheck.

¹⁵ Land Registry, Average house prices by borough, February 2015

Acute need and housing crisis

Homelessness, and rough sleeping in particular, is the most obvious expression of housing need. In Lewisham, the number of accepted homeless applications increased by 24 per cent between 2010 and 2013, and the number of households in temporary accommodation has increased by 76 per cent over the last 5 years.¹⁶ Across London, the number of households placed in temporary accommodation is increasing. Lewisham is no exception to this trend. Furthermore, it is estimated that the number of people sleeping rough in London rose by 13 per cent between 2011/12 and 2012/13.¹⁷

Quality and sustainability

Alongside some of the country's finest housing, London has some of the worst housing conditions, and this has a direct impact on quality of life, health and educational attainment. In 2012, 22 per cent of homes in London were estimated to fall below the Decent Homes standard.¹⁸ Too many households live in unsuitable conditions, and overcrowding is a growing problem. Overcrowding rates are far higher in the rented sector. 14 per cent of social renting households and 13 per cent of private renting households in London are overcrowded, compared to just 3 per cent of owner occupied households.

Overcrowded accommodation has been identified as a problem for their family by over 20 per cent of parents interviewed in a recent Lewisham survey.¹⁹ Poor quality housing is a major contributing factor to poor health in children, with up to a 25 per cent higher risk of severe ill-health and disability during childhood and early adulthood.²⁰

11 per cent of Lewisham households are classified as vulnerable and living in 'non-decent' housing according to the South East London Strategic Housing Market Assessment (SHMA) published in 2014.²¹ Lewisham Council and our partners are carrying out a programme of works to improve conditions in social rented housing and properties owned by housing associations, funded through the Decent Homes programme. 100 per cent of properties stock transferred to housing associations in Lewisham now meet the Decent Homes Standard but of course there is an ongoing need to ensure that existing housing is suitable and of a high quality.

¹⁶ P1E data, DCLG, 2014

¹⁷ Street to Home annual report 2012/13, Broadway, 2013

¹⁸ Housing in London, GLA, 2012

¹⁹ Area wellbeing profile for Lewisham, 2013

²⁰ Area wellbeing profile for Lewisham, 2013

²¹ South East London SHMA

The quality of housing in the private rental sector is a particular concern. An estimated 21 per cent of households in the private sector were found to be living in unsuitable homes, with category one Housing Health and Safety Rating (HHSRS) hazards.²²

There is an additional challenge in ensuring suitable housing for older people and those with additional care and support needs. In Lewisham, the number of older people with mobility difficulties is projected to increase by 5 per cent between 2012 and 2020. The number of working age people with physical disabilities is anticipated to increase even more rapidly, by 20 per cent over the same period.²³

As a result, there is a pressing need to ensure that Lewisham can provide suitable housing for older people and those with additional care needs. In part, this will be met through facilitating adaptations to allow residents to stay in their own homes for longer. It will also necessitate upgrades to existing sheltered housing and the delivery of new specialist care and supported housing.

82 per cent of all housing in Lewisham was built prior to 1973. Local monitoring data suggests that only 3 per cent of our housing stock has been built since the turn of the millennium.²⁴ This has implications for stock condition and energy efficiency, as older homes are often more expensive to heat, maintain or upgrade to meet modern standards. Fuel poverty is a growing issue for households as energy costs rise. Improving the condition of the housing stock has an important role to play in avoiding risk of fuel poverty. Our housing, regardless of age, needs to be able to be adaptable and sustainable.

Delivering new homes

A shortage of all forms of housing is a major contributor to house prices increasing beyond the level at which households on average incomes can afford them. Affordability is central to securing financially sustainable housing options. Lower rents and market values can reduce dependence on housing benefit, representing a saving to the public purse and improving choice for low income households. Delivering affordable housing is crucial to supporting London's wider economy and infrastructure. Investment in affordable housing often underpins the delivery of housing in general.

There are various assessments as to the projected level of housing need in London and in Lewisham. The GLA, London Councils and the boroughs in Lewisham's regional partnership

²² Housing stock models update for the South East London Housing Partnership, Building Research Establishment, 2009

²³ Projecting Older People Population Information (POPPI), 2013

²⁴ Projecting Adult Needs and Service Information (PANSI), 2013

all have different estimates. Demand for new homes is not a science and based on combining intelligence from a variety of sources we estimate that between 1,385 and 1,600 new homes are required each year to cope with increasing demand. The Strategic Housing Market Assessment (SHMA) estimates that 1,144 will need to be 'affordable'.²⁵

The provision of new housing is subject to an assessment of capacity and targets by the GLA. Currently capacity in Lewisham is considered to be 1,385 homes a year – this is the target figure set out in the Council's Core Strategy that was adopted in 2011.²⁶

However, the annual need as estimated through the South East London SHMA is greater than this. These reports suggest that the demand for new homes outstrips our capacity to build. This challenge is London-wide, and in order to deliver the new homes we need, we will have to work together in partnership with neighbouring boroughs.

Welfare reform

The Government's Welfare Reform agenda has had a significant impact on housing need and how it can be met. The introduction of an overall weekly benefit cap of £500 per week in 2013 has resulted in a shortfall of housing benefit for larger households, especially in the private rented sector. 475 Lewisham households were affected in January 2014 according to figures from The Department for Work and Pensions (DWP).²⁷

Additionally, the size criteria for housing benefit for social housing tenants were amended in 2013. Housing benefit is no longer payable on 13 per cent of the rent of a home under-occupied by one bedroom and by 25 per cent of the rent payable on two bedrooms. This is referred to by many commentators as the 'bedroom tax' and by government as removing 'the spare room subsidy'. As of March 2014, 2,572 Lewisham households were affected by the 'bedroom tax'.

Proposals for introducing direct housing benefit payments to residents as part of Universal Credit is of particular concern for tenants in the private sector. Lewisham was chosen as a pilot local authority for the introduction of Universal Credit, and found that 80 per cent of residents included in the pilot raised concerns about receiving Housing Benefit through direct payments, highlighting the support that some residents will need to manage finances and avoid eviction.

²⁵ South East London SHMA, based on Cobweb Consulting report using data from ONS Census 2011, English Housing Survey 2010-2012 and GLA SHMA (2013) and SELHP Administrative data (final quarter 2013).

²⁶ Further Amendments to the London Plan

²⁷ Benefit Cap data, DWP, January 2014

Key objective 1: Helping residents at times of severe and urgent housing need

Homelessness is the most extreme form of housing need. Rough sleeping is the most visible aspect of homelessness, but many homeless families live in temporary accommodation or in unsuitable and unstable conditions, unable to afford a home of their own.

Not having a decent home affects all areas of life – from being able to sustain employment to ensuring that children and young people are able to attend and succeed in school. But having a home is about more than just having a roof over your head. Homeless people suffer high levels of stress from their lack of control over their housing situation, high levels of poverty and often poor living conditions. It is socially isolating, and disrupts communities.

Lewisham Council has a duty to assist households in priority need who are not intentionally homeless, including the provision of temporary accommodation.²⁸ Yet most of all, the Council recognises the damaging effects of homelessness for our communities, and the destruction it can cause to people's lives. The financial burden of providing temporary accommodation when other forms of housing are simply inaccessible can also have a devastating impact on our ability to provide other Council services. The cost of homelessness affects everyone.

The causes of homelessness are complex, but recent increases have been driven in particular by increases in evictions from the private rented sector.

²⁸ Temporary accommodation is housing such as Bed and Breakfast (B&B) or hostel accommodation that may be used in an emergency to accommodate households who are homeless.

The problem of homelessness and of providing good quality, affordable, homes for all households is a strand that runs throughout this strategy. The inter-related issues of homelessness, temporary accommodation and cost have to be addressed.

An increase in the supply of affordable housing is a key part of the solution and is covered in **key objective 2** of this strategy. Greater availability of housing of all tenures, especially affordable housing, means households have to spend less time in temporary accommodation waiting for a suitable settled home.

Prevention of homelessness is fundamental to ensuring that residents are able to sustain employment and to minimise disruption for families. It is essential that prevention is at the centre of a policy of reducing homelessness, which will in turn reduce pressures on temporary accommodation. The Council's services therefore will increasingly be geared to this aim.

Lewisham Council can also look to improve our temporary housing. This will also help us to relieve budgetary pressures. For example, the Council can move from relatively costly private sector provision such as bed and breakfast and "nightly paid" to better quality provision in the private rented sector that is developed, owned and controlled by the Council or its housing association partners. For some, we may be able to support them to find their own housing in the private rented sector. This will enable families to have greater choice and control over where they live.

Housing services provided by the Council are aimed at the most vulnerable and those in the most urgent need, based on a customer-focused approach. For other households, resources to provide face-to-face advice and assistance may simply not exist. There will therefore be an emphasis on self-help, based on the Council providing online information about housing options, including development of a housing options 'toolkit'. For many households, it is desirable to provide specialist advice alongside information about housing options – for example advice about managing debt and support in seeking and sustaining employment.

Housing needs other than homelessness still need to be addressed; otherwise they contribute to future homelessness and have a detrimental effect on residents' health and wellbeing. Overcrowding is one such need. There is some scope for relieving overcrowding by freeing up accommodation through supporting tenants who wish to 'downsize' for example through the Council's Trading Places scheme.

Since 2010, the Council has seen a decrease of 53 per cent in the number of properties available for letting. These 'lets' are the social rented properties available, and the decrease

in lets represents the loss of social housing through Right to Buy, as well as residents living in social housing choosing to stay in their homes longer due to disincentives to moving such as higher 'affordable' rents, fixed term tenancies and the costs of moving.

As a result of the decline in available 'lets', we are finding it increasingly difficult to find affordable homes for families who need them. Prevention of evictions from the private rented sector and use of the private rented sector to provide temporary or 'settled' accommodation are key elements of reducing homelessness, addressed separately in **key objective 3**.

In order to prevent homelessness, we will take a proactive approach to supporting residents at risk of homelessness. For example, by seeking to move residents at risk of eviction from the private rental sector into alternative, more secure, private rental accommodation before tenancies are terminated or using Discretionary Housing Payments to help those affected by the benefit cap.

Close partnership working with voluntary agencies is central to addressing increases in rough sleeping in recent years. It will be necessary to plug the gaps left by the end of sub-regional funding for the Rough Sleeping Staging Post that Lewisham has led on, and the associated voluntary sector run schemes for accessing the private rented sector.

We will need to provide information and advice to young people about housing, so that they are aware of their options if and when they choose to start living independently, and to prevent them from running into difficulty later on in life.

For single homeless people, including rough sleepers, the Single Homeless Intervention and Prevention Service (SHIP) offers a single point of contact to provide specialist advice for single households in housing need.

SHIP is the point of access for any single people in the borough who are homeless, or threatened with homelessness. Seeing approximately 2,000 people each year, SHIP provides advice on housing issues and access into Supported Housing Pathways as well as other temporary and permanent housing options.

The SHIP team also leads on and co-ordinates the move on of clients from the Supported Housing Pathway, which provides supported housing for those with additional barriers to sustaining tenancies, for example those affected by mental health issues, substance or alcohol dependency and ex- offenders.

Simplifying the process of accessing supported housing and providing a range of accommodation and support options offers a model that is crucial to helping prevent single

homelessness and providing future education, employment and stable accommodation prospects.

Our aims:

- **To reduce all forms of homelessness, including rough sleeping, across Lewisham**
- **To reduce the number of households living in temporary accommodation**
- **To mitigate the adverse impacts of welfare reform**
- **To be able to offer relevant housing options, including supported housing, to vulnerable households in order to maintain or improve their health and wellbeing**

Key objective 2: Building the homes our residents need

For decades Britain has failed to build enough homes to meet the requirements of its citizens. This is now acknowledged by all contemporary commentators on housing, and is seen as the root cause of the current 'Housing Crisis'. The recent Lyons Housing Review predicted that the country could be short of up to two million homes by 2020.²⁹

Across London, there is a longstanding undersupply of new homes. The current backlog across the capital is estimated to be around 349,000 households.³⁰ The most recent assessment of new homes needed in Lewisham suggests that we will need to facilitate the building of approximately 1,600 new homes a year to meet the demand for housing across all tenures.³¹

Lewisham's ambitious regeneration strategy sets out how housing supply will contribute to the development of dynamic and vibrant neighbourhoods, supporting thriving communities for our families and citizens. Equally, regeneration plans and proposals for new transport infrastructure in particular are essential for maximising our capacity for developing new homes.

Working in partnership with other London boroughs, Housing Associations and developers will be crucial to providing the homes we need. We can work jointly on site assembly around regeneration areas, and work together to deliver homes that are well-designed and genuinely affordable to renters and purchasers.

For both the Council and housing associations, genuinely affordable housing may only be achievable through cross subsidy – generating the necessary income from some market rent or sale and a mix of tenures.

²⁹ Lyons Housing Review, 2014

³⁰ Homes for London: The London Housing Strategy 2014, total backlog is estimated to be 349,000 (including housing moves) including 121,000 required additions to the housing stock.

³¹ South East London SHMA

Lewisham's residents and communities will have a critical role to play in ensuring that we can support the development of the right homes in the right places, and can also help us to identify suitable areas for housing regeneration.

Our residents have been the driving force behind some of our most innovative responses to housing problems, for example instigating work on community-led self-build and the development of a Community Land Trust (CLT).

The Council will make every effort to meet housing demand, and to build as many homes as we can. For the first time in 30 years, the Council has started building new homes again. This is going to continue and pick up momentum. We will ensure that the best arrangements are in place for the Council to deliver and fund this programme.

We are also aware of the importance of ensuring that all our new homes are sustainable. This means ensuring new homes are built to a high quality and can adapt over time. We recognise the future implications of changes to the climate (for instance, the need to mitigate flood risk) and that our homes need to be energy efficient in order to sustain low energy costs.

For some groups specialist or supported housing is required. For older residents a programme of building new extra care schemes will continue. Re-modelling and re-provision will ensure that the supply of specialist accommodation meets needs and aspirations. Flexibility of design to support a 'lifetime homes' ethos is a priority for the Council across all housing tenures.

For the Council, building homes for private rent or sale provides the opportunity to develop to its own design standards and to improve the quality of new build housing within the private sector, leading by example. Income generated through these schemes will be re-invested into social and affordable housing.

We recognise the necessity of making best use of our existing properties, such as by bringing empty homes back into use and working to discourage 'land-banking' and 'buy-to-leave' investment.

On sites which are currently vacant awaiting longer-term regeneration, we will pilot the use of re-usable housing. This will use modern technology to assemble factory produced housing to provide temporary residencies for three to four years, before moving the units elsewhere. Lewisham Council are the first Local Authority to develop a 'pop-up' village using this technology. The village will spend its first four years on the former site of the Ladywell Leisure Centre before moving elsewhere. Designed by Roger Stirk Harbour + Partners, the

village will provide temporary homes for 96 people as well as eight units for commercial and civic use.

Ladywell pop-up village is just one example of how we are able to use innovative solutions to the housing challenge. This approach allows us to provide much needed housing quickly, without compromising the long-term use of the site.

Our aims:

- **To work with our communities and partners in order to maximise our ability to deliver well designed and affordable new homes for Lewisham.**
- **To support the development of new homes that meet high standards of design, sustainability, accessibility and energy efficiency to meet the long-term needs of our residents.**
- **To develop modern specialised or supported housing for specific client groups, including both single people and families with support needs.**
- **To innovate and create new models of affordable and sustainable housing, for example Council owned re-usable housing.**

Key objective 3: Greater security and quality for private renters

The rapid and continuing growth of the private rental sector (PRS) over recent years means that the sector is increasingly significant. Across London, the number of households in PRS now exceeds the number in the social rented sector for the first time since the 1970s.³²

A significant amount of housing need is both met by and generated by the sector; over half the housing moves in the borough are within the PRS. It is a dynamic sector characterised by mobility.

In general, there is relatively high resident satisfaction amongst private renters; however the poor condition of a small proportion of properties and how they are managed has a disproportionately damaging impact on the sector as a whole.³³ The Council will not turn a blind eye to conditions that put the health and wellbeing of residents, including the growing number of children living within the sector, at risk.

Although the Council's powers and resources are limited, ensuring the health and wellbeing of residents remains a priority and provides the rationale for how these resources are deployed. Wherever possible the Council will work to improve affordability, stability and standards for private renters.

Therefore we will build on the work that was started in 2013 to target the worst rogue landlords in the borough. We will evaluate this work and build up our expertise and capacity in this area. As part of this, we will investigate the feasibility of establishing a licensing scheme for private landlords, which could allow us to support the best landlords whilst increasing our ability to take enforcement action against rogue and criminal practice.

³² Homes for London: The London Housing Strategy, 2014

³³ The private rented sector in South East London and Lambeth, Cobweb Consulting, 2014

The Council also has existing relationships with a number of good landlords. Using accreditation (e.g. the London Landlord Accreditation Scheme) and various incentives we will develop these further. Incentives may involve grants or loans but can also be about providing support and information to enable landlords to manage to high standards.

Council support may also be needed to ensure that landlords are aware of the requirements they must meet in order to legally let a property to tenants. For example, the 2011 Energy Act established a requirement that rental properties should have an Energy Performance Certificate rating of E or above. Currently, the private rented sector is the least energy efficient tenure of housing with the highest proportion of energy inefficient properties (F and G rated).

One in five households in the private rented sector live in fuel poverty, compared to 8.5 per cent of the owner occupied sector. Energy efficiency is crucial to preventing fuel poverty.

The Council also uses the private rented sector for temporary accommodation and homelessness prevention. We will potentially use PRS for discharge of homeless duty in some cases. In this role the Council ensures that the PRS it uses is affordable (e.g. within Local Housing Allowance levels) and is of adequate quality.

Increasing private sector rents are therefore a major challenge for the Council as it seeks to provide suitable and secure housing for residents in housing need.

Rising rents also reduce affordability for residents living in the PRS. This has an enormous impact on the ability of our residents to afford the basics of life, such as food, gas and electricity. Rent increases impact on the cost of living, and for the ability of our residents to be able to live and raise families without additional Council or government support.

Through working in partnership with other local authorities within the region, we can seek to influence rent levels so that they are genuinely affordable

The Council has an opportunity to influence the provision of new private sector housing through 'institutional investors'. It also has an opportunity to provide its own private renting provision as it seeks to cross subsidise its own new build programme (see **key objective 2**).

The Council can assist private renters by making information about the sector available, including information about tenants' rights and about the role of lettings agents. We will work to improve transparency around letting agency fees and to decrease the financial burden for tenants.

Our aims:

- **To improve security and affordability for households living in the private rental sector.**
- **To improve conditions in the private rental sector in order to support the health and wellbeing of tenants.**
- **To reduce evictions from the private rental sector.**
- **To work together with our partners to improve conditions in the sector and target rogue landlords and the most dangerous properties.**

Key objective 4:

Promoting health and wellbeing by improving our residents' homes

Poor housing conditions such as cold, damp and overcrowding are detrimental to health and wellbeing. Linked to respiratory and cardiovascular illness and excess winter deaths, poor quality housing can also impact on childhood development and mental health.

The Council is currently working through multi-agency initiatives such as Warm Homes, Healthy People and the Lewisham Insulation Partnership to address the link between preventable excess winter deaths and tackling the fuel poverty that affects approximately 8 per cent of Lewisham households.

By working in partnership with agencies across the private, public and voluntary sectors, the Council is able to make the best use of its resources to improve the energy efficiency of homes. We are currently working in partnership to use funding from the Green Deal, the European Union and energy suppliers to make energy related home improvements for residents.

21 per cent of properties in the private sector contain hazards that are classified as category 1 under the Housing Health and Safety Rating System, such as inadequate thermal comfort. Achieving greater thermal efficiency and tackling fuel poverty in the growing private rented sector (see **key objective 3**) represents a particular challenge.

For some owner occupiers support and advice may be necessary to release equity in order to bring about the most essential improvements.

Improvements to affordable housing through capital and planned investment programmes and the Decent Homes programme can be delivered for residents by Lewisham Homes and Regenter B3 (council housing) or by local housing associations.

Partnerships with housing associations mean the Council is able to influence investment in order to support wider goals such as improved health and wellbeing. All properties stock-transferred from the Council to Housing Associations since 2009 now meet the Decent Homes Standard, but continuing investment is needed to maintain this.

All homes managed by Regenter B3 and over half of those managed by Lewisham Homes now meet the Standard. By the time the programme completes in 2017, a total of £94.4m will have been invested in carrying out housing improvements through the scheme.

As well as improving existing homes, it is imperative to ensure new housing is well designed to adequate standards of thermal efficiency, accessibility and space. For some existing homes, particularly those owned by the Council, it may be more effective to re-provide than to carry out improvements. Some of the Council's sheltered housing is an example, and new extra care schemes will be required to replace older sheltered housing schemes that are no longer fit for purpose.

For older or vulnerable residents in all tenures, improvements to their homes can enable them to stay in their own homes longer. Handyperson, home improvement and adaptation services are central to this. With growing demand on resources such as Disabled Facilities Grant, the Council has to constantly seek the greatest possible cost-effectiveness in the delivery of such services.

Cost effectiveness can be supported by ensuring all social housing providers are supported in operating Minor Adaptations Without Delay Working. We will also explore the extent to which it is feasible to install adaptations on an entirely preventative basis – so that we can establish whether the cost of 'preventative' adaptations could be justified by the avoidance of costly hospital admissions.

Health and wellbeing can also be achieved through environmental improvements such as improving the external space around housing. When improving our residents' homes, we must also consider our parks and the public spaces that surround our homes and communities.

Our aims:

- **To work with Lewisham Homes, Regenter B3 and our Housing Association partners in order to enable further improvements to residents homes and the local environment.**
- **Contribute to improving the energy efficiency of our homes and reducing carbon emissions to support warm, healthy homes and protect the environment.**
- **To support independent living and reduce risks for vulnerable residents, including excess cold, flood risk and overheating.**
- **To take a strategic approach to securing the future of our homes, looking to re-provide homes where this is the most feasible way of improving standards.**

Delivering the Housing Strategy

Homes for Lewisham will be a driver for change. The strategy sets out the areas of greatest challenge, and provides a common goal for all our partners to work towards. It outlines our ambitions for housing in Lewisham, and our commitment to our communities. Supporting this strategy are other plans which provide more detail on how specific challenges will be addressed, how local opportunities will be realised and what resources are available.

Relationship with other strategies and plans

Lewisham's *Sustainable Communities Strategy* continues to provide the overarching vision for the borough until 2020. *People, Prosperity, Place* is our regeneration strategy and sets out our vision for future development and infrastructure investment. *Homes for Lewisham* supports the overarching vision set out in these documents and our continued commitment to making Lewisham the '*best place in London to live, work and learn*'

Planning policy is set out in the *Local Development Framework (LDF)*. The *Core Strategy* is the main LDF document. It is our plan for the future and sets out the key decisions about how much development will happen in the borough and where, when and how it will take place. All planning applications are assessed using the policies set out by the Core Strategy, which also provides further detail on how we will seek to improve the built environment, provide more affordable housing and employment spaces, respond to climate change and provide facilities for our communities.

We are working towards making more of our resources available online, so that they can be easily updated. We will also continue to commission and publish research to inform our policies.

Monitoring and performance

The delivery of the housing strategy will be subject to monitoring and review with annual updates made and reflected in the action plans for each of the four key objectives. The

strategy is supported by a number of policies, and more detailed service delivery plans. Strategic decisions regarding the delivery of our housing services are made through the Housing Select Committee and Mayor and Cabinet. Committee and Cabinet meetings are open to members of the public and minutes are published on the Lewisham Council website.

Monitoring will ensure continued relevance in light of potential changes to national, regional or local policy and ensure that the strategy is able to respond to such changes. Action plans and service delivery plans will support the overarching vision of the housing strategy, and will ensure that delivery is timely, relevant and measurable in terms of making real progress on delivering the vision and aims set out in the strategy.

Commitment to equality

The council has a duty to promote equality, tackle discrimination and encourage participation in public life. As part of the development of this strategy we have conducted an Equality Impact Assessment. Reducing inequality and supporting the development of sustainable communities is at the core of all Lewisham Council policies.

Our main partners

Greater London Authority (GLA)
Lewisham Affordable Housing Group (LEWAHG)
Lewisham Homelessness Forum
Lewisham Tenants Fund (LTF)
London Councils
Regenter B3
South East London Housing Partnership (SELHP)

Get in touch

If you would like to find out more about this strategy, or any of the partnerships listed above, contact us at Housingstrategy@lewisham.gov.uk

Resources

If you require help with housing or need to access homeless services, an online directory can be found at www.homelesslondon.org

A list of social housing providers in Lewisham can be found on the Council website <http://www.lewisham.gov.uk/myservices/housing/Social/Pages/default.aspx>

First Steps provides a search service for residents looking for affordable housing in London <https://www.sharetobuy.com/firststeps>

Action Plan

Helping residents at times of severe and urgent housing need

To reduce all forms of homelessness, including rough sleeping, across Lewisham	To reduce the number of households living in temporary accommodation	To mitigate the adverse impacts of welfare reform	To be able to offer relevant housing options, including supported housing, to vulnerable households in order to maintain or improve their health and wellbeing
Undertake outreach projects with schools to educate young people about their housing options	Facilitate access to well-managed, high standard PRS to provide medium to long-term housing solutions both in and out of the Borough for homeless families and single people	Support residents who find themselves at risk of homelessness e.g. through Discretionary Housing Payments	Review our allocations policy and develop a housing options 'toolkit' to provide online housing advice
Work in partnership with voluntary sector agencies to tackle increases in rough sleeping	Develop options to discharge to the private rental sector as an alternative to temporary accommodation	Use preventative services to support residents to mitigate negative economic impacts of welfare reform e.g. advice and support on budgeting	Improve information, advice and guidance on housing options
Work through the SELHP to keep down the cost of temporary accommodation	Provide a greater number of alternatives to temporary accommodation	Support residents to access good quality accommodation that is suitable and affordable for them, both in Lewisham and outside the borough	Support residents to 'downsize' in order to free up larger affordable accommodation for families in need
Deliver comprehensive prevention services to meet demand	Ensure that Council decisions on intentional homelessness continue to be robust		Deliver a Social Lettings Agency to access private sector accommodation to meet demand across all Council departments

Building the homes our residents need

To work with our communities and partners in order to maximise our ability to deliver well defined and affordable new homes for Lewisham	To support the development of new homes that meet high standards of design, sustainability, accessibility and energy efficiency to meet the long term needs of our residents	To develop modern specialised or supported housing for specific client groups, including both single people and families with support needs	To innovate and create new models of affordable and sustainable housing, for example Council owned re-usable housing
Ensure that the provision of genuinely affordable housing is maximised through working with Planning (and S106).	Shape wider housing projects to address energy and carbon issues.	Develop new extra care housing for older people using modern design standards (e.g. HAPPI).	Pilot the use of re-usable housing and other technologies that will allow us to quickly deliver new homes on vacant sites.
Bring empty homes back into use, with a focus on providing good quality housing for homeless.	Ensure new build meets high standards for energy efficiency, supporting the Zero Carbon Standard.	Implement a strategy for older people’s housing.	Support groups of residents to commission and/or build their own affordable homes.
Devise a programme of low cost home ownership for local residents.	Ensure that energy efficiency and resident fuel costs are reflected in decisions about long-term investment and regeneration.	Review, and where possible deliver, options to increase the supply of supported housing options e.g. for residents with autism.	Review the potential for additional funding streams to maximise our overall housing delivery.
To work with and support resident-led development, for example through tenant management organisations.			

Greater security and quality for private renters

To improve security and affordability for households living in private rental sector (PRS) accommodation	To improve conditions in the PRS in order to support the health and wellbeing of tenants	To reduce evictions from the PRS	To work together with our partners to improve conditions in the sector and target rogue landlords and the most dangerous properties
Review options to licence private landlords, working across Boroughs where beneficial.	Use loans and grants to support the health and wellbeing of vulnerable tenants.	Provide online advice and guidance about tenants' rights.	Continue to tackle rogue landlords in the borough.
Support the development of new models of private renting by professional landlords, potentially including the Council itself.	Support institutional investment in the private rental sector in order to raise standards and reduce the cost of renting, including options for linking rents to incomes.	Provide legal advice and liaise with landlords.	Use accreditation and incentives to develop partnerships with the best landlords to promote good practice.
	Work in partnership to review an acquisitions programme with Lewisham Homes.	Work with all landlords through the Lewisham Private Sector Housing Agency to procure properties for private sector leasing.	Adopt an inter-borough and interdepartmental approach to the Council's own use of the private rented sector to avoid inflation of costs.
	Reshape Environmental Health service to increase successful enforcements.	Develop online advice and information for citizens on key areas that contribute to poor housing conditions.	

Promoting health and wellbeing by improving our residents' homes

Page 250

To work with Lewisham Homes and our Housing Association partners in order to enable further improvements to residents homes and the local environment	Contribute to improving the energy efficiency of our homes and reducing carbon emissions to support warm, healthy homes and protect the environment	To support independent living and reduce risks for vulnerable residents, including excess cold, flood risk and overheating	To take a strategic approach to securing the future of our homes, looking to re-provide homes where this is the most feasible way of improving standards
<p>Work with Lewisham Homes to complete the programme of bringing all Council homes up to the Decent Homes Standard.</p>	<p>Contribute to achieving a 44 per cent reduction in carbon emissions in Lewisham by 2020 from a 2005 baseline through improving the energy efficiency of the borough's homes.</p>	<p>Provide grants, loans and interventions to deliver improvements in the owner occupied and private rented sectors</p>	<p>Undertake feasibility studies which consider the best long-term investment strategies for our estates.</p>
<p>Extend the ALMO management agreement with Lewisham Homes in order to anticipate further improvements to resident's homes and housing estates.</p>	<p>Develop and deliver targeted support for households at risk of fuel poverty</p>	<p>Implement arrangements that result in the most prompt and cost-effective installation of adaptations in order to maintain independence and reduce risk of falls and accidents.</p>	<p>Ensure that building new affordable housing remains a priority in regeneration schemes.</p>
	<p>Access external funding on energy and carbon reduction and develop opportunities for renewable and decentralised energy.</p>		<p>Support our housing partners to look at the best ways to improve standards on their estates, including opportunities for re-provision.</p>

Glossary

Affordable rents

Affordable rents were introduced by the Government in 2011 to allow social housing providers to charge up to 80 per cent of the local market rent for the homes they let. These rents are higher than social rent. The housing sector tends to classify housing costs as 'unaffordable' if they amount to more than 35% of net income.

Lewisham Council published a study on the potential implications of affordable rent in February 2014 which can be found here:

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/development-policies/Documents/LewishamCouncilPODAffordabilityStudyFinal.pdf>

Arm's Length Management Organisation (ALMO)

An ALMO is a not-for-profit company that provides housing services on behalf of a local authority.

Bedroom tax

The term 'bedroom tax' is used to refer to the Government's 'removal of the spare room subsidy' in the Welfare Reform Act 2012. The reform means that social sector tenants with rooms deemed to be 'spare' face a reduction in Housing Benefit, resulting in them being obliged to fund this reduction from their incomes. Lewisham Council have set up the Trading Places team to provide support and advice for residents affected by bedroom tax. The team also assist with Housing Moves. For more information visit our website:

<http://www.lewisham.gov.uk/myservices/benefits/housing-benefit/under-occupation/Pages/Trading-Places.aspx>

Bed and Breakfast Accommodation

When you apply to a council for help as homeless, the council decides whether or not you're entitled to temporary accommodation. If it decides you are entitled, you could be offered a room in a guest house or bed and breakfast hotel (B&B). B&B accommodation is a last resort for the council, which is used due to a lack of more suitable accommodation.

Most B&Bs used by the council are not like hotel accommodation, and are often run specifically for homeless families. Residents placed in B&B may have to share facilities with other residents in the B&B. Not everyone who stays in a B&B is offered permanent or settled housing from the council.

Benefit cap

The benefit cap is a maximum limit on the amount of benefit a household can receive. To find out more, visit the Government website: <https://www.gov.uk/benefit-cap>

Buy to leave

'Buy to leave' is a phrase coined to describe cases where investors buy residential property and these are deliberately left empty rather than being let to tenants or inhabited by the owner.

Buy to let

Buy to let refers to the purchase of a property specifically to let out (to rent). A buy to let mortgage is a mortgage specifically designed for this purpose.

Community Land Trust

Non-profit, community-based organisations run by volunteers that are owned and controlled by the community and make housing and other community assets (e.g. community centres) available at permanently affordable levels.

Decent Homes Programme

The Decent Home Standard applies to social housing in England and covers properties rented out by councils and housing associations. Social housing should:

- be free of health and safety hazards
- be in a reasonable state of repair
- have reasonably modern kitchens, bathrooms and boilers
- be reasonably insulated

The Decent Homes Programme refers to the Government-backed funding programme to bring all social housing up to the Decent Homes Standard. The Programme began in 2011.

Discretionary Housing Payments

A discretionary housing payment (DHP) is a short-term payment from your council to help cover some housing costs. DHP does not have to be repaid by the resident. Councils have a limited budget for DHP that can only be used for specific purposes.

Food Poverty

Food poverty is the inability to afford, or have access to, food to make up a healthy diet. It is about the quality of food as well as quantity. It is not just about hunger, but also about being appropriately nourished to attain and maintain health.

Fuel Poverty

The condition of being unable to afford to keep one's home adequately heated.

Greater London Assembly (GLA)

The GLA is a unique form of strategic citywide government for London. It is made up of a directly elected Mayor – the Mayor of London – and a separately elected Assembly – the London Assembly.

Housing Associations

Housing associations are non-profit organisations that rent homes to people on low incomes or with particular needs. This includes both social and affordable rented property, as well as options for low cost home ownership. You can find out about social housing providers in Lewisham here: <http://www.lewisham.gov.uk/myservices/housing/Social/Pages/default.aspx>

Housing Health and Safety Rating System (HHSRS)

The housing health and safety rating system (HHSRS) is a risk-based evaluation tool to help local authorities identify and protect against potential risks and hazards to health and safety from any deficiencies identified in dwellings.

Housing Poverty

Poverty as a result of the high cost of housing, also referred to as 'housing cost induced poverty'. A household can be seen as living in 'housing poverty' if they are not classified as living 'in poverty' before housing costs, but once housing is taken into account the household is found to be living below the poverty line.

Housing-led regeneration

Housing developers, including housing associations and co-operatives are key economic players, not only as landlords and developers, but in their wider role as investors in the regeneration of local communities. 'Housing led regeneration' is a term used to refer to this role of housing providers and developers in supporting a comprehensive and integrated vision and action which leads to the resolution of urban problems.

Intermediate Housing

Housing which falls between 'social housing' (such as traditional rented council housing) and 'open market' housing; intermediate housing is intended to bridge the gap between the two. It was noticed that as house prices increased, the gap between social housing and open market housing grew, meaning people often could not afford to progress from social housing to owning their own home. Intermediate housing tries to bridge the gap as it is 'more affordable', sitting below open market prices but above social housing.

Land Banking

Land banking is the practice of aggregating land for future sale or development. Land is left empty and undeveloped. Speculating on land values for the investment purposes can cause the price of land to increase above market value, with the result that it becomes more expensive to develop new homes as the cost of the land increases.

Lewisham Homes

Lewisham Homes is an ALMO that manages housing on behalf of Lewisham Council.

Lewisham Private Sector Housing Agency

The Agency is a team at Lewisham Council which provides support and advice for tenants in the private rental sector and works to improve standards in the sector. Find out more

information here:

<http://www.lewisham.gov.uk/myservices/housing/landlords/Pages/default.aspx>

Local Housing Allowance (LHA)

Housing benefit that helps pay the rent if you rent from a private landlord. LHA is administered by the local council.

London Councils

A cross-party organisation representing London's 32 borough councils and the City of London. London Councils develops policy and provides London-wide services such as Freedom Pass.

Minor Adaptations Without Delay Working

Protocol which allows housing providers and the Council to carry out assessments for minor adaptations and then install them without the need for additional assessments or applications for grants.

Mortgage

A debt instrument, secured by the collateral of specified real estate property that the borrower is obliged to pay back. Over a period of years, the borrower repays the loan, plus interest and must clear the mortgage in order to 'own' the property. If the borrower fails to make the agreed payments to their mortgage provider, the mortgage provider can repossess the property. A mortgage loan is made against the value of the property.

Multi-Agency Public Protection Arrangements (MAPPA)

MAPPA is the name given to arrangements in England and Wales for the authorities tasked with the management of offenders who pose a serious risk of harm to the public.

Nightly Paid Accommodation

This is accommodation the Council uses to provide temporary housing to households while their applications for housing are assessed. The Council only pays for the accommodation for the nights it is actually used.

Owner occupation

Owner-occupancy or home ownership is a form of housing tenure where a person, called the owner-occupier or home owner, has purchased the home where they live. It refers to residents who own their properties in full, as well as those who lease their property from a bank or building society through mortgage payments.

Private rented sector (PRS)

The PRS can be defined as property that is privately owned and being rented out as housing, usually by an individual landlord. It is the fastest growing tenure in the country, and nearly a quarter of Lewisham residents live in private rented housing.

Regeneration

Regeneration aims to bring about a lasting improvement in the economic, physical, social and environmental condition of an area.

Registered Provider (RP)

Social housing providers registered with the government. The Homes and Communities Agency (HCA) maintains a statutory register of social housing providers (the register) which lists private providers (not-for-profit and for-profit) and local authority providers. Most not-for-profit providers are also known as housing associations.

Registered Social Landlord (RSL)

A registered provider of social housing, also known as a housing association.

Social housing

Housing let on low rents and on a secure basis to those who are most in need of housing or struggling to meet housing costs. Normally, social housing is provided by councils and not-for-profit organisations such as Housing Associations.

Social rent

Social housing. Rent levels for social housing are controlled, with limits to rent increases set by law so that they are kept affordable.

South East London Housing Partnership (SELHP)

The Partnership is made up of the boroughs of Bexley, Bromley, Greenwich, Lewisham and Southwark and includes our main housing association partners.

Stock-transfer

A housing 'stock transfer' refers to council housing where ownership is transferred to a housing association.

Temporary Accommodation

Temporary accommodation is housing such as Bed and Breakfast (B&B) or hostel accommodation that may be used in an emergency to accommodate households who are homeless.

Equality Analysis Assessment (EAA)

1. Name of proposal

Housing Strategy 2015-20

2. Lead Officer

Molly Gavriel (Housing Policy and Programmes Officer)

3. Start Date of EAA

April 2015

4. End Date of EAA

April 2021

5. Purpose of the Equality Analysis

Lewisham's housing strategy for 2015-20 will be in place from April 2015 and replaces the previous housing strategy, 'Homes for the Future'.

The housing strategy provides a strategic framework for the delivery of housing services by Lewisham Council.

Local Authorities have a statutory duty to deliver a Housing Strategy. Section 87 of the Local Government Act 2003 requires local housing authorities to produce and adopt Housing Strategies. The local Housing Strategy must be adopted at a meeting of the Authority's Full Council. The London Borough of Lewisham's Constitution, at paragraph 4.2 of Article 4 confirms the fact that the Housing Strategy is one of a number of plans and strategies "...which make up the Council's policy framework". The local Housing Strategy, pursuant to section 28 of the Greater London Authority Act 2007, should 'be in general conformity with the London Housing Strategy' prepared by the Mayor of London.

Meeting the Council's statutory housing obligations is reflected in the objectives of the housing strategy: statutory homelessness duty; provision of housing advice and landlord responsibilities. The 2015-20 Housing Strategy sets out Lewisham's response to the current housing climate and proposes outline measures and policies that the Council will adopt for the delivery of housing services.

Advancing equality of opportunity and supporting sustainable communities lies at the core of the Housing Strategy, which sets out our commitment to support Lewisham's citizens in accessing and living in good quality housing that improves their opportunities for employment, education, health and wellbeing. Many of our services focus on providing additional support for residents with additional vulnerabilities.

Proposals included in the Housing Strategy will impact on the strategic delivery of Housing services by London Borough of Lewisham. In consequence, an outline EAA has been carried out in order to ensure that our strategic objectives show due regard to the need to:

- i. Eliminate unlawful discrimination, harassment, victimisation;
- ii. Advance equality of opportunity; and
- iii. Foster good relations

This EAA provides an overview of the key objectives and priorities set out by the Housing Strategy, and their potential impact in relation to protected characteristics.

This Equalities Analysis Assessment has been undertaken using the methodology and approach set out in Lewisham's EAA toolkit. Every new or revised strategy requires the undertaking of such an assessment, to ensure that the proposals address equalities and that the strategy and its implementation meet both aspirations set out in the Council's equalities policies and statutory requirements.

A full EAA will be carried out in the event of future service review, restructure or other significant change.

6. Identify the changes to your service

The Housing Strategy examines the overall housing situation in Lewisham and sets out the strategic vision for addressing housing need over a five year period, from April 2015 to April 2021. The strategy responds to the changing political, economic and social situation in Lewisham since the publication of the previous Housing Strategy in 2009.

Four key objectives are set out in the Housing Strategy:

- Helping residents at times of severe and urgent housing need
- Building the homes our residents need
- Greater security and quality for private renters
- Promoting health and wellbeing by improving our residents' homes

These objectives are accompanied by our aims for each key objective. These aims form the backbone of the action plan which will inform the delivery of the strategy, as shown below:

Helping residents at times of severe and urgent housing need

Our aims:

- To reduce all forms of homelessness, including rough sleeping, across Lewisham
- To reduce the number of households living in temporary accommodation
- To mitigate the adverse impacts of welfare reform
- To be able to offer relevant housing options, including supported housing, to vulnerable households in order to maintain or improve their health and wellbeing

Building the homes our residents need

Our aims:

- To work with our communities and partners in order to maximize our ability to deliver well designed and affordable new homes for Lewisham
- To support the development of new homes that meet high standards of design, sustainability, accessibility and energy efficiency to meet the long-term needs of our residents
- To develop modern specialised or supported housing for specific client groups, including both single people and families with support needs
- To innovate and create new models of affordable and sustainable housing, for example Council owner re-deployable housing

Greater security and quality for private renters

Our aims:

- To improve security and affordability for households living in the private rental sector
- To improve conditions in the private rental sector in order to support the health and wellbeing of tenants
- To reduce evictions from the private rental sector
- To work together with our partners to improve conditions in the sector and target rogue landlords and the most dangerous properties

Promoting health and wellbeing by improving our residents' homes

Our aims:

- To work with Lewisham Homes and our Housing Association partners in order to enable further improvements to residents homes and the local environment
- Contribute to improving the energy efficiency of our homes and reducing carbon emissions to support warm, healthy homes and protect the environment
- To support independent living and reduce risks for vulnerable residents, including excess cold, flood risk and overheating
- To take a strategic approach to securing the future of our homes, looking to re-provide homes where this is the most feasible way of improving standards

7. Impact Scoping Grid

As part of the EAA process, a scoping exercise was undertaken to capture the initial assessment of the impact each proposed key objective and aim may potentially have on the eight relevant protected characteristics (age, disability, gender, ethnicity, sexual orientation, religion or belief, gender reassignment and pregnancy & maternity). The outcome is summarised on the grid below:

Proposal	Age	Disability	Gender reassignment	Pregnancy and maternity	Ethnicity	Religion or belief	Gender	Sexual orientation
Helping residents at times of severe and urgent housing need	=	+ve	=	+ve	=	=	+ve	=
To reduce all forms of homelessness, including rough sleeping, across Lewisham	=	=	=	+ve	=	=	+ve	=
To reduce the number of households living in temporary accommodation	=	=	=	+ve	=	=	+ve	=
To mitigate the adverse impacts of welfare reform	+ve	+ve	=	+ve	=	=	+ve	=
To be able to offer relevant housing options, including supported housing, to vulnerable households in order to maintain or improve their health and wellbeing	+ve	+ve	=	=	=	=	=	=
Building the homes our residents need	=	=	=	=	=	=	=	=

To work with our communities and partners in order to maximise our ability to deliver well designed and affordable new homes for Lewisham	+ve	+ve	=	=	=	=	=	=
To support the development of new homes that meet high standards of design, sustainability, accessibility and energy efficiency to meet the long-term needs of our residents	+ve	+ve	=	+ve	=	=	=	=
To develop modern specialised or supported housing for specific client groups, including both single people and families with support needs	+ve	+ve	=	+ve	=	=	=	=
To innovate and create new models of affordable and sustainable housing, for example Council owned re-deployable housing	=	+ve	=	+ve	=	=	=	=
Greater security and quality for private renters	=	+ve	=	+ve	=	=	=	=
To improve	=	+ve	=	+ve	=	=	=	=

security and affordability for households living in the private rental sector								
To improve conditions in the private rental sector in order to support the health and wellbeing of tenants	=	+ve	=	+ve	=	=	=	=
To reduce evictions from the private rental sector	=	+ve	=	+ve	=	=	=	=
To work together with our partners to improve conditions in the sector and target rogue landlords and the most dangerous properties	=	+ve	=	+ve	=	=	=	=
Promoting health and wellbeing by improving our residents' homes	=	+ve	=	+ve	=	=	=	=
To work with Lewisham Homes and our Housing Association partners in order to enable further improvements to residents homes and the local environment	=	+ve	=	+ve	=	=	=	=
Contribute to improving the	=	+ve	=	+ve	=	=	=	=

energy efficiency of our homes and reducing carbon emissions to support warm, healthy homes and protect the environment								
To support independent living and reduce risks for vulnerable residents including excess cold, flood risk and overheating	+ve	+ve	=	+ve	=	=	=	=
To take a strategic approach to securing the future of our homes, looking to re-provide homes where this is the most feasible way of improving standards	+ve	+ve	=	+ve	=	=	=	=

8. Consultation

As part of the development process for the new Housing Strategy, a formal consultation exercise was conducted over December 2014 and January 2015. Consultation consisted of three main strands of activity:

- Online public consultation
- Presentations to various groups, including Lewisham Affordable Housing Group (LewAHG) and Lewisham Homelessness Forum
- Lewisham Housing Summit, an event attended by over 80 representatives of residents associations, local community groups, housing organisations and developers. The event was supported and funded by the Lewisham Tenant’s Fund.

Profile of respondents

80 representatives from over 40 organisations, including residents associations and community groups attended Lewisham Housing Summit on 22nd January. Members of Lewisham Affordable

Housing Group, Lewisham Homelessness Forum and the Lewisham Homes Board were amongst key groups represented at the event.

There were 51 respondents to the online survey, of whom 4 stated that they were responding on behalf of a Housing Association and 3 stated that they were responding on behalf of a voluntary organisation or community group.

- The majority of respondents lived in the private sector. 31.4% were owner occupiers, and 23.5% private tenants. Housing association (including Lewisham Homes) tenants were underrepresented, with approximately 10% of respondents stating that they lived in a Lewisham Homes or housing association rented property.
- Most respondents identified themselves as White British [45.1%]. A total of 13.7% stated that they were from a black or minority ethnic background. 19.6% responded that they'd 'rather not say' and 3.9% left no response to this question.
- Respondents tended to be of working age, with 80.4% between the age of 18 and 60. There were no respondents under the age of 18, however a response was submitted by the Youth Offending Service (YOS).
- 78.4% of respondents stated that they did not consider themselves to have a disability.
- Of those who provided information about their sexual orientation, 54.9% stated that they were straight or heterosexual. 9.8% identified as gay or lesbian, and 5.9% as bisexual. 23.5% did not disclose any information in response to this question.

Key findings

Online consultation

The online consultation asked respondents about the extent to which they agreed or disagreed with our draft objectives and aims. Respondents were also able to propose additional aims and objectives and highlight areas for the strategy to take into consideration.

Areas highlighted by respondents as in need of further development included:

- Affordability – what is meant by 'affordable' and the relationship between housing costs and the cost of living?
- Sustainability, energy and climate change – what is the council doing in relation to sustainability and how does housing support this?
- Involving communities – involving residents in decision making processes

The table below provides an overview of the level of agreement expressed by respondents about the four key objectives consulted on. The clear majority of respondents agreed with all the proposed principles.

Key objective	% Agree
Helping residents at times of severe and urgent housing need	90.2
Building the homes our residents need	94.1
Greater security and quality for private renters	84.3
Promoting health and wellbeing by improving our residents' homes	94.1

Lewisham Housing Summit

At the Housing Summit, there were eight tables for group discussion. Each table had a key topic for facilitated discussion

- New build and regeneration (x2)
- Private rental sector
- Affordability
- Housing tenures
- Homelessness and temporary accommodation (x2)
- Housing conditions and standards.

Some examples of the key issues were:

- New build and regeneration: there should be a levy on empty land and support innovative models of development
- Affordability: defining 'affordability'. It was strongly felt that there needed to be a distinction between the 'affordable rent' model of 80% market rent and what could be classified as 'truly affordable'; more solutions are needed for those in the 'middle'.
- Homelessness and Temporary accommodation: emphasis on prevention, including through outreach to schools and young people; fighting zero-hour contracts and ensuring a living wage; ensuring services can be flexible to be accessible.

Other

Written feedback to the consultation was also received from the Lewisham Green Party, Lewisham Affordable Housing Group (LEWAHG), Public Health and the Youth Offending Service.

- **Lewisham Green Party** requested more specific, deliverable objectives
- **LewAHG** stressed that the Council and housing association partners are able to work jointly to deliver new build development and make best use of existing homes.
- **Affinity Sutton** housing association highlighted their commitment to affordability and stressing the importance of sustainability and energy efficiency.
- **Public Health** identified children and families as a priority. Overcrowding is a key issue, and affordability links to fuel poverty and food poverty.
- **Youth Offending Service** highlighted the need to ensure that housing advice is accessible and easy to understand. YOS welcome accreditation and incentives for landlords and highlight the additional barriers faced by young people.
- Both public health and YOS prioritise energy efficiency improvements due to the fuel poverty situation amongst vulnerable residents.

Conclusion

Consultation highlighted minor issues around certain protected characteristics. For example, it was felt that children and young people were underrepresented. This was of particular importance as the Housing Strategy 2015-20 will incorporate both Lewisham's Homelessness and Youth Homelessness Strategies, at times of severe under **Key Objective 1: Helping residents and urgent housing need**. This has subsequently been amended, and feedback from public consultation has been incorporated into the final draft strategy.

The four key themes that emerged throughout the consultation period, where respondents felt we should build in to, or strengthen in, the final strategy, were as follows:

- Affordability
- Sustainability, energy and climate change
- Involving communities
- Delivering the Housing Strategy

9. Decision/Result

The analysis of relevant data and consultation results identified some minor potential problems or missed opportunities in the draft strategy. The draft was subsequently amended to reflect feedback from consultation and to better promote equality.

A section on the delivery of the strategy has also been added following feedback from consultation.

The delivery of the housing strategy will be subject to monitoring and review with annual updates made and reflected in the action plans for each of the four key objectives. The strategy is supported by a number of policies and service delivery plans. Lewisham's *Sustainable Communities Strategy* continues to provide the overarching vision for the borough, and the housing strategy supports the core principles identified in this strategy

An action plan will be developed as part of the implementation process (aligned with the overall action plan) which will closely monitor the impact of the strategy during its delivery, with action being taken as required to mitigate any negative impacts wherever possible.

Monitoring will ensure continued relevance in light of potential changes to national, regional or local policy and ensure that the strategy is able to respond to such changes. Action plans and service delivery plans will support the overarching vision of the housing strategy, and will ensure that delivery is timely, relevant and measurable in terms of making real progress on delivering the vision and aims set out in the strategy.

10. Sign off

As part of the report process for Mayor and Cabinet, this EAA will be reviewed and signed-off by Mayor and Cabinet

Chief Officer Confirmation of Report Submission		
Cabinet Member Confirmation of Briefing		
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"/>
	<input type="checkbox"/> Part 2	<input type="checkbox"/>
	Key Decision	<input checked="" type="checkbox"/>

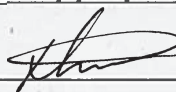
Date of Meeting	25 th March 2015
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Title of Report	Deptford Southern Sites regeneration project – Update and Decant – Part 1
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Originator of Report	Genevieve Macklin	Ext. 43603
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 16/3/2015

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)	..

MAYOR AND CABINET			
Report Titles	Deptford Southern Sites regeneration project – Update and Decant		
Key Decision	Yes		
Ward	NEW CROSS		
Contributors	EXECUTIVE DIRECTOR FOR CUSTOMER SERVICES, EXECUTIVE DIRECTOR FOR RESOURCES & REGENERATION, HEAD OF LAW		
Class	Part 1	Date	25 March 2015

1. Summary

- 1.1 The Deptford Southern Housing sites consists of two developments being carried out as part of an ongoing programme the Council has led in Deptford since 2006. The previous Phases have seen completion of the Wavelengths extension, Frankham Street parking boulevard, Tidemill/ Deptford Lounge development and relocation of Deptford Green School. These have paved the way for further development opportunities now being carried out in Amersham Vale and a further site that sits across Reginald Road and the old Tidemill School.
- 1.2 Previously Mayor and Cabinet have been informed of key stages of the schemes including statutory Section 105 consultation in September 2013. Following on from a competitive dialogue process Mayor and Cabinet agreed that Family Mosaic, Mulalley and Sherrygreen Homes be appointed as the preferred development partner in February 2014.
- 1.3 This report seeks to update Mayor and Cabinet on progress made since the last report. Mayor and Cabinet are being asked to agree that Officers commence the process of re-housing tenants and buying back leaseholders in 2 – 30A Reginald to enable the scheme to move forward. Secure tenants and resident leaseholders will be able to move directly into new homes built as part of these developments as outlined in this report. The Amersham Grove site will also see the Council re-provide a public park required as part of the re-location of Deptford Green School.

2. Purpose of Report

- 2.1 To update Mayor and Cabinet on the progress of the Deptford Southern Housing Regeneration Scheme.
- 2.2 To set out the necessary re-housing and buyback arrangements for 2 – 30A Reginald Road.
- 2.3 To seek authority to serve Initial Demolition Notices on all secure tenants within 2 – 30A Reginald Road in order to suspend the requirement for the Council to complete right to buy applications for as long as the Notices remain in force.

- 2.4 To seek authority to serve Final Demolition Notices on all secure tenants within 2 – 30A Reginald Road once the proposed demolition dates are known, in order to render all existing right to buy applications ineffective and prevent any further right to buy applications being made.
- 2.5 To seek approval to demolish 2 – 30A Reginald Road when vacant possession has been achieved in accordance with the programme agreed between the Council and its development partner.

3. Policy Context

- 3.1 The re-development of the two sites in Deptford contributes to key national objectives, particularly meeting the decent homes standard and increasing the supply of affordable housing.
- 3.2 The re-development will provide 321 new homes, of which 117 are expected to be affordable (including 77 for rent). This is to replace an existing block of 16 homes and bring new life into an old school building.
- 3.3 Development of the sites supports the Sustainable Community Strategy 2008 – 2020 especially the priority outcomes Reducing inequality – narrowing the gap in outcomes for citizens; Clean, green and liveable – where people live in high quality housing and can care for and enjoy their environment and Dynamic and prosperous – where people are part of vibrant communities and town centres, well connected to London and beyond. It also supports the Council's corporate priorities notably 'Clean, Green and Liveable' and 'Decent Homes For All.'
- 3.4 Further, the re-development of the two Deptford sites is in line with Lewisham's established housing policy as set out in previous reports to Mayor and Cabinet and also contributes significantly to the Council's incoming Housing Strategy for 2015 – 2018.
- 3.5 The scheme will increase local housing supply and by introducing a range of housing types and tenures for a range of income households, the scheme will help to widen housing choice. More specifically, the scheme contributes to a host of strategic objectives. By obtaining funding from the HCA and using Council owned land for the purposes set out here, the Council is engaging with delivery partners and making the best use of available resources. A key principle of the scheme is to make the new development a desirable place to live, supporting the strategic objectives around design quality and safety, accessibility and improving environmental performance. In addition, Family Mosaic will manage all new homes, regardless of tenure through an integrated management body that will work with existing residents to ensure it provides high quality housing management.

4. Recommendations

It is recommended that the Mayor:

- 4.1 notes the progress of the Deptford Southern Housing Regeneration Scheme;

Agrees that

- 4.3 Where necessary, Notice of Seeking Possession is served and possession proceedings brought against secure tenants in 2 -30A Reginald Road under ground 10 of Schedule 2 to the Housing Act 1985;
- 4.4 Secure tenants are re-housed in line with section 7 of this report;
- 4.5 Any properties in 2 – 30A Reginald Road which were previously sold under the Right to Buy be repurchased by the Council at market value (plus reasonable professional fees) where agreement can be reached with leaseholders in advance of a Compulsory Purchase order being made by the Council and to delegate authority to the Head of Asset Strategy and Development in consultation with the Head of Law to negotiate and agree the acquisition terms;
- 4.6 Home loss and disturbance payments are made to displaced secure tenants and owner-occupiers where appropriate in accordance with the Land Compensation Act 1973.
- 4.7 Initial Demolition Notices be served on all secure tenants within 2 – 30A Reginald Road in order to suspend the requirement for the Council to complete right to buy applications for as long as the Notices remain in force;
- 4.8 Final Demolition Notices be served on all secure tenants within 2 – 30A Reginald Road once the proposed demolition date is known, in order to render all existing right to buy applications ineffective and prevent any further right to buy applications being made; and
- 4.8.1 2 – 30A Reginald Road is demolished following vacant possession being achieved in accordance with the programme agreed between the Council and its development partner.

5. Project Progress

5.1 Summary of the principles of this project and progress to date:

- Family Mosaic, Mulalley and Sherrygreen Homes were appointed as the preferred development partner by Mayor and Cabinet in February 2014.
- The Council is seeking authority from the Secretary of State to dispose of the sites and this is expected imminently.
- The Development Agreement covering both sites is to be signed following this.
- Section 105 consultation has carried out with residents of 2 – 30A Reginald Road three times during the development of the scheme, most recently this was in May 2013.
- The partners have begun the process of developing the planning application, which is due to be submitted in the Autumn 2015.
- A programme has been agreed between the Council and our partners and this is set out in paragraph 6.8 below.

5.2 There is a significant background to this scheme, of which there is a summary in the report 'Deptford Southern Housing Sites project – section 105 housing consultation outcome' which was approved by Mayor and Cabinet on the 11th September 2014.

This history has included a number of changes including to the area of the Tidemill regeneration, notably to take out two Giffin Street blocks, which will now remain in situ.

6. Scheme Proposals and Features

- 6.1 The scheme has several distinct features brought about by the location and background of the scheme as well as developed through the competitive dialogue process.
- 6.2 Amersham Vale – this site, now vacant, was previously occupied by the old Deptford Green School. As the new school was relocated on Fordham park, the Council agreed to re-provide some public open space as part of the re-development of Amersham Grove. There is outline Planning approval for the park, early construction of which is an important part of this scheme.
- 6.3 The site that covers 2 – 30A Reginald Road and the old Tidemill school building will see new homes built through a combination of demolition and refurbishment and provision of public amenity spaces. The old Tidemill School building is to be retained and two additional storeys added to provide new homes. 2 – 30A Reginald Road is to be demolished, with tenants re-housed and leaseholders bought back. New homes will then also be built on this site.
- 6.4 Family Mosaic, Mulalley and Sherrygreen Homes were selected as preferred development partners by Mayor and Cabinet in February 2014 and since this time the Development Agreement for both sites has been agreed and the Council has been seeking to put in place the required approvals from the DCLG.
- 6.5 The key features of the scheme, developed through the procurement process are set out below. The scheme is still subject to detailed Planning approval however the Council set out key requirements as part of the Competitive dialogue process which bidders were to adhere to or improve on.

The schemes will provide:

- 204 new homes will be built on the Reginald Road/ Tidemill site, including 53 for social rent, 25 for shared ownership and 126 for sale. This equates to 38% affordable housing.
- 117 new homes are to be built on the Amersham Grove site, including 24 for social rent; 15 for shared ownership and 78 for sale. This equates to 33% affordable housing.
- All existing tenants can be re-housed and resident leaseholders can buy into new homes being built on either site or elsewhere in the Borough should they choose.
- Family Mosaic have offered to provide a new home to resident leaseholders through shared equity – as used on other regeneration schemes such as Heathside and Lethbridge.
- Family Mosaic use ‘target rent’ levels rather than up to the 80% of market rents levels allowed through ‘affordable rent’ with a lower rent commitment for those residents who are re-housed into the new homes from 2 – 30A Reginald Road
- Homes will be built to London Housing Design Guide space standards, Code for Sustainable Homes level 4, rented homes will be built to lifetime homes standards and 10% of homes will be wheelchair adaptable.

- The park at Amersham Grove will be built to in accordance with the Planning approval and it will meet the specification agreed with the Council's parks team. The park will remain in the ownership of the Council.

Phasing and Programme

- 6.5 The sites will be under construction at the same time. Key to this is that the developers will commence works on the Amersham Grove park on signing of the development agreement as they are building out the Authorities Planning permission. The park will be 90% complete (and safe to use) with the remaining part used as the site compound during the remaining construction programme. The park will be fully handed over when the housing on Amersham Grove is complete.
- 6.6 On obtaining Planning permission and discharging pre commencement obligations, the developer will commence works across Amersham Grove and Tidemill sites. The latter will include Tidemill school refurbishment and new building works to provide new homes for residents from 2 – 30A Reginald Road prior to demolition of that block and then building on that site.
- 6.7 The old Tidemill School building is currently occupied by several different organisations, who will be required to vacate the premises in order for the development to proceed. The Council is in discussion with the guardians in the main school building; the artists who currently occupy the school annex and organisers of the community garden about project progress and timescales for the development.
- 6.8 An indicative programme is set out below:

Milestone	Date
Park works	Spring/ Summer 2015 – Spring 2016 (90%). Final completion Spring/ Summer 2018
Planning submission	Autumn 2015
Granted	End 2015
Start on site (all sites)	Spring / Summer 2016
Reginald Road decant complete	Summer / Autumn 2017
Completion (in phases)	During 2018 – Spring 2019

7. Re-housing Proposals

- 7.1 There are 16 properties in 2 – 30A Reginald Road including 13 tenanted properties and 3 previously sold under right to buy.
- 7.2 Family Mosaic are contributing towards the cost of a dedicated Decant Officer who will work individually alongside tenants throughout the re-housing process. The Council has a well established approach to re-housing tenants and buying back properties during regeneration schemes and Officers intend to utilise the same processes.

- 7.3 All secure tenants will be visited by the Decant Officer to discuss their housing needs and aspirations. They will then be able to choose whether they would like to move into new homes being built by Mulalley and Sherrygreen Homes on either of the two sites in Deptford or whether they would prefer to move away throughout the borough through the Council's choice based lettings system, Homeseach.
- 7.4 Secure tenants resident for over 12 months will be eligible for a Home Loss payments, which are a statutory payment of £4,900 (this has recently increased from £4,700) as well as reasonable costs associated with moving including removals and re-connections.
- 7.5 The Council will also meet with leaseholders on an individual basis to discuss their circumstances. Resident leaseholders will be able to purchase a new home in the new development through 'shared equity' which is similar to shared ownership but with individually tailored financial offers. Leaseholders who live elsewhere or who have another property are not offered further re-housing.
- 7.6 Leaseholders are bought back by the Council at market value plus a home loss payment (10% of the value of the property if they are resident and 7.5% of the value of the property if they have another property). The Council also pays reasonable costs associated with the process including for independent Valuer representation.
- 7.7 The Council intend to use all vacant properties in 2 – 30A Reginald Road for temporary accommodation for homeless households, where possible. Alternatively Officers will secure the properties using property guardians or as a last resort, grills.

8 Demolition Notice

- 8.1 The Council will serve Initial Demolition Notices on all secure tenants within 2 – 30A Reginald Road in order to prevent any current or future Right to Buy applications from completing.
- 8.2 The Initial Demolition Notice is required to contain certain prescribed information including a statement that the landlord intends to demolish the property, the reasons for this and the period within which the demolition will take place. Once the proposed demolition date is actually known, the Council can then serve a Final Demolition Notice which renders all existing right to buy applications ineffective and prevents any further right to buy applications being made.
- 8.3 At present it is envisaged that 2 – 30A Reginald Road will be demolished by the Council within the next five years.

9. Consultation

- 9.1 There has been several stages of consultation with and information given to residents and local stakeholders throughout the life of the scheme so far including exhibitions and Section 105 consultation in 2008 and then again in 2012. In May 2013, the Council carried out formal Section 105 consultation with tenants to seek their views on the current scheme. This included a letter and drop in sessions. A number of written responses were received from residents, including a group petition against the scheme from residents across Deptford. These responses were

considered by Mayor and Cabinet at the meeting on the 11th September 2013.

- 9.2 In June 2014, the group petition was re-submitted to the Council to highlight that some local residents were not in favour of the proposed demolition of 2 – 30A Reginald Road. This petition was signed by almost half of the residents of 2 – 30A Reginald Road. There were a range of concerns raised in the accompanying letter including queries about the condition of the block and consultation process.
- 9.3 In order to better understand which residents had concerns, the Decant Officer began initial individual visits with tenants and Officers also attempted to meet with leaseholders. Visits with tenants highlighted that some residents are in favour of the scheme and / or would like to be re-housed in the new homes or elsewhere in Lewisham.
- 9.4 In February 2015 a further petition was submitted, signed again by some residents of 2 – 30A Reginald Road and other local residents raising further concerns about the proposed development.
- 9.5 In the same week of this petition, Family Mosaic and Mulalley, with Council support, held a drop in session for residents of 2 – 30A Reginald Road. This was well attended with 8 households represented including 6 tenants and 2 out of 3 leaseholders. This gave residents the opportunity to meet the developers, view the proposals and discuss any concerns. The developers will use this to inform their design and layout of the new homes to try to ensure that they take residents preferences into account. The developers will also now seek to provide a consistent approach to communications and consultation with these residents.
- 9.6 The developers approach to consultation and communications during the selection process was very strong and they have agreed a full strategy with the Council to engage residents and stakeholders across both sites throughout the Planning process and delivery stages. The strategy sets out a range of communication tools including exhibitions and drop in sessions, newsletters and a website. This is to commence upon signing the Development Agreement.

10. Legal Implications

- 10.1 The Council has power under the Housing Act 1985 to acquire land for the provision of housing accommodation. This power is available even where the land is acquired for onward sale to another person who intends to develop it for housing purposes. The 1985 Act also empowers local authorities to acquire land compulsorily (subject to authorisation from the Secretary of State) but only where this is in order to achieve a qualitative or quantitative housing gain.
- 10.2 Section 84 of the 1985 Act provides that the Court shall not make a possession order of a property let on a secure tenancy other than on one of the grounds set out in Schedule 2 to the Act, the relevant ground in this case being ground 10.
- 10.3 Ground 10 applies where the local authority intends to demolish the dwelling house or to carry out work on the land and cannot reasonably do so without obtaining possession. The demolition works must be carried out within a reasonable time of obtaining possession.

- 10.4 Where the Council obtains possession against a secure tenant it is required to provide suitable alternative accommodation to the tenant. This is defined in the 1985 Act and requires consideration of the nature of the accommodation, distance from the tenants' family's places of work and schools, distance from other dependant members of the family, the needs of the tenant and family and the terms on which the accommodation is available.
- 10.5 There is a more limited statutory re-housing liability for leaseholders whose properties are re-acquired by the Council under CPO or shadow of CPO powers. The duty imposed by Section 39 of the Land Compensation Act 1973 is to secure that any person displaced from residential accommodation is provided with suitable alternative accommodation where this is not otherwise available on reasonable terms.
- 10.6 Broadly, the effect of the service of Initial Demolition Notices on secure tenants is to suspend the requirement for the Council to complete right to buy applications for as long as the notice remains in force. The Initial Demolition Notice is required to contain certain prescribed information including a statement that the landlord intends to demolish the property, the reasons for this and the period within which the demolition will take place, which must be a reasonable period expiring not more than 5 years after the date of service of the Notice on the tenant. The Notice does not prevent tenants from making right to buy applications. However, the effect of the notice is that the Council is not required to complete any right to buy applications within the period specified in the Notice. In the event that the Notice expires before the demolition has taken place, the consent of the Secretary of State would be required to serve a further Initial Demolition Notice. Tenants with existing right to buy claims at the time the Initial Demolition Notices are served are entitled to claim compensation for legal and other fees, costs and expenses (e.g. survey fees) incurred prior to the Initial Demolition Notices coming into force.
- 10.7 Once the proposed demolition date is actually known, the Council can then serve a Final Demolition Notice which renders all existing right to buy applications ineffective and prevents any further right to buy applications being made. Again, compensation will be payable to Tenants with existing right to buy claims at the time the Final Demolition Notices are served.
- 10.8 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.
- 10.9 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.

- 10.10 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.
- 10.11 The Equality and Human Rights Commission has 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/>
- 10.12 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
- 10.13 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/>
11. Financial implications
- 11.1 Financial implications are contained within the Part 2 report.
12. Human Rights Act 1998 Implications
- 12.1 The Act effectively incorporates the European Convention on Human Rights into UK law and requires all public authorities to have regard to Convention Rights. In making decisions Members therefore need to have regard to the Convention.
- 12.2 The rights that are of particular significance to Members’ decision in this matter are those contained in Articles 8 (right to home life) and Article 1 of Protocol 1 (peaceful enjoyment of possessions).
- 12.3 Article 8 provides that there should be no interference with the existence of the right

except in accordance with the law and, as necessary in a democratic society in the interest of the economic well-being of the country, protection of health and the protection of the rights and freedoms of others. Article 1 of the 1st Protocol provides that no-one shall be deprived of their possessions except in the public interest and subject to the conditions provided for by law although it is qualified to the effect that it should not in any way impair the right of a state to enforce such laws as it deems necessary to control the uses of property in accordance with the general interest.

- 12.4 In determining the level of permissible interference with enjoyment the courts have held that any interference must achieve a fair balance between the general interests of the community and the protection of the rights of individuals. There must be reasonable proportionality between the means employed and the aim pursued. The availability of an effective remedy and compensation to affected persons is relevant in assessing whether a fair balance has been struck.
- 12.5 Therefore, in reaching his decision, the Mayor needs to consider the extent to which the decision may impact upon the Human Rights of estate residents and to balance this against the overall benefits to the community which the redevelopment of Heathside and Lethbridge will bring. The Mayor will wish to be satisfied that interference with the rights under Article 8 and Article 1 of Protocol 1 is justified in all the circumstances and that a fair balance would be struck in the present case between the protection of the rights of individuals and the public interest.
- 12.6 It is relevant to the consideration of this issue, that should the scheme proceed all displaced secure tenants would be offered re-housing in accordance with the Council's re-housing policy. Resident leaseholders will be offered a range of flexible options to acquire a new home in the new development. The Council retains the discretion to enable resident leaseholders who cannot afford to purchase a new home to rent a home on an assured tenancy in order to prevent homelessness. Secure tenants will be entitled to home loss and disturbance payments. Leaseholders will be entitled to receive market value for their properties as well as home loss and disturbance payments where appropriate in accordance with the Land Compensation Act 1973.
13. Environmental Implications
 - 13.1 The new homes to be built by Family Mosaic will be more thermally efficient than the existing ones and hence, apart from being cheaper to heat, will generate less greenhouse gases.
14. Implications for Law & Disorder
 - 14.1 The Family Mosaic redevelopment is planned to meet the police's Secured by Design standards and should lead to a reduction in crime and the fear of crime.
15. Equality Implications
 - 15.1 Mayor and Cabinet approved the Equalities Impact Assessment for the regeneration of DSH in November 2009. Officers have since taken the new Equalities Analysis Assessment (EAA) additional categories into account in considering the impact of the regeneration scheme. There are equalities implications in the decanting and re-building process and there will also be benefits in the completed scheme and some

of these are set out below.

Equalities implications: during the process

- 15.2 The decanting process provides a very individual service, where decant officers visit tenants at home and get to know them and their needs on an individual basis, so that any special requirements can be taken into account such as language, mobility or support needs. It is recognised that decanting is a very stressful time and decant officers will offer as much support as required to minimise the anxiety to residents.

Equalities implications: the completed development

- 15.3 The scheme will provide thermal and security improvements, with all new properties meeting the decent homes standard. This will be of benefit to the tenants of the new social housing, many of whom are likely to be disadvantaged.
- 15.4 All new affordable units in the development will meet lifetime homes standards. A Lifetime Home is the incorporation of 16 design features that together create a flexible blueprint for accessible and adaptable housing in any setting so that the unit can be adapted when required to suit residents changing needs.
- 15.6 In line with GLA and Council policy, 10% of units across the development will be wheelchair accessible or easily adapted for those using a wheelchair.

16. Conclusion

- 16.1 Officers are seeking the approval be given to commence the next steps of this ongoing regeneration scheme including re-housing of tenants, leaseholder buy backs and serving initial demolition notices.

17. Background papers and author

nil

- 17.1 For more information on this report please contact Rachel George, Strategic Housing on 020 8314 8146

Chief Officer Confirmation of Report Submission		
Cabinet Member Confirmation of Briefing		
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"/>
	<input type="checkbox"/> Part 2	<input type="checkbox"/>
	Key Decision	<input checked="" type="checkbox"/>

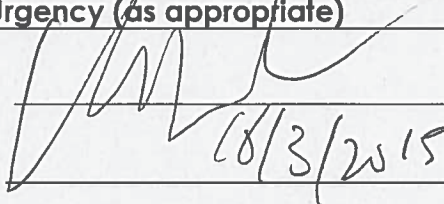
Date of Meeting	25 th March 2015
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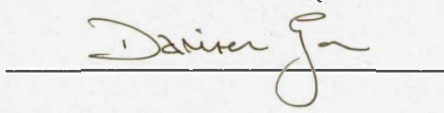
Title of Report	Using Private Rented Sector Accommodation to address homelessness in Lewisham
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Originator of Report	Genevieve Macklin	Ext.	43603
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member
 Date: 18/3/2015

Signed:  Director/Head of Service
 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	

MAYOR AND CABINET		
Report Title	Using private rented sector accommodation to address homelessness in Lewisham	
Key Decision	Yes	Item No.
Ward	Lewisham Central	
Contributors	Executive Director of Customer Services, Executive Director for Resources and Regeneration, Head of Law	
Class	Part 1	Date: 25 March 2015

1 Purpose of report

- 1.1 The purpose of this report is to set out the extent and seriousness of the on-going housing crisis that Lewisham, like all London local authorities, faces at present. Given this background, the report recommends a further course of action to the range of measures that the Council has already initiated, in order to address that crisis and to provide stable and suitable housing for homeless households.

2 Summary

- 2.1 Over the past 18 months Mayor and Cabinet has received a number of reports and recommendations relating to the current housing crisis in London. Over that time rents have increased far more quickly than inflation, the construction of new homes has fallen short of the number needed to meet demand, and the number of properties becoming available annually to the Council for it to meet the housing needs of its residents has halved.
- 2.2 As a result of all of these factors, the level of demand on the Council is far greater than the supply at its disposal, and this is likely to be the case for some time. In response the Council has initiated a wide range of counter-measures including: a programme of house building of ambitious scale and pace; the investment of nearly £10m in purchasing large properties in order to provide better quality and cheaper temporary housing, and a recent resolution to lend Lewisham Homes £20m for it to pursue a similar programme, focussing on smaller individual properties; and an innovative “pop-up” housing development on vacant land. All of these measures combined with a more focused prevention service have succeeded in reducing the rate of increase in demand, but they will be insufficient in reducing the backlog in a timely manner.

- 2.3 As a result, in addition to reviewing options for asset investment as a means to address the crisis, officers have reviewed a range of policy changes and interventions which might also address the issues the Council faces. This paper presents one of those options as a recommendation for Mayor and Cabinet to consider.
- 2.4 At present the Council discharges its statutory duty to relieve homelessness by making homeless households an offer of social housing. This offer may take a number of years to be made – given the imbalance of demand and supply – but in every case where the Council accepts it has a duty to relieve homelessness, this duty will eventually be met by making a social housing offer. However it is possible for the Council to meet its homelessness duty by making an offer of accommodation in the private rented sector rather than by providing social housing, and given the scale of the housing crisis, this option is now being pursued by a number of London local authorities.
- 2.5 This report recommends that the Mayor considers the case for a policy change in Lewisham, which would enable officers to consider discharging the Council’s homelessness duty into the private rented sector in certain circumstances. The report specifies the circumstances in which this course of action would not be pursued, and recommends that if the change is agreed then the impact it has on managing demand in general, and on the residents affected specifically, should be reviewed after a year. Officers have undertaken pre-decision scrutiny with the Housing Select Committee (HSC) regarding this change, and the overall support that HSC offered, along with a request for specific client groups to be excluded, is detailed in this report at section 7.

3 Policy context

- 3.1 The contents of this report are consistent with the Council’s policy framework. It supports the achievements of the Sustainable Community Strategy policy objectives:
- Ambitious and achieving: where people are inspired and supported to fulfil their potential.
 - Empowered and responsible: where people can be actively involved in their local area and contribute to tolerant, caring and supportive local communities.
 - Healthy, active and enjoyable: where people can actively participate in maintaining and improving their health and well-being, supported by high quality health and care services, leisure, culture and recreational activities.
- 3.2 The proposed recommendations are also in line with the Council policy priorities:

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

4 Recommendations

- 4.1 The Mayor is recommended to:
- 4.2 Note the extent of the housing crisis in London, the imbalance between the demand for housing that the Council faces and the amount of supply it has available to meet that demand, and the impact of this imbalance which can be seen in the number of residents forced to live in temporary accommodation and the cost implications for the Council;
- 4.3 Note the options that are available to the Council in the way it chooses the private rented sector to meet this demand, as set out at section 6;
- 4.4 Note the views of the Housing Select Committee as set out at section 7;
- 4.5 Agree that officers should be enabled to discharge the Council's homelessness duty into the private rented sector, in the manner and with the exclusions set out at section 8; and
- 4.6 Agrees that officers should review the working and efficacy of this policy change one year after implementation, and bring a further report back to Mayor and Cabinet accordingly.

5 Background

- 5.1 Lewisham, and London more generally, faces severe housing pressures across all tenures. A combination of historic and on-going lack of new supply, a reduction in the number of available lets across the social housing stock, welfare reform, and rising property prices and rents, has led to rapidly increasing, and unmet, demand for social housing.
- 5.2 This increasing demand has recently started to translate into acute pressure for temporary accommodation. The latest data from DCLG show that, London-wide, demand for temporary bed spaces has doubled in two years, and the impact in Lewisham has been even more severe. In Lewisham there are currently 573 households in nightly paid accommodation, against a target of a maximum of 50. The number has increased nearly tenfold in the two years since March 2013, when there were 60 households in nightly paid accommodation, although over the last three months numbers have been held at a steady, rate. However demand remains high and despite a re-focus on preventing homelessness by our front line Housing Options Centre the numbers in nightly paid accommodation have not reduced significantly.

5.3 The table below sets out for Mayor & Cabinet the data which demonstrates the driver for this acute level of demand. In short, the projection for the number of cases this year in which the Council has accepted a homeless duty is 786, which is nearly 20 per cent more than two years ago. At the same time the total number of available lets is projected to fall by nearly 43 per cent.

Supply and demand			
	2012/13	2013/14	2014/15 (projected)
Homeless applications taken	1,248	1,041	1,287
Homeless duty accepted	653	710	786
Total tenanted lettings made (re-lets and new lets)	1,774	1,443	1,169

5.4 It is as a result of this pressure that the Council has already launched a range of acquisition programmes and other policy interventions in order to better manage demand and also to provide better short term alternatives where demand cannot be reduced. The next section of this report sets out the business case for augmenting those programmes with a further programme of purchasing small, individual properties in addition to the larger hostel-type acquisitions that have been made to date.

6 Options for using the Private Rented Sector

6.1 Under existing legislation (principally the Housing Act 1996), local housing authorities are required to provide accommodation to those accepted as statutory homeless. This is referred to as 'temporary accommodation'. The duty to provide temporary accommodation is enduring, and will last until such time as the duty is brought to an end in one of a number of ways set out in the Act. This is referred to as 'discharge of duty'. The main way that duty has traditionally been discharged is by an offer of social rented housing.

6.2 An offer of private rented accommodation can be made, although this has usually been through a 'qualifying offer' (with the consent of the applicant). An offer of suitable private rented property can also be made in order to prevent homelessness, for applicants that are threatened with homelessness within 28 days (using s.195 of the Act). Private rented housing can also be provided as temporary accommodation for homeless households without discharging the duty.

6.3 The Localism Act 2011 (sections 148 and 149) has amended the 1996 Housing Act, and new statutory regulations have been produced. These

provide a new power that allows suitable 'Private Sector Offers' to be used to end the main homeless duty, without requiring the applicant's agreement. This only applies to new homeless applicants applying as homeless from the 9th November 2012. The regulations require local authorities to take a number of matters into account in determining the suitability of accommodation.

- 6.4 This approach gives local housing authorities greater opportunity to use the private rented sector to satisfy households' housing needs. This should reduce the Council's need to use temporary accommodation. It has long been recognised that placing families in short term temporary accommodation, especially Bed and Breakfast style accommodation, can be detrimental to all members of the household concerned.
- 6.5 The Council has used private rented accommodation as a central part of its homelessness prevention strategy for many years. This year the housing options centre enabled 80 new tenancy 'starts' in the private sector. But many applicants choose to decline this as an option, preferring to be placed in temporary accommodation and to wait for a secure council tenancy. This means we are unable to make the best use of the supply, and match the private sector properties we have available to those that are most suitable. Discharge of homelessness duty through private sector offers will therefore support the homelessness prevention strategy.
- 6.6 Although the homelessness duty can traditionally be ended by an offer of social rented housing, the limited supply of this type of accommodation means that homeless households typically have to wait a long time in temporary accommodation before being offered social housing. As an example, in January of this year there were a total of 3,309 households on the housing register awaiting a two-bed property, of which 776 households were in homeless in temporary accommodation. In the year to date the Council has let 194 two bed properties. This means that, even if the Council closed the register and took no new cases, it would take four years of letting two bed properties only to homeless households just to clear the backlog.
- 6.7 Given the extent of the on-going crisis, and the fact that discharge into the private rented sector is now possible, officers have reviewed the options for pursuing this approach in Lewisham. There are three principle options, which are set out in the table on the following page.

Option	Considerations / Impact
1. Not to adopt the power.	<ul style="list-style-type: none"> • High levels of allocations to accepted household cases; homelessness remains the perceived route through to social housing. • Increased levels in temporary accommodation • Use of the private rented sector would continue much as it is now.
2. Considered for most homelessness applications. Discharge particularly used in cases where there is a significant financial burden on the local authority or applicant. All cases subject to individual assessment	<ul style="list-style-type: none"> • Weakens the perceived link between homelessness and social housing • Mitigates against the impact of welfare reform and unsustainable temporary accommodation costs • Reflects the lack of supply of private sector homes.
3. Use the power to end the duty for all accepted homelessness cases	<ul style="list-style-type: none"> • This would completely remove the link between homelessness and obtaining social housing • Supply of private rented homes unable to meet need. As such an untenable position. • There are certain groups for whom private rented housing not suitable.

7 Comments of the Housing Select Committee

7.1 Officers undertook pre-decision scrutiny on this matter with the Housing Select Committee at its meeting on 28 January 2015. The options set out in the previous table were discussed, alongside the relative benefits and risks of each, and the committee resolved the following:

The Committee recommends that:

- b) It supports the policy option to discharge the Council's homeless duty into the private rented sector – in or out of borough. However, the Committee would like the policy to be reviewed annually. In addition, with regards to the list of exclusions from this approach recommended by Housing officers, the Committee would like the following exclusions to be added:
 - i) Certain specified medical conditions (which can only be managed locally);
 - ii) Those with disabilities;
 - iii) Members of the Armed Forces, in line with the Council's commitment to the Armed Forces Community Covenant.

8 Recommended option, delivery timetable and risk management

- 8.1 On that basis, the officer recommendation to Mayor and Cabinet is that the Council should pursue option 2 in the table set out above, but with the exclusions recommended by Housing Select Committee and with a regular annual review of the new policy.
- 8.2 This course of action is recommended because officers consider that it best balances the risk of inaction against the risk of unintended consequences particularly on the most vulnerable groups as those groups will be excluded from the policy.
- 8.3 This new policy will not in itself eliminate the need for temporary accommodation entirely but including this as part of a menu of options available to meet housing need will help to reduce expenditure on unsuitable and expensive temporary accommodation, especially shared facility B&B. It also often offers more choice for clients at a more affordable rent, near to local amenities and schools, and supports clients to settle more quickly and not be impacted by their homelessness for long periods of time. This work will also help to support the ongoing work to transform the Housing Options service and focus their efforts on preventing homelessness and empowering clients to work with us to find the most appropriate solutions to their housing crisis. If clients are aware that the Council could discharge into the private rented sector then they are often much more willing to engage to secure accommodation that is most suitable to their need. Sourcing accommodation in the PRS for discharge will remain a challenge and so the primary purpose of this policy change will be largely to support the existing prevention work of the Housing Options team.
- 8.4 Mayor and Cabinet should be aware that Officers would only propose implementing this approach – should the Mayor agree to the recommendations – once policies and operating protocols have been finalised and once managers are satisfied that all staff have been trained and are comfortable in their operation. If approval is obtained then work to develop and sign off the policy and operating protocol would commence immediately.

Proposed operating model

- 8.5 In order to provide further clarity for Mayor and Cabinet about the manner in which a new approach could be implemented, the following section sets out the principles which would underpin its use in Lewisham.
- 8.6 First, and most importantly, before any household was made a Private Rented Sector Offer (PRSO), a thorough suitability assessment would be carried out. Furthermore the basis of that assessment would be reviewed at least annually, alongside an assessment of the success of the operation of the scheme, and those reviews will be put before Mayor and Cabinet to consider. On that basis the first review will be brought to

M&C shortly after the first year of operation, which will be in the spring of 2016.

- 8.7 Second, it is important that Mayor and Cabinet is clear that a PRSO will only be made when certain criteria are met, and is aware of what those criteria are. The following sets out a proposed list of criteria, on the basis that if households met one or more of these then officers would start to consider the potential to make a PRSO.

Example criteria for selecting applicants to be made a PRSO offer to fully discharge the homeless duty

Applicants owed a full housing duty that:

- Have expressed a preference to live in a particular area. Area choice will be considered when making a PRSO but cannot be guaranteed.
 - Are in temporary accommodation where there is a cost to the council
 - Are in temporary accommodation where due to the level of rent charged there is a cost to the applicant
 - Are in temporary accommodation and require longer term accommodation as a matter of urgency.
 - That have been accepted as being threatened with homelessness and owed a full housing duty and where a PRSO offer will avoid the need for the household to go into temporary accommodation.
 - Where there no exceptional circumstances relating to the need for the provision of long term social housing to provide longer term stability for a household (this could be where a household has a child or children on the at risk register or where a household requires an adapted property to meet their long term disability needs)
- 8.8 One or more criteria may apply at the same time. Regardless of the fact that an applicant has met the criteria for being considered for a PRSO offer officers will still ensure that it only makes a PRSO offer after a full consideration of household's individual circumstances and the facts that apply to that case. Having undertaken this consideration if the council is then satisfied that it is appropriate to exercise the power given to it under the Housing Act 1996 (as amended) it will discharge its duty by arranging for a private landlord to make a suitable offer of an assured short-hold tenancy in the private rented sector for a period of at least 12 months.

Ensuring that only suitable offers are made

- 8.9 Officers propose that the Council will make a formal PRSO only having undertaken four tests, which would be as follows:
1. Would the offer be affordable? This will require an income and expenditure assessment for each case which is an existing

requirement for all offers of temporary accommodation (TA) and this would be therefore extended to cover PRSO as well;

2. Is the property type suitable? This would relate to the space and arrangement of the property, and is also an existing requirement that applies to TA that would be extended to the operation of a PRSO model;
 3. Is the property location suitable based? Of particular significance would be the impact on education, health, employment and support. This will also include an assessment of any subjective matters based on the applicant's circumstances which are relevant to whether the offer of accommodation is suitable.
 4. Is the property standard acceptable? PRSO offers will only be suitable if the property meets the Homelessness (Suitability of Accommodation) (England) Order 2012 – Part 2 which relates to property standards and management.
- 8.10 Only where a household meets the initial criteria, and it has been proved possible for an offer to be made to that household that meets all four of the tests set out above, would a PRSO be made.
- 8.11 If within two years of accepting the offer an applicant re-applies for accommodation, or for assistance in obtaining accommodation, and the authority is satisfied that they are homeless, or threatened with homelessness, and eligible for assistance, and not satisfied that they became homeless intentionally, then a new duty to secure that accommodation will fall to the authority.
- 8.12 An applicant who reapplies will be considered to be homeless, or threatened with homelessness, if they have been served with a valid notice under s.21 Housing Act 1988 by the landlord of the private rented sector property.
- 8.13 Mayor and Cabinet is asked to note all of the protections set out above which will ensure that no PRS offers are made, other than where a number of tests have been made, and that there are significant protections in this approach for residents with vulnerabilities, with children at key education stages, and who would be significantly disadvantaged by being placed into the PRS.
- 8.14 For the residents discussed above, then offers of social housing will continue to be made. However, given the extent of the housing crisis officers propose that there is now no alternative other than to make PRS offers to some households in some circumstances. This could enable those households to be placed into a sustainable housing situation sooner, and would prevent them from spending a number of years in temporary accommodation.

- 8.15 On that basis, the Mayor is recommended to agree that officers be enabled to make PRS offers in certain circumstances, with the protections outlined above, and on the basis that the operation of the scheme is reviewed after a year and that the results of that review are brought back for M&C to consider.

9 Financial implications

- 9.1 The cost to the Council of nightly paid accommodation is currently expected to be in the region of £3m in 2014/15, and estimated to be between £2.0m and £2.5m in 2015/16,
- 9.2 The ability to discharge its homelessness duty into the private rented sector will, subject to no further increases in homeless applications, assist in reducing this cost.

10 Legal Implications

- 10.1 The Homelessness Act 2002 places a duty on local housing authorities to carry out a homelessness review and to formulate and publish a Homelessness Strategy every 5 years
- 10.2 Sections 148 and 149 of the Localism Act 2007 amend Part 7 of the Housing Act 1996. ("The 1996 Act".) These provisions, as well as the Homelessness (Suitability of Accommodation) (England) Order 2012 came into force on 9th November 2012.
- 10.3 The principal effect of the Localism Act amending provisions, is to change the way in which the duty on local housing authorities to secure accommodation under section 193(2) of the 1996 Act can be brought to an end; namely, with an offer of suitable accommodation in the private rented sector. These changes allow local housing authorities to end the main homelessness duty with a private rented sector offer, without the applicant's consent. The duty can only be ended in the private rented sector in this way with a minimum 12 month assured shorthold tenancy. The arrangement of a private rented sector offer is a power, not a duty
- 10.4 When ending the duty using the Localism Act power, local housing authorities are also subject to the provisions of the Homelessness (Suitability of Accommodation) (England) Order 2012. The Order deals with suitability of location of accommodation and circumstances in which accommodation is not to be regarded as suitable for a person for the purposes of a private rented sector offer under section 193(7F) of the 1996 Act.
- 10.5 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.

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

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

10.7 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.

10.8 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/>

10.9 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

10.10 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/>

11 Crime and Disorder Implications

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

12 Equalities Implications

12.1 As part of the pre-decision scrutiny work with the Housing Select Committee, an initial equalities analysis was undertaken to determine whether the proposed option for discharging the Council's homelessness duty into the private rented sector was likely to have a positive, neutral or negative impact on different protected characteristics within the local community and identify mitigating actions to address any disproportionately negative outcomes.

12.2 This analysis found that whilst the overall impact of introducing the policy was broadly positive, particularly in terms of reducing the use of inappropriate B&B accommodation and addressing the mismatch between housing supply and demand, there was potential for it to have a negative impact on some groups. As a result, the proposals were amended in conjunction with the Housing Select Committee to exclude certain groups.

12.3 A full Equality Analysis Assessment (EAA) utilising all the available data and research will be undertaken to support the policy design and implementation process, assuming approval to proceed is received. This EAA will closely monitor the impact of the policy during its delivery and ensure that appropriate action is taken to mitigate any negative impacts wherever possible. The outcome of this process will be reported to Mayor & Cabinet after the first year of operation, alongside a wider review of the working and efficacy of the policy change.

13 Environmental implications

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

14 Background documents and originator

14.1 There are no background documents. If you would like any further information on this report please contact Madeleine Jeffery on 020 8314 9484.

Agenda Item 15

Chief Officer Confirmation of Report Submission

Cabinet Member Confirmation of Briefing

Report for: Mayor
 Mayor and Cabinet
 Mayor and Cabinet (Contracts)
 Executive Director
 Information Part 1 Part 2 Key Decision


Date of Meeting	25 th March 2015
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Title of Report	Greyhound Public House – Progress report
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Originator of Report	Geoff Whittington	Ext.48774
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: _____

Signed: _____ Director/Head of Service

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	

Mayor and Cabinet		
Report Title	Greyhound Public House – response to Sydenham Local Assembly	
Key Decision	No	Item No.
Ward	Sydenham	
Contributors	Executive Director for Resources & Regeneration	
Class	Part 1	Date: 25 March 2015

1. Summary

- 1.1.1 This report sets out the processes that have been undertaken to seek the rebuilding of the Greyhound Public House following Mayor and Cabinet on 22 October 2014.

2. Purpose

- 2.1.1 To update progress reached with the rebuilding of the Greyhound Public House.

3. Recommendation

- 3.1.1 The Mayor is recommended:
- (1) To note the content of the report and that a further report is prepared by the end of June 2015 to update progress.

4. Policy Context

- 4.1.1 The content of this report is consistent with the Council's policy framework. Planning decisions are made on the basis of compliance with the development plan. The development plan for the borough consists of the London Plan and adopted Lewisham local plans including the Core Strategy, Lewisham Town Centre local plan, and the Site Allocation local plan. The Development Management local plan was formally adopted by the Council in November 2014. The development plan for Lewisham is part of the Council's policy framework and is the spatial implementation mechanism for the Sustainable Community Strategy (SCS). It has a central role in implementing the six strategic objectives of the SCS.

5. Background

- 5.1.1 Planning permission and conservation area consent were granted in May 2010 for the partial demolition of the Greyhound public house with full restoration to provide pub/restaurant use, a new public square, residential and commercial units with parking and access provision. This was part of a wider

scheme affecting not only the pub but also adjoining land. The S106 agreement was signed by those with an interest in the land in the development site.

- 5.1.2 The development group Purelake then purchased the pub after the planning permission was granted in late 2010.
- 5.1.3 Between January and March 2012, the pub was substantially demolished, apart from the front elevation. This was in contravention of the consents and a criminal act. The Council then prosecuted, and in March 2013, Purelake were subsequently convicted and fined.
- 5.1.4 The planning obligations attached to the 2010 consents required the restoration and refurbishment of the pub.
- 5.1.5 A new application was submitted in September 2012 for the rebuilding of the public house. In April 2013 Planning Committee (C) granted permission subject to the variation of the original Section 106 Agreement dated 24 May 2010. This required the consent of the signatories to the original agreement, or their successors in title.
- 5.1.6 Subsequent to negotiations between Purelake, Hexagon's solicitors, and the legal representatives of both the commercial and residential owners, no agreement was reached to enable the Deed to be signed. The Council was not in a position to influence this process as it was a matter for the relevant potential signatories to resolve.
- 5.1.7 The Head of Planning met with Purelake on 28th February 2014, and following a meeting with Hexagon, Cllr Chris Best and the Council's relevant officers, on the 13th June 2014, Purelake indicated they would be submitting a fresh planning application for the Greyhound building, which would be different from the outstanding submission.
- 5.1.8 In response to the significant delays encountered in redeveloping the Greyhound, and the signing by all interested parties regarding the Deed of Variation, the Council sought advice from Counsel to agree upon an effective approach to progress matters.
- 5.1.9 The advice received was that the Council should consider commencing proceedings against the proprietors for breach of the original S106 Agreement relating to the 2010 consent, namely the Restoration and Refurbishment Works referred to in the provisions of Schedule 10 of the S106 Agreement.

6. Current Position

- 6.1.1 In October 2014, a S96a Non-Material Amendment application was formally submitted to the Council to address alterations to the building that were not proposed within the 2010 consented scheme, including:
 - The construction of a replacement roof;
 - The retention of an enlarged basement;
 - The omission of a rear elevation window;
 - Amendment to the west elevation regarding the proposed sliding door and the omission of a ground floor window;

- Provision of replacement railings and door to the existing first floor balcony;
- The formation of a chimney to accommodate internal ventilation ducting;
- The provision of new timber openings;
- A rooflight to the rear slope;
- Stone plinths with replica greyhounds.

6.1.2 During the course of the application, site inspections were undertaken with Building Control officers and the developers. The submission of further details were requested by officers in relation to window openings, the appearance of balcony railings, brickwork and re-pointing.

6.1.3 Amended plans were received on 22 December 2014 and 22 January 2015. On 10 February, the S96a application was granted planning permission as officers were satisfied the revised plans demonstrated that the nature of the proposed alterations would not materially harm the appearance of the Greyhound building, the amenities of neighbouring occupiers or the character of the Cobbs Corner Conservation Area.

6.1.4 Schedule 10 of the S106 dated 24 May 2010 required the applicant to submit a comprehensive account of the proposed reinstatement and refurbishment works, including;

- A schedule of proposed works to be undertaken;
- The method of dismantling and rebuilding the existing front gables that are leaning and badly cracked;
- Details of the main roof to be constructed;
- The method of removing the unauthorised mezzanine floor without comprising the structural integrity of the building;

Measures to safeguard brickwork when the damaged lintels are removed and replaced.

6.1.5 On 5 March 2015, the applicants submitted a formal Building Regulations application to the Council, and engineer's structural calculations followed on 7 March. On 11 March, Building Control officers confirmed the details submitted were acceptable, and therefore the application was formally approved. Officers advised they would undertake site visits during the construction phase to monitor the works being undertaken.

6.1.6 Whilst the 5 March 2015 Building Regulations application provided sufficient information to secure Building Control approval on 11 March, there were outstanding details required to satisfy planning requirements. Planning officers therefore requested further advice on 11 March from the applicants on the following matters;

- How the lintels would be removed without damaging the brickwork, and what tools would be used.

- Confirmation of the proposed treatment to make the flank wall bricks appear more like the existing in terms of colour.
- With regard to the rebuilding of the gables, in particular the bonding and pointing, confirmation that the new mortar mix would match the original in type (lime), consistency (i.e. lime, sand and aggregate mix) and colour

6.1.7 On 13 March, the applicants provided the following response:

1. The lintels will be removed by carefully taking down the brickwork gables with the use of small hand tools only. These will then be re-constructed with lime mortar and cleaned down on completion.
2. We understand the desire to use a water/chemical based cleaning agent on the brickwork and will consult with a specialist masonry cleaning contractor once works have commenced on site.
3. In rebuilding the gables, we will use a lime mortar to match the original but do not necessarily see that the joints will be wider as we will use the original imperial sized bricks.

6.1.8 The applicant further confirmed that they would require 3 to 4 weeks from receiving the final approval of the scheme of restoration and reinstatement works from the Council to be able to commence works on site. The building works once commenced would take up to 4 months to complete.

6.1.9 The response is considered acceptable, and officers are satisfied the proposed measures would be appropriate to safeguard the existing building fabric. Planning and Conservation officers would seek to inspect the site during the course of building works to ensure such measures are being suitably undertaken.

6.1.10 At the time of writing this report, a formal letter to the applicants advising that the proposed works and materials were acceptable, pursuant to Schedule 10, had been programmed for week beginning 16 March. The outcome will be reported verbally at the Mayor and Cabinet meeting.

6.1.11 Whilst it is acknowledged that sufficient time would be required to undertake such mobilisation, officers consider it reasonable to expect this to be achieved by week beginning 13 April 2015, considering Easter falls between 3-6 April.

6.1.12 Subsequently, should significant construction works have not commenced on site by week beginning 27 April 2015, it is recommended that the Council then consider whether or not to commence legal proceedings for breach of the original S106 Agreement Schedule 10 requirements.

6.1.13 It should be noted that the Building Regulations plans indicate an external staircase to the rear of the Greyhound building, leading down to the basement area, and a single-storey conservatory to the side. Both additions would

require full planning permission, which the applicant has acknowledged, stating that ‘these 2 elements of work are subject to planning approval being granted and as such we would like the application (Building Control) plan checked as if these 2 elements were not included.’

6.1.14 Whilst the principle of a conservatory was approved in the 2012 planning application, the provision of external stairs is a wholly new proposal. This will need to be the subject of consultation and will require thorough assessment.

6.1.15 The applicants have advised that the planning application will be submitted at ‘the earliest opportunity’, and that they do not intend to delay works from commencing on site whilst the application is considered.

7. Legal Implications

7.1.1 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.

7.1.2 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.

7.1.3 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.

7.1.4 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/>

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7.1.6 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/>

7.1.7 The Section 106 Agreement dated the 24 May 2010 and referred to in paragraph 5.1.4 of this report imposed obligations on the owner of the land of which the Greyhound public house forms a part. Those obligations included the requirement to construct and complete the “Restoration and Refurbishment Works”, in accordance with the details that have been approved by the Council.

7.1.8 The Restoration and Refurbishment works are defined in the Agreement as “the works to the Greyhound Public House including the reinstatement of the former drinking corridor tiles within the building in a scheme to be agreed with the Council and the design and implementation of a new ceramic rear elevation to the building in accordance with the plans and Design and Access Statement submitted as part of the Application.

7.1.9 Paragraph 6 of this report sets out those steps that the Owner and the Council have taken with regards to securing the necessary details to enable the Council to approve the proposed Restoration and Refurbishment Works. Officers have confirmed at Paragraph 6.1.8 that they are now satisfied with the works being proposed by the applicant and that they are due to formally sign-off the scheme in the week beginning the 16 March.

7.1.10 Should the Owner fail to start the works within the timeframe agreed with the applicant as a reasonable period for commencing such works as set out in paragraph 6.1.7 of this report, then the Council can consider whether or not to commence proceedings against the owner for breach of the provisions of the Section 106 Agreement and to seek an order for compliance with the relevant provisions of the Agreement and/or such other remedy as may be appropriate.

8. Financial Implications

- 8.1.1 There are no specific financial implications arising from this report although there are costs being incurred by the Council in terms of officer time and external legal opinions on the matters raised, however these are currently being contained within existing budgets. These costs and any future costs arising may need to be considered in light of any enforcement action should it be required.

9. Crime and disorder implications

- 9.1.1 There are no specific crime and disorder implications in this case.

10. Equalities implications

- 10.1.1 *Shaping our future*, Lewisham's Sustainable Community Strategy for 2008-2020, sets out a vision for Lewisham;-

“Together we will make Lewisham the best place in London to live work and learn.”

This is underpinned by hard-edged principles for:

- **reducing inequality** – narrowing the gap in outcomes for citizens
- **delivering together efficiently, effectively and equitably** - ensuring that all citizens have appropriate access to and choice of high quality local services

- 10.1.2 The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities to support the Sustainable Community Strategy and to ensure compliance with the Equality Act 2010.

- 10.1.3 A full Equality Analysis Assessment (EAA) (previously known as Equality Impact Assessment) was carried out for the policies in the Council's Core Strategy in February 2009. The overall assessment was that the policies in the Core Strategy would not discriminate and that most policies have a positive impact. Three potential adverse impacts were identified: protection of employment land; designation of mixed use employment locations; and concerns of community groups about the amount of new housing development putting undue stress on the existing network of facilities (shops, transport, health facilities, community facilities and other services) particularly in the Deptford/New Cross area.

- 10.1.4 The Site Allocations DPD followed on from the Core Strategy and identifies sites, usually 0.25 hectares and above which area likely to be developed during the lifetime of the LDF (2011 – 2026). The Core Strategy sets out the policy context and principles for the development of the allocated sites.

- 10.1.5 An EAA of the Site Allocations DPD was undertaken in 2011 to identify the positive and negative impacts of the Core Strategy DPD and as a

consequence the Site Allocations DPD, on three protected characteristics that were not included in the earlier EIA as it pre-dated the Equality Act 2010. This EAA also provided an update on the Core Strategy EIA.

- 10.1.6 The Development Management Local Plan proposes specific objectives and policies to help ensure that new development complies with inclusive design principles to ensure that the town centres are safe, attractive and inclusive places. Planning applications for development will need to demonstrate how proposals meet these objectives and policies. The DMLP was the subject of an EAA in 2012.

11. Environmental implications

- 11.1.1 There are no specific environmental implications from this report.

12. Conclusion

- 12.1.1 The Greyhound site has remained in a poor condition since the stalling of development in 2013, which has resulted in an adverse and unacceptable impact upon the character of the Cobbs Corner Conservation Area and the streetscene generally.

- 12.1.2 Officers are working closely with the applicants to ensure the recommencement of building works at the Greyhound. The S96a Non-Material planning application has been granted, whilst Schedule 10 of the S106 Agreement can only be determined when officers are satisfied that the method of intended construction works are appropriate, and would not compromise the structural integrity or character of the building.

Background documents

Short Title Document	Date	File Location	File Reference	Contact Officer	Exempt
Development Management Local Plan	2014	Laurence House	Planning Policy	Brian Regan	No

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/development-policies/Documents/DMLPAdoption.pdf>

If you have any queries on this report, please contact Brian Regan, Planning Policy, 3rd floor Laurence House, 1 Catford Road, Catford SE6 4RU – telephone 020 8314 8774.

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

Report for: Mayor
 Mayor and Cabinet
 Mayor and Cabinet (Contracts)
 Executive Director
 Information Part 1 Part 2 Key Decision

Date of Meeting: MARCH 25 2015

Title of Report: NEW BERMUNDSEY LEWING ZONE BID

Originator of Report: ED RESOURCES and REGENERATION Ext.

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: [Signature] Executive Member

Date: 20/3/2015

Signed: [Signature] Director/Head of Service

Date: 23/3/2015

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	

MAYOR AND CABINET

NOTICE OF DECISION BY SPECIAL URGENCY

MAYOR AND CABINET will meet on WEDNESDAY 25 March 2015 at 6.00pm in the CIVIC SUITE, LEWISHAM TOWN HALL, CATFORD, SE6 4RU.

Mayor and Cabinet will consider a report on the key decision shown below which has not been correctly included in the Key Decision Plan. The Chair of Overview and Scrutiny has been notified that the decision should be treated as urgent because the Mayor of London is to grant approval to the zone on 31 March 2015.

- New Bermondsey Housing Zone Bid

**Barry Quirk
Chief Executive
Date: 17 March 2015
Lewisham Town Hall
London SE6 4RU**

**For further information please
contact the Committee Officer:
Kevin Flaherty
Governance Support
Tel. No. 020 8-314-9327**



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 in additional formats on request.

MAYOR & CABINET		
Report Title	New Bermondsey Housing Zone Bid	
Key Decision	Yes	Item No.
Ward	New Cross	
Contributors	Executive Director for Resources & Regeneration Head of Law	
Class	Part 1	Date: 25 March 2015

URGENCY

This matter has not been included in the key decision plan. In accordance with Rule 18 (General Exception – Urgency):

(a) the proper officer has informed the Chair of the Business Panel in writing, by notice, of the matter in respect of which the decision is to be made; and

(b) the proper officer has made copies of that notice available to the public at the offices of the Council and published it on the Council’s website; and

(c) at least 5 clear days have elapsed since the proper officer complied with (a) and (b) above.

The London Mayor is due to grant Mayoral approval to the New Bermondsey Housing Zone on the 31 March 2015. Therefore the report needs to be considered by Mayor & Cabinet on the 25 March 2015 ahead of the Mayoral decision. This report was reported to Overview and Scrutiny Business Panel on 17 March 2015 and any comments of the Business Panel will be reported to Mayor & Cabinet at the meeting.

1.0 Purpose of report

1.1 To provide Mayor & Cabinet with information on the New Bermondsey (formerly Surrey Canal Triangle) Housing Zone Bid.

2.0 Recommendations

Mayor & Cabinet is recommended to:

2.1 note the details and submission of the New Bermondsey Housing Zone bid; and

- 2.2 require the Memorandum of Understanding with the GLA, in connection with the New Bermondsey Housing Zone bid, to 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 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.
- 3.6 Lewisham's Housing Strategy – 'Homes for the future: raising aspirations, creating choice and meeting need' 2009 -2014 sets out five key areas for action:
- Widening housing choice and managing demand so that a comprehensive range of housing types and tenures are available but are flexible to adapt to changing circumstances.

- Increasing housing availability is a key commitment of the Housing Strategy. Lewisham, despite current market conditions, is determined to provide enough of the right housing in the right places.
- Developing a quality private rented sector which is more affordable and offers more security so it provides an attractive tenure of choice for residents.
- Expanding the housing offer to enable residents to link up with wider services such as employment, health and education so we can truly maximise life opportunities and aspirations.
- Greening our homes and neighbourhoods to ensure that new homes are delivered in an environmentally sustainable fashion, preserve green spaces and contribute towards meeting the carbon challenge, and existing homes are transformed to meet the energy efficiency agenda.

4.0 Background

- 4.1 In August 2014 the Department for Communities & Local Government (DCLG) and the GLA announced their plans to create twenty 'Housing Zones' across the capital. The aim of Housing Zone designation is to boost the housing supply in London by unlocking and accelerating housing delivery through a range of planning and financial measures. Local authorities were offered the opportunity to submit bids, either independently or in collaboration with private sector partners.
- 4.2 The Government and the GLA have jointly committed a total of £400m of funding for the twenty zones. Central government have made £200m available in the form of loan funding which is accessible to private sector organisations only. The remainder of the funding is available in flexible funding forms, including grant funding. The Housing Zone process seeks to encourage co-operation between local authorities, central government and developers. The process provides that, regardless of the source of funding, applications for designation should be put forward by Local Authorities.
- 4.3 New homes developed in Housing Zones are expected to be geared towards meeting a range of housing need and address the affordability challenge currently facing many Londoners. This requires a mix of open market homes that are affordable for Londoners with an obligation, where possible, to prioritise the sale of individual homes to Londoners purchasing for owner-occupation. It also includes new long term market rent homes, as well as affordable homes for rent and low cost home ownership.
- 4.4 The GLA identified Opportunity Areas as 'ideal candidates' for Housing Zone designation. Opportunity areas are often (but not always) places with relatively low land values, sometimes with an historic industrial use, and are usually characterised by some form of market failure that requires substantial intervention. Whilst identified as challenging they can provide opportunities for the public and private sector working collaboratively to regenerate areas and create new neighbourhoods

and places. It is envisaged that through Housing Zone designation some of the challenges identified could be addressed unlocking schemes and accelerating the delivery of the planned housing.

- 4.5 The GLA raised the opportunity to bid for Housing Zone designation with Council's Strategic Housing team following the announcement in August 2014 and identified the potential of the New Bermondsey regeneration scheme as a possible candidate for designation.
- 4.6 Following further consultation with the GLA , the developer (Renewal) and officers in Strategic Housing, Planning and Regeneration it was agreed that the New Bermondsey site met the criteria for Housing Zone and could benefit from designation to bring forward the delivery of housing and infrastructure on the site.
- 4.7 A bid was submitted to the GLA on the 30th September 2014. Lewisham Officers and Renewal have subsequently worked with the GLA to refine the bid over recent months and ensure that the loan funding allocated is used to the maximum potential to accelerate the delivery of housing on the site.
- 4.8 On the 20th February 2015 the Mayor of London announced that the Lewisham Council led bid for the New Bermondsey Housing Zone had been shortlisted for approval along with a further eight local authorities. The bid is scheduled to be approved by the Mayor of London on the 31st March 2015.
- 4.9 The transfer of the Housing Zone loan funding will enable Renewal to progress plans for the delivery of phase 1A and phase 2. These works will be progressed in parallel with the Compulsory Purchase Order process which is required to complete the site assembly for the remaining phases of the site.

5. New Bermondsey Housing Zone Bid

Meeting the Housing Zone criteria

- 5.1 The New Bermondsey regeneration scheme led by Renewal meets several of the criteria for Housing Zone designation.
- 5.2 The site is located in the Lewisham, Catford & New Cross Opportunity Area and experiences several of the challenges associated with Opportunity Areas including:
 - a degraded low quality environment
 - overwhelmingly industrial in character with industrial estates established in the 1970's and 1980's
 - a wider area severed by wide viaducts with an environment which discourages pedestrian access and connectivityLewisham's Core Strategy identifies the site as representing an opportunity to transform the environment and infrastructure and create a new destination. These site characteristics closely align with those identified as suitable for Housing Zone designation.

- 5.3 Good transport accessibility was also a key consideration in the potential location of a Housing Zones. The GLA prospectus identifies that Housing Zones may require investment beyond housing and cited transport as a potential area. Investment in improving the transport infrastructure on the New Bermondsey site represents a significant resource commitment from Renewal in the early phases of the scheme. It can be clearly demonstrated that use of Housing Zone loan funding to contribute to the delivery of the infrastructure requirements could directly unlock and accelerate housing supply in the initial phases of the scheme.
- 5.4 A further criteria for Housing Zone designation is that the development needs to be 'already underway or ready to start and be able to be rapidly increased or accelerated'. Having already secured outline planning consent for the scheme and assembled 95% of the site the New Bermondsey scheme is moving towards the delivery phase. The advanced position of the scheme means it should be well placed to meet the GLA delivery target of 2018 for the first new homes.

Details of Housing Zone bid – funding & delivery

- 5.5 The New Bermondsey Housing Zone Bid is for £20m of loan funding to the developer. The funding will accelerate delivery of the first 532 homes in phases 1A and 2 of the scheme by at least 2 years. Overall the scheme will deliver 2,400 homes.
- 5.6 The £20m loan funding will enable the developer to bring forward the delivery of the new Overground station at Surrey Canal Road and the transport infrastructure works which include new walking, cycling and bus routes. The acceleration of phase 1A and 2 will also deliver a large indoor sports complex for community use ahead of schedule.
- 5.7 The first £10,000,000 of loan funding will be used to bring forward the delivery of the consented New Bermondsey station at Surrey Canal Road on the East London Line phase 2. The loan will be provided directly to Renewal for the station. Renewal will then contract TfL to deliver the station.
- 5.8 The second £10,000,000 of loan funding will be used to bring forward delivery of the transport interchange. It will deliver the following:
- two new bus routes
 - improvements to surrounding railway arches and underpasses
 - a link between the two rail stations on site
 - connections to the wider area with new walking and cycling routes
- 5.9 Transport for London (TfL) have been engaged during the Housing Zone and provided a letter of support for the bid confirming that should

New Bermondsey be designated as a Housing Zone it would be possible to commence design works for the Overground station in summer 2015 with a view to starting work on site towards the end of 2015.

- 5.10 As well as accelerating phases 1A and 2 considerably Housing Zone designation will speed up the entire Surrey Canal/ New Bermondsey development by at least 2 years from over 11 years to 9 years.
- 5.11 As part of the Housing Zone process discussions have been held between Renewal, GLA and the Council on the percentage of affordable housing to be delivered on the site. The Section 106 agreement for the scheme provides for a minimum of 10% affordable housing (by unit). These discussions are ongoing however Renewal have confirmed their commitment to exploring opportunities to deliver additional affordable units in the scheme.

6. Funding Agreement – GLA & Developer

- 6.1 As detailed above, the funding will be in the form of a repayable loan transferred directly from the GLA to Renewal. A funding agreement, including a schedule of milestone payments linked to the delivery of the Overground station and transport interchange works, will be entered into between the GLA and Renewal. The authority will not be party to this agreement and will hold no liability for any claw back of funding should the infrastructure works not be completed as agreed.
- 6.2 Following formal approval from the Mayor of London (scheduled for the 31st March 2015) to grant the £20m loan funding, a financial due diligence process will be undertaken by the GLA and their appointed consultants to confirm the financial standing of Renewal and their ability to repay the loan. The due diligence process will inform the provisions of the funding agreement entered into by the developer and the GLA.
- 6.3 The Council will not be party to the funding agreement and will have no obligations in respect of ensuring repayment of the loan by Renewal. However, the Housing Zone process is predicated on a collaborative approach between local authorities, central government and the private sector. To this end, the Council will agree a Memorandum of Understanding with the GLA to formalise its continued commitment to the delivery of the New Bermondsey regeneration scheme.
- 6.4 The detail of the Memorandum of Understanding is yet to be finalised with the GLA. However, based on discussions to date it is anticipated that it will include the following assurances:
- continued collaborative approach with public and private sector partners (GLA, TFL, developer) to facilitate the delivery of the wider New Bermondsey regeneration scheme.

- participation in Housing Zone governance structure (i.e. representation on New Bermondsey Housing Zone delivery board)
- continued assistance in completion of site land assembly and agreement to consider use of Compulsory Purchase Powers should this be required

6.5 Council officers will work with counterparts at the GLA to agree the Memorandum of Understanding. The final terms the Memorandum of Understanding will be reported back to Mayor & Cabinet for approval.

7.0 Financial implications

7.1 There are no specific financial implications for the Council directly arising from this report. It should be noted that the Council's Memorandum of Understanding with the GLA does not impose any financial responsibility on either party, except that each party remains responsible for the funding cost it incurs in its own interest related to the support of the Memorandum of Understanding.

7.2 At Mayor & Cabinet on 25th June 2014, in the absence of the Mayor, the Deputy Mayor and Cabinet agreed that £500k of funding be pledged to the Surrey Canal Sports Foundation by way of a grant allocation from the Council. This pledge remains and was put in place to help unlock contributions from other contributors. The grant will contribute towards the overall total cost to plan, design and construct sports facilities.

7.3 A due diligence process will be undertaken to ensure that Council 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. The final terms of the funding agreement will be reported back to Mayor & Cabinet for approval prior to the funding agreement being entered into.

7.4 The Council's only resource commitment to the project to date is in the form of officer time and the procurement of independent expert advice. Both are required on a scheme of this scale to ensure that the Council has sufficient oversight and follows due process. Renewal Group Limited (Renewal) have entered into a CPO Indemnity Agreement in relation to the compulsory acquisition process. This means that any costs incurred by the Council in making the CPO or acquiring land required for the scheme on Renewal's behalf is fully reimbursed.

7.5 A recommendation for the CPO resolution will not be brought forward until such time as full financial due diligence has been completed by the Council and officers are satisfied that Renewal Group Limited has a viable business plan and funding strategy to deliver the scheme.

8.0 Legal implications

- 8.1 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 participate in the New Bermondsey Housing Zone bid.
- 8.2 The proposed Memorandum of Understanding between the GLA and the Council will not be legally binding but will contain commitments between the public sector partners. The final terms of the Memorandum of Understanding will be reported back to Mayor & Cabinet for approval.

9.0 Risk Assessment

- 9.1 It is important to note that the Council is not party to the funding agreement for the Housing Zone loan funding and, in particular, has no obligations in respect of repayment. The level of risk associated with the recommendations in this report is low. A risk register for this project is being monitored by the Council's Capital Programme Delivery Board.

10.0 Equality Implications

- 10.1 There are no immediate equality implications associated with the recommendations of this report.

11.0 Environmental Implications

- 11.1 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.

12.0 Crime and disorder implications

- 12.1 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.

13.0 Conclusion

- 13.1 Mayor & Cabinet are recommended to note details of the New Bermondsey Housing Zone bid provided and note that the Memorandum of Understanding with the GLA, to formalise the Council's ongoing commitment to the regeneration of the New Bermondsey site, will be reported back to Mayor & Cabinet.

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.

Short title of document	Date	File Location	Contact Officer
Strategic Planning Committee Report: Land to the North and South of Surrey Canal Road	13.10.11	Council website as Shown below	Chris Brodie

http://planning.lewisham.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal= LEWIS_DC APR_62168

If there are any queries on this report please contact Rob Holmans, Director for Regeneration & Asset Management on 020 8314 7908.

Agenda Item 17

Chief Officer Confirmation of Report Submission Cabinet Member Confirmation of Briefing

Report for: Mayor

Mayor and Cabinet

Mayor and Cabinet (Contracts)

Executive Director

Information Part 1 Part 2 Key Decision

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X
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X

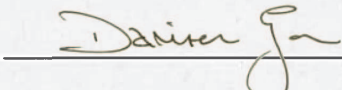
Date of Meeting	25 th March 2015
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Title of Report	Annual Lettings Plan 2015/16
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Originator of Report	Genevieve Macklin	Ext. 43603
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At the time of submission for the Agenda, I confirm that the report has:

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

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 18/3/2015

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	

Mayor & Cabinet			
Report Title	Annual Lettings Plan 2015/16		
Key Decision	Yes		
Wards	All	Item No.	
Contributors	Executive Director, Customer Services		
Class	Open	Date	26 March 2015

1. Summary and Purpose of this report

- 1.1 This report sets out the proposed number of lettings for the Council and other providers for 2015/16 and seeks approval for the changes. We project a continuing downturn in the number of available lettings in 2015/16 of 1,098 (5.5%). The housing supply and demand trend since 2010/11 demonstrates a chronic shortage in new supply and relets of 43%. Accordingly, the changes to the plan are proposed in order to continue to achieve the strategic Council priorities as laid out in the 2015-20 Housing Strategy.
- 1.2 Our priorities best distributes to those in most need, reducing under occupation and severe overcrowding, moving single vulnerable households on from supported accommodation to independence, supporting the regeneration of designated housing estates, reduce the number of homeless households in unsuitable and costly temporary accommodation. Since 2010/11 numbers in nightly paid temporary accommodation has increased to 73%. We have increased the number of lettings to homeless households to keep pace with the increase in accepted homeless applications and reduced supply.
- 1.3 This report also presents the final lettings outcomes for 2013/14 and the position for the first 9 months of 2014/15 (1st April '14 to 31st December '14). It also shows the current demand position on the housing register. This reflects performance in supply and demand management since April 2013 and informs the proposed lettings plan for 2015/16.

	Studio	1	2	3	4+	Grand Total
Demand (Housing Register – 31.12.14)	4	1952	3300	2374	961	8,591
13/14 Lets (01.04.14 – 31.12.14)	28	275	221	124	30	678

- 1.4 Numbers in temporary accommodation are at an all-time high at 1,731, this is an increase of 67.8% since 2011/12. Lewisham are combating this by:-
- ongoing prevention work
 - increasing the percentage of lettings to homeless households
 - exploring discharge of duty into the private rented sector.

2. Policy Context

- 2.1 Lewisham's Sustainable Community Strategy 2008-2020 contains the shared priorities for the borough that sets out a framework for improving the quality of life and life chances for all who live in the borough. The Annual Lettings Plan (ALP) works towards meeting the 'Clean green and liveable' priority to enable people to live in high quality housing and can care for and enjoy their environment.
- 2.2 The Council's 10 corporate priorities determine what contribution the Council will make towards the delivery of the Community Strategy priorities. This report meets the 'decent homes for all' priority which seeks investment in social and affordable housing to achieve the decent homes standard and tackle homelessness.

3. Recommendations

The Mayor is recommended to:

- 3.1 Note the lettings outcomes for 2013/14 and 2014/15 and the position on the housing register.
- 3.2 Agree the proposed Lettings Plan for 2015/16.

4. Background

- 4.1 Housing Allocations schemes are governed by legislation which requires housing authorities to determine and publish a lettings scheme setting out how it will prioritise applications for social housing. It is a requirement that certain groups are given "reasonable preference" within the policy. These groups are:
 - People who are homeless
 - Those living in unsatisfactory housing, e.g. overcrowded or lacking amenities
 - Those who need to move on medical grounds
 - Those who need to move to a particular locality within the district where it would cause hardship if they were unable to do so
 - Those owed a duty under other relevant legislation such as a prohibition order on a property.
- 4.2 Allocation policies must give preference to these groups above others. There is no requirement to give an equal weighting to all of the reasonable preference categories. However, from December 2013 to December 2014 we have seen a significant increase in households in temporary accommodation by 26% reflecting a five year trend since 2010 numbers in temporary accommodation have increased to 73%. Therefore we have increased the percentage of lettings to this group; 80% of all available two bedrooms and 70% of available three bedroom accommodation was introduced 1st September 2014.
- 4.3 A key element of the allocations scheme is the Annual Lettings Plan which should be agreed by Members each year. This outlines the distribution between applicants with differing needs of the supply of lettings expected over the coming year.

4.4 It is anticipated that there will be a reduction in lets and new supply; let's for 14/15 were expected at 1384 however projections indicate that this figure will be closer to 1162 a reduction of 18%. Again this reflects a five year trend; overall lets have reduced by 38.5% since 2010 /11.

4.5 Since the introduction of affordable rents and fixed term tenancies (approximately 2 years ago) there is evidence from the Trading Places Team's work that this type of tenancy is not attractive to transferring tenants particularly under occupiers which may contribute to the reduction in relets within existing social housing stock as reflected in the supply and demand report.

In 13/14 there were 272 lets to AF/FT properties; representing 19.2% of the total number of lets of 1,416. In 14/15 (1st April – 31st December 2014) there has been 117 lets, representing 17.2% of the 678 lets. There is no shortage in demand for these tenancies.

4.6 The Mayor of London launched housing-moves pan-London mobility scheme in May 2012. Lewisham continues to actively participate. Lewisham's contribution for 14/15 is 73 lets across 1-3 bedroom units. To date Lewisham has offered 21 properties and has successfully let 7 of their quota to the scheme, this is due to low demand for the borough of Lewisham. The contribution offers an opportunity for Lewisham applicants to obtain the same number of lets to properties elsewhere in London. There is no net loss in available lettings to Lewisham applicants. Priorities for moves include employment and under-occupation, which are also key priorities for Lewisham.

5. Lettings Outcomes 2013/14 and 2014/15

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

	2010/11	2011/12	2012/13	2013/14	2014/15 (Apr-Dec 14)	Projected 2014/15
General needs lets	1466	1486	1408	1119	567	992
Special lets *	424	336	345	286	104	161
Housing moves	0	0	6	11	7	9
Total lets	1890	1822	1,759	1,416	678	1162

(*Note - special lets include, sheltered lets, disabled units and temporary to permanent tenancy sign ups).

The projected outturn for 2014/15 is 1162 which is 17.94% (254) below the previous year. Lets have reduced by 718 units (38.5%) in 5 years.

5.2 An analysis of the overall percentage of lettings to each band shows the following:

	Actual % of lets 13/14	% of lets Apr – Dec '14	Percentage of lets 14/15 target

Band 1	18.2%	18.3%	22.3%
Band 2	29.1%	24.2%	17.7%
Band 3	31.7%	41.2%	42.4%
Special lets*	20.2%	15.3%	13.3%
Housing Moves	0.8%	1.0%	4.3%

(*Note - special lets include, sheltered lets, disabled units and temporary to permanent tenancy sign ups

** Note – 248 lets awaiting resulting which may alter the distribution of percentages)

- 5.3 The increase in lets to band 2 is a reflection of the increased acceptances of Homeless Prevention. However, as later explained in this report, with the increased lettings to priority homeless households, realistically this priority group will not be rehoused within the current target of 12 weeks and therefore this priority group will be reviewed when the Housing Allocation Scheme is reviewed, this is anticipated later this year.
- 5.4 In 2014/15 five priorities outlined in 6.2 were set from all the categories in the three bands. These priorities were where we decided to target a number of allocations in order to ensure a minimum level of rehousing from these groups. The remainder of allocations went to the other categories within the banding scheme.
- 5.5 Overall it is projected the letting plan for 2014/15 will perform broadly to target.
- 5.6 Decants are the main area performing below target. This is largely due to the reduced pressure on decanting Milford Towers which is a consequence of the delayed programme of the Catford regeneration scheme. The target also included the Deptford Southern decant program which has not started as anticipated. This is expected to start in Spring 2015. It also included Kenton Court and Somerville; a specialised housing where residents have been decanted to other specialised housing.

Scheme	Households of moved
Heathside & Lethbridge	10
Excalibur	3
Kenton Court	0
Somerville	0
Milford Towers	10
Total	23

- 5.7 An analysis of waiting times for lettings broken down by the various categories of need is shown at Appendix 4 and 5. The shortest waiting time in 13/14 was in band 1 at 0.4 weeks and in the current year in band 2 at 8.8 weeks. So far in 2014/15 the overall average wait time for 1 bed needs across all bands is 57.4 weeks and for 4 or more bedrooms is 147.6 weeks. For 1 bed's this is in line with the previous year at 54.4 weeks. However for 4 beds there is a significant increase from the previous year at 207.0 weeks. This analysis also provides a framework for advice to housing applicants; the average wait for each category of applicant for different bedroom requirements representing a guide to future rehousing prospects.

6. Proposed Plan for 2015/16

6.1 The Lettings Plan proposed is set out at **Appendix 1**. It projects a decrease in the overall supply of new build accommodation, 338 across all tenures in 15/16. Re-lets have decreased consistently over the last few years and is projected at 615 (this includes temp to perm and direct lets).

6.2 Five priority areas (in no priority order, below) have been identified for the plan:

- Homeless households in temporary accommodation – in order to sustain the numbers in temporary accommodation at a manageable level and ensure that possible pressures from homeless demand as a result of the welfare benefit changes already introduced and those planned to be introduced are contained
- Decants – based on projected need from schemes due to go on site imminently, in order to ensure schemes start on time and the council maximises the benefit from funding secured for current regeneration schemes
- Under-occupation – a national priority, there are a high number of under occupiers registered which has increased largely due to the spare room subsidy. The Trading Places project team has been introduced working in conjunction with Registered Housing Providers to identify other ways to reduce the levels of under-occupation in social housing stock.
- Severe overcrowding (2 bedrooms or more) – a key local and national priority
- Move-on from supported housing schemes – to cater for the need to decant a number of supported schemes, moving vulnerable households into independent homes and to free up supported housing bed spaces for those with support needs waiting for accommodation

6.3 The retention of these 5 priorities reflects a continuing need to focus on these groups and ensure rehousing in these areas is supported. However, it must be noted with the increased percentage of lettings to priority homeless, to reduce the number of households in temporary accommodation, will impact on the number of lettings available to the other four priority groups. The remaining lets not targeted to priority homeless have been spread across bands 1-3 to ensure that we maximise rehousing opportunities to those in the highest need. Groups in bands 1-3 who will benefit from the small number of remaining lets include emergency cases (e.g. those we agreed to move as a result of violence) care leavers, homeless prevention, medical needs and households who are overcrowded by one bedroom.

6.4 The current housing register has 8,591 households (as at 31.12.14). In 14/15 (01.04.14 – 31.12.14) we have achieved 678 lets, this reflects that demand far outweighs supply.

	Studio	1	2	3	4+	Grand Total
Demand (Housing Register – 31.12.14)	4	1952	3300	2374	961	8,591
13/14 Lets (01.04.14 – 31.12.14)	28	275	221	124	30	678

6.5 There are 766 households registered in band 1 as under occupiers this is an increase of 47 from last year despite moving 70 under occupying households. This increase was anticipated as those affected by the 'spare room' subsidy (bedroom tax) in April 2013 look to move to a more affordable home. Increasing the number of moves to this group in order to release larger homes remains a key priority for 2015/16 and the

Trading Places team are utilising other options to obtain moves such as facilitating mutual exchange moves and chain lettings. The table below represents properties released via the Trading Places Team.

	Bed Size Released			Total
	2 Bed	3 Bed	4+ Bed	
Homesearch	39	29	8	76
Mutual Exchange		2	1	3
Perfect Fit		2		2
Management Let		1		1
Moved in with family		1		1
Total	39	35	9	83

- 6.6 The Trading Places project team was established in February 2014 and tasked with providing an intensive support based service to those affected by the removal of the Spare Room Subsidy or 'bedroom tax'. The team has supported 83 households facing financial hardship to move to more suitably sized accommodation, reducing numbers of potential evictions & releasing much needed larger properties.
- 6.6.1 In line with the pilot chain lets scheme 34 of the properties released have been used to move a household affected by the benefit cap from unaffordable temporary accommodation.
- 6.6.2 Another 27 properties have been used to rehouse homeless families reducing temporary accommodation costs and providing families with a secure tenure.
- 6.6.3 The remaining properties have been used to address other priority needs across the housing register and in some cases produced a property chain allowing several households to move. We will continue to explore the use of 'chain lets' to reduce under occupation, overcrowding tenants and rehouse priority homeless households.
- 6.6.4 Trading Places provides a vital resource to more vulnerable tenants who would otherwise struggle to access online housing options and continues to engage with a caseload of 120 tenants wishing to downsize, proactively working with Housing Benefit, RP Partners and Income & Welfare Teams across the borough. An extension of the project would mean a continuation of this work and an increase in the number of larger homes released into the housing pool supporting the draft Housing Strategy.
- 6.6.5 Housing Benefits have been supporting some households affected by the 'spare room subsidy' by way of DHP (Discretionary Housing Payment) where households meet the requirements; including being registered for housing and actively bidding for smaller accommodation. However, some households were reluctant to move as the shortfall in their rent was being covered.
- 6.7 There are currently 143 cases registered with a decant need. The number of council decants needing rehousing next year is slightly higher than last year and still requires a percentage of lettings to account for future phases on several of the council's major regeneration schemes on Excalibur, Heathside & Lethbridge, Milford Towers, Somerville, Kenton and Deptford.

- 6.8 Move on within the supported housing pathway remains a number one priority for SHIP and the pathway providers. The supported housing move-on nominations are an integral part of the move on from the pathway and in preventing homeless applications within the single homeless cohort. They also enable us and our partners to much better manage the flow of people through supported housing and wider pathways. Future nominations will be used to provide much better access to move on within the mental health supported housing cohort also to "de-silt" these schemes, which will also support better hospital discharge and better health outcomes within the mental health sector let alone help to continue to reduce rough sleeping through supported housing and initiatives such as Housing First. It is anticipated in the coming year that additional schemes and properties will be coming into the pathway to provide more varied support options for single homeless clients to meet the increasing numbers approaching SHIP. Currently 123 applicants are registered as supporting housing move on.
- 6.9 There are 414 serious overcrowded cases registered that lack 2 or more bedrooms a decrease from last year at 459. 30 severely overcrowded households have moved to date in 14/15. Targets will continue to be set for this group in 2015/16 as it remains a priority area.
- 6.10 There were 1,731 households in temporary accommodation at the end of December 2014 an increase from last year of 26% (359 households).

Households in temporary accommodation	Dec 11/12	Dec 12/13	Dec 13/14	Dec 14/15
Total	1,032	1,168	1,372	1731

It is proposed to increase letting targets for this group given the rising numbers in TA.

- 6.11 The production of a detailed Lettings Plan, targeting a range of priorities in each band is a more proactive and focused way of addressing lettings priorities. It is however, administratively intensive and requires ongoing monthly monitoring of performance against targets in order to ensure that targets within the plan are reached. A half year review of progress against the lettings plan targets will be undertaken and will be reported back to the Housing Select Committee and Mayor & Cabinet thereafter if changes to the plan are required.

7. Financial Implications

- 7.1 There are no direct financial implications associated with the proposed changes to the Lettings Plan. There are significant costs associated with housing generally, including managing the allocations service, managing the provision of council housing and providing services to those experiencing homelessness. All of these are affected over time by the demand for housing. However, the lettings is merely the means by which that demand is allocated to existing properties, and so changes to it do not have direct financial implications.
- 7.2 Council regeneration schemes are currently performing successfully. It is worth noting, however, that the Council's financial plans in respect of these schemes are dependent on the timely and effective operation of decant programmes and any delays in such programmes would have a negative impact on those plans.

8. Legal and Human Rights Implications

- 8.1 Section 159(1) of the Housing Act 1996 requires a local authority to comply with Part 6 of the Act (sections 159 to 174) in allocating housing accommodation. Section 159(7) provides that “subject to the provisions of this Part, a local housing authority may allocate housing accommodation in such manner as they consider appropriate.” Section 169 provides that, when exercising their functions under Part 6 of the 1996 Act, as amended by the 2002 Homelessness Act, local housing authorities “shall have regard to such guidance as may be given by the Secretary of State” when carrying out their role in allocating social housing.
- 8.2 In compliance with section 167,(1) (of the 1996 Act,) Lewisham Housing Authority has an Allocations Policy, “... for determining priorities,...” which sets out the procedure to be followed when allocating housing accommodation.
- 8.3 The ‘Allocation of accommodation; guidance for local housing authorities in England’ was published on 29th June 2012. It replaces all previous guidance on social housing allocations. It expressly aims to assist local housing authorities to take advantage of the provisions within the Localism Act 2011. It also encourages authorities to make use of the existing flexibilities within the allocation legislation to ensure that social homes are allocated to people who are deemed to need and deserve them the most, such as “hard working” families and members of the Armed Forces.
- 8.4 The Localism Act 2011 introduces a number of significant amendments to Part 6 of the 1996 Act. Of particular relevance here are the following provisions: Section 160ZA replaces s.160A in relation to allocations by housing authorities. Social housing may only be allocated to ‘qualifying persons’ and housing authorities are given the power to determine what classes of persons are or are not qualified to be allocated Housing (s.160ZA(6) and (7)).
- 8.5 Section 166A requires housing authorities in England to allocate accommodation in accordance with a scheme which must be framed to ensure that certain categories of applicants are given reasonable preference for an allocation of social housing. Section 166A(9) includes a new requirement for an allocation scheme to give a right to review a decision on qualification in s.160AZ(9), and to inform such affected persons of the decision on the review and the grounds for it. This is in addition to the existing right to review a decision on eligibility.
- 8.6 Section 166A(12) provides that housing authorities must have regard to both their homelessness and tenancy strategies when framing their allocation scheme. The requirement for an allocation scheme to contain a statement of the authority’s policy on offering a choice of accommodation or the opportunity to express preferences about their accommodation is retained. (s.166A(2)). However, the requirement to provide a copy of this statement to people to whom they owe a homelessness duty (under s.193(3A) or s.195(3A) of the 1996 Act) is repealed by s.148(2) and s.149(3) of the Localism Act 2011. This is because, following the changes to the main homelessness duty made by the Localism Act 2011, there can no longer be a presumption that the homelessness duty will be brought to an end in most cases with an allocation under Part 6.

- 8.7 The European Convention on Human Rights states in Article 8 that “Everyone has the right to respect for his private and family life, his home and correspondence”. The Human Rights Act 1998 incorporates the Convention. Whilst it does not, however, necessarily mean that everyone has an immediate *right* to a home, (because Article 8 is a “qualified” right and therefore is capable in certain circumstances, of being lawfully and legitimately interfered with,) the provision by an Authority of a relevant proactive Allocations Policy and Lettings Plan does assist to reinforce the Article 8 principles.
- 8.8 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.
- 8.9 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.
- 8.10 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.
- 8.11 The Equality and Human Rights Commission issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 8.12 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
- 8.13 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/>

9. Crime and Disorder Implications

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

10. Equalities Implications

- 10.1 An assessment of the equalities issues arising from the Lettings Plan has been carried out in order to comply with the council's duties under the Equalities Act 2010.
- 10.2 The lettings plan priorities have generally positive impacts, covered in point 5 above and reflect the need to focus targets on key local and national priorities around housing need. The allocation of targets to each band ensures that all groups with priority under the allocations scheme receive a percentage of lettings.
- 10.3 Applicants who join the housing register are asked to complete monitoring in relation to their gender, age, ethnicity, disability, sexual orientation and religion or belief. Appendix 7 and 8 show the ethnic profile of lettings by bedroom size for 2012/13 and 2013/14 so far.
- 10.4 The lettings outturn for different ethnic groups showed a similar profile to previous periods and there were no significant increases or reduction across groups. The number of households not disclosing their ethnicity remains. When implementing the new Allocation Policy in October 2012 we also introduced a new housing application with an updated ethnic monitoring form which will help us improve the data we capture.

11. Environmental Implications

- 11.1 There are no environmental implications.

12. Background documents and originator

- 12.1 There are two background documents to this report which are held at the Housing Options Centre:
- The housing register analysis; and
 - Equalities issues associated with the plan.

12.2 If you require more information on this report please contact Genevieve Macklin, Head of Strategic Housing on 0208 314 6057.

Appendix 1 – Lettings Plan 2015/16

Band & Rehousing Reason	Bed Size					Total	% of general lets	% of all lets
	Studio	1	2	3	4+			
Band 1								
Decant	0	44	20	18	10	92	11.0%	8.4%
Un Occ High Demand	0	50	10	3	0	63	7.5%	5.7%
All other band 1	0	7	1	6	2	14	1.7%	1.3%
Total Band 1	0	101	31	27	8	167	19.9%	15.2%
Band 2								
Overcrowded by 2 bed or more	0	0	5	10	5	20	2.4%	1.8%
Supported Housing Move On	40	99	0	0	0	139	16.6%	12.7%
All other band 2	0	17	29	8	1	55	6.6%	5.0%
Total Band 2	40	116	34	18	6	214	25.5%	19.5%
Band 3								
Priority Homeless	15	35	264	106	18	438	52.2%	39.9%
All other band 3	8	10	1	1	0	20	2.4%	1.8%
Total Band 3	23	45	265	107	18	458	54.6%	41.7%
Grand Total	63	262	330	152	32	839	100%	76.4%
							% of Special lets	% of all lets
Special Lets								
Temp to Perm	0	21	35	60	3	119	57.8%	10.8%
Sheltered	8	45	1	1	0	55	26.7%	5.0%
Disabled	0	10	15	7	0	32	15.5%	2.9%
Total Special Lets	8	76	51	68	3	206	100%	18.8%
Housing Moves	0	30	15	8	0	53		4.8%
Overall total lets	71	368	396	228	35	1098		100.0%

Appendix 2 - Total Lettings – 2013/14

Band & Rehousing Reason	Bed Size					Total	% of general lets	% of all lets
	Studio	1	2	3	4+			
Band 1								
Decant		20	20	7	2	49	4.4%	3.5%
Emergency		3	4	1	1	9	0.8%	0.6%
Exceptional Homeless		1	7	2	2	12	1.1%	0.8%
Leaving Care	3	32	8			43	3.8%	3.0%
No Long Req Spe Unit		2				2	0.2%	0.1%
OC Una to Suc Tenanc		1				1	0.1%	0.1%
Starred decant priority		3	7	14	2	26	2.3%	1.8%
Success Too Large Pr		4	1			5	0.4%	0.4%
Un Occ High Demand		73	34	3	1	111	9.9%	7.8%
Total Band 1	3	139	81	27	8	258	23.1%	18.2%
Band 2								
Homeless Prevention		7	86	2		95	8.5%	6.7%
Medical High		10	11	11	1	33	2.9%	2.3%
Medical Low		1				1	0.1%	0.1%
Overcrowded by 2 bed or more			25	64	25	114	10.2%	8.1%
Supported Housing Move On	49	116	3	1		169	15.1%	11.9%
Total Band 2	49	134	125	78	26	412	36.8%	29.1%
Band 3								
Medical Low	2	14	2			18	1.6%	1.3%
Overcrowded By 1 Bed	6	32	3	15		56	5.0%	4.0%
Priority Homeless	3	46	208	71	21	349	31.2%	24.6%
Welfare	11	14	1			26	2.3%	1.8%
Total Band 3	22	106	214	86	21	449	40.1%	31.7%
Grand Total	74	379	420	191	55	1119	100.0%	79.0%
							% of Special lets	% of all lets
Special Lets								
Temp to Perm	3	21	35	109	3	171	59.8%	12.1%
Sheltered	5	62	1	1	0	69	24.1%	4.9%
Disabled	0	14	24	8	0	46	16.1%	3.2%
Total Special Lets	8	97	60	118	3	286	100.0%	20.2%
Housing Moves	0	5	3	3	0	11		0.8%
Overall total lets	82	481	483	312	58	1416		100.0%

Appendix 3 – Total Lettings 14/15 – (1st April ‘14 – 31st December ‘14)

Band & Rehousing Reason	Bed Size					Total	% of general lets	% of all lets
	Studio	1	2	3	4+			
Band 1								
Decant		8	7	5	1	21	3.7%	3.1%
Emergency		1	2	4		7	1.2%	1.0%
Leaving Care		18	7			25	4.4%	3.7%
Management Discretion 1				2		2	0.4%	0.3%
Medical High			1			1	0.2%	0.1%
OC Una to Suc Tenanc		1				1	0.2%	0.1%
Starred decant priority			1	1		2	0.4%	0.3%
Success Too Large Pr		2				2	0.4%	0.3%
Un Occ High Demand		51	9	3		63	11.1%	9.3%
Total Band 1		81	27	15	1	124	21.9%	18.3%
Band 2							0.0%	0.0%
Homeless Prevention		4	33			37	6.5%	5.5%
Management Discretion 2			1			1	0.2%	0.1%
Medical High		6	4	8	2	20	3.5%	2.9%
Overcrowded by 2 bed or more			1	23	6	30	5.3%	4.4%
Supported Housing Move On	12	62	2			76	13.4%	11.2%
Total Band 2	12	72	41	31	8	164	28.9%	24.2%
Band 3							0.0%	0.0%
Medical Low	4	15		2		21	3.7%	3.1%
Overcrowded By 1 Bed	6	23	3	7		39	6.9%	5.8%
Priority Homeless		27	115	44	19	205	36.2%	30.2%
Welfare	2	11	1			14	2.5%	2.1%
Total Band 3	12	76	119	53	19	279	49.2%	41.2%
Total	24	229	187	99	28	567	100.0%	83.6%
							% of Special lets	% of all lets
Special Lets								
Temp to Perm	0	6	25	14	2	47	45.2%	6.9%
Sheltered	4	32	0	0	0	36	34.6%	5.3%
Disabled	0	5	7	9	0	21	20.2%	3.1%
Total Special Lets	4	43	32	23	2	104	100.0%	15.3%
Housing Moves	0	3	2	2	0	7		1.0%
Overall total lets	28	275	221	124	30	678		100.0%

Appendix 4 - Average waiting times based on lettings outcomes (weeks) 2013/14

Band & Rehousing Reason	Bed Size					Average
	Studio	1	2	3	4+	
Band 1						
Decant		94.5	83.7	104.5	127.0	92.7
Emergency		46.6	15.3	10.7	5.9	28.3
Exceptional Homeless		0.4	57.1	29.3	7.3	39.4
Exceptional Medical		26.6				26.6
Leaving Care	121.5	99.5	132.5			107.2
No Long Req Spe Unit		57.3				57.3
OC Una to Suc Tenanc		82.9				82.9
Starred decant priority		110.0	100.0	96.6	92.5	98.7
Success Too Large Pr		110.0	191.0			126.2
Un Occ High Demand		39.5	55.0	65.4	70.9	45.0
Total Band 1	121.5	62.8	72.6	87.0	66.3	68.9
Band 2						
Homeless Prevention		19.3	38.7	52.1		37.1
Medical High		54.5	82.5	93.8	397.7	81.8
Medical Low		9.6				9.6
Overcrowded by 2 bed or more			71.7	73.5	237.6	108.8
Supported Housing Move On	10.7	16.1	44.4	62.9		15.6
Total Band 2	10.7	20.9	51.5	76.6	243.7	52.3
Band 3						
Medical Low	50.9	147.4	121.9	15.3		132.7
Overcrowded By 1 Bed	97.6	130.3	232.7	255.9		167.0
Priority Homeless	11.3	41.3	118.9	129.7	215.1	115.4
Welfare	40.9	43.2	4.7			41.8
Total Band 3	51.3	81.5	147.5	149.9	215.1	127.0
Total Average Waiting Time	28.3	54.4	90.6	110.3	207.0	81.6

Appendix 5 - Average waiting times based on lettings outcomes (weeks) - April 1st 2014 – 31st December 2014

Band & Rehousing Reason	Bed Size					Average
	Studio	1	2	3	4+	
Band 1						
Decant		170.0	129.1	117.4	120.9	141.7
Emergency		44.9	16.5	22.8		23.2
Leaving Care		64.3	118.9			79.6
Management Discretion 1				20.0		20.0
Medical High			20.9			20.9
OC Una to Suc Tenanc		23.9				23.9
Starred decant priority		109.9	141.0	143.9		131.6
Success Too Large Pr		22.6				22.6
Un Occ High Demand		43.6	64.9	44.5		46.4
Total Band 1		60.1	90.4	69.6	120.9	67.9
Band 2						
Homeless Prevention		8.8	39.1			35.9
Management Discretion 2			29.6			29.6
Medical High		70.0	42.3	177.9	96.1	111.6
Overcrowded by 2 bed or more			74.3	81.1	257.8	116.2
Supported Housing Move On	19.9	14.0	38.4			15.5
Total Band 2	19.9	20.7	40.1	116.0	217.4	53.2
Band 3						
Medical Low	72.7	109.3	55.0	155.2		108.6
Overcrowded By 1 Bed	68.0	104.6	285.4	360.3		161.9
Priority Homeless		34.9	127.1	127.8	119.7	114.1
Welfare	49.5	106.7	214.6			98.0
Total Band 3	62.2	85.7	131.8	159.3	119.7	118.2
Average Waiting Time Weeks	44.1	57.4	105.0	131.6	147.6	88.5

Appendix 6 - Let's to AF/FT properties 2013/14

Applicant Type & Rehousing Reason	Bed Size					Total	%
	Studio	1	2	3	4+		
Applicants							
Emergency		1				1	
Homeless Prevention		5	27			32	
Leaving Care	2	9	3			14	
Medical High			3	1		4	
Medical Low		5	3			8	
Overcrowded By 1 Bed	3	14		1		18	
Overcrowded by 2 bed or more			6	5	3	14	
Supported Housing Move On	10	26				36	
Welfare	1	2				3	
Total Applicants	16	62	42	7	3	130	47.8%
Homeless							
Exceptional Homeless			3			3	
Priority Homeless	1	14	64	11	2	92	
Total Homeless	1	14	67	11	2	95	34.9%
Transfers							
Decant		6	2			8	
Emergency		2	1			3	
Homeless Prevention			1			1	
Medical High		4	3	1		8	
Medical Low		1				1	
Overcrowded By 1 Bed				1		1	
Overcrowded by 2 bed or more					1	1	
Starred decant priority		1				1	
Success Too Large Pr		2				2	
Supported Housing Move On	1	2	1	1		5	
Un Occ High Demand		7	8	1		16	
Total Transfers	1	25	16	4	1	47	17.3%
Grand total	18	101	125	22	6	272	100%

Appendix 7 - Let's to AF/FT properties 2014/15 – (1st April '14 to 31st December 2014)

Applicant Type & Rehousing Reason	Bed Size					Total	%
	Studio	1	2	3	4+		
Applicants							
Homeless Prevention		2	2			4	
Leaving Care		4	2			6	
Medical High				1	1	2	
Medical Low		4	1	2		7	
Overcrowded By 1 Bed		6	1			7	
Overcrowded by 2 bed or more				4	1	5	
Supported Housing Move On	1	11				12	
Total Applicants	1	27	6	7	2	43	36.8%
Homeless							
Priority Homeless		7	23	11	7	48	
Total Homeless		7	23	11	7	48	41.0%
Transfers							
Medical High			3	1		4	
Medical Low		1	1	2		4	
Overcrowded By 1 Bed			1	3		4	
Overcrowded by 2 bed or more					1	1	
Success Too Large Pr		1				1	
Supported Housing Move On		4				4	
Un Occ High Demand		5	2			7	
Welfare			1			1	
Total Transfers		11	8	6	1	26	22.2%
Grand total	1	45	37	24	10	117	100%

Appendix 8 – Ethnicity Monitoring of Lettings 2013/14

Ethnic Monitoring of Lettings	Studio	%age	1	%age	2	%age	3	%age	4+	%age	Total	%age
ARAB		0.0%		0.0%	1	0.1%		0.0%		0.0%	1	0.1%
BANGLADESHI		0.0%	2	0.2%	1	0.1%		0.0%		0.0%	3	0.2%
BLACK AFRICAN	5	0.4%	41	3.3%	44	3.6%	48	3.9%	13	1.1%	151	12.2%
BLACK CARIBBEAN	8	0.6%	63	5.1%	81	6.6%	25	2.0%	7	0.6%	184	14.9%
BLACK OTHER	3	0.2%	13	1.1%	12	1.0%	4	0.3%	1	0.1%	33	2.7%
CHINESE		0.0%	2	0.2%	4	0.3%	1	0.1%	2	0.2%	9	0.7%
INDIAN		0.0%		0.0%	2	0.2%		0.0%		0.0%	2	0.2%
NOT DISCLOSED	49	4.0%	224	18.2%	157	12.7%	81	6.6%	22	1.8%	533	43.2%
OTHER		0.0%	5	0.4%	17	1.4%	5	0.4%	2	0.2%	29	2.4%
OTHER ASIAN BACKGRND	2	0.2%	4	0.3%	9	0.7%	6	0.5%	2	0.2%	23	1.9%
OTHER MIXED		0.0%	4	0.3%	6	0.5%	1	0.1%	1	0.1%	12	1.0%
TURKISH		0.0%	1	0.1%		0.0%		0.0%		0.0%	1	0.1%
VIETNAMESE		0.0%	1	0.1%	2	0.2%		0.0%		0.0%	3	0.2%
WHITE		0.0%	3	0.2%		0.0%		0.0%		0.0%	3	0.2%
WHITE BRITISH	8	0.6%	72	5.8%	76	6.2%	16	1.3%	5	0.4%	177	14.3%
WHITE IRISH	1	0.1%	6	0.5%	4	0.3%		0.0%		0.0%	11	0.9%
WHITE OTHER BACKGRND		0.0%	6	0.5%	13	1.1%	8	0.6%		0.0%	27	2.2%
WHITE&BLACK AFRICAN	1	0.1%	1	0.1%	2	0.2%		0.0%		0.0%	4	0.3%
WHITE&BLACK CARIBBEAN	2	0.2%	6	0.5%	13	1.1%	4	0.3%		0.0%	25	2.0%
WHITE&OTHER BACKGRND		0.0%	1	0.1%	1	0.1%	1	0.1%		0.0%	3	0.2%
Grand total	79	6.4%	455	36.9%	445	36.1%	200	16.2%	55	4.5%	1234	100%

Appendix 9 - Ethnicity Monitoring of Lettings 2014/15 – (1st April '14 – 31st December'14)

Ethnic Monitoring of Lettings	Studio	%age	1	%age	2	%age	3	%age	4+	%age	Total	%age
ARAB		0.0%	1	0.2%		0.0%		0.0%		0.0%	1	0.2%
BANGLADESHI		0.0%		0.0%	1	0.2%		0.0%		0.0%	1	0.2%
BLACK AFRICAN	4	0.6%	23	3.7%	20	3.2%	20	3.2%	9	1.4%	76	12.2%
BLACK CARIBBEAN		0.0%	32	5.1%	35	5.6%	21	3.4%	4	0.6%	92	14.7%
BLACK OTHER		0.0%	6	1.0%	5	0.8%	4	0.6%	2	0.3%	17	2.7%
CHINESE		0.0%	2	0.3%	5	0.8%	2	0.3%		0.0%	9	1.4%
NOT DISCLOSED	14	2.2%	150	24.0%	73	11.7%	38	6.1%	9	1.4%	284	45.5%
OTHER	3	0.5%	2	0.3%	5	0.8%	4	0.6%		0.0%	14	2.2%
OTHER ASIAN BACKGRND		0.0%	2	0.3%	4	0.6%	2	0.3%	1	0.2%	9	1.4%
OTHER MIXED		0.0%	1	0.2%		0.0%		0.0%		0.0%	1	0.2%
WHITE		0.0%	2	0.3%	1	0.2%		0.0%		0.0%	3	0.5%
WHITE BRITISH	5	0.8%	33	5.3%	38	6.1%	9	1.4%	2	0.3%	87	13.9%
WHITE IRISH		0.0%	2	0.3%		0.0%	1	0.2%		0.0%	3	0.5%
WHITE OTHER BACKGRND	1	0.2%	4	0.6%	4	0.6%	6	1.0%	1	0.2%	16	2.6%
WHITE&BLACK AFRICAN		0.0%	2	0.3%		0.0%		0.0%		0.0%	2	0.3%
WHITE&BLACK CARIBBEAN	1	0.2%	3	0.5%	3	0.5%	1	0.2%		0.0%	8	1.3%
WHITE&OTHER BACKGRND		0.0%	1	0.2%		0.0%		0.0%		0.0%	1	0.2%
Grand total	28	4.5%	266	42.6%	194	31.1%	108	17.3%	28	4.5%	624	100%

MAYOR & CABINET		
Report Title	Exclusion of the Press and Public	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: March 25 2015

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

- 19. Permanent Primary Places Turnham Primary School
- 20. Deptford Southern Sites Regeneration Project

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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