

Public Document Pack

Lewisham Council Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Wednesday, 20 January 2016.



Barry Quirk, Chief Executive
January 12 2016

Councillor Obajimi Adefiranye Councillor Abdeslam Amrani Councillor Chris Barnham Councillor Paul Bell Councillor Peter Bernards Councillor Chris Best Councillor Kevin Bonavia Councillor Andre Bourne Councillor David Britton Councillor Bill Brown Mayor Sir Steve Bullock Councillor Suzannah Clarke Councillor John Coughlin Councillor Liam Curran Councillor Janet Daby Councillor Brenda Dacres Councillor Amanda De Ryk Councillor Joe Dromey Councillor Damien Egan Councillor Colin Elliott Councillor Alan Hall Councillor Carl Handley Councillor Maja Hilton Councillor Simon Hooks Councillor Ami Ibitson Councillor Mark Ingleby Councillor Stella Jeffrey Councillor Liz Johnston-Franklin Councillor Alicia Kennedy Councillor Roy Kennedy Councillor Helen Klier Councillor Jim Mallory	
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Councillor Paul Maslin Councillor David Michael Councillor Joan Millbank Councillor Jamie Milne Councillor Hilary Moore Councillor Pauline Morrison Councillor John Muldoon Councillor Olurotimi Ogunbadewa Councillor Rachel Onikosi Councillor Crada Onuegbu Councillor Jacq Paschoud Councillor John Paschoud Councillor Pat Raven Councillor Joan Reid Councillor Gareth Siddorn Councillor Jonathan Slater Councillor Alan Smith Councillor Luke Sorba Councillor Eva Stamirowski Councillor Alan Till Councillor Paul Upex Councillor James-J Walsh Councillor Susan Wise	
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Council Agenda

Wednesday, 20 January 2016

7.30 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: Kevin Flaherty 0208 3149327 (Tel: 0208 314 9327)

Part 1

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Members of the public are welcome to attend committee meetings. However, occasionally, committees may have to consider some business in private. Copies of agendas, minutes and reports are available on request in Braille, in large print, on audio tape, on computer disk or in other languages.

RECORDING AND USE OF SOCIAL MEDIA

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The Council cannot guarantee that anyone present at a meeting will not be filmed or recorded by anyone who may then use your image or sound recording.

If you are intending to audio record or film this meeting, you must :

- tell the clerk to the meeting before the meeting starts
- only focus cameras/recordings on councillors, Council officers, and those members of the public who are participating in the conduct of the meeting and avoid other areas of the room, particularly where non-participating members of the public may be sitting.
- ensure that you never leave your recording equipment unattended in the meeting room.

If recording causes a disturbance or undermines the proper conduct of the meeting, then the Chair of the meeting may decide to stop the recording. In such circumstances, the decision of the Chair shall be final.

FIELD_TITLE

Agenda Item 1

COUNCIL		
Report Title	Declarations of Interests	
Key Decision		Item No. 1
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: January 20 2016

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

COUNCIL		
Report Title	Minutes	
Key Decision		Item No.2
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: January 20 2016

Recommendation

It is recommended that the minutes of the meeting of the Council which was open to the press and public, held on November 25 2015 be confirmed and signed (copy previously circulated).

Agenda Item 3

COUNCIL		
Report Title	Petitions	
Key Decision	no	Item No.
Ward	n/a	
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

1. The Council is invited to receive petitions (if any) from members of the Council or the public. There is no requirement for Councillors to give prior notice of any petitions that might be presented.
2. The Council welcomes petitions from the public and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the Council will receive an acknowledgement from the Council within 14 days of receipt. This acknowledgement will set out what we plan to do with the petition.
3. Paper petitions can be sent to :-

Governance Support, Town Hall, Catford, SE6 4RU

Or be created, signed and submitted on line by following this link:

www.lewisham.gov.uk/petitions
4. Petitions can also be presented to a meeting of the Council. Anyone who would like to present a petition at a Council meeting, or would like a Councillor to present it on their behalf, should contact the Governance Support Unit on 0208 3149327 at least 5 working days before the meeting.
5. Public petitions that meet the conditions described in the Council's published petitions scheme and which have been notified in advance, will be accepted and may be presented from the public gallery at the meeting.

Agenda Item 4

COUNCIL		
Report Title	Announcements or Communications	
Key Decision		Item No.
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: January 20 2016

Recommendation

The Council is invited to receive any announcements or communications from the Mayor or the Chief Executive.

Former Councillor Stephen Padmore

The Council was informed of the death in December of former Councillor Stephen Padmore at the age of 76.

He was first elected to the Council in 1986 and represented Marlowe Ward and in more recent times was elected for the same ward under its current name of New Cross. He stepped down at the 2014 local election. In all, he served in seven administrations spanning 28 years.

He served on various Committees including Race Relations, Education, Housing, Policy and Resources, Community Affairs, Environmental Services, Leisure Services and Economic Development. For a time he was also Chair of the Equalities Committee and Chair of a Planning Committee.

His funeral service, conducted by Father Owen Beament, took place at All Saints Church New Cross Road, on Monday 11 January 2016, followed by a cremation at Hither Green Crematorium.

Agenda Item 5

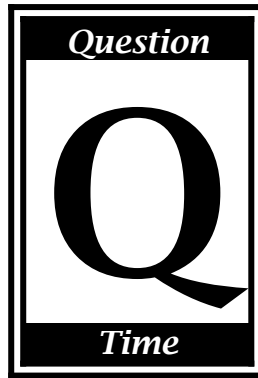
COUNCIL		
Report Title	Public Questions	
Key Decision		Item No.5
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

The Council has received questions from members of the public in the order shown in the table below. Written responses will be provided to the questioners prior to the Council meeting and they will be entitled to attend and ask a supplementary question should they wish to.

Question **Questioner**

1.	Mike Keogh
2.	Withdrawn
3.	Yvonne Peart
4.	Patricia Richardson
5.	Raymond Woolford
6.	Moira Kerrane
7.	Dermot McKibbin
8.	Keme Nzerem
9.	Stephanie Flower
10.	Sue Amaradivakara
11.	Phil Dawson
12.	Matt Lewis
13.	Karen Staples
14.	Roger Francomb
15.	Carol Spurling
16.	Roxy Walsh
17.	Katherine Perry
18.	Mark Fairnington
19.	Brian Turpin
20.	Natalie Morrice
21.	Lucy Masters
22.	John Hamilton
23.	Debbie Knowles
24.	Martin Allen
25.	Dr Almuth McDowall
26.	Kate Franklin
27.	Adrian Bradbury
28.	Ken Wakeman
29.	Dr Emma Grant

30.	Penelope Prodger
31.	Peter Richardson
32.	Joanna McMahon
33.	Cesar Gimeno Lavin
34.	Maryam Moarefvand
35.	Rebekah Fox
36.	Julie Davies
37.	Lucy Large
38.	Matthew Mayes
39.	Sarah Carter
40.	Andy Carter
41.	Ursula Llewellyn
42.	Andrew Ford-Lyons
43.	Mike Keogh
44.	Withdrawn
45.	Yvonne Peart
46.	Patricia Richardson
47.	Raymond Woolford
48.	Moira Kerrane
49.	Dermot McKibbin
50.	Carol Spurling
51.	John Hamilton
52.	Peter Richardson
53.	Matthew Mayes
54.	Mike Keogh
55.	Yvonne Peart
56.	Raymond Woolford
57.	Dermot McKibbin
58.	John Hamilton
59.	Matthew Mayes
60.	Raymond Woolford
61.	Dermot McKibbin
62.	Matthew Mayes
63.	Dermot McKibbin
64.	Matthew Mayes
65.	Dermot McKibbin
66.	Matthew Mayes
67.	Matthew Mayes
68.	Matthew Mayes
69.	Matthew Mayes
70.	Matthew Mayes



PUBLIC QUESTION NO 1.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mike Keogh

Member to reply: Deputy Mayor

Question

1) In the light of the BBC Newsnight exposure of the exam rigging of firms issuing Construction Skills Certification Scheme cards - (<http://www.bbc.co.uk/news/uk-34575170>) - can the council ask the developers/builders on the many construction schemes in Lewisham investigate if all the workers and supervisors are fully qualified and have not been involved in the fraudulent behaviour of training and testing centres? If they are then can we trust that the very high buildings that are built will not have construction problems and be liable to having deficiencies in energy inefficiency or at worst may fall down? Other staff may also be exposed to bad practice which may result in close shaves at least or death at most. Could the Council or Government's HSE stop development if workers are found not to be fully qualified?

Reply

Referring specifically to the type of fraudulent behaviour reported in the BBC Newsnight programme, it is not possible for developers/contractors to identify individuals who have obtained CSCS cards by cheating or through bribery as described.

The Construction Industry Training Board (CITB) which is responsible for administering the CSCS card scheme is investigating and working towards eradicating fraudulent behaviour, they suspect that the problem is focused in a minority of the 544 centres across the country. A number of centres have already been closed or contracts suspended.

It is important to appreciate that the Construction Skills Certification Scheme is only one of a number of checks and measures put in place by principle contractors designed to maintain high standards of health and safety and working practices.

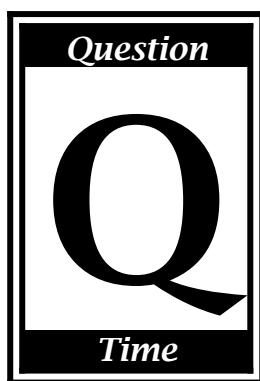
The council has consulted with a number of the developers/contractors on some of the schemes in Lewisham and some of the additional procedures in place are as follows;

- Prior to being permitted to work on the project all individuals are required to attend and complete a site induction, where the CSCS card is submitted for visual and/or electronic inspection. Card chip readers and/or online verification systems are used to check validity of all cards. Induction attendees are required to complete a questionnaire which is design to test understanding of health and safety rules and general competency. If the individual does not complete a satisfactory induction they are not permitted to work on the project.
- Health and safety audits are carried out regularly by health and safety advisors.
- Where principle contractors appoint subcontractors, the subcontractors are required to submit health and safety plans which are checked and continuously reviewed.
- Health and safety plans, risk assessments and method statement are review during daily, weekly, fortnightly and monthly meetings held by the principle contractors.
- In addition to the above visual inspections are carried out several times on a daily basis to ensure that the installation is carried in accordance with the design.

The Construction (Design and Management) Regulations 2015 require that health and safety matters are taken into account throughout all stages of the construction project – from the original conception and design through to the long term maintenance and upkeep of the finished building.

Serious breaches of health and safety legislation on a project could result in construction work being stopped by the Health and Safety Executive.

Where defects do occur after completion of the project, the principle contractor has an obligation through contract and/or through a home building warranty organisation to rectify defects during the defined liability period.



PUBLIC QUESTION NO 2.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Yvonne Peart

Member to reply: Councillor Millbank

Question

Could the Mayor look into the matter of the effectiveness of the council's consultation regarding the Honor Oak Community Centre and Youth Club with residents and outline details of the consultation that was undertaken with residents prior to your decision of 11 November 2015.

Could your response please include the following issues:

- which properties on Honor Oak Estate were notified by the council that they were undertaking consultation with residents;
- the date the council notified residents of the consultation process;
- how the council notified the residents;
- what format did the consultation take;
- what information were residents on the estate told about the consultation process; and
- deadlines by which the residents were told that they would need to respond to the consultation
- what was the residents' response to the consultation
- what was the outcome of the consultation and what regard did the council have to the residents' response

· what regard did the council have to the community centre's registration as an asset of community value when making its recommendations to the Mayor and Cabinet.

Reply

The Council's consultation process on the future of community centres is included in the Mayor and Cabinet report on Voluntary Sector Accommodation Implementation Plan Update presented on 11 November 2015. This includes the approach take in regard the Honor Oak Community and Youth Centres. This report can be found via the link below:

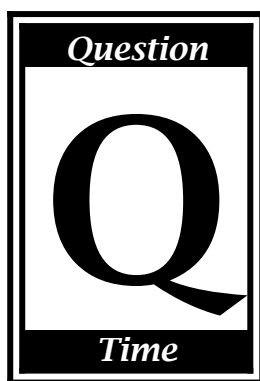
<http://councilmeetings.lewisham.gov.uk/mgAi.aspx?ID=12694#mgDocuments>

This was the second stage of a longer process. A framework for this approach was agreed at Mayor and Cabinet in April 2015 and then an initial implementation plan was presented to Mayor and Cabinet in July 2015. This included proposals around 24 community centres and suggested that where it was proposed to close or redevelop a community centre further consultation should be undertaken. There were 16 assets where further consultation has been undertaken. Meetings were held with the management committees and users of these centres. A list of these meetings is contained at appendix A of the above report. Management committees and users were invited to make written submissions to the consultation and these are summarised in section 6 of the report and provided in full in appendix B.

From January 2015 there have been numerous meetings arranged by the Council on the future of community buildings which have been attended variously by residents, representatives of residents and centre user groups, senior officers and members.

Honor Oak Community Association (previously known as HOCCA now called HOCA), which acts as the premises management organisation for the Honor Oak Community Centre, attended at least 7 of the consultation meetings convened to date by the Council to discuss proposals and put forward views on the future of community buildings, including making representation to Safer and Stronger Select, and Mayor and Cabinet. HOCA helpfully organised a public meeting on September 4th which officers and members attended. Ward councillors prepared and delivered a letter to estate residents setting out the proposals for the Honor Oak estate and encouraging them to attend the public meeting on September 4th. A Telegraph Hill ward councillor has attended each of these 7 meetings bar one. Ward councillors have also meet with the Honor Oak Tenants and Residents Association, the Honor Oak Youth Club, and have spoken to many estate residents and households about the proposed redevelopment over the past weeks.

The Council's consideration to community centres which have been registered as assets of community value is also covered in section 9 of the same report.



PUBLIC QUESTION NO 3.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mrs Patricia Richardson

Member to reply: Councillor Best

Question

What are the business rates for the Manor House, Lee? Who pays them?

What are the fuel costs?

What are the water rates?

What are the cleaning costs?

What insurance costs are incurred for the building, and also the contents?

Are any security costs incurred?

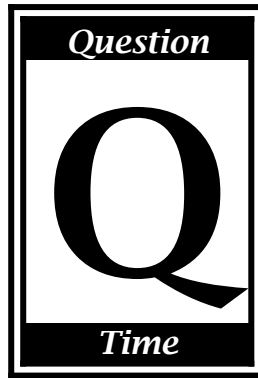
Reply

The table below shows fuel, water, cleaning and security costs for the last financial year.

	2014/15 (£s)	Comments
Electricity	8,561	
Gas	4,265	
Water	1,895	Investigating – 2014/15 water costs were higher than expected
Cleaning	3,613	
Security	7,051	

The business rates for Manor House are recharged internally and paid by the Council.

Manor House is insured through the Council's general policy. The building is currently insured for £5 million.



PUBLIC QUESTION NO 4.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Raymond Woolford,

Member to reply: Councillor Egan

Question

In light of the £40 Million Mitie Contract being ended for appalling level of work as exposed in New Statesman, what measures are in place to check the terrible quality of work carried out on Estates such as Winslade New Cross Ward which has caused huge misery to tenants with flooding, dangerous electrics and shoddy workmanship?

What action is the Council taking against Mitie to address the poor quality of works that will need to be corrected?

Can Lewisham Council assure us that Lewisham Council tax payers will not foot the bill for Mitie errors?

What compensation is the Council seeking to recover from Mitie?

In light of constant problems and failings in Project assessment, will the Council agree to calls to review the present failed system to ensure Council tax payers' money is more carefully monitored.

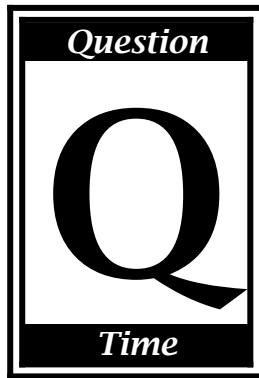
Reply

Lewisham Homes entered into a contract with MITIE Property Services Ltd in order for them to undertake major refurbishment works to the Council's housing stock in the North of the borough. Lewisham Homes engaged a firm of Chartered Surveyors, Baily Garner LLP, to act as the Client Representative. The contract ended because Lewisham Homes decided not to grant an extension when the term expired in September 2015. MITIE are still on site completing works that were ordered before the contract came to an end.

MITIE have to undertake the works in accordance with the quality standards set out in the specification to the satisfaction of Baily Garner. Lewisham Homes employs a team of Clerks of Works who inspect the work in progress and report their findings to Baily Garner. Residents can be involved in the final completion inspections for external works and Baily Garner will take account of their comments when deciding whether to accept the works as complete.

If defective work is discovered Baily Garner make an appropriate deduction from the amount of money due to MITIE until remedial works have been completed. Consequently the Council will not pay for poor quality work. Compensation has been paid by MITIE to residents affected by service failures in accordance with the Lewisham Homes Compensation Policy. The works at Winslade Estate were completed around 12 months ago and Lewisham Homes is not aware of any defects or poor quality works that remain outstanding.

Lewisham Homes has conducted an exercise to identify lessons that can be learned from the major works contracts and the results have been reported to its Board. In future all internal refurbishment works (e.g. kitchens, bathrooms and rewiring) will be undertaken by the in-house Repairs Service and measures have been identified that can help to strengthen the management of projects that are procured through external companies.



PUBLIC QUESTION NO 5.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Moira Kerrane, Evelyn Ward Parents Forum

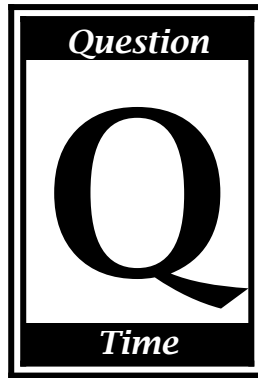
Member to reply: Councillor Maslin

Question

Lewisham said in June 2014 it had calculated 50 primary school places were needed for the Deptford area has this need now been fulfilled by the opening of 60 Reception places at Invicta Deptford?

Reply

Invicta is a Greenwich school and was re-opened by Greenwich to meet the projected pupil needs in the locality. Some children resident in Lewisham but close to Invicta may benefit on a distance criterion for admission into the school, but this will not be a sufficient number to meet overall demand in the New Cross and Deptford Planning area.



PUBLIC QUESTION NO 6.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

Question

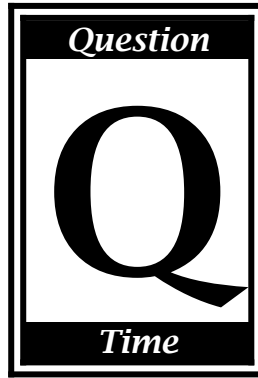
Will the council produce a table by ward for each parliamentary constituency in the borough that shows the estimated number of leasehold properties in the borough prior to and after the Government's technical paper on revising the number of leasehold properties in the borough that was published in August 2014. For further information [/www.gov.uk/government/publications/residential-leasehold-dwellings-in-england-technical-paper](http://www.gov.uk/government/publications/residential-leasehold-dwellings-in-england-technical-paper).

Reply

This information is not available by Parliamentary Constituency or at a ward level, and was last recorded at Local Authority level in the 2011 Census. The figures for the London Borough of Lewisham are provided below. The tenure type of Leaseholder is not recorded in the Census and as such is not available.

All categories: Tenure	116,091
Owned: Owned outright	17,273
Owned: Owned with a mortgage or loan	31,955
Shared ownership (part owned and part rented)	1,436
Social rented: Rented from council (Local Authority)	18,084
Social rented: Other	17,968
Private rented: Private landlord or letting agency	26,665
Private rented: Other	1,551
Living rent free	1,159

The document referenced in the question is produced by the Department for Communities and Local Government regarding statistics produced by them.



PUBLIC QUESTION NO 7.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Keme Nzerem

Member to reply: Councillor Maslin

Question

Will Lewisham guarantee that before any consultation begins on the proposed expansion of Edmund Waller, the data we've been requesting since last July (via FOI, and personal correspondence) will be placed in the public domain? And when will this data be placed into the public domain? To be clear, this is specifically data for primary school place demand projections in Edmund Waller's pre bulge catchment of 774 metres - not the current bulge catchment of 3km+, nor the wider 'planning area 3' referred to in other correspondence. In the interests of accountability, public scrutiny, and good decision making - will Lewisham share the raw data you used to calculate your projections, and methodology used?

Reply

The Council is aware of the concerns of parents at Edmund Waller primary school following the decision by the governing body to share with them early information on a feasibility study examining the potential for the school to be expanded.

It is important to state at an early stage that no decision has been taken to progress this option.

The feasibility study is one component of an ongoing programme to meet the demand for school places. A presentation was made to the Children and Young People Select Committee on January 12th 2016 including projections that by 2021 the LA will face a shortage of up to 9FE in the Primary phase (the equivalent of 4 schools) and an increasing pressure in secondary and special school provision. The shortage is will be most evident in Lewisham Brockley & Telegraph Hill where Edmund Waller is located.

<http://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=134&MId=3734&Ver=4>.)

In essence, the projections underlying this estimate of demand for primary places are based on the number of births (using postcode level analysis published by the Office for National Statistics) and analysis of the school rolls, again using the post-codes of pupils on roll. The methodology is submitted annually to the DfE for scrutiny and has never been queried.

Questioners challenge whether sufficient demand will be generated by the post-codes immediately adjacent to Edmund Waller. *For the purpose of planning primary places the borough is divided into 6 areas, derived from a study of the pupil post-codes and the schools they attend. In order to reflect parental preference this means that a number of post-codes are combined rather than assume that all residents in one post-code will chose the same school. Feasibility studies have been done on all school sites to establish which sites have the potential for expansion.*

Edmund Waller is in the Central Lewisham, Brockley and Telegraph Hill planning area which is forecast to have a shortage of 3.6 forms of entry by 2020.

In order to meet demand over the coming decade, the LA has undertaken a desk-top study of all school sites to assess their potential for further expansion and further feasibility studies on a smaller number of schools in areas of projected high demand. The LA continues to examine the potential for the inclusion of new schools in forthcoming developments through regular cross-department internal review.. The LA is also working closely with neighbouring boroughs, including Southwark, to understand their proposals and the possible impact on Lewisham.

It is expected that proposals for schemes to be taken further will be presented during 2016/17. The scope of the programme will be subject to the amount of capital funding available.

In response to questions about the use of Section 106: *funding has been drawn down as developers' payments are made to the Council and have benefitted a large number of schemes, but to date no single payment has been sufficient to fund an entire school even if a site had been available.*

In addition to scepticism about the actual demand for places, those asking Council Questions are concerned about a number of issues.

They state that the school is "Under-subscribed" which, to them, indicates that there is no local demand. *Whilst Edmund Waller has recently been undersubscribed in*

terms of first preference choices at Reception, its occupancy levels are high (January 2015 School census - Key Stage 1 99%. Key Stage 2 92%). Current levels of occupancy and distance travelled can be influenced by many factors and cannot be taken as an indicator for future demand. The feasibility study has looked at ways of improving Key Stage 1 facilities which the school themselves judge to be poor quality. It is hoped that this will help to improve the numbers of first preferences and improve local uptake and retention.

They ask what studies have been done to determine the impact on traffic and the transport infrastructure locally. Traffic flows would be considered as part of the development of a Planning Application for any accommodation required. The DfE considers that it is reasonable for a primary-age child to travel up to 2 miles to school. The LA endeavours to offer a place within 1 mile of a child's home-address. The current demand for school places means that in some parts of the borough the distance is far less than this.

They query the impact on school standards and are concerned that a larger school is more likely to have poor results. There are 18 3FE schools in the borough which include some of the highest performing schools. Lewisham Primary schools are now the 4th highest performing primary schools in the country. This has been achieved during a period when 75% have either been expanded permanently or have taken a bulge class. The first permanent expansions took effect in 2012. The schools which have been expanded to date are: Adams Hill, Coopers Lane, Dalmatian, Forster Park, Haberdashers' Aske's Knights Temple Grove, Colebatch, John Ball, John Steiner, Kelvin Grove, Kilmorie, Beecroft Gardens, Gordonbrock, Rushey Green, Sandhurst Infant, Sandhurst Juniors, St George's, Kender and St Bartholomews

*The school Governing Body is responsible for ensuring continued high standards in its school. **Their Key Stage results for the last 6 years can be accessed through the Department for Education School and college performance tables:***
<http://www.education.gov.uk/schools/performance/index.html>

They ask why Edmund Waller has been chosen for expansion and if other under-subscribed schools have been considered. As is set out in the presentation to the Children & Young People Select Committee, there are no significant areas of under-occupancy in the borough. Those areas where pressure is less intense are at too great a distance to be realistic options for families resident in Lewisham and Brockley to choose. The LA will continue to work in partnership with the Education Funding Agency to identify opportunities for Free Schools but in the absence of other available sites it will be necessary to continue to consider the expansion of existing schools.

They ask if Edmund Waller has been chosen because it will be the cheapest and easiest option? Value for money and ease of construction, meaning less disruption for the school, are factors which will always be taken into account together with the local demand for places. This should not be equated with poor quality.

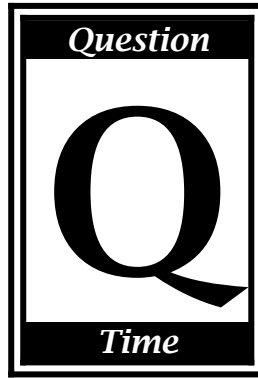
They assert that the LA is blocking St. James Hatcham from expansion. This is not the case. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

As stated above no firm proposal has yet been made to enlarge Edmund Waller. A proposal to enlarge the school would require a separate consultation with a number of stages. If the Mayor agrees that there should be a consultation on a proposal to enlarge Edmund Waller there would be a consultation over a period of 6 weeks which would include a consideration of expanding to either 3 or 4 Forms of Entry.

In addition to inviting responses to proposals in writing (email or letter), it would gather the views of stakeholders, families whose children attend the school and local residents, face-to-face. All responses would be included verbatim within appendices to a report and the main report would present an analysis of these and would make recommendations to the Mayor. Any subsequent public notice period would be over 4 weeks and would enable further written representations, followed by a Mayor with recommendations. The full process, including any Planning consultation, would take approximately six months. The consultation would be supported by architect's design proposals which would be placed in the public domain.

The Lewisham website includes information on how to make a request under Freedom of Information legislation. It can be accessed via the following link

<http://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/access-to-information/freedom-of-information-act/Pages/default.aspx>



PUBLIC QUESTION NO 8.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Stephanie Flower

Member to reply: Councillor Maslin

Question

Can you show me research and reason behind the expansion of Edmund Waller?

Can you show me what research you have done to find new sites for development?

Can you show me what research you have done locating which schools are over or under subscribed.

What analysis and research has been conducted to identify fallow, unused, underused, or derelict sites (not including existing Primary Schools) that could potentially be used to develop additional Primary School places in the borough? Which sites in the borough currently privately owned but undeveloped, or in the process of development, would be suitable for potential development of additional Primary School provision?

If money / politics / planning / private ownership were no impediment, where are the currently undeveloped or derelict sites where Lewisham could potentially develop additional primary schools?

Why was a 2FE or 3FE entry school not included in the recent Central Lewisham

development?

Where has s106 money for additional Primary School provision been spent in Lewisham over the last 5 years?

Will Lewisham guarantee that before any consultation begins on the proposed expansion of Edmund Waller, the data we've been requesting since last July will be placed in the public domain? And when will this data be placed into the public domain? Specifically data for primary school place demand projections in Edmund Waller's pre bulge catchment of 774 metres – not the current bulge catchment of 3km+, not the wider 'planning area 3' referred to in other correspondence. In the interests of accountability, public scrutiny and good decisions making – till Lewisham share the raw data you used to calculate your projections, and methodology used?

Are you expanding Waller because you believe it to be the cheapest and easiest option?

Why are you blocking St James Hatcham from expansion?

Which Lewisham schools have expanded over last 5 years? What are their KS1 and 2 results for the last 6, including the very latest data from this academic year?

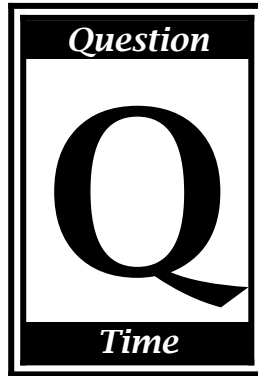
What are the KS1 and KS2 results over the last 6 years for Holbeach?

What are the KS1 and KS2 results over the last 6 years for Forster park?

Holbeach results appear to have gone down since expansion. Why is this? What legally binding guarantees can you provide that expanding Edmund Waller will improve KS1 and KS2 results in both the short and long term? Consistently, year on year, over the next 2, and 10 years?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 9.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Sue Amaradivakara

Member to reply: Councillor Maslin

Question

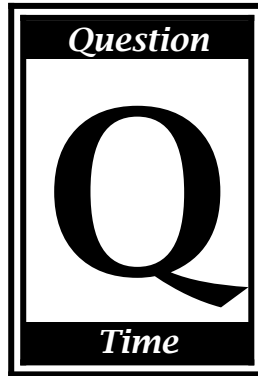
The proposed plan to expand Edmund Waller school to 4FE directly impacts on our school community and families with hugely negative consequences in my opinion.

Why is Lewisham blocking St James Hatcham from expansion?

Reply

The LA has not blocked St. James Hatcham Primary school from expansion. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

No firm proposal has yet been made to enlarge Edmund Waller. A feasibility study has been undertaken examining the potential for the school to be expanded. Should this taken further it would be supported by a consultation process involving local stakeholders and neighbouring schools.



PUBLIC QUESTION NO 10.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Phil Dawson

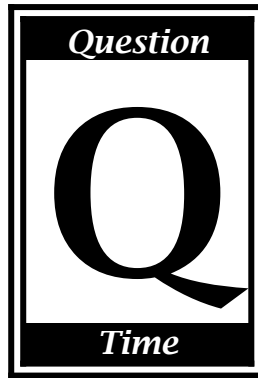
Member to reply: Councillor Maslin

Question

Will Lewisham guarantee that before any consultation begins on the proposed expansion of Edmund Waller, the data we've been requesting since last July will be placed in the public domain? And when will this data be placed into the public domain? Specifically data for primary school place demand projections in Edmund Waller's pre bulge catchment of 774 metres – not the current bulge catchment of 3km+, not the wider 'planning area 3' referred to in other correspondence. In the interests of accountability, public scrutiny and good decisions making – till Lewisham share the raw data you used to calculate your projections, and methodology used?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 11.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matt Lewis

Member to reply: Councillor Maslin

Question

In which postcodes does the forecasted increase in demand for primary school places arise? What feasibility studies have been done on why schools in these areas cannot be expanded to meet the increase in demand?

What proportion of the forecast increase in demand is in the current Edmund Waller catchment area?

Why has Edmund Waller been selected for expansion? Is it solely down to available land and cost? The school is already undersubscribed so this doesn't suggest that it is due to a demand for places. Is it cheaper to build one mega school than expand each school where additional places are required for children who live in those catchment areas?

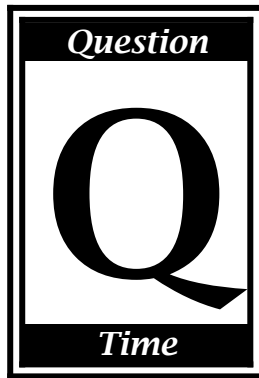
What studies have provided evidence that travelling greater distances to primary schools that have 3/4 forms per year is beneficial to children? How does this rate against studies of children who travel a short distance to smaller sized primary schools of 2 forms per year?

What studies have been conducted on the consequences of the inevitable increase in traffic on Waller Road and the surrounding area? Will the road barrier have to be

removed from outside the school as a result?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 12.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Karen Staples

Member to reply: Councillor Maslin

Question

Can you please explain why a great, local, community primary school like Edmund Waller is being targeted for expansion when there isn't a need for school places in this area?

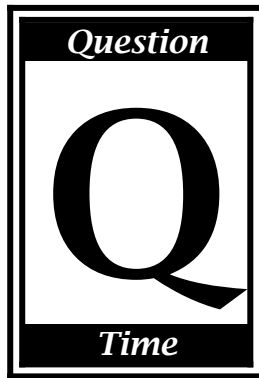
Also, why was St James' Hatcham school turned down for expansion when they wanted to expand?

Reply

The LA has not blocked St. James Hatcham Primary school from expansion. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

No firm proposal has yet been made to enlarge Edmund Waller. A feasibility study has been undertaken examining the potential for the school to be expanded. Should

this taken further it would be supported by a consultation process involving local stakeholders and neighbouring schools.



PUBLIC QUESTION NO 13.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Roger Francomb

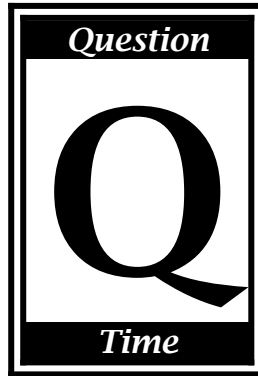
Member to reply: Councillor Maslin

Question

I would like to know on what grounds you feel it is credible policy to double the size of Edmund Waller primary school when it is already a large school, and when the demand for primary school places is highest in other parts of the borough.

Reply

See answer to Question 7.



PUBLIC QUESTION NO 14.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Carol Spurling

Member to reply: Councillor Bonavia

Question

How much New Homes Bonus Money was paid to the council in the financial year 2014/2015 and the financial year 1/4/2015-30/9/2015?

Were any sums from these amounts paid to support local communities? If so, how much was used on each occasion and for what?

Is any of the money still held by the council? If so, what plans does the council have for its use?

Reply

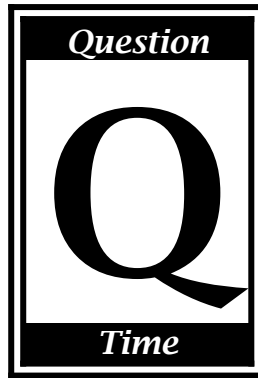
The Council receives New Homes Bonus (NHB) for each fiscal year (i.e. from April to March). It is calculated as an amount per new residential property completed and paid for the first six years for which Council Tax on that property is due. The value of NHB received for each of the last two years was:

2014/15	£6.4m
2015/16	£5.6m

Since 2013/14 for ten years each year £0.65m is committed to support work on developing plans and schemes to meet the housing and infrastructure needs that arise from the current strong demographic growth in the Borough that is impacting communities.

In addition £5.0m of the money received in 2015/16 was used as a one off measure to support the Council's General Fund budget. The balance is held in reserves for use in supporting the Council to provide services to its residents. The call on the Council's General Fund covers expenditure for social care, refuse collection, highways, homelessness, planning and enforcement, leisure and community (including local assemblies) services.

Consideration of the best way to apply any further NHB monies will take place during the budget setting process.



PUBLIC QUESTION NO 15.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Roxy Walsh

Member to reply: Councillor Maslin

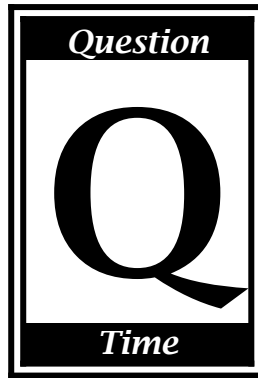
Question

Why is Lewisham council blocking St James Hatcham from expansion? They are only 1FE and unlike at Edmund Waller, the parents there WANT to expand. Doing so would alleviate some of the demand Lewisham claim exists in Waller's catchment. And reduce the need to expand Waller.

Reply

The LA has not blocked St. James Hatcham Primary school from expansion. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

No firm proposal has yet been made to enlarge Edmund Waller. A feasibility study has been undertaken examining the potential for the school to be expanded. Should this taken further it would be supported by a consultation process involving local stakeholders and neighbouring schools.



PUBLIC QUESTION NO 16.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Katherine Perry

Member to reply: Councillor Maslin

Question

Which Lewisham schools have expanded over last 5 years? What are their pupil attendance percentages and their KS1 and 2 results for the last 6 years, including the very latest data from this academic year?

Reply

The first permanent expansions of primary schools took effect in 2012. Data on pupil attendance and Key Stage 2 results is published by the DfE. There is no standardised assessment of Key Stage 1. The following tables set out the pupil attendance percentages and Key Stage 2 results for the relevant schools as published by the DfE on their web-site

<http://www.education.gov.uk/schools/performance/index.html>

KS2: Percentage achieving Level 4 or above in reading, writing and mathematics

	2009	2010	2011	2012	2013	2014	2015
Adamsrill Primary School	45%	63%	58%	84%	68%	76%	76%
Cooper's Lane Primary School	48%	51%	80%	89%	86%	83%	75%
Dalmain Primary School	74%	69%	62%	87%	82%	98%	90%
Forster Park Primary School	54%	52%	48%	67%	78%	0%	71%
Haberdashers Aske's Knights Temple Grove	-	-	39%	64%	75%	80%	85%
Holbeach Primary School	56%	68%	57%	88%	86%	83%	77%
John Ball Primary School	75%	71%	71%	66%	93%	90%	98%
John Stainer Community Primary School	61%	78%	87%	89%	83%	93%	89%
Kelvin Grove Primary School	49%	41%	53%	68%	69%	82%	75%
Kilmorie Primary School	31%	50%	75%	75%	95%	96%	95%
Brockley Primary School	15%	33%	85%	83%	85%	82%	93%
Gordonbrock Primary School	49%	73%	62%	82%	95%	93%	94%
Rushey Green Primary School	81%	71%	71%	79%	77%	63%	85%
Sandhurst Infant and Nursery School	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sandhurst Junior School	61%	79%	78%	80%	92%	82%	90%
St George's CofE Primary School (Formerly Christ Church CofE Primary School)	40%	83%	76%	75%	85%	78%	92%
Kender Primary School	43%	62%	63%	68%	85%	90%	93%
St Bartholomews's Church of England Primary School	74%	61%	79%	74%	86%	93%	91%

Source: Department for Education School and college performance tables:

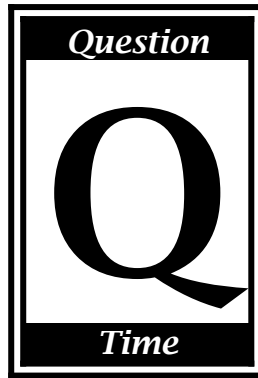
Absence

	2009/10			
	Overall Absence	Authorised Absence	Unauthorised Absence	Persistent Absence
Adamsrill Primary School	5.6	4.2	1.3	1.5
Cooper's Lane Primary School	5.6	4.8	0.7	2.0
Dalmain Primary School	4.2	3.5	0.8	-
Forster Park Primary School	6.9	4.7	2.3	3.2
Haberdashers' Aske's Knights Academy	6.5	4.6	1.9	4.7
Holbeach Primary School	4.6	2.9	1.6	1.0
John Ball Primary School	5.3	5.2	0.1	0.8

John Stainer Community Primary School	3.0	2.8	0.2	0.0
Kelvin Grove Primary School	6.5	4.1	2.4	4.4
Kilmorie Primary School	5.8	3.7	2.1	1.4
Brockley Primary School	8.1	5.0	3.2	6.8
Gordonbrock Primary School	5.4	4.9	0.6	1.4
Rushey Green Primary School	5.3	4.4	0.9	-
Sandhurst Infant and Nursery School	4.4	3.6	0.8	0.0
Sandhurst Junior School	4.1	3.9	0.2	-
Christ Church CofE Primary School	5.2	4.7	0.5	0.0
Kender Primary School	4.6	4.3	0.3	0.0
St Bartholomews's Church of England Primary School	6.0	4.4	1.6	3.6
	2010/11			
	Overall Absence	Authorised Absence	Unauthorised Absence	Persistent Absence
Adamsrill Primary School	3.6	1.9	5.5	4.3
Cooper's Lane Primary School	3.8	0.7	4.5	3.6
Dalmain Primary School	3.2	1	4.2	2.5
Forster Park Primary School	4.4	3.8	8.1	13.5
Haberdashers' Aske's Knights Academy	3.8	2.2	6	7.1
Holbeach Primary School	2.9	1.5	4.4	2.6
John Ball Primary School	4	0.2	4.1	0.8
John Stainer Community Primary School	2.7	0.5	3.2	1.5
Kelvin Grove Primary School	3.7	2.9	6.5	8.0
Kilmorie Primary School	4.2	1.8	6	5.7
Brockley Primary School	3.5	2.6	6.2	5.0
Gordonbrock Primary School	4.3	1	5.3	3.1
Rushey Green Primary School	3.8	1.1	4.9	2.7
Sandhurst Infant and Nursery School	4	0.7	4.7	1.8
Sandhurst Junior School	3.5	0.2	3.7	1.7
Christ Church CofE Primary School	3.9	0.4	4.3	1.8
Kender Primary School	4.4	0.8	5.2	4.9
St Bartholomews's Church of England Primary School	3.7	1.5	5.2	3.0
	2011/12			
	Overall Absence	Authorised Absence	Unauthorised Absence	Persistent Absence
Adamsrill Primary School	5.2	3.4	1.8	3.7
Cooper's Lane Primary School	4.5	3.6	0.9	4.1
Dalmain Primary School	3.7	3.1	0.5	1.7
Forster Park Primary School	6.6	3.5	3.1	10.7
Haberdashers' Aske's Knights Academy	6.3	4.1	2.2	10.2

Holbeach Primary School	3.7	2.2	1.5	1.4
John Ball Primary School	3.3	3	0.3	-
John Stainer Community Primary School	2.6	2.3	0.3	-
Kelvin Grove Primary School	5.3	3	2.3	7.7
Kilmorie Primary School	4.7	3.7	1	2.9
Brockley Primary School	4.8	3.1	1.7	3.7
Gordonbrock Primary School	4.3	3.3	1.1	3.3
Rushey Green Primary School	5.1	4	1.1	5.3
Sandhurst Infant and Nursery School	4.7	3.4	1.3	2.6
Sandhurst Junior School	3.3	3.2	0.1	2.0
Christ Church CofE Primary School	4.2	4.1	0.2	1.6
Kender Primary School	4.1	3.9	0.3	5.5
St Bartholomews's Church of England Primary School	4.0	3	1	1.5
	2012/13			
	Overall Absence	Authorised Absence	Unauthorised Absence	Persistent Absence
Adamsrill Primary School	5.0	3.6	1.4	2.9
Cooper's Lane Primary School	4.7	3.7	0.9	2.8
Dalmain Primary School	3.3	3.0	0.3	-
Forster Park Primary School	6.4	3.9	2.5	8.8
Haberdashers' Aske's Knights Academy	6.1	4.1	2.0	6.6
Holbeach Primary School	3.6	2.4	1.2	1.2
John Ball Primary School	2.9	2.6	0.4	0.7
John Stainer Community Primary School	2.7	2.2	0.5	-
Kelvin Grove Primary School	4.9	3.0	1.9	5.4
Kilmorie Primary School	5.2	4.0	1.2	6.0
Beecroft Garden Primary	4.6	3.1	1.5	4.3
Gordonbrock Primary School	4.2	2.9	1.2	2.2
Rushey Green Primary School	5.0	4.0	1.0	3.7
Sandhurst Infant and Nursery School	5.7	4.0	1.7	4.3
Sandhurst Junior School	3.2	3.0	0.3	-
Christ Church CofE Primary School	4.3	3.9	0.3	2.7
Kender Primary School	4.1	3.4	0.7	3.1
St Bartholomews's Church of England Primary School	3.9	3.0	0.9	3.6
	2013/14			
	Overall Absence	Authorised Absence	Unauthorised Absence	Persistent Absence
Adamsrill Primary School	4.4	2.8	1.6	3.0
Cooper's Lane Primary School	4.2	3.2	0.9	2.6
Dalmain Primary School	2.6	2.3	0.3	-
Forster Park Primary School	4.9	2.8	2.1	4.0

Haberdashers' Aske's Knights Academy	5.3	3.3	2.0	5.5
Holbeach Primary School	3.0	1.7	1.3	-
John Ball Primary School	2.8	2.2	0.7	0.9
John Stainer Community Primary School	3.5	2.7	0.8	1.6
Kelvin Grove Primary School	4.6	3.0	1.6	3.1
Kilmorie Primary School	4.5	3.1	1.4	2.4
Beecroft Garden Primary	4.8	3.2	1.5	3.0
Gordonbrock Primary School	3.5	2.4	1.0	1.0
Rushey Green Primary School	4.6	3.4	1.2	4.3
Sandhurst Infant and Nursery School	4.3	2.8	1.4	4.3
Sandhurst Junior School	3.0	2.6	0.4	1.2
St George's CofE Primary School	4.2	3.3	0.8	1.6
Kender Primary School	4.5	3.2	1.3	4.4
St Bartholomews's Church of England Primary School	3.4	2.7	0.7	1.4
Source: Department for Education Full Year Release https://www.gov.uk/government/collections/statistics-pupil-absence				



PUBLIC QUESTION NO 17.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mark Fairington

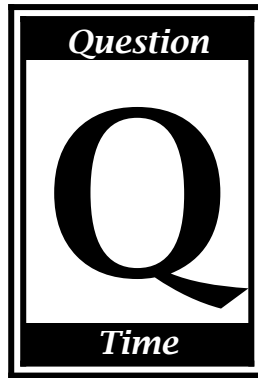
Member to reply: Councillor Maslin

Question

Holbeach Primary School results appear to have gone down since expansion. We at Edmund Waller share leadership with Holbeach and would like to know what investigations have been made into this decline, and what measures will be put in place to ensure that the same does not happen in our school if an expansion is undertaken?

Reply

The permanent expansion of Holbeach Primary School took effect in September 2015 when they admitted 90 children to Reception. The school admitted “bulge” classes in 2008 and 2009. The pupils admitted in 2008 took KS2 SATs in 2015. The pupils admitted in 2009 will take their KS2 SATs in 2016. It is unlikely that any variations in performance in earlier groups can be attributed to expansion. Achievement and Attainment is closely monitored by the Local Authority and support provided as necessary. It should be noted that Lewisham Primary schools are the fourth highest performing schools across the country and this improvement has taken place at a time of rapid expansion of pupil numbers.



PUBLIC QUESTION NO 18.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Brian Turpin

Member to reply: Deputy Mayor

Question

Given that the proposed new junction for the Lewisham Gateway seems unlikely to be improved in line with modern cycling safety standards, can we be assured that the Council are having further discussions with Transport for London and the developer to offer alternative off-carriageway routes around the new junction? Lewisham Cyclists are aware of outline plans for such routes but so far have not been shown any detailed designs showing how these will work in practice, and address the major issue of a safe and convenient east – west crossing of the town centre and direct linkages to all existing off-carriageway cycle routes in the surrounding area. Given this scheme is scheduled to be introduced in 2016 can we see immediately the current state of the designs so we can assess their viability.

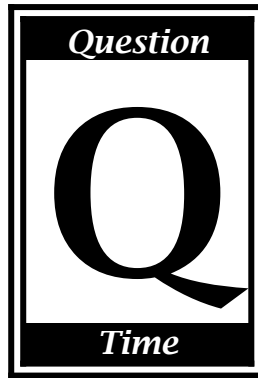
Reply

Lewisham Council has worked with the GLA, TfL and developers, Muse, to deliver the Lewisham Gateway development in the heart of the town centre. The main aim of the scheme is to remove the large roundabout, which acts as a barrier to both

pedestrians and cyclists, and replace it with a new area of pedestrianised public realm and related development.

Although the physical constraints of the site do not allow for segregated routes throughout the town centre, a number of additional provisions have been made for cycling at the Council's request, including safe cycle crossing points and east-west cycle access through the pedestrianised areas.

The current scheme design has been shared with Lewisham Cyclists, and there are currently no further designs in progress for new alternative routes. However, the Council continues to work with TfL to promote improvements to cycling infrastructure, including the implementation of Cycling Quietways.



PUBLIC QUESTION NO 19.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Natalie Morrice

Member to reply: Councillor Maslin

Question

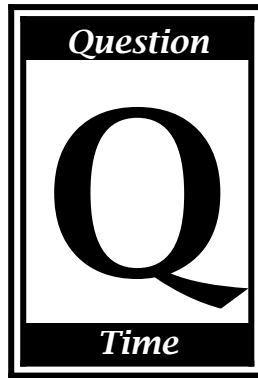
I understand that the area around Edmund Waller is currently well served for Primary Places and EW is currently undersubscribed.

Would it not therefore make more sense to bolster places where they are most needed. The routes by car to Edmund Waller are already heavily congested and would unlikely cope with increased peak time traffic of parents ferrying their children from the likes of SE4 to SE14.

Please reconsider dramatically increasing the size of Edmund Waller which would very much spoil what is so special about this school.

Reply

See answer to Question 7.



PUBLIC QUESTION NO 20.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Lucy Masters

Member to reply: Councillor Deputy Mayor

Question

Where has s106 money for additional Primary School provision been spent in Lewisham over the last 5 years?

If none has been released, why has none been released - given the spate of recent developments and projected increased Primary School demand.

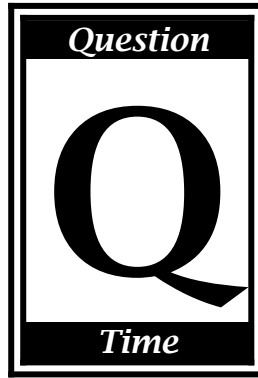
Reply

Planning obligations are legal agreements made under section 106 of the Town and Country Planning ACT 1990 between local authorities and developers to make acceptable development which would otherwise be unacceptable in planning terms. These obligations can be financial or non-financial and are used to prescribe the nature of development; compensate for the loss or damage created by a development; or mitigate a development's impact. Planning obligations must be directly related to the proposed development and fairly and reasonably related in scale and kind to the development.

Obligations are triggered by specific 'milestones' being reached by a development, such as commencement or first occupation of a development. When financial obligations are received by the Council they are allocated to the relevant service to which the obligation relates, for the funds to be used on projects that meet the requirements stipulated within the legal agreements.

S106 education funds have been used to assist in a number of school enlargement projects over the past 5 years, namely:

- John Stainer School Enlargement
- Rushey Green School Enlargement
- Resourcing the School Expansion Programme
- Grinling Gibbons Temporary Enlargements Improvements
- Adamsrill School Enlargement
- Coopers Lane School Expansion and Relocation of Grove Park CEL
- Haseltine Primary School Improvements to enable the school to accommodate a further temporary enlargement in 2014



PUBLIC QUESTION NO 21.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: John Hamilton,

Member to reply: Councillor Millbank

Question

I was at the Mayor and Cabinet meeting on November 11th which heard representations from many community centre users against the plans to demolish their centres.

It was not clear to me from the Mayor's remarks as he accepted the council officers' recommendations whether he had agreed to a delay and further discussion and consultation with users of some of the centres.

Could the Mayor give a simple table listing each of the community centres under discussion with a short statement of the decision and giving the planned date for closure where demolition or sale is planned.

Reply

The following recommendations were agreed by Mayor and Cabinet on 11 November 2015

<p>Barnes Wallis community centre - Site be included within the wider development of housing on the Somerville Estate, subject to detailed design work to include the provision of community space that complements other facilities in the locality. Barnes Wallis community centre to be retained until such time as any housing development is agreed.</p>
<p>Brandram Rd Community Hall - The council to commence negotiations with Brandram Rd Management Association for a short-term lease in order to support community use while further consideration is given to development needs.</p>
<p>Champion Hall - Short term lease to be negotiated with current management association to allow for continued community use and safeguard childcare provision whilst further consideration is given to development needs.</p>
<p>Clare Hall - To be designated as a nursery on a lease with Little Gems nursery on similar terms to other nurseries in council buildings.</p>
<p>Evelyn Community Centre - To be retained as a community centre but the site be earmarked for potential housing development with community space as part of a wider scheme should development opportunities arise in the future.</p>
<p>Ewart Rd Club Room - To be transferred to the Housing Co-op either as a freehold transfer or on a full repairing lease for community use.</p>
<p>Goldsmiths Community Centre - To be retained and future use of the site revisited dependent on progress on raising the capital from other sources required for the works to the building.</p>
<p>Honor Oak Youth and Community Centres - Site to be earmarked for housing development with youth and community space re-provided once further consultation and detailed design work is undertaken.</p>
<p>Lethbridge Club Room - The planned closure of Lethbridge Club Room to take place once the new centre on Heathside and Lethbridge is ready for occupation and the site to be earmarked as part of the estate redevelopment.</p>
<p>Saville Centre - To close and site to be released for redevelopment, with users assisted to relocate to alternative premises where possible. Planned date for closure April 2016</p>
<p>Scotney Hall - Site to be designated for future housing development but retained in the meantime subject to the affordability of necessary repairs. Consideration to be given to re-providing some community space as part of any future housing scheme.</p>
<p>Sedgehill Community Centre - Site to be earmarked for potential school places subject to a detailed feasibility study, school expansion consultation and planning permission. Consideration to be given to different ways to use the site in order to provide for school expansion and the different impact options would have on community uses.</p>
<p>Silverdale Hall - To close and site to be released for redevelopment, with users assisted to relocate to other local provision where possible. Planned date for closure September 2016</p>
<p>Venner Road Hall - Short term lease to be negotiated with current management association to allow for continued community use and safeguard childcare provision whilst further consideration is given to development needs.</p>
<p>Wesley Halls - to be retained whilst further discussions take place with the Downham Community Association about the best way to provide both housing and community space on the site and adjoining land.</p>
<p>Woodpecker Community Centre - To close and site to be designated for housing development as part of a wider scheme on the Milton Court Estate. Current main user to remain in the centre in the interim period subject to suitable terms being agreed. Planned date for closure January 2018</p>



Time

PUBLIC QUESTION NO 22.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Debbie Knowles

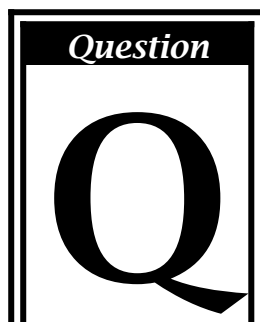
Member to reply: Councillor Maslin

Question

To what extent has Lewisham Council approached sponsors to run new schools elsewhere in Lewisham, in areas where there is a desperate need for school places and it may have been feasible to build a new school?

Reply

Since the inception of the government's Free School policy, officers have had discussions with around 30 potential Free School providers. The local authority supported the proposal from the Haberdashers' Aske's Federation to open a Free School in 2013. However, no other Council owned sites have so far been identified as suitable for other Free Schools.



Time

PUBLIC QUESTION NO 23.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Martin Allen

Member to reply: Councillor Egan

Question

I see from the New Cross Gate website that Lewisham is preparing to select a partner to develop the site which did once provide a home for many Lewisham Council tenants. It has now lain dormant for years. If the plan is not to build predominantly Council houses or flats at Council rents, can you please explain why not. Will the plans prioritise building genuinely affordable rented housing with secure rented status for occupants to fit with Lewisham's stated objective to build 500 new council homes.

Reply

London is experiencing a housing crisis across all tenures, and as we set out in our housing strategy last year, this Council is committed to taking decisive action across a range of partnerships to respond to that crisis and improve the housing options available to Lewisham residents.

This Council is investing in new emergency accommodation for homeless households, is building at least 500 new Council homes on our land in partnership with Lewisham Homes, and is working across a very wide range of partnerships to see a further 1,500 new genuinely affordable new homes built in Lewisham by 2018.

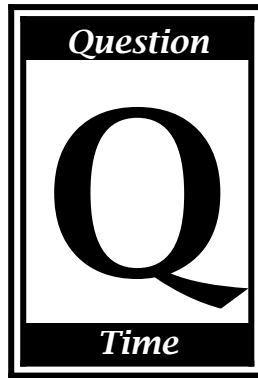
Our innovative work includes using new technologies to develop reusable homes which will open this spring, and which will provide a hugely improved environment for families in housing crisis. We are also proud to have enabled this country's first urban self-build development to come forward as Community Land Trust in which all homes will be secured as affordable for local residents in perpetuity.

The Besson Street project expands on this work, and is part of a new programme of action in line with our Housing Strategy to respond to the wide range of structural problems in the private rented sector. Through these projects we will use public land

to leverage institutional finance, supported by the highest quality of professional landlords. We will be enabling new homes to rent at a range of rents, providing renters in the sector with the hugely improved security of tenure that comes from five year tenancies and capped rent increases.

For a third of the homes rents will be set at a level that is genuinely affordable to local people earning average incomes, thereby creating a new intermediate tenure type which will help a different group of residents – those unable to buy but equally unable to access traditional social housing. There will be no poor doors, no division of the block by tenure, so that the only difference is the rent that tenants pay. In this way we will provide a genuinely innovative and high quality housing option for people who currently have few or no options to live locally, enabling low to medium income local residents to be able to live and work locally if they choose to do so.

This is a new and innovative approach which complements rather than replaces all of the more traditional development work that will continue and on which progress will continue to accelerate this year. London's housing crisis demands a broad range of responses to meet a range of housing needs, and this Council is proud to have been acting broadly and innovatively to meet the challenges that we and our residents face.



PUBLIC QUESTION NO 24.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dr Almuth McDowall

Member to reply: Councillor Maslin

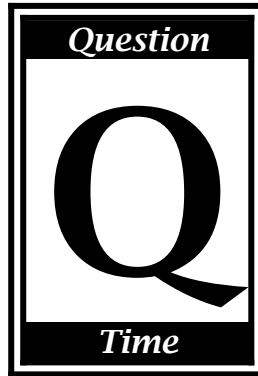
Question

Can you please answer the following honestly and transparently:

- a) which feasibility analyses have been conducted which compare the potential expansion of Edmund Waller against other options such as building additional primary schools, or expanding other alternative schools?
- b) which data would indicate that additional spaces would actually serve a local need, given that the school is currently undersubscribed?
- c) what projections has the council undertaken to gauge the impact of potential expansion of Edmund Waller on scholastic achievement, the local infrastructure and other aspects?
- d) more specifically, can you let me know who I could turn to with a freedom of information request regarding the above?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 25.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Kate Franklin

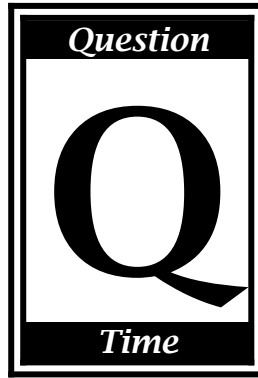
Member to reply: Councillor Maslin

Question

My children go to Edmund Waller primary school, which is currently undersubscribed. What is the justification for expanding Waller, when the need for places in the borough is kilometres away? Expanding Waller appears to make little strategic sense. Are you proposing to expand Waller simply because you believe it to be the cheapest and easiest option?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 26.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Adrian Bradbury

Member to reply: Councillor Smith

Question

Will the Council name all fallow, unused, underused, or derelict sites (not including existing primary schools) that are or have been under consideration for conversion into buildings for the provision of Primary Schooling? Will they publish any discussions, research and/or feasibility studies related to each of these sites? Are the Ladywell Baths included in this list?

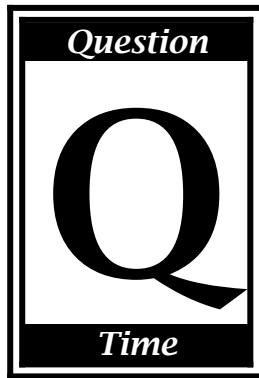
Reply

Only one site has been under consideration for conversion into primary school use. The Council has been exploring a range of possible uses for the Grade II listed Ladywell Playtower Victorian baths which require significant investment. However, identifying a long term use which would justify the necessary investment is challenging and it may be necessary to approach potential funders like the Heritage Lottery Fund to support the conservation deficit on the restoration. Through our discussions with potential users we have been asked for our views on the adaptation of the site for school use and we have carried out some rudimentary investigations on this option. The site presents several challenges in terms of school use, but principally these are:

- suitability for adaptation without damaging historic fabric or detracting from key features
- efficiency of internal space created given the above constraints
- sensitive context for the new build extension that would be necessary on adjoining land to give the necessary space. The site is adjacent to other listed buildings and sits in the Ladywell Village conservation area.
- sufficiency of play space
- value for money of capital investment
- ongoing maintenance and running costs
- location and access

No option for the Playtower has yet been discounted and we will continue to explore the most appropriate route for its restoration and re-use this year.

Officers continue to look at all options for the expansion of the primary estate.



PUBLIC QUESTION NO 27.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Ken Wakeman

Member to reply: Councillor Millbank

Question

Can you confirm that no building works will be carried out on green areas at Barnes Wallis Community Centre?

Do you agree that users of the Barnes Wallis should use Somerville Adventure Play area new building.

Will the Fire Brigade, Police and Ambulance Services be consulted on the question of parking, as the estate will not be able to cope with the expected build of 70 plus new homes.

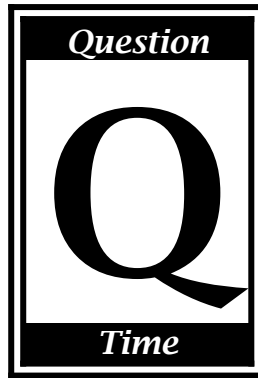
Reply

The Council is not clear which green areas the question is referring to but the detailed design for development will be subject to further consultation as part of the requirement to obtain planning permission.

The Council understands that the new building at Somerville Adventure playground owned and run by Somerville Young People's Project (SYPP) will have space

available for use by other groups and for other community activities. Individual organisations will be considered if they wish to use SYPP facilities. If requested, the Council will add the SYPP building onto the list of community venues available in the borough.

As part of the design and planning process, the Council will consult with Secured by Design (SBD) which is an official police security initiative focusing on the design and security for new and refurbished homes, commercial premises and car parks, as well as highways and building control, to ensure that the number of new homes being developed on site is not in breach of any regulations.



PUBLIC QUESTION NO 28.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dr Emma Grant

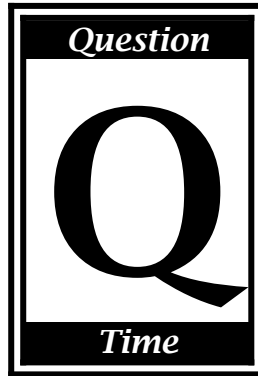
Member to reply: Councillor Maslin

Question

Does Lewisham Council plan to ride roughshod over the views and preferences of the vast majority of parents and children at Edmund Waller school with regard to the proposed expansion? Have the council considered the implications of that decision in terms of local democratic rights, and indeed the basis of their own elected status?

Reply

No decision has been taken to expand Edmund Waller Primary School. The school has been included in a series of feasibility studies of sites across the borough which will identify options to meet the increased demand for places resulting from a growing population. Any proposal will be fully consulted on with local stakeholders through the statutory processes governing changes to school organisation and the development of the site.



PUBLIC QUESTION NO 29.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Penelope Prodger

Member to reply: Councillor Maslin

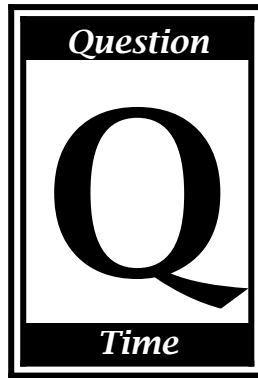
Question

Why is St James Hatcham Primary School being denied expansion? It is a single form entry school and unlike Waller, the parents there are keen to expand which would alleviate some of the demand Lewisham claim exists in Waller's catchment.

I would also like to know whether Waller is to be expanded because it is thought to be the cheapest and easiest option?

Reply

The LA has not blocked St. James Hatcham Primary school from expansion. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.



PUBLIC QUESTION NO 30.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Peter Richardson

Member to reply: Councillor Best

Question

With reference to the plans to offer the management of Manor House, Torridon Road and Forest Hill library buildings to a third party Host, it is clear that the Host organisation will be responsible for Public and Third Party Insurance cover on taking over the management responsibilities.

However, this is currently the responsibility of the Council.

Once the changes have taken place, the provision and operation of the Library spaces are to remain the responsibility of Lewisham's Library Service, so will that department not be required to retain or obtain cover for those spaces which will remain in essence within the public realm?

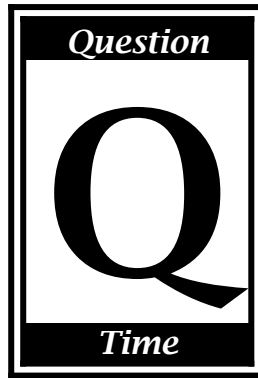
Can the Council extrapolate the costs of insuring the buildings to be transferred to a third party from the current costs for which they are responsible?

Reply

In the Community Library Model, the responsibility for the provision of library services from community venues is the responsibility of the Council. Insurance, however, is the responsibility of the organisation hosting the library and other services in the building they are responsible for.

Council staff working in a library or working peripatetically as part of their outreach duties (e.g. in a community library) are covered by the Council's public liability insurance.

Similar costs have been identified and agreed in the current community library buildings.



PUBLIC QUESTION NO 31.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Joanna McMahon

Member to reply: Councillor Smith

Question

1) If existing barriers that have been sighted such as money/politics/planning/private ownership were no impediment to providing more primary places, where are the current undeveloped or derelict sites where Lewisham could potentially develop additional primary schools.

2) Why was a 2FE or 3FE school not included in the plans for Central Lewisham development?

Reply

1) There is currently only one undeveloped or derelict site in the borough under consideration for an additional Primary School, which is the Grade II listed Ladywell Playtower building. The building needs significant investment, and identifying a long term use which would justify the necessary investment is challenging and it may be necessary to approach potential funders like the Heritage Lottery Fund to support the conservation deficit on the restoration. Through our discussions with potential users we have been asked for our views on the adaptation of the site for school use and

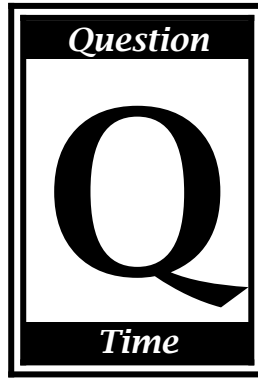
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- sufficiency of play space
- value for money of capital investment
- ongoing maintenance and running costs
- location and access

No option for the Playtower has yet been discounted and we will continue to explore the most appropriate route for its restoration and re-use this year.

Officers continue to look at all options for the expansion of the Primary estate.

2) The central Lewisham area was identified as a locality for significant new housing, and this has been taken into account in pupil place projections. As part of the regeneration of Lewisham Town Centre, additional secondary school places were provided through the expansion of Lewisham Bridge Primary School to create the new, all-age Prendergast Vale College. Work is ongoing to investigate opportunities for expansions at various other schools, and any potential new sites which would be available to serve those areas.



PUBLIC QUESTION NO 32.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Cesar Gimeno Lavin

Member to reply: Councillor Smith

Question

Where has s106 money for additional Primary School provision been spent in Lewisham over the last 5 years? If none has been released, why has none been released given the spate of recent and significant housing developments to the area coupled with the projected increase in Primary demand?

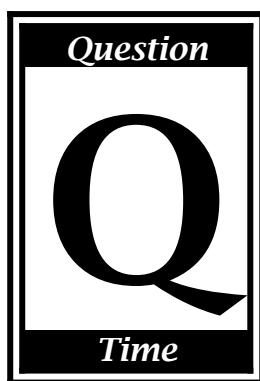
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- Rushey Green School Enlargement
- Resourcing the School Expansion Programme
- Grinling Gibbons Temporary Enlargements Improvements
- Adamsrill School Enlargement
- Coopers Lane School Expansion and Relocation of Grove Park CEL
- Haseltine Primary School Improvements to enable the school to accommodate a further temporary enlargement in 2014



PUBLIC QUESTION NO 33.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Maryam Moarefvand

Member to reply: Councillor Maslin

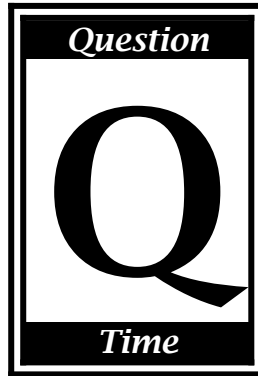
Question

I am the parent of a student at Edmund Waller Primary, and believe that early education is the key to success for any child's future. I understand there are plans to expand the school and, as a parent, I am very conscious that this may affect my son's education and so would like to know more about what's being planned and when it will take effect.

Would you please share in the public domain any provisional architects' plans that already exist, or will be, drawn up for the expansion of Edmund Waller Primary School? I cannot find any information about the expansion in public domain which leaves me and many more parents worried and anxious about my child's education.

Reply

See answer to Question 7.



PUBLIC QUESTION NO 34.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Rebekah Fox

Member to reply: Councillor Maslin

Question

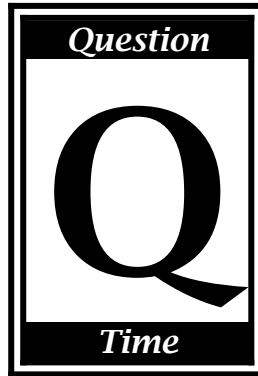
Why is Waller being considered when its current bulge class is not full (my son is in this class with currently 25 pupils) and with the bulge class the catchment area is now over 3km, when there are 1FE / 2FE entry schools in areas with much higher demand e.g. Brockley, Ladywell, Lewisham with very small catchment areas? Children in my son's class currently have to travel from these areas by car each morning. Why not build new schools in these areas e.g. the site of the old Ladywell baths?

There are also a substantial number of children in my son's class from Southwark which is much closer to Waller than many areas of Lewisham. Therefore expanding Waller is more likely to alleviate primary school shortages in Nunhead, Peckham Rye and East Dulwich than in Lewisham. Surely a more centrally located site for areas of shortage would make more sense?

If Waller is to be considered for expansion why has 3 form entry not been considered which would have much less impact on the school than the proposed 4 form entry?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 35.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Julie Davies

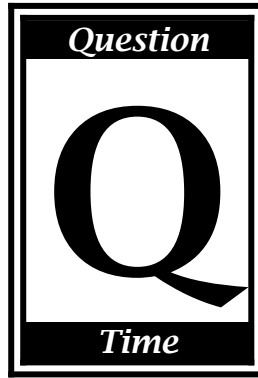
Member to reply: Councillor Maslin

Question

Why expand Edmund Waller when clearly there isn't a specific need in the local area as it is not over-subscribed as 2FE? Wouldn't it be better to expand a school such as St James Hatcham which wants to expand and is also not on the Southwark border so all places would be taken from the Lewisham borough which is what you are concerned with?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 36.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Lucy Large

Member to reply: Councillor Maslin

Question

Regarding the current plans for the expansion of Edmund Waller School:
How can Lewisham council justify expanding a school which is currently not served efficiently by public transport for the many families who are unable to gain school places nearer to their homes (e.g. the conservation area around Breakspears Road)?

If the council continues with this plan what provisions are being made to improve public transport for those outside the 774m catchment area?
How does this encourage sustainable transport as described on your website and the "walk to school" campaigns?

Reply

The Council is aware of the concerns of parents at Edmund Waller primary school following the decision by the governing body to share with them early information on a feasibility study examining the potential for the school to be expanded.

It is important to state at an early stage that no decision has been taken to progress this option.

The feasibility study is one component of an ongoing programme to meet the demand for school places. A presentation was made to the Children and Young People Select Committee on January 12th 2016 including projections that by 2021 the LA will face a shortage of up to 9FE in the Primary phase (the equivalent of 4 schools) and an increasing pressure in secondary and special school provision. The shortage is will be most evident in Lewisham Brockley & Telegraph Hill where Edmund Waller is located.

<http://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=134&MId=3734&Ver=4>.)

In essence, the projections underlying this estimate of demand for primary places are based on the number of births (using postcode level analysis published by the Office for National Statistics) and analysis of the school rolls, again using the post-codes of pupils on roll. The methodology is submitted annually to the DfE for scrutiny and has never been queried.

Questioners challenge whether sufficient demand will be generated by the post-codes immediately adjacent to Edmund Waller. *For the purpose of planning primary places the borough is divided into 6 areas, derived from a study of the pupil post-codes and the schools they attend. In order to reflect parental preference this means that a number of post-codes are combined rather than assume that all residents in one post-code will chose the same school. Feasibility studies have been done on all school sites to establish which sites have the potential for expansion.*

Edmund Waller is in the Central Lewisham, Brockley and Telegraph Hill planning area which is forecast to have a shortage of 3.6 forms of entry by 2020.

In order to meet demand over the coming decade, the LA has undertaken a desk-top study of all school sites to assess their potential for further expansion and further feasibility studies on a smaller number of schools in areas of projected high demand. The LA continues to examine the potential for the inclusion of new schools in forthcoming developments through regular cross-department internal review.. The LA is also working closely with neighbouring boroughs, including Southwark, to understand their proposals and the possible impact on Lewisham.

It is expected that proposals for schemes to be taken further will be presented during 2016/17. The scope of the programme will be subject to the amount of capital funding available.

In response to questions about the use of Section 106: *funding has been drawn down as developers' payments are made to the Council and have benefitted a large number of schemes, but to date no single payment has been sufficient to fund an entire school even if a site had been available.*

In addition to scepticism about the actual demand for places, those asking Council Questions are concerned about a number of issues.

They state that the school is "Under-subscribed" which, to them, indicates that there is no local demand. *Whilst Edmund Waller has recently been undersubscribed in*

terms of first preference choices at Reception, its occupancy levels are high (January 2015 School census - Key Stage 1 99%. Key Stage 2 92%). Current levels of occupancy and distance travelled can be influenced by many factors and cannot be taken as an indicator for future demand. The feasibility study has looked at ways of improving Key Stage 1 facilities which the school themselves judge to be poor quality. It is hoped that this will help to improve the numbers of first preferences and improve local uptake and retention.

They ask what studies have been done to determine the impact on traffic and the transport infrastructure locally. Traffic flows would be considered as part of the development of a Planning Application for any accommodation required. The DfE considers that it is reasonable for a primary-age child to travel up to 2 miles to school. The LA endeavours to offer a place within 1 mile of a child's home-address. The current demand for school places means that in some parts of the borough the distance is far less than this.

They query the impact on school standards and are concerned that a larger school is more likely to have poor results. There are 18 3FE schools in the borough which include some of the highest performing schools. Lewisham Primary schools are now the 4th highest performing primary schools in the country. This has been achieved during a period when 75% have either been expanded permanently or have taken a bulge class. The first permanent expansions took effect in 2012. The schools which have been expanded to date are: Adams Hill, Coopers Lane, Dalmatian, Forster Park, Haberdashers' Aske's Knights Temple Grove, Colebatch, John Ball, John Steiner, Kelvin Grove, Kilmorie, Beecroft Gardens, Gordonbrock, Rushey Green, Sandhurst Infant, Sandhurst Juniors, St George's, Kender and St Bartholomews

*The school Governing Body is responsible for ensuring continued high standards in its school. **Their Key Stage results for the last 6 years can be accessed through the Department for Education School and college performance tables:***
<http://www.education.gov.uk/schools/performance/index.html>

They ask why Edmund Waller has been chosen for expansion and if other under-subscribed schools have been considered. As is set out in the presentation to the Children & Young People Select Committee, there are no significant areas of under-occupancy in the borough. Those areas where pressure is less intense are at too great a distance to be realistic options for families resident in Lewisham and Brockley to choose. The LA will continue to work in partnership with the Education Funding Agency to identify opportunities for Free Schools but in the absence of other available sites it will be necessary to continue to consider the expansion of existing schools.

They ask if Edmund Waller has been chosen because it will be the cheapest and easiest option? Value for money and ease of construction, meaning less disruption for the school, are factors which will always be taken into account together with the local demand for places. This should not be equated with poor quality

They assert that the LA is blocking St. James Hatcham from expansion. This is not the case. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of

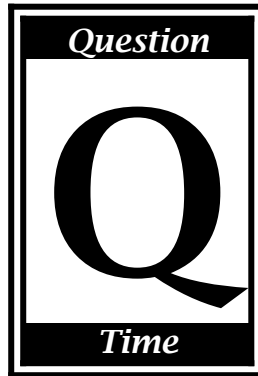
Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

As stated above no firm proposal has yet been made to enlarge Edmund Waller. A proposal to enlarge the school would require a separate consultation with a number of stages. If the Mayor agrees that there should be a consultation on a proposal to enlarge Edmund Waller there would be a consultation over a period of 6 weeks which would include a consideration of expanding to either 3 or 4 Forms of Entry.

In addition to inviting responses to proposals in writing (email or letter), it would gather the views of stakeholders, families whose children attend the school and local residents, face-to-face. All responses would be included verbatim within appendices to a report and the main report would present an analysis of these and would make recommendations to the Mayor. Any subsequent public notice period would be over 4 weeks and would enable further written representations, followed by a Mayor with recommendations. The full process, including any Planning consultation, would take approximately six months. The consultation would be supported by architect's design proposals which would be placed in the public domain.

The Lewisham website includes information on how to make a request under Freedom of Information legislation. It can be accessed via the following link

<http://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/access-to-information/freedom-of-information-act/Pages/default.aspx>



PUBLIC QUESTION NO 37.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

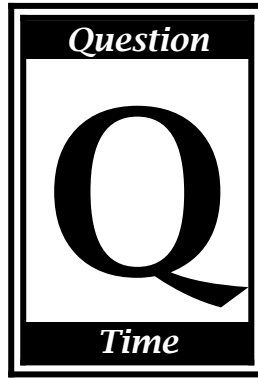
Does the Council accept that there are effectively 'dead zones' within the Borough for primary school places?

Based on our analysis of previous admissions data (see attached presentation) there is clearly a 'dead zone' within Brockley for parents being given offers from their local primary schools and having any degree of choice in which school they are given

Reply

The Council does not accept the concept of so-called 'dead zones' for primary school places. It accepts that there continues to be a continuing need to increase the number of available places, and that in some parts of the borough, the exercise of parental preference is limited. This is largely because these localities have few if

any options for the creation of extra places. The DfE considers that it is reasonable for a primary age child to travel up to 2 miles to school. Lewisham local authority will continue to endeavour to offer a place within 1 mile of a child's home address. At a time of high demand for Reception places, the advice from the local authority is that parents choose their nearest schools in exercising their 6 preferences under the PAN London admissions protocol. Recent experience shows that there are extremely few parents who do not receive an initial offer of one of their 6 preferences if they have followed this advice and that they are made an offer acceptable to them during the summer term prior to the start of school. In terms of the constraints on the exercise of preferences, it should be remembered that Lewisham schools are amongst the highest performing groups in the country, so parents can feel confident that their children will receive a good quality education throughout the borough.



PUBLIC QUESTION NO 38.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Sarah Carter

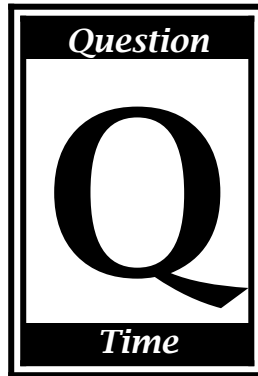
Member to reply: Councillor Maslin

Question

If Edmund Waller Primary School becomes 4-form entry, what percentage of children will live within ten minutes walking distance according to Council predictions?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 39.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Andy Carter

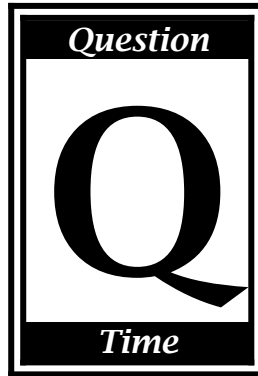
Member to reply: Councillor Smith

Question

What consideration has been given to the increased traffic flows in Waller Road and surrounding areas which will be the result of plans to hugely expand the school's intake? What consultation has been, and will be, undertaken to assess the views of local residents?

Reply

See answer to Question 7.



PUBLIC QUESTION NO 40.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Ursula Llewellyn

Member to reply: Councillor Maslin

Question

I am very concerned about the possible expansion of my child's community school Edmund Waller into a 4FE super-size school. Although I understand that as a whole borough Lewisham is in need of more school places, the current catchment area for Edmund Waller with 3FE was 3.18 km. Meaning the 2015/16 intake was undersubscribed. Have you considered and made projections of what the exact catchment area of a 4FE, would be? Could you make this public?

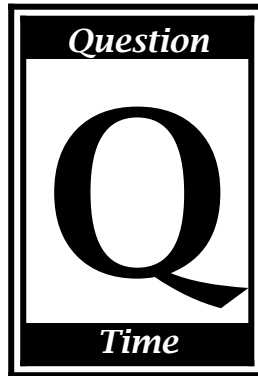
Have you considered how the catchment area would be increased by the already agreed expansion of popular oversubscribed nearby Southwark primaries such as Ivydale and John Donne Free School, which traditionally share the same catchment areas and therefore will reduce the need in Edmund Waller's catchment area further.

Have you considered the economic hardship and environmental impact expecting classrooms of children to travel a 50 minutes' walk into school each morning, which is what some children are doing at the moment?

Have you factored in the long term costs creating spaces so far from where people need them? In particular the problem of in year transfers to other schools as parents remove their child to schools closer to where they live as places become available, (especially in light of the transient nature of London) Leaving already undersubscribed school such as Edmund Waller seriously underfunded.

Reply

See answer to Question 7.



PUBLIC QUESTION NO 41.

Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Andrew Ford Lyons

Member to reply: Councillor Maslin

Question

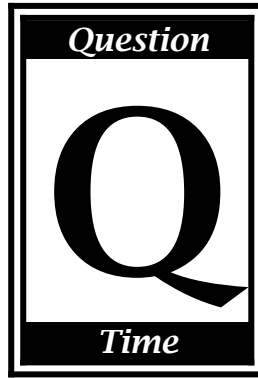
I'm a parent of a student at Edmund Waller Primary School, and have been following with a good amount of interest the discussion around expanding the school's capacity for students and increasing the sheer number of students attending the school. There's a good amount of evidence in existence that smaller schools with better teacher-to-student ratios are generally better for student progress. That said, there are obviously more children in the area and the need for more school places is very real.

But I'd like to ask why you're blocking St. James Hatcham Primary School from expanding? Located nearby, the school is only 1FE. Unlike those at Edmund Waller, the parents of students at St. James Hatcham actually want the school to be expanded. Doing so would alleviate the demand Lewisham claims exists in the Edmund Waller catchment. And thus reduce the supposed need to expand that school. It would also be a great example of local led decision making that actually encourages participation in local affairs.

Reply

The LA has not blocked St. James Hatcham Primary school from expansion. Discussions are in hand as part of the longer-term master planning for the area. The St. James Hatcham school site is owned by Southwark Diocese Board of Education and is surrounded by land owned by Goldsmiths College so there are a number of stakeholder interests to consider.

No firm proposal has yet been made to enlarge Edmund Waller. A feasibility study has been undertaken examining the potential for the school to be expanded. Should this taken further it would be supported by a consultation process involving local stakeholders and neighbouring schools.



PUBLIC QUESTION NO 42.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mike Keogh

Member to reply: Councillor Daby

Question

In the light of the helicopter disaster in Vauxhall (16/1/13) and Glasgow (29/11/13) can the Council ask the Police Authority or Air Ambulance Services (or any other helicopter operators in the Borough) if their helicopters have black boxes installed if there were to be an accident. Lewisham is seeing a lot of high rise development and tall cranes. If there are no black boxes installed in Police helicopters then can alternative tracking of criminal activity (such as drones) be promoted?

Reply

The National Police Air Service (NPAS) currently operate two types of aircraft, both Airbus, previously named Eurocopter (EC), the EC135 and the EC145.

The EC135 is a small twin engine helicopter, under 3175 kg, capable of carry four persons, and due to its size and number of passengers carried, i.e. under 9, is not required to have a Data Recorder fitted. These aircraft are operated from all NPAS bases with the exception of NPAS Exeter and NPAS London (Lippitts Hill).

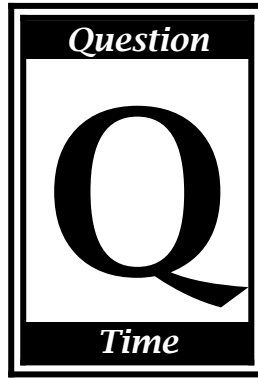
NPAS Exeter and NPAS London operate EC145 helicopters, a medium twin engine helicopter. These are fitted with a Black Box Flight Data recorder. NPAS

London, formerly the MPS Air Support Unit, still operate three EC145 helicopters from Lippitts Hill.

The Flight Data Recorder records all voice communications in the aircraft, and also flight information such as height, heading, speed, altitude, fuel levels, engine performance, and position of switches and warning light illumination.

In respect of Drones, Commander Bray currently heads the MPS Unmanned Aerial Systems working group. This group is looking into the future use of a UAS (UAV/Drone) by different MPS departments. The operation of unmanned aircraft in Controlled Airspace, and a congested area, is extremely complex, and subject to very restrictive legislation.

London's Air Ambulance operates 2 MD902 helicopters. As regulation currently stands, these helicopters are not required to carry Black Boxes. Having said that, the on-board computer records a significant amount of data that is downloaded every 50hrs of flight time and can be interrogated post-crash. This computer does not record voice.



PUBLIC QUESTION NO 43.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Yvonne Peart

Member to reply: Councillor Millbank

Question

Could the Mayor urgently look into unsatisfactory engagement that the councillors and officers have had with Honor Oak residents on the overall proposals for Honor Oak Community Centre and Youth Club.

Reply

The Council's consultation process to date has been referred to earlier and was included in the Mayor and Cabinet report presented on 11 November 2015. This report can be found via the link below:

<http://councilmeetings.lewisham.gov.uk/mgAi.aspx?ID=12694#mgDocuments>

This was the second stage of a longer process. A framework for this approach was agreed at Mayor and Cabinet in April 2015 and then an initial implementation plan was presented to Mayor and Cabinet in July 2015.

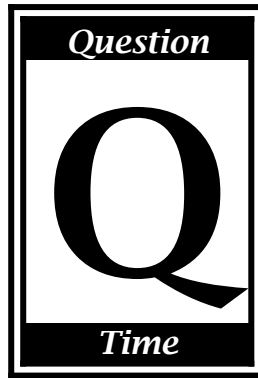
To repeat information provided in question 3 above, from January 2015 there have been numerous meetings arranged by the Council on the future of community

buildings which have been attended variously by residents, representatives of residents and centre user groups, senior officers and members.

Honor Oak Community Association (previously known as HOCCA now called HOCA), which acts as the premises management organisation for the Honor Oak Community Centre, attended at least 7 of the consultation meetings convened to date by the Council to discuss proposals and put forward views on the future of community buildings, including making representation to Safer and Stronger Select, and Mayor and Cabinet. HOCA helpfully organised a public meeting on September 4th which officers and members attended. Ward councillors prepared and delivered a letter to estate residents setting out the proposals for the Honor Oak estate and encouraging them to attend the public meeting on September 4th.

A Telegraph Hill ward councillor has attended each of these 7 meetings bar one. Ward councillors have also meet with the Honor Oak Tenants and Residents Association, the Honor Oak Youth Club, spoken to many estate residents and households about the proposed redevelopment over the past weeks, and asked the Council to consider a deferral of up to one year for local reasons.

Further consultation will take place at the design and prior to the planning stages, and the Council will work with the centre users groups to secure alternative meeting space before physical work starts. Community engagement remains pivotal to the successful implementation of the community centre strategy.



PUBLIC QUESTION NO 44.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mrs Patricia Richardson

Member to reply: Councillor Bonavia

Question

Certain categories of organisation e.g charities, community groups receive the 20% discount on the business rate.

Does the council allow any lower discount on business rate for such organisations? If so, what is the discount and who are the organisations?

When the Business Rate is put back in to the hands of the local authorities will this discounting policy be continued?

Reply

There are a range of Business Rate reductions available. Summary details are set out below.

Mandatory Rate Relief – This relief is available on application with awards of 80% off the business rates bill. The reduction is funded by central government and available to charities/friendly societies or the trustees of a charity, Community Amateur Sports Club or organisations which are specifically exempted from registration with the Charity Commission, where the property is being wholly or mainly used for charitable purposes.

Discretionary Rate Relief – This relief is available on application with awards of up to 20% off the business rates bill. The reduction is funded by the Council which has a limited budget and restricts eligibility to only those organisations in receipt of Mandatory Rate Relief. However, there are organisations in receipt of Mandatory Rate Relief that would not be eligible. For example charity shops, housing associations, buildings used mainly for worship and bodies operating a restrictive membership policy.

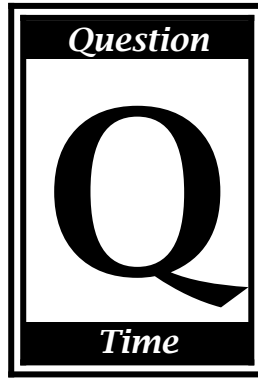
There are no plans to amend the existing Discretionary Rate Relief policy which was agreed by Mayor and Cabinet in October 2013.

Small Business Rates Relief - This relief supports small businesses who generally occupy only one property. Currently the relief is available at 100% for eligible properties with a rateable value of up to £6,000. The relief decreases at a rate of around 2% per hundred pounds of rateable value up to 0% at £12,000.

Hardship Relief - This discretionary relief can be granted by the Council if a business / organisation is experiencing severe hardship and is considered to be important to the local community.

London Living Wage discount – The Council will be offering a London Living Wage discount to employers who pay the London Living Wage and are accredited in 2016/17.

The Council does not offer any other local discounts for business rates. When business rates are put back into local authority control the existing arrangements will require review.



PUBLIC QUESTION NO 45.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Raymond Woolford

Member to reply: Councillor Onikosi

Question

Following questions about poor tree care last Spring, 2 trees have been felled due to poor maintenance in St John's, Brockley Ward , Over the Summer tree surgeons seem to have a hit and miss approach to tree care carrying out work in some roads but not others ignoring issues raised by local residents, does the Council agree that Tree care in the Borough is not delivering the quality service residents expect and what will the Council be doing in 2016 to protect and give proper care and protection to the borough's trees?

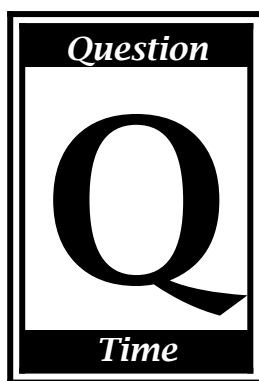
Reply

The Councils approach to the management of the boroughs street trees is not hit and miss. The Council has a borough wide 3 year cyclical maintenance program for street trees.

The programme targets roads in the borough where the species or age and condition of the trees have been identified as requiring regular maintenance to help prevent them causing damage to property or becoming a risk to public safety.

In 2016 the Council will carry out the maintenance works scheduled for completion this year and will continue to work with local community groups to help preserve and enhance the boroughs street tree stock.

If residents have any concerns about the condition or maintenance of street trees they should contact the Councils Tree Services Team via Call Point on 0208 314 7171.



PUBLIC QUESTION NO 46.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Moira Kerrane, Evelyn Parents Forum

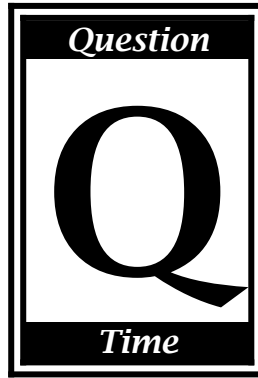
Member to reply: Councillor Maslin

Question

Can the council please detail how the OSEBP report (dated 29 July 2014) for Sir Francis Drake Primary School was actioned and in light of point 2.3 is there a record of the further report to Mayor and Cabinet, the Scrutiny Committee and detailed reports showing close working with parents and neighbouring boroughs in the finalisation of detailed proposals as agreed by the Mayor June 2014.

Reply

A report will be presented to the meeting of the Mayor & Cabinet on February 17th which will address these points. The report will be available to the public on the Lewisham website.



PUBLIC QUESTION NO 47.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

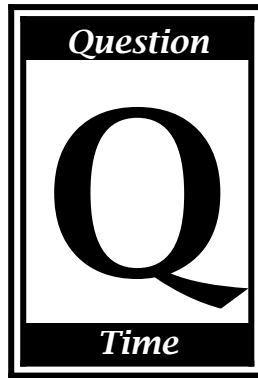
Question

How many leasehold properties does the council think are in the borough now and by how many has the number of leasehold properties increased by?

Reply

The figures for the London Borough of Lewisham are provided below. The tenure type of Leaseholder is not recorded in the Census and as such is not available.

All categories: Tenure	116,091
Owned: Owned outright	17,273
Owned: Owned with a mortgage or loan	31,955
Shared ownership (part owned and part rented)	1,436
Social rented: Rented from council (Local Authority)	18,084
Social rented: Other	17,968
Private rented: Private landlord or letting agency	26,665
Private rented: Other	1,551
Living rent free	1,159



PUBLIC QUESTION NO 48.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Carol Spurling

Member to reply: Councillor Bonavia

Question

How much money is held by the council in its reserve account? Does it hold any other money on deposit in other accounts?

Reply

The term reserves can refer to funds held only for a number of different reasons. Multiyear capital programmes involve sums of money which are in actuality committed being held in earlier years as 'reserves'. The amount of money which is genuinely uncommitted, and therefore available for spending, is limited.

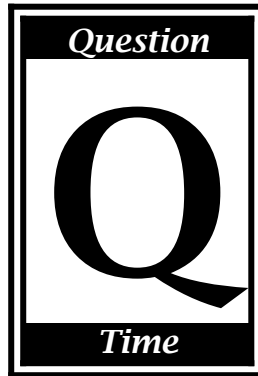
A general fund balances reserve of £13m is held for unforeseen circumstances. It should be noted however, that this is a low figure by London standards already, and once spent, the Council would lack a safety net if things went wrong.

As at 31 March 2015, total reserves (excluding various notional amounts that exist only for accounting purposes) were £278m. This is set out at page 14 of the Council annual statement of accounts for the year 2014-15, the web link to which is:

<https://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/finances/Documents/Statement%20of%20Accounts%2014-15%20-%20Audited2.pdf>

The reserves form part of our annual accounts and are reviewed as part of the closing of accounts process by the external auditor who would comment on the reserves if they were seen to be inadequate or too excessive for the purposes for which they are held.

As at 31 March 2015, reserves were held for the Housing Revenue Account (HRA), funding for the Council's capital programme and for schools, which includes sums set aside for PFI schemes and the BSF programme. There are also reserves for self-insurance, which if we did not have, would mean that the Council would have to pay more in insurance premiums.



PUBLIC QUESTION NO 49.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: John Hamilton

Member to reply: Councillor Bonavia

Question

Could you please show in a table the pay levels of those now earning over £80,000 pa along with how much people in those posts were earning in May 2010 when the Conservatives came to power and the assault on local government funding started?

You answered my question in December by giving the figures for savings which would be made if all council employees pay were capped at £80,000. This showed that such a move would have enabled all the under 5's playclubs to be kept open with council employees running them and all the libraries.

Do you agree with me that keeping those services running and keeping those usefully employed staff in jobs would have been far more beneficial to the people of Lewisham than paying people already earning three times the average pay for Lewisham even more than £80,000?

Could you give me the global figure for savings which would be made if council salaries were capped at £50,000 p.a. taking into account employer's pension and N.I. contributions?

Reply

As a result of the huge budget reductions forced on the Council, ie approximately £120 million cut from Government since 2010, local public services have faced substantial reductions; however, in Lewisham the impact on the community has been mitigated wherever possible, in the case of libraries and play clubs by devolving these to the community or joining them with other services.

Most of the positions in question manage such services and are responsible for ensuring the impact of the cuts on the community are reduced or mitigated. I would pay tribute to all Council staff, whatever their level of pay, for managing difficult changes in services as best they can.

The table below sets out separately the number of schools and non-schools employees earning over £80k in £5k bands.

Salary Range (£)	Schools	Non Schools	Total
80,000 - 85,000	11	1	12
85,000 - 90,000	10	4	14
90,000 - 95,000	4	9	13
95,000 - 100,000	3		3
100,000 - 105,000	4	3	7
105,000 - 110,000	4	1	5
110,000 - 115,000		1	1
115,000 - 120,000			0
120,000 - 125,000			0
125,000 - 130,000			0
130,000 - 135,000	1		1
135,000 - 140,000		1	1
140,000 - 145,000		3	3
Totals	37	23	60

Since 2010 pay for those earning *over* £100k has increased by 0% for Local Authority staff and 3% for schools. For those earning *less* than £100k pay has increased by 3% in total over the five year period.

These positions account for less than 1% of staff costs. Since 2010 these positions have reduced by 1/5th and will continue to do so.

The Council remunerates roles by reference to job evaluation and the need to recruit and retain staff, in many cases senior managers have had to widen their responsibilities, as in the case of head teachers managing more than one school.

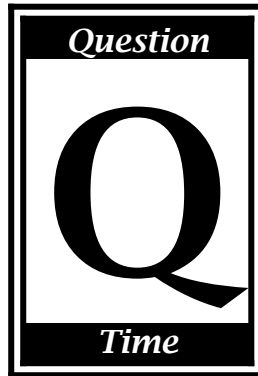
The total saving if salaries were capped at £50K (taking into account employers NI and pension contributions) is £8,327,765.

This is made up of:

129 LBL staff £2,782,128

394 school staff £5,545,636

It should be noted that in addition to the severe impact of removing such a large number of senior and experienced staff, many of whom have professional qualifications, there would be a very considerable redundancy cost involved.



PUBLIC QUESTION NO 50.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Peter Richardson

Member to reply: Councillor Millbank

Question

Now that the Local Assemblies have been running successfully for quite a time are their operations, management, memberships and admin governed by a written constitution of rules? Have these rules been amended over the years and where may this information be viewed? Matters of local interest appear first to be assessed by Local Assembly Co-ordinators before being presented at an Assembly Meeting, but how are the Co-ordinators chosen? Do they have to be elected or are they selected? If the former, are they obliged to serve a specific term and then be obliged to stand again if permitted to do so? If the latter, who selects them and on what criteria? Is a code of conduct in force, governing all these participants? Public money is clearly involved, so are there specific criteria on how funds may be divided within the Community served and are accounts necessarily scrutinised by the Council? Are projects receiving money monitored to assess successful outcomes?

Reply

The proposals for local assemblies emerged from the Mayor's Commission on Empowering Communities and Neighbourhoods. Changes to the Council's

constitution required to implement the proposals were agreed by the Constitution Working Party on 7 June 2007 and full Council on 27 June and the implementation plan endorsed by Mayor and Cabinet on 17 July 2007.

The approach has always been to adopt flexible arrangements that can be adapted to suit different circumstances, minimise bureaucracy and create opportunities for innovation with each assembly being devolved and community led. Therefore as the Assembly Programme has evolved each of the 18 Lewisham Ward Assemblies is different.

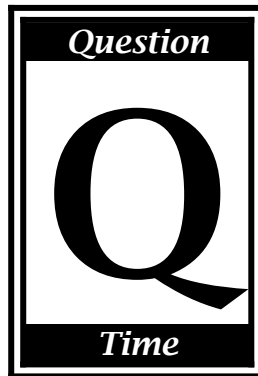
Initially each Local Assembly had its own Charter. This was a voluntary agreement between the Council, local residents, community associations and other key stakeholders and set out the aims of the individual assembly along with an action plan. Over time most assemblies found this to be over cumbersome, bureaucratic and rather toothless and now most assemblies will only have an action plan and / or ward priorities in place. Each year the assembly will review its priorities. These are the issues that attendees feel are the most important for the individual ward. Within these priorities there will be specific actions. The assembly will review its priorities with a voting exercise and in addition the Assembly Coordinator will work with groups outside of the assembly such as young people to establish their issues and feed this information into the assembly.

The Assembly is open to anyone who lives, works or learns in the ward. It has a sub-group, known as a Coordinating Group, which is chaired by a Ward Councillor and people from the community are encouraged to join. This group will help to plan the assembly meetings, including looking at the meeting structure, scrutinising funding applications, deciding upon meeting dates and evaluating data from previous meetings to see how the assembly can be improved. A typical Coordinating Group will have between 8-15 volunteers, all of whom are local or have an interest in the ward and members of the Coordinating Group are expected to adhere to the 'Guidelines to Coordinating Group Volunteers.' Each Coordinating Group is different, but as a rule, new members are always welcome with no need for people to serve a set term.

The Assembly Coordinator / Development Officer will support the work of the assembly and the Coordinating Group, providing guidance and support when necessary and working with other local groups and organisations to ensure that the assembly is representative of the ward profile. The Assembly Coordinator is a paid member of Lewisham staff, unlike the Ward Councillor who is an elected member. Any 'assessment' carried out by the Assembly Coordinator will be within the remit of what has been decided by the Coordinating Group and / or other Council guidelines and best practice.

All assembly meetings are evaluated using feedback forms and each year a Local Assembly Annual Report is written and disseminated to members. Each Assembly is allocated £12,500 Assembly Fund. In addition to this the Ward Councillors are allocated £2,500 Councillor Discretionary Fund. In some wards the Councillors choose to add this sum to the £12,500 to make a larger sum of £15,000 available towards local projects. Each Assembly differs as to how it allocates its funding; however all of them comply with mechanisms that the Council has in place for

administering funds. These include: not paying individuals, insisting upon a Terms of Reference, a signed Terms of Agreement, Public Liability Insurance, Risk Assessments and DBS certificates if applicable. All projects are monitored by the Assembly Coordinator and they are required to produce documentation such as receipts (if requested) as well as a full evaluation form upon completion of the project. Often they will be asked to attend a later assembly meeting to 'report back' on the project and in many wards members of the Coordinating Group will play an active part in monitoring projects.



PUBLIC QUESTION NO 51.

Priority 2

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

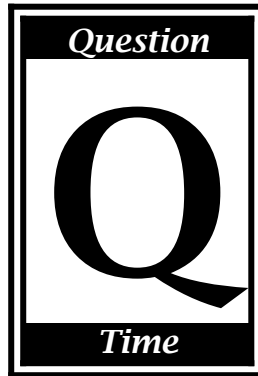
Does the council accept that it is now offering us no choice if we want to get a local primary school?

The advice from Lewisham admissions officials is that we must now list schools in their exact order of proximity to our addresses if we want any hope of getting a local school.

Reply

Parents are invited to state 6 preferences when applying for a Reception place at a primary school. In the event of over-subscription, places are offered after the application of over-subscription criteria which meet the requirements of the statutory code for school admissions.

At a time of high demand for Reception places, the advice from the local authority is that parents choose their nearest schools in exercising their 6 preferences under the PAN-London Admissions protocol. It should be remembered that Lewisham schools are amongst the highest performing groups in the country, so parents can feel confident that their children will receive a good quality education throughout the borough.



PUBLIC QUESTION NO 52.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Mike Keogh

Member to reply: Councillor Best

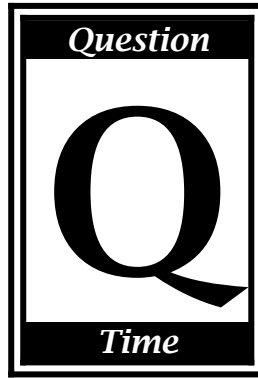
Question

In the light of pressure on Library budgets could the Council seek to reduce heating costs (in Lewisham's Central Library in particular) by allowing staff to operate radiators to suit the weather and usage conditions.

Reply

Council staff have control of the radiators and operate heating controls to maintain a comfortable temperature while minimising costs.

The library service will verify that the temperatures are not too high in Lewisham Library in particular.



PUBLIC QUESTION NO 53.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Yvonne Peart

Member to reply: Councillor Millbank

Question

Both the community facilities put in place in the 1980's to provide quality of life benefits to the residents of Honor Oak Estate are currently under threat. This neighbourhood has a predominantly deprived population. Two young people were recently murdered on the estate in separate incidents.

Has the Mayor considered the social impact of the proposals for redevelopment of the community centre. Particularly, the reduced community space and the inevitable provision of less community facilities and more housing leading to an increased population in this already deprived and isolated neighbourhood.

What equality impact assessment has been made on the effect of the proposals on this predominantly BME neighbourhood.

What consideration did the council give to the status of the building as an asset of community value when taking the decision on 11 November.

What are the legal arrangements of the lease agreement with Network Rail and what assurances can you give that the adventure playground will still be open 5 to 10 years from now.

Reply

The Council recognises the need to ensure that community and youth activities are able to continue on the Honor Oak Estate. The Council will ensure that redevelopment of the site makes provision for youth and community space. Detailed design work and further consultation about what youth and community space is needed will be undertaken before the development is taken through the planning process.

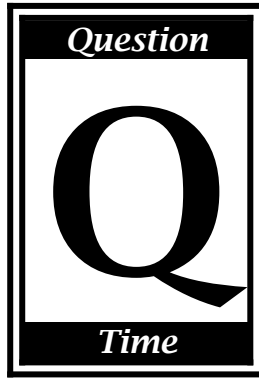
Although the Council recognises that development would cause some disruption, the benefits of more social housing and new community facilities outweigh the short-term disruption that would be caused.

The equality impact has been addressed in section 12 of the Mayor and Cabinet report presented on 11 November 2015. This report can be found via the link below:

<http://councilmeetings.lewisham.gov.uk/mgAi.aspx?ID=12694#mgDocuments>

As clarified in public question 3 the Council's consideration to community centres which have been registered as assets of community value is also covered in section 9 of the same report.

We are unable to confirm any arrangements with Network Rail at this stage. The adventure playground remains open and there are no proposals to close it.



PUBLIC QUESTION NO 54.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Raymond Woolford

Member to reply: Councillor Onikosi

Question

In 2014 concerns were raised that Park notice boards had no contact details for community groups to access to put up public notices. PB4P and other political groups within the Borough have constantly been told that Political literature is not acceptable on Park notice boards. Can the Council explain and state which Councillor informed Glendale to put the (Enclosed) Labour Party Fund raising event on the Boroughs park notice boards in clear breach of Councils own Regulations and Guidelines during the month of December?

Can the Council confirm that all public notice boards will display the contact details for residents and community groups to contact with public notices and the conditions of Display?

Reply

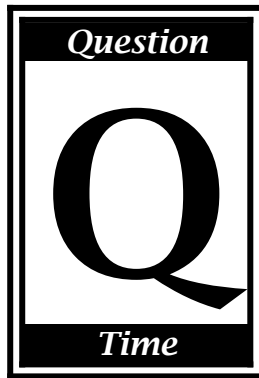
I have been informed that the neither Council Officers nor Glendale staff had any involvement in placing the event information mentioned on any of the Councils park notice boards.

The notice board referred to is not one of the Councils parks notice boards and may be one managed by one of our user groups to promote their activities.

If I could be informed of the location I will ask Officers to speak to the user group concerned.

The Councils park notice boards are used to advertise or promote events and activities in our parks and occasionally to raise awareness of issues that may affect all our open spaces or users. These include such issues as new legislation, local and national biodiversity and ecology issues and, more rarely, incidents of anti-social behaviour. Information on Ward Councillors and Local Assemblies may also be displayed.

If community groups wish to display similar information on these board they should, in the first instance, contact Glendale using the contact details displayed on the boards.



PUBLIC QUESTION NO 55.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

Question

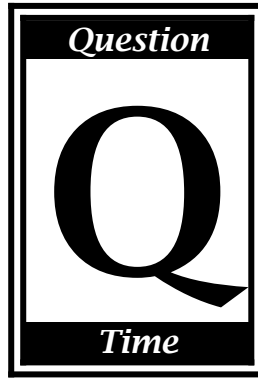
Can the council now produce figures for each parliamentary constituency in the borough that shows the number of leasehold properties, the number of properties owned outright, the number owned subject to a mortgage, the number rented privately, the number rented from a housing association and any other properties not in the previous categories?

Reply

This information is not available by Parliamentary Constituency, and was last recorded at Local Authority level in the 2011 Census. The figures for the London Borough of Lewisham are provided below. The tenure type of Leaseholder is not recorded in the Census and as such is not available.

All categories: Tenure	116,091
Owned: Owned outright	17,273
Owned: Owned with a mortgage or loan	31,955

Shared ownership (part owned and part rented)	1,436
Social rented: Rented from council (Local Authority)	18,084
Social rented: Other	17,968
Private rented: Private landlord or letting agency	26,665
Private rented: Other	1,551
Living rent free	1,159



PUBLIC QUESTION NO 56.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: John Hamilton,

Member to reply: Councillor Egan

Question

I welcome the Mayor's decision to build 500 council homes by 2018, but the desperate search for suitable sites owned by the council has led to plans to two demolish community centres in my ward, Telegraph Hill, even though there is a large vacant site, owned by the council, bounded by Besson St, Briant St and the New Cross Road in the ward.

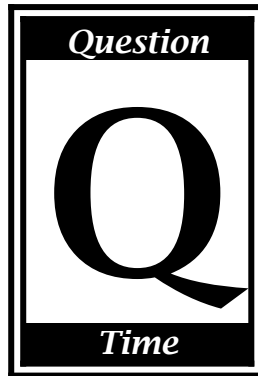
Why have you decided to allow this site to be used for the construction of 250 privately rented homes, with 35% of them at affordable rents, when this site could provide space to build half of your target for new council homes?

Reply

These 250 purpose-built rented homes that this Council will enable on the Besson Street site will be in addition to the 500 new Council homes, let with secure tenancies and on social rents that this Council will build by 2018. In October of 2015 Mayor and Cabinet reviewed progress in delivering those 500 homes, and I am confident that the speed and scale of the programme will continue to increase this year in the lead up to us hitting our targets in 2018.

Given that the excellent work that Lewisham Homes has completed shows that the 500 homes can be delivered on other sites, the Besson Street development will bring forward 250 high quality rented homes which will be targeted at a different group of residents experiencing housing need – residents who are unable to buy their own homes but equally have no prospect of qualifying for social housing.

The response to question 24 provides more detail on the specifics of the Besson Street project and the ways in which it will provide a much needed new type of tenure for Lewisham residents.



PUBLIC QUESTION NO 57.

Priority 3

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

Why are there no bulge classes currently planned in our community for 2016 and why are there no more places available in our community in 2016 than there were in 2008?

Do you accept these are the combined primary place totals for Ashmead, Myatt Garden, Lucas Vale, St Stephens CE since 2008.

Admission year	Places	Reception forms
2008/09	180	6
2009/10	180	6
2010/11	210	7
2011/12	240	8
2012/13	210	7
2013/14	180	6
2014/15	210	7
2015/16	180	6

Reply

Ashmead, Myatt Garden, Lucas Vale, St Stephens CE primary schools are included in the Primary Place Planning Locality 3, (Brockley, Lewisham, Telegraph Hill). This area also includes 12 other schools, one of which (Brindishe Green) will offer a 4th Reception class in 2016.

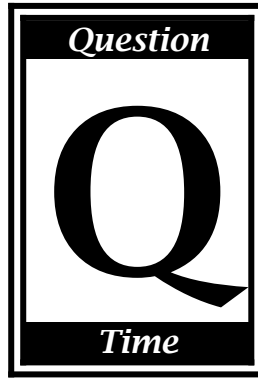
The localities were developed following a study of pupil post-codes to establish the communities served by schools.

The LA has responded to the increased demand for places in the area through a programme of bulge classes, permanent expansions and new provision.

	Bulge	Expansion	New Provision
Ashmead	2010, 2012)		
Beecroft Gardens	2014	2012	
Edmund Waller	2010, 2015		
Gordonbrock	2011	2012	
Holbeach	2008, 2009	2015	
John Stainer	2009, 2012, 2013	2014	
Lucas Vale	2011, 2014		
Myatt Garden	2011		
Prendergast Primary			2014
Prendergast Vale	2013		
St Stephen's	2012		
Turnham	2011, 2012, 2014	2015	

The only schools which have not offered additional places are those whose sites are too small for further development.

The building programme is kept under close review to ensure that sufficient places are available to meet the projected demand for places each year.



PUBLIC QUESTION NO 58.

Priority 4

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Raymond Woolford

Member to reply: Councillor Onikosi

Question

Council is presently seeking planning consent to take up much of Deptford Park to install a flood lit sports area in a Conservation area, Can the Council state who thought up this idea opposed by Local residents? And does the Council see charging residents for use of public parks as the way forward?

Reply

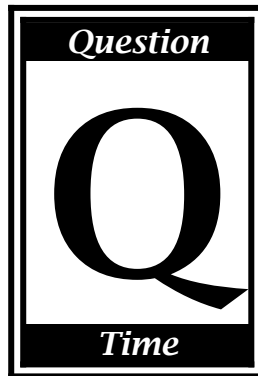
The Council is currently considering whether Deptford Park is a suitable site to build a 3G All Weather Football pitch, and have run a consultation process to understand residents' views.

The background to the need within the Borough for additional all weather pitches was outlined in the Lewisham Leisure and Open Space Study, which recommends that due to the expected population growth in the borough the Council needs to look to site a number of new all-weather football pitches across the Borough in the next 10 years, especially in the North. It is expected that to ensure that these facilities are truly able to be used all year round that they are therefore floodlit to allow evening usage in the autumn and winter months.

Through the Council's continued work with the Football Association it became clear that their facility aims aligned with those of the Council to provide more and better sports facilities, and as such the Football Association and funding partner Football Foundation have been involved in the assessment of a variety of potential sites across the Borough.

Additionally one of the reasons we are considering this area is that in spring 2015 young people from the Evelyn Ward, including the Silwood Estate, Pepys Estate and attendees of the Deptford Adventure playground gave their opinions on what activities young people in Deptford were interested in. Football and the building of astro-turf pitches was cited as a priority across the consultation which included an event, an online survey and visits to various local groups and organisations in the area .

If the proposal is taken forward, as part of the planning process, a business plan would be created, which would include a football development plan to ensure the running of the pitch is sustainable. As part of that plan subsidised and possibly free football would be included to ensure all community groups can access the pitch. The entry to the park remains free of charge.



PUBLIC QUESTION NO 59.

Priority 4

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

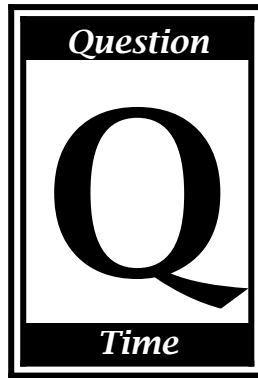
Question

Does the council support the commonhold form of tenure and what will the council to encourage more commonhold tenure in the borough?

Reply

In relation to residential properties owned by the Council, we would consider requests for conversion to commonhold tenure. For this to be appropriate, certain factors would need to be considered, such as whether the request relates to a standalone block and whether all the flats have been sold to leaseholders. Additionally, all of the leaseholders would need to be in agreement that they wished to proceed with an application to convert to commonhold. There is no statutory right to convert an existing building to commonhold, so all requests would be considered on a case by case basis.

The Council has no control over whether private developers in the borough use commonhold as the form of tenure on new developments.



PUBLIC QUESTION NO 60.

Priority 4

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

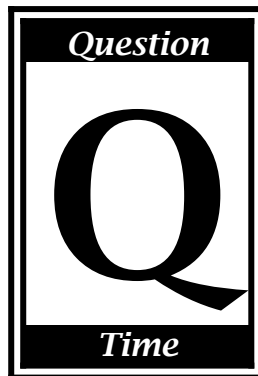
Does the Council accept that the policy of putting bulge years without any permanent infrastructure into our community schools has taken away places that would otherwise be offered to our children to siblings who live outside the Brockley 'Dead Zone' in communities that are much further away?

In 2015, Ashmead School had 21 out of 30 places given to siblings with only 9 places for new local families. This compares with an average of 12 siblings per class of 30 in Lewisham primaries. According to heat map data, significant pockets of Ashmead families live in communities such as Ladywell and Lee High Road as a result of the bulge years in 2010 and 2012. Lewisham policy on bulge years in place of expansion has effectively closed a local school to many of us.

Reply

In the absence of new sites for development the Council has met the substantial increase in demand for primary school places through a programme of bulge classes, permanent expansions and new provision achieved through the creation of all-through schools. A large number of these schemes serve the Brockley area. The

Council appreciates that permanent enlargements offer greater stability to the local community and feasibility studies have been prepared for schemes to serve the area which can be delivered as further capital funding becomes available.



PUBLIC QUESTION NO 61.

Priority 5

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

Question

Has the first tier upper tribunal determined that service charges levied by Lewisham homes are unlawful as they reflect stock wide charges and what has Lewisham council done to change their policy regarding stock wide charges?

Reply

No, the First Tier tribunal has not determined that service charges (including management charges) levied by Lewisham Homes are unlawful.

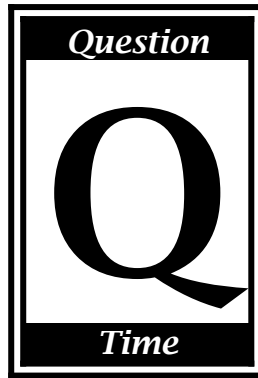
First Tier Tribunal decisions apply on a case by case basis and there have been two tribunal decisions regarding the recoverability of charges levied by Lewisham Homes with conflicting outcomes.

In the first case the tribunal determined that the lessee was not liable to pay the resident involvement or anti- social behaviour charge. The tribunal found that whilst the overall management charge was recoverable under the lease, the costs relating to the resident involvement and anti-social behaviour charge were not.

In the second case the tribunal determined that the management charge, including the resident involvement and anti-social behaviour charge, was recoverable.

In response to the determination of the first tribunal Lewisham Homes have refunded the resident involvement and anti-social behaviour charge to the leaseholder, however it will not reimburse all leaseholders as the decision only applied to that particular case.

One of Lewisham Homes' core aims is to provide improved services to tenants that are affordable without compromising on quality. Both tenants and leaseholders are consulted regarding any proposed changes to service charges.



PUBLIC QUESTION NO 62.

Priority 5

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

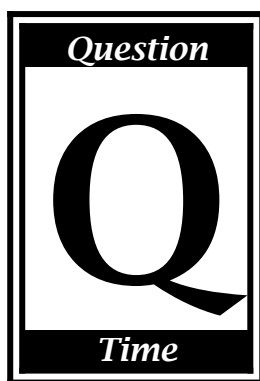
Is Ashmead School being considered for permanent expansion and if not, why is Lewisham failing to work with schools in our community to create extra classes so that there is a place for every child who needs one?

Making Ashmead School two from entry form September 2016 would immediately give many more parents their first choice, instead of giving them no choice at all and free up cut off zones for other local schools. This would start to improve some of Lewisham's poor national statistics for offering parents choice.

Reply

A feasibility study has been prepared on the potential to expand Ashmead Primary School from 1 to 2 forms of entry.

This would be a difficult scheme to deliver on a relatively small site and taking into account likely planning constraints, if agreed, an expansion scheme could not be delivered in time for 2016 and the addition of a temporary building at that time would compromise the site for future developments.



PUBLIC QUESTION NO 63.

Priority 6

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Dermot Mckibbin

Member to reply: Councillor Egan

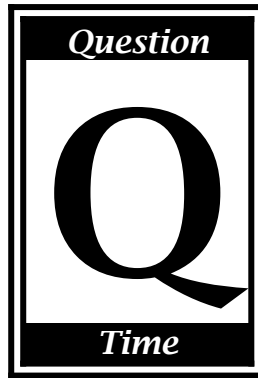
Question

How many freeholds does the council own in residential properties that are not occupied by weekly secure tenants? How can leaseholders in such properties buy the freehold from the council?

Reply

The Council owns 219 properties where all units in the property have been sold on a leasehold basis.

Leaseholders of council properties where the buildings are occupied solely by leaseholders who wish to purchase the freehold from the Council should contact the Council's housing management partners Lewisham Homes or Regenter B3 in the first instance.



PUBLIC QUESTION NO 64.

Priority 6

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

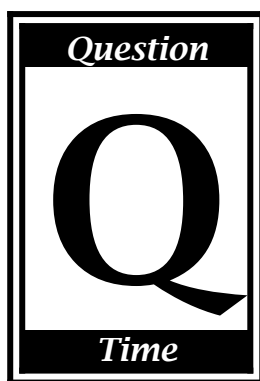
Question

Is Lewisham's strategy for 'super primaries' in other communities in breach of its own core strategy, as described below:

6.170 Walking and cycling will be the priority to improve connections and access within this strategy area. The existing walking and cycling connections, particularly those connected with the Green Chain and Waterlink Way, will be enhanced and maintained. Routes to schools, town centres and rail stations will be improved to function in a more integrated manner. Schools will need to encourage cycling and walking as the primary means of access.

Reply

The Council does not have a strategy which includes "super primaries". Currently the large majority of schools are 2FE, with some 3FE. All proposals to develop educational sites take into account local planning policy and are supported by a School Travel Plan demonstrating how the school will encourage cycling and walking as primary means of access.



PUBLIC QUESTION NO 65.

Priority 7

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

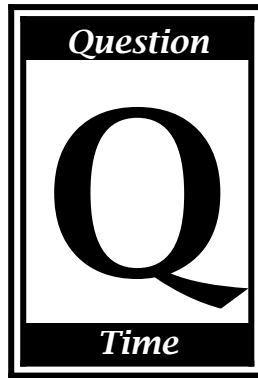
Member to reply: Councillor Maslin

Question

Why has All Saints been designated as a bulge school when it will continue to use selective criteria for its bulge class?

Reply

A bulge class will be offered at All Saints in 2016 in recognition of the fact that it is an over-subscribed school, judged by Ofsted to be Outstanding and in an area of high demand. The Governing Body, which is the Admissions Authority for the school has agreed with the School Adjudicator that the 30 additional places in 2016 will be offered as "Open" places on the basis purely of distance from the school. This will ensure that they meet the needs of the local community. All Saints is not a 'selective' school but is a voluntary aided school. Its admission policy is determined by the governing body and is compliant with the Admissions Code of Practice.



PUBLIC QUESTION NO 66.

Priority 8

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

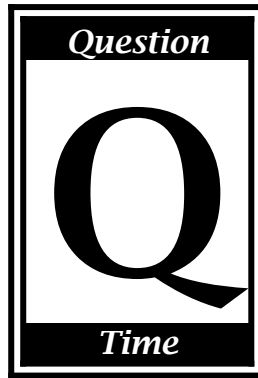
Member to reply: Councillor Maslin

Question

What concrete efforts has Lewisham made to support the development of free schools in the borough?

Reply

The Council supported the Haberdasher's Aske's Federation in setting up its Temple Grove Free School in 2013. Since the inception of the Free School policy, the local authority has had discussions with around 30 other prospective providers, but none has resulted in a school being opened. The large majority either did not undertake the application process with the Department for Education, or, having done so, failed to meet its thresholds. The lack of suitable Council owned sites in the borough has also been a barrier to the development of Free schools. However, officers continue to be in discussion with the Education Funding Agency, which is charged with promoting the Free School policy, concerning possible future opportunities.



ED CYP
PUBLIC QUESTION NO 67.

Priority 9

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

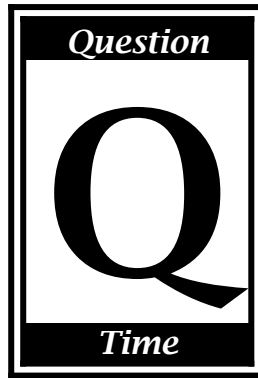
Member to reply: Councillor Maslin

Question

What has happened to the proposed Citizens school and why will it not be ready in time for 2016?

Reply

The Council continues to work with the Education Funding Agency and the promoters of this proposed Free School. The Education Funding Agency is leading on the work to find premises for the school. Once these are identified, the proposers will be able to confirm the timeline for the school to open.



PUBLIC QUESTION NO 68.

Priority 10

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question asked by: Matthew Mayes

Member to reply: Councillor Maslin

Question

What contingency plans has Lewisham made to cover the shortfall of school places?

Reply

Lewisham continues to meet its statutory requirement to offer a place to every child whose family requires one. During a period of rapid growth in demand, Lewisham schools have risen to this challenge and since 2008 have worked with the Council to deliver a programme of permanent expansions, new provision and bulge classes.

More permanent places will be required to cater for Lewisham's growing population. The Council will look to meet this demand through collaboration with the Education Funding Agency's Free School programme, supplemented by expansions on existing school sites. Part of the strategy for new provision will be the development of mixed-use schemes.

Agenda Item 6

COUNCIL		
Report Title	Member Questions	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

7. Questions from Members of the Council

Section C, paragraph 14 of the Constitution, provides for questions relevant to the general work or procedure of the Council to be asked by Members of the Council. Copies of the questions received and the replies to them will be circulated at the meeting.

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Walsh
of the Deputy Mayor

Question

Would the Mayor like to give his assessment on the Bakerloo Line Extension proposals and his thoughts about the limited extension that terminates at Lewisham Train Station?

Reply

LB Lewisham welcomes the current proposals to bring the Tube to Lewisham. The Bakerloo Line Extension will provide a major investment in the Borough's transport infrastructure, which is required to cater for a growing population.

The Council will continue to press the case to extend the Bakerloo Line or alternative solution beyond Lewisham and throughout the Borough towards Hayes.

QUESTION No. 2
Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Hall
of the Mayor

Question

As the Government has confirmed the funding available for the Council 2016/17 will the Mayor make a statement on implications for this?

Reply

The settlement taken together with the earlier CSR has changed the timescale we are working on and slightly eased the overall budget situation for the next four years. There are, of course, many other factors that will need to be taken into account as we go forward including inflation, pay settlements, service pressures arising from changes in demand and legislative change.

I believe that it will now be possible to complete the 16/17 budget without considering a further round of new cuts proposals. This will involve making some changes to the way the budget is structured and further use of New Homes Bonus funding as well as drawing on reserves. This latter point does take on additional significance now that Government has explicitly asked Councils to do so.

Once the budget is closed out, we will need to look at the longer term issues and there will be some strategic decisions that we need to take before the summer recess so that work can begin on the 17/18 budget and subsequent years.

Possibly the most significant parts of the recent announcements relates to Council Tax. The Government has announced that Councils are to be allowed to increase Council tax by 2% a year for the next four years specifically to support spending on Adult Social Care. This has been described as a "Precept" although the term "Osborne Tax" may be more appropriate. The grants paid to Councils which froze the general rate of Council Tax on previous years have been withdrawn.

There is provision for Councils to request a four year settlement from the Secretary of State which will provide some certainty about funding in future years but will also require the submission of an "Efficiency Plan".

Rate Support Grant will be removed entirely over these four years and replaced by the entirety of Business Rates which Councils collect. As yet no information is available on what redistribution mechanisms will be put in place to deal with the wildly different abilities of Councils to raise Business Rates.

QUESTION No. 3
Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Jacq Paschoud
of the Cabinet Member for Health, Wellbeing and Older People

Question

What was the total number of people funded by Lewisham whose placement was ended when the John Townsend Trust went into administration?

Numerically, what destinations were used for accommodation, education and daytime occupation for these people?

If any of the arrangements were of an emergency or temporary nature, how many are yet to be resolved in a permanent way, and what efforts are being made to endure the arrangements which are made are equivalent to those previously provided by the trust?

If family carers have stepped in what support is being offered to them so that they are able to sustain employment or other occupation?

Reply

The John Townsend Trust provided a range of residential, supported living and educational facilities. The CQC made us aware that there would need to be alternative provision in place as a matter of urgency for the 8 people who have been funded by the Council. Social care officers have worked closely with family carers to agree the arrangements for the individuals concerned.

All the arrangements are on a temporary basis to give more time to work with the families to find the right choice of provision. The support being provided enables carers to sustain their employment arrangements. Officers are continuing to work closely with families to identify how needs and longer term support for the future will be provided.

QUESTION No. 4
Priority 1

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Ibitson
of the Cabinet Member for the Public Realm/ Deputy Mayor

Question

Thank you for the substantive response to the petition from residents of Meadowview Road, Meadow Close and Worsley Bridge Road which I presented at the last council meeting. In the response several mentions were made of proposals to install speed humps alongside new double yellow lines in Meadowview Road. While it is the case that speeding has been an issue in this street in the past (speeding is currently being impeded by the parking issues) it is my understanding that speed humps have previously been vetoed by Bromley Council. I have previously been assured that the forthcoming borough wide 20mph zone will be sufficient to deal with any future speeding in Meadowview Road. I am anxious that arguments with Bromley regarding speed humps do not over-complicate, impede or delay measures to improve the parking situation for Meadowview residents. Please can you reassure me in this regard and explain why the issue of speed humps is seemingly suddenly being reconsidered?

Reply

The parking issues on Meadowview Road will be considered during 2016/17 as part of the established programmes to implement parking restrictions and to conduct CPZ consultations. Issues related to speeding will be considered as part of the borough-wide implementation and review of the borough-wide 20mph limit. It is therefore not envisaged that the consideration of speeding will have any impact on the consideration of parking issues, unless positive action is confirmed from both aspects, in which case we would consider the co-ordination of works.

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Elliott
of the Cabinet Member for Health, Wellbeing and Older People

Question

There has been some concern that since the introduction of the new Care Act, due regard has not been given to prevention strategies/services that 'prevent, reduce or delay carers developing a need for support'. Moreover, a recent Freedom of Information request by the Carers Trust found that out of 132 local authorities, less than 10% indicated having a prevention strategy. Can you advise me as to how we are meeting this obligation to carers in Lewisham?

Reply

The Council and local NHS are working very closely with our partner provider, Carers Lewisham, to develop a 2016/2017 specification, in which Carers Lewisham will offer a range of information and advice options for carers. In particular:

- carers needs will be supported through excellent signposting to universal services (reducing carer need for specialist support)
- carers needs will be identified and recognised through offering the use of tools to track the "journey travelled" as well as pre-assessment for statutory support (understanding and delaying carer's potential need for statutory support) and
- carers confidence, capability and resilience will be strengthened, as necessary, through signposting to existing community services and short-term support (preventing carer's expressed need for more longer-term support)

The Council and its Health partners do have a prevention programme and have embedded this in the integration work between Adult Social Care and Health. The prevention work encompasses both children and adults as it impacts on the whole population health and wellbeing as well as targeted prevention work for carers or those with long term conditions.

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Walsh
of the Cabinet Member for Children and Young People

Question

Has the Council held any LGBT specific Adoption/ Fostering information events since March 2015? Will the Council be getting involved with LGBT Adoption Foster Week 2016 (www.lgbtadoptionfoster.org.uk)?

Reply

As part of the South London Adoption Consortium, Lewisham attended one LGBT event with LGBT Adoption and Fostering Forum 2015. There were no matches remitting from this. Nonetheless we are attending their February event as part of our work within the Adoption Consortium of which Lewisham is a member.

The link to Adoption and Placement Link, a site founded by LGBT adopters, is given to all prospective and approved adopters and foster carers. Carers can access this service for support and search for placements. Lewisham uses this on a regular basis to advertise.

Lewisham has also used New Family Social, which has offered support to LGBT adopters since its inception in 2007.

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Ibitson
of the Deputy Mayor

Question

Please could we have an update on the proposal to name a street in the borough after our late comrade, Councillor Stockbridge?

Reply

A 28 day public notice for the naming of a road in Bell Green (as Ron Stockbridge Close) was issued at the beginning of December 2015. The road name will be registered with the Royal Mail week commencing 11th January.

LONDON BOROUGH OF LEWISHAM

COUNCIL MEETING

20 January 2016

Question by Councillor Walsh
of the Cabinet Member for the Third Sector & Community

Question

LGBT History Month is in February. Please can you detail the civic-led/ supported programme of activity that will be undertaken during this month?

Reply

The following events will take place during February for LGBT History Month:

Events

- Forest Hill Library (date tbc): Go Tell It On the Mountain - Sandra Agard talks about James Baldwin, activist and author of Giovanni's Room (1956) which was one of the first novels to introduce concepts of bisexuality and being gay.
- 16/02/16, from 7:30pm, Broadway Bar: Comedy from VG Lee and musical entertainment from The Fabulettes. Also Tom Dingley #Outcome event in exhibition space
- 20/02/16, New Cross Learning: poetry and prose readings by LGBT authors, in association with Paradise Press.
- 24/2/16, LGBT Hate Crime and Domestic Violence Training – open to all front line staff in Voluntary and Community organisations. Civic Suite. Delivered by Metro Centre. Contact peter@metrocharity.org.uk
- 24/02/16, Lewisham Library, 6:30 onwards: Cherry Potts (Arachne Press), will launch and read from her new novel The Dowry Blade (pub. 25/02/16). May also be books for sale and signing tbc.
- 27/02/16, 12-5, Deptford Lounge: Health & Wellbeing organisations and charities will unite to give information and advice related to LGBT community

including Susan Hailes, LGBT Hate crime Met Police liason for Lewisham and Metro Centre.

- Other local events at branches tbc, including Under 5s sessions themed around diversity

All month

- The LGBT flag is to be flown from the Town Hall
- Lewisham Library will be hosting 1967 And All That, an exhibition about the Sexual Offences Act of 1967 and decriminalisation of homosexuality using archives from the LSE-based Hall-Carpenter Archives and the Lesbian and Gay Newsmedia Archive.
- Tom Dingley #Outcome exhibition in exhibition space at Broadway Theatre (access tbc but available during intervals of shows and at LGBT event on 16 Feb) <http://tomdingleyphoto.com/>
- New Cross Learning LGBT film program – titles to be confirmed
- Promotion of Lewisham Voices site where people will be encouraged to upload their experiences and reminiscences of being LGBT in Lewisham in their lifetime.
- Stock Displays in libraries.
- Film showings – 5 core films chosen centrally will tour during the month, at library branches with screens and licences to show films, plus others films chosen locally. Core films are: Pride, Heavenly Creatures, My Beautiful Launderette, Legend and Behind The Candelabra. Due to licence restrictions we cannot promote the name of the film outside of the library so publicity has to say film showings, check local branch for details.
- Books of the month – we have bought sets of The Savage Years: Paul O’Grady (a fantastic first hand account of being gay in 1980’s Britain) and Miss Carter’s War: Sheila Hancock (a highly recommended novel about a teacher in post war Britain finding that outside of the classroom Britain is changing fast including the advent of gay rights). 3 reading groups will be involved and discussing the books and these titles will be pushed in branches and social media as the ones to read in February. We have also spent money on new titles across all stock types.
- Promotion of online magazine collections – Zinio/Press Display have free access to specific LGBT magazines as well as many other titles of interest.
- **Press Reader** – GT, Pride Life, Diva + titles from around the world, e.g. DNA (Australia)
Zinio – The Advocate, Attitude, Diva, Out, GT

Agenda Item 7

Council			
Report Title	Council Tax Reduction Scheme 2016/17		
Ward	All	Item No.	
Contributors	Executive Director for Customer Services and Head of Public Services		
Class	Open	Date	20 January 2016

1. Purpose

- 1.1 To agree Lewisham's Council Tax Reduction Scheme (CTRS) for 2016/17.

2. Executive summary

- 2.1 On 1 April 2013 the Council implemented a local CTRS which passed on the government cut in grant of £3.28m in full to 24,648 working age households previously in receipt of Council Tax Benefit. Pensioners are protected from the changes under legislation maintaining their support at least in line with Council Tax Benefit levels.
- 2.2 The end of year Council Tax collection percentage for 2014/15 was 82.90% fractionally better than the previous financial year and substantially better than the original estimates of 50% when the scheme was introduced. Year to date collection for 2015/16 is 44.55%, 0.34% below the expected profile.
- 2.3 It is proposed that no changes are made to the CTRS for 2016/17 and that the Council continues to pass on the government cut in funding to working age claimants. Consultation was undertaken with local residents, stakeholders and preceptor during August and September 2015.
- 2.4 The consultation sought views on the proposal that the Council continues to pass on the shortfall in government funding in 2016/17.
- 2.5 The majority (72%) of those responding to the consultation agreed that the Council should continue to pass on the shortfall in government funding to deliver a CTRS for 2016/17.
- 2.6 The recommendations were agreed by Mayor and Cabinet on 9 December 2015.

3. Recommendations

It is recommended that the Council agrees to:

- 3.1 Note and consider the outcomes of the consultation set out in appendices 1, 2 and 3.
- 3.2 Retain a local CTRS from 1 April 2016 that passes on any reduction in government funding, reflecting the Council's financial position following the announcement of the Comprehensive Spending Review (CSR) in November and the provisional Local Government Financial Settlement (LGFS) in December.
- 3.3 Continue to deliver additional support to the most vulnerable residents through use of the existing provision within Section 13A(1)(c) of the 1992 Local Government Finance Act.

4. Policy context

- 4.1 One of the primary functions of the Council is to promote the social, economic and environmental wellbeing of the borough and its people. In discharging this important role the Council has a specific duty to safeguard the most vulnerable from harm and to regulate access to public services and to provide social protection for those that might otherwise be put at risk.
- 4.2 As Council funding is provided through public resources (grants from central Government; Business Rates and Council Tax) the local authority must also demonstrate both responsibility and accountability in the stewardship of public resources.
- 4.3 The overarching policy and decision making framework for the discharge of the Council's many functions and duties is Lewisham's Sustainable Community Strategy. The Strategy contains two overarching principles which are:
- reducing inequality – narrowing the gap in outcomes; and
 - delivering together efficiently, effectively and equitably – ensuring that all citizens have appropriate access to and choice of high quality local services.
- 4.4 Also contained within this overarching policy framework are the Council's ten priorities. These priorities describe the specific contribution that the local authority will make to the delivery of the Sustainable Community Strategy.

5. Council Tax Reduction Scheme 2015/16

- 5.1 In 2013/14, the Government allocated a total of £25.8m for CTRS in Lewisham which was split between the Council of £19.9m and the GLA of £5.9m. The allocation was £3.28m less than the 2012/13 funding and the Council agreed to pass on this cut in Government funding to 24,648 working age claimants.
- 5.2 As a part of the local government finance settlement for 2014/15, the Government announced that the resources for the CTRS would be rolled into the Council's overall formula grant, commonly known as the SFA, from 2014/15 onwards. This means that it is no longer possible to establish individual authority allocations for CTRS. For 2014/15, it was assumed that the comparative shortfall would be at a similar level to the previous year. For 15/16, the budget available was reduced to reflect the SFA reduction for the Council for the previous year.
- 5.3 Consideration had been given to absorbing the cut in grant. The use of reserves was discounted as the majority of reserves are earmarked for other purposes with the remainder needed for any urgent one-off unavoidable expenditure. The alternative would have meant either making further savings from other services or raising Council Tax to all payers, the impact of which was likely to be in excess of the threshold set by the Secretary of State beyond which a binding Council Tax referendum would need to be held.
- 5.4 As in previous years, the scheme agreed for 2015/16 is based on the established Council Tax Benefit scheme which had been in use since 1993. However, there is one significant difference that enables the Council to continue to deliver a scheme that accounts for the cut in grant. This is that maximum awards of Council Tax Reduction do not meet the full Council Tax liability for working age households, who are expected to contribute a minimum 3.00% towards their Council Tax for 2014/15.

- 5.5 When Lewisham's 2013/14 CTRS was drafted, there were 33,875 households receiving Council Tax Benefit of which 24,648 were working age and 9,227 were pensioners.
- 5.6 The 2015/16 caseload (households receiving an award of Council Tax Reduction) has reduced to 28,294. However, the breakdown between working age and elderly remains similar at 70% (19,717) and 30% (8,577) respectively when compared with the 72% and 28% in 2013/14.
- 5.7 Although there has been a reduction in the number of households receiving support and the amount of support they receive there has been a minimal impact on overall collection rates. In fact, the in year collection rate of 82.90% for 2014/15 was marginally more than 2013/14.
- 5.8 It should be noted that whilst collection rates give an indication of how well the CTRS has worked, they are not a totally reliable indicator as there will be elements of 'won't pay' as well as 'can't pay'. So far this year 10,500 reminder letters have been sent to customers in receipt of CTR because of non-payment.
- 5.9 Unlike some other authorities the Council received no challenges to the scheme in the Courts or appeals about decisions to the Tribunal. Nor did the Council receive any complaints about the scheme or requests from individuals or support groups about changes being made to the way it operated.
- 5.10 The Council worked with the voluntary sector in the creation of the CTRS and continues to work closely with them on specific cases and how we administer the scheme. An earlier meeting with the Citizens Advice Bureau identified their concerns about the use of Enforcement Agents (also known as bailiffs). As a result we consulted with them on the development of the new protocols for the Council's internal enforcement service.

6. Council Tax collection

- 6.1 At the commencement of the CTRS many local authorities had low expectations about the level of Council Tax that would be collected from claimants in receipt of Council Tax Reduction and were concerned about the impact it would have on the Council's overall budget position. Accordingly, many authorities set low in-year collection targets for this group, some in the region of 50-60% of the amount due for the year.
- 6.2 Outturn collection results for the majority of London authorities have been better than expected with many far exceeding the initial predicted levels. As we approach the fourth year of the scheme action to recover outstanding debt from CTRS recipients follows the same format as that of non CTRS residents, in line with the Local Government Finance Act 1992.
- 6.3 Lewisham's outturn collection results for 2014/15 for those households in receipt of Council Tax Reduction was 82.90%, having collected £5.8m of the £7m due for the year, a far better result than the 50% predicted at the commencement of the scheme. As at 30 September 2015 the Council has collected 44.55% against the profiled target of 44.88%, a shortfall of 0.33%.

7. Hardship Scheme

- 7.1 In the first two years of the scheme, a fund of £100k was made available to households suffering financial hardship as a result of the introduction of the CTRS. To ensure that funds were allocated to those most in need, Lewisham introduced

criteria based on consultation outcomes. Applicants had to demonstrate that they were experiencing exceptional hardship and be in one of three categories:

- disabled or responsible for a disabled child;
- a lone-parent with a child under the age of 5;
- over the age of 50 and long-term unemployed i.e. out of work for a period of 12 months or more.

7.2 Other applications were considered where an applicant was able to demonstrate they had suffered exceptional financial hardship but did not fall under one of the three vulnerable groups identified above.

7.3 The availability of the additional funding was promoted through a number of channels, including:

- Housing Benefit and Revenues officers briefed to pro-actively identify potential applicants and encourage applications online or by telephone;
- Member briefings in March and September 2013;
- Presentation and circulation of information during the Advice Lewisham event held in October 2013, attended by representatives of local advocacy groups and supporters of vulnerable residents;
- Briefings to housing providers and landlords in the borough.

7.4 Despite the steps taken to publicise the Discretionary Hardship Scheme, only 196 awards were made during 2013/14 from around 24,500 affected households and all applications were successful.

7.5 As part of the review of Lewisham's 2013/14 scheme, benchmarking was undertaken with other London boroughs and of the 20 that responded only 8 had created a hardship fund. The remaining majority (60%) were all reliant on using the current provision within Section 13A(1)(c) of the Local Government Finance Act (1992) which allows councils to provide support to any households encountering exceptional financial hardship.

7.6 Although there was a limited take-up of the current Discretionary Hardship Scheme it was considered that there was a need to protect households from extreme financial hardship. In 2015/16, instead of this continuing to be covered through a separate cash-limited pot, the decision was made to use the existing provision under Section 13A(1)(c) of the 1992 Local Government Finance Act.

7.7 To date, no applications have been made under Section 13A(1)(c) of the Local Government Finance Act (1992) on the grounds of severe financial hardship however, this provision will remain available irrespective of the Council Tax Reduction Scheme decided upon for 2016/17.

8. Consultation on the CTRS for 2016/17

8.1 A consultation exercise was undertaken between 3 August and 27 September 2015. Our approach was to engage with a sample of Council Tax payers as well as those currently in receipt of CTR. This provided all those with an interest in this matter an opportunity to share their feedback.

8.2 The consultation was intentionally proportionate in approach. The proposals for the 2016/17 scheme remain unchanged from the initial scheme that was introduced in 2013/14, for which a comprehensive consultation and Equalities Analysis Assessment were undertaken.

8.3 Responses to the consultation on the proposed CTRS for 2016/17 were promoted through the following methods:

- A self-completion survey was publicised across the Council's website
- A hard copy format was made available upon request for those without access to the internet.
- A letter was sent out to 1,000 households inviting them to participate in the survey. This was done in proportion to whether people were in receipt of CTR - 25% to those in receipt of CTR and 75% to those not in receipt of CTR.
- Briefings were provided to Council Tax, Housing Benefits and Customer Service Centre staff to promote the survey during all relevant customer contacts.
- Paper surveys were made available to customers visiting the Customer Service Centre at Laurence House during the period of the consultation.
- The 'Homelessness Forum' hosted by King's Church in July 2015, promoted the consultation to almost 20 voluntary and community groups in attendance, including advocates for key vulnerable groups.
- The consultation was directly promoted to at least 20 housing associations, including Hyde, London and Quadrant, Hexagon, Pinnacle and Metropolitan with a request that they disseminate to their tenants.
- The consultation on the Council Tax Reduction Scheme was communicated in the following ways: article in autumn edition of Lewisham Life (distributed end August 2015), news story on the Council's website (5 August – 28 September 2015) and sent to South London Press and News Shopper on 5 August.

8.4 The principal focus of the survey sought to clarify:

- a) Whether or not the Council should maintain the current CTRS for 2016/17, where working age residents pay a contribution to their Council Tax bill to account for the cut in Government funding;
- b) If respondents disagreed with the proposal to maintain the current CTRS for 2016/17, what alternatives they thought the Council should use to deal with the shortfall in funding.

8.5 The headlines from the consultation were as follows:

- There were 74 respondents to the survey in total, of which 26 (35.1%) are currently receiving CTR in Lewisham.
- More than two thirds (71.6%) of all respondents agreed that the Council should maintain the current scheme where working age residents pay a contribution to their Council Tax bill to account for the cut in Government funding.
- There was a slightly lower level of support for the proposal from those currently in receipt of CTR than those that were not. Of those currently in receipt of CTR, 69.2% agreed that the Council should maintain the current scheme, compared to 72.9% of those not currently in receipt of CTR.
- Of the 21 respondents that answered the question about alternatives to maintaining the current CTRS, 42.9% proposed that all Council Tax bills were

increased, 14.3% proposed that reserves were used to deal with the cut in government funding, 14.3% proposed that the Council spends less on other services and 28.6% proposed that something else is done.

8.6 In conclusion, the majority of consultation respondents agreed with the proposals that the Council should maintain the current CTRS scheme for 2016/17.

8.7 A more detailed analysis of the consultation results can be found within appendices 1 to 3.

9. Conclusion

9.1 Having considered the different options the Council has to deal with the shortfall in funding officers advise that the CTRS be retained in its current form for 2016/17.

10. Implementation timetable

Date	Action	Responsibility
9 December 2015	Mayor and Cabinet agree CTRS scheme for 2016/17	Customer Services
20 January 2016	Full council agree CTRS scheme for 2016/17	Council
24 February 2016	Council sets its budget	Council
March 2016	Council Tax bills issued	Customer Services

11. Financial implications

11.1 The Council set aside £23.1m for the CTRS in 2015/6 and is currently projecting to spend £21.9m.

11.2 When setting the budget for 2016-17 and beyond, the Council will need to consider :

- Reductions in the council's budget resulting from the Comprehensive Spending Review (CSR) in November and the provisional Local Government Financial Settlement (LGFS) in December;
- The impact of changes on demand brought about by changes to welfare regulations;
- The use of any surplus balance from 2015/16 that may be available.
- The longer term impact arising from the CSR in December.

12. Legal implications

12.1 Section 33 of the Welfare Reform Act 2012 abolished Council Tax Benefit. The Local Government Finance Act 2012 amends the Local Government Finance Act 1992 to make provision for council tax support through locally adopted CTRSs.

12.2 Section 13A of the 1992 Act requires every local authority to adopt a CTRS. Paragraph 2 of s. 13A sets out the two principal factors which are determined by the CTRS; namely, "eligibility" and "reductions". A CTRS therefore defines the

amount of council tax paid by residents of a local authority by reference to i) those persons who are defined as eligible for a reduction in council tax liability and ii) the extent of that reduction.

- 12.3 Paragraph 5 of Schedule 1A sets out the obligations imposed on the Council in respect of revising and replacing a CTRS. Para 5(1) “For each financial year, each billing authority must consider whether to revise its scheme or to replace it with another scheme. Para 5(2) provides that “The authority must make any revision to its scheme... no later than 31 January in the financial year preceding that for which the revision ...is to have effect.”
- 12.4 Paragraph 3 of Schedule 1 contains obligations in respect of consultation. It applies to an authority when revising a scheme as it applies to an authority when making a scheme. (para. 5(5). Para. 3 requires the authority, before [revising a] scheme to, “...a) consult any major precepting authority which has power to issue a precept to it, b) publish a draft scheme in such manner as it thinks fit, and c) consult such other persons as it considers are likely to have an interest in the operation of the scheme.”.
- 12.5 The Supreme Court Judgement *R –v- London Borough of Haringey* (29.10.14) is on point with the subject of this Report and it makes it clear that whilst consultation needs always to be proportionate, “even when the subject of the requisite consultation is limited to the preferred option, fairness may nevertheless require passing reference to be made to arguable yet discarded alternative options.” (Lord Wilson Para. 28,)
- 12.6 By way of explanation, it is stated within the said judgment (at para. 41 by Lady Hale and Lord Clarke) that while there need not be “...a detailed discussion of the alternatives or of the reasons for their rejection. The consultation required in the present context is in respect of the draft scheme, not the rejected alternatives; and it is important, not least in the context of a public consultation exercise, that the consultation documents should be clear and understandable, and therefore should not be unduly complex or lengthy. Nevertheless, enough must be said about realistic alternatives, and the reasons for the local authority’s preferred choice, to enable the consultees to make an intelligent response in respect of the scheme on which their views are sought.”
- 12.7 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.
- 12.8 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.
- 12.9 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.
- 12.10 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/>

12.11 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

12.12 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/>

13. Crime and disorder implications

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

14. Equalities implications

14.1 In the discharge of their functions, the Equality Act 2010 places a Duty on public bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation;
- foster good relations between those who share a protected characteristic and those who do not share that characteristic; and
- advance equality of opportunity between those who share a protected characteristic and those who do not share that characteristic.

14.2 The Council’s obligations under the Equality Duty have been considered as part of the overall consultation analysis on the CTRS for 2016/17. More specifically, appendices 2 and 3 include analysis of respondent characteristics.

14.3 A detailed Equalities Analysis Assessment was performed in 2012/13 for the current year’s CTRS. As there is no evidence to date of particular groups being impacted by the scheme and no changes are proposed to the scheme for 2016/17, no further assessment is required at present.

15. Environmental implications

15.1 There are no environmental implications arising from this report.

16. Background papers and report author

16.1 Mayor and Cabinet Report 15 July 2015: Council Tax Reduction Scheme – consultation proposal for 2016/17.

16.2 If you require further information about this report, please contact Ralph Wilkinson, Head of Public Services, on 020 8314 6040.

Appendix 1 - Consultation report on CTRS 2016/17

Introduction

1. The Council Tax Reduction Scheme (CTRS) consultation ran from 3 August 2015 to 27 September 2015. This report outlines the responses to the consultation survey from individuals and also the Greater London Authority.

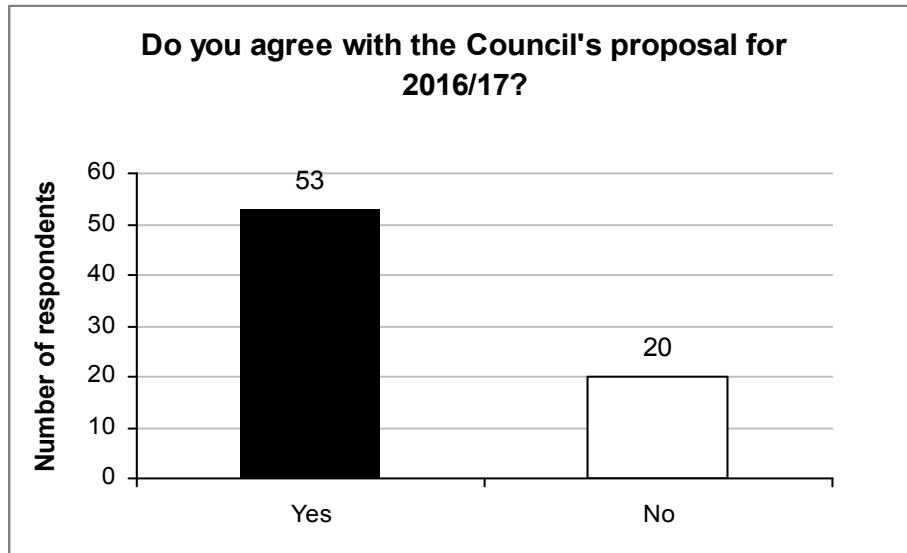
Summary of results

2. In total there were 74 responses to the local CTRS questionnaire. Of these, 53 (71.6%) of all respondents agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17, where working age residents pay a contribution to their Council Tax bill to account for the cut in Government funding.
3. The remaining 20 respondents (1 did not respond to this question) did not agree and were asked to indicate which of the following 4 options they thought the council should use to deal with the shortfall instead: Increase all Council Tax bills; Use reserves to deal with the cut in government funding; Spend less on other services; something else;
4. Of the total number of respondents 47 (63.5%) indicated that they were a Council Tax payer. Of these 85.1% were in support of the proposal.
5. Within most of the various sub-groups there was majority support for the proposal, with the exception of those that indicated that they were a student or lone parent or an unpaid carer in which case there was a 50:50 split in each category. In the 'other' category, 33.3% agreed with the proposal. It should be noted however, that many of these sub-groups are too small for their responses to be statistically robust.
6. Further details regarding the survey responses and the consultation more broadly are presented below.

Overall survey responses

7. A breakdown of responses to the questions contained within the survey on the proposed CTRS for 2016/17 can be found below:

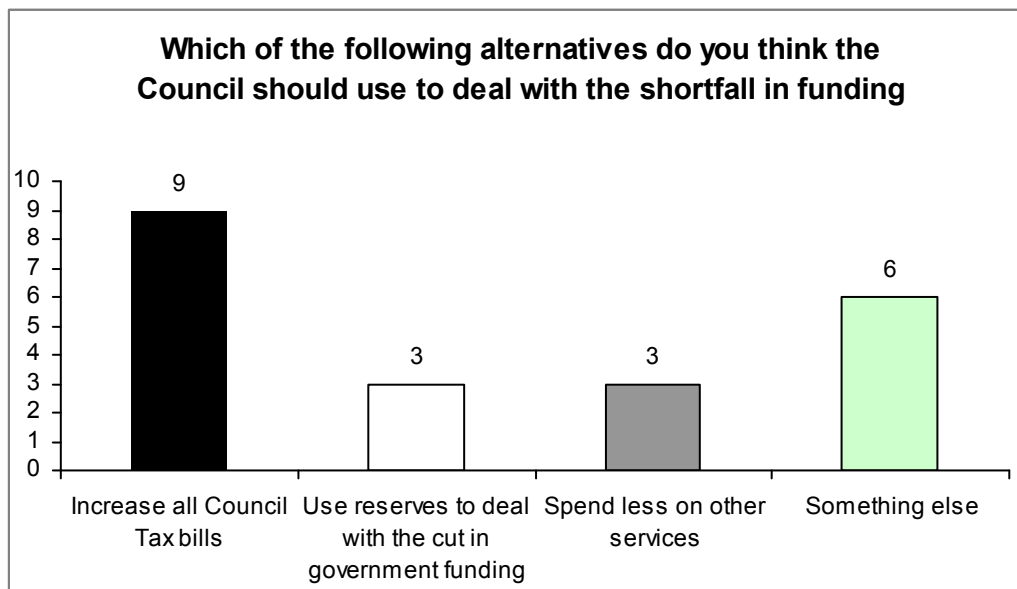
Q1) The Council's proposal is to continue to pass on the shortfall in government funding to all those of working age receiving council tax reduction. This will mean that everyone of working age will have to contribute towards their Council Tax. [Please tell us whether you agree with this approach by ticking one of the boxes below]



	Yes	No	No response	Total
% total	71.6	27.0	1.35	100
% answer	72.6	27.4	-	100
Count	53	20	1	74

8. A total of 53 respondents (71.6%) agreed that the Council should maintain the current scheme. A total of 20 respondents (27%) disagreed.

Q2) [For those that answered No to Question 1] Please tell us which of the following alternatives you think the Council should use to deal with the shortfall in funding? [Please tick 1 box only]



	% total	% answer	Count
Increase all Council Tax bills	12.2	42.9	9
Use reserves to deal with the cut in government funding	4.0	14.3	3
Spend less on other services	4.0	14.3	3
Something else	8.1	28.6	6
No Response	71.6	-	53
Total	100	100	74

9. Of those respondents that answered the question, nearly 43% thought the Council should Increase all Council Tax bills to deal with the shortfall in funding.

Q2b) If you chose Something Else in Q2 please give details

Comment theme	Number of comments
Local Authorities should make a greater stand against Central Government cuts	2
Use money raised from parking	2
Reduce money wasted, such as doing housing insulation less frequently	1
Reduce the use of long-term agency staff	1
Increase some Council Tax bills	1

Q3) Do you have any other comments about Lewisham's Council Tax Reduction Scheme for 2016/17?

10. Of the 74 respondents to the survey, 14 provided additional comments on the proposed CTRS for 2016/17. These comments can be summarised as suggesting the importance of continuing to provide support for vulnerable people, that higher earners should contribute more and that alternative ways of raising funds or making cuts should be found. Other respondents suggested that more information is required before they could express a view.

Response from the Greater London Authority

11. The Greater London Authority (GLA) – as the local preceptor - was invited to comment on the proposed CTRS for 2016/17 as part of the consultation process, and provided a formal written response dated 30 September 2015.
12. Whilst they acknowledged that the determination of CTR schemes is a local matter for each London borough (under the provisions of the Local Government Finance Act), they also recognised that the GLA shares in the risks and potential shortfalls arising from CTR schemes, in proportion to its share of the Council Tax.
13. The GLA considered that before finalising their schemes, local authorities should have regard to the challenges which they will face in collecting relatively small sums of money from claimants on low incomes who may not be in a position to pay by direct debit or other automatic payment mechanisms.
14. The GLA encourages the Council to consider the introduction of revised applicable amounts and personal allowances before finalising its 2016-17 scheme.

15. The GLA states that it would be helpful for its planning purposes if Lewisham could provide an updated forecast total cost of the council tax support scheme based on its forecast 2016-17 caseload, ideally apportioning all elements between the GLA and the Council having regard to 2015-16 council tax shares. This would allow the GLA to calculate its share of the cost of the proposed scheme.
16. The GLA further states that it considers that in formulating its council tax support scheme each billing authority should both consider and address the impact of the additional revenue it is expecting to raise from the technical reforms to council tax introduced in the Local Government Finance Act 2012, which provide greater flexibility in relation to discounts, exemptions and premiums for second and empty homes. The additional revenues from the technical reforms could be used to reduce any shortfalls and thus the sums which need to be recovered from working age claimants via any changes to council tax support.
17. The GLA understands that in 2015-16 Lewisham had the following policies in place:
- For properties requiring or undergoing major repairs or structural alterations (former class A): a 0% discount
 - For properties unoccupied and substantially unfurnished (former class C): exemption from Council Tax for up to four weeks since the property was last occupied and a 0% discount thereafter
 - For second homes: a 0% discount
 - For long-term empty properties: a 50% premium on properties that have been unoccupied and substantially unfurnished for a continuous period of two years.

The Council is encouraged to inform the GLA as soon as possible if any changes to its current second and empty homes discount policies are agreed in order to assist us in assessing the potential impact on the Mayor's funding and tax base for 2016-17 and future years.

18. The GLA encourages the Council to provide it with an indicative council tax base forecast as soon as options are presented to members for approval in December or January (if not before) in order that it can assess the potential implications for the Mayor's budget for police, fire and other services for 2016-17. This should ideally be accompanied by supporting calculations disclosing any assumptions around collection rates and discounts granted having regard to the final council tax support scheme design
19. By 25 January 2016 the Council is required to notify the GLA of its forecast collection fund surplus or deficit for 2015/16, which will reflect the impact of the first two years of the localisation of Council Tax support. The GLA is encouraging the Council to provide it with this information as soon as possible in order that it can assess the potential implications for the Mayor of London's budget for 2016/17.

Appendix 2 - Demographic breakdown of survey respondents

The demographic breakdown of the 74 survey respondents is presented below:

Age	% Total	% Answer	Count
Under 18	0.0	0.0	0
18-24	1.4	1.4	1
25-29	6.8	7.0	5
30-34	10.8	11.1	8
35-39	2.7	2.8	2
40-44	8.1	8.3	6
45-49	6.8	6.9	5
50-54	14.9	15.3	11
55-59	10.8	11.1	8
60-64	6.8	6.9	5
65+	21.6	22.2	16
Prefer not to say	6.8	6.9	5
No response	2.7	-	2
Total	100.0	100.0	74

Gender	% Total	% Answer	Count
Male	44.6	46.5	33
Female	47.3	49.3	35
Prefer not to say	4.1	4.2	3
No response	4.1	-	3
Total	100.0	100.0	74

Ethnic group	% Total	% Answer	Count
White	60.8	62.5	45
Mixed / multiple ethnic groups	2.7	2.8	2
Asian / Asian British	4.1	4.2	3
Black / African / Caribbean / Black British	18.9	19.4	14
Any other ethnic group	9.5	9.7	7
Prefer not to say	1.4	1.4	1
No response	2.7	-	2
Total	100.0	100.0	74

Disability	% Total	% Answer	Count
Yes	21.6	22.2	16
No	63.5	65.3	47
Prefer not to say	12.2	12.5	9
No response	2.7	-	2
Total	100.0	100.0	74

Relationship status	% Total	% Answer	Count
Married / Civil Partnership	28.4	29.2	21
Living as a couple	8.1	8.3	6
Single	50.0	51.4	37
Other	9.5	9.7	7
Prefer not to say	1.4	1.4	1
No response	2.7	-	2
Total	100.0	100.0	74

Respondent type	% Frequency	Count
A resident in the borough of Lewisham	81.1	60
A Council Tax payer in the borough of Lewisham	63.5	47
A resident that currently receives Council Tax Reduction	35.1	26
A resident who has received Council Tax Reduction or Council Tax Benefit in the past	21.6	16
A person receiving state pension credit	1.4	1
A person receiving state pension	17.6	13
A full-time student	2.7	2
A full-time employee	27.0	20
A part-time employee	6.8	5
Self-employed	4.1	3
Unemployed	10.8	8
A lone parent	5.4	4
An unpaid carer for children or adults	2.7	2
A paid carer for children or adults	0.0	0
A representative of a charity based in Lewisham	6.8	5
A representative of a community group based in Lewisham	0.0	0
A landlord for properties in Lewisham	0.0	0
Other	8.1	6
No Response	2.7	2

(Note: respondents may have selected multiple options from the above list)

Appendix 3 – Survey analysis by respondent type

NOTE: The following analysis provides a lower level of detail regarding particular respondent characteristics. However, the small sample sizes in most instances should be clearly noted, and the following results are not statistically representative of this respondent characteristic in the wider population.

Responses by lone parents

1. Of the total number of respondents to the survey, four identified themselves as being lone parents. Within this group, 50% agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17, where working age residents pay a contribution to their Council Tax bill to account for the cut in Government funding. This compares to 71.6% of total survey respondents.

Responses by disability

2. Of the total number of respondents to the survey, 16 identified themselves as being disabled. Within this category just over half (56.2%) agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17. This compares to 71.6% of total survey respondents.

Responses by age

3. Of the total number of respondents to the survey, 16 identified themselves as aged 65+ years. Within this group, all but one respondent (93.7%) agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17.
4. Of the total number of respondents to the survey, 24 identified themselves as aged between 50-64 years. Of these two thirds (66.6%) agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17.
5. Of the total number of respondents to the survey, 13 identified themselves as aged between 35-49 years. Of these just under two-thirds (61.5%) agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17
6. Of the total number of respondents to the survey, 14 identified themselves as between the ages of 18-34 years. Of these over two-thirds (71.4%) agreed with the proposal that the Council should maintain the current CTR scheme for 2016/17.

Responses by gender

7. Of the total number of respondents to the survey, 33 identified themselves as being male. Of all male respondents, two-thirds (66.6%) agreed that the Council should maintain the current CTRS scheme for 2016/17.

8. Of the total number of respondents to the survey, 35 identified themselves as being female. Of all female respondents, over three-quarters (80%) agreed that the Council should maintain the current CTRS scheme for 2016/17.

Responses by ethnicity

9. Of the total number of respondents to the survey, 45 identified their ethnicity as white. Just over three-quarters (77.7%) of white respondents agreed that the Council should maintain the current CTRS scheme for 2016/17.
10. Of the total number of respondents to the survey, 19 identified themselves as from other ethnic groups. Over half (52.6%) of these respondents agreed that the Council should maintain the current CTRS scheme for 2016/17.

Responses by employment status

11. Full-time employees (80.0%) and the Unemployed (62.5%) were most likely to agree that the Council should maintain the current CTRS. All of the 3 respondents that are Self-employed also agreed with this proposal.

Employment status (base)	% agree that the Council should maintain the current CTRS	% disagree that the Council should maintain the current CTRS	% did not respond to the question of whether the Council should maintain the current CTRS
Full-time employed (20)	80.0	20.0	0.0
Part-time employed (5)	60.0	40.0	0.0
Self-employed (3)	100.0	0.0	0.0
A person receiving state pension (13)	100.0	0.0	0.0
A person receiving state pension credit (1)	100.0	0.0	0.0
Full-time student (2)	50.0	50.0	0.0
Unemployed (7)	57.1	42.9	0.0
A paid carer for children or adults (0)	0.0	0.0	0.0
An unpaid carer for children or adults (2)	0.0	50.0	50.0

Responses by relationship status

12. Of the total number of respondents to the survey, 21 identified their relationship status as married/civil partnership. Over three-quarters of these (76.2%) agreed that the Council should maintain the current CTRS scheme for 2016/17.

13. Of the total number of respondents to the survey, 37 identified their relationship status as single. A little under two-thirds of these (64.9%) agreed that the Council should maintain the current CTRS scheme for 2016/17.

Responses by whether respondent is paying Council Tax and not currently in receipt of Council Tax Support.

14. Of the total number of respondents to the survey, 36 identified themselves as Council Tax payers, who are not currently in receipt of Council tax support in Lewisham (i.e. just less than one half (48.6.%) of respondents).
15. Over three-quarters (80.5%) of those respondents who pay Council Tax and are not currently in receipt of Council Tax Support agreed that the Council should maintain the current CTRS scheme for 2016/17.

Responses by current receipt of Council Tax Reduction (CTR)

16. Of the total number of respondents to the survey, 26 identified themselves as currently in receipt of Council Tax Reduction (i.e. just over one-third of all respondents).
17. Of those respondents currently receiving CTR, over two-thirds (69.2%) agreed that the Council should maintain the current CTRS scheme for 2016/17.

Agenda Item 8

Council			
REPORT TITLE	Setting the Council Tax Base, the NNDR Base & Discounts for Second Homes and Empty Homes		
KEY DECISION	Yes	ITEM No.	
WARD	All		
CONTRIBUTORS	Executive Director for Resources & Regeneration and Executive Director for Customer Services		
CLASS	Part 1	Date	20 January 2016

1. EXECUTIVE SUMMARY

- 1.1. This report presents the recommendations put to the Mayor & Cabinet meeting of the 13 January for the Mayor to recommend to Council for approval.
- 1.2. It covers the statutory calculations required in order to set the Council Tax Base and the National Non-Domestic Rates (NNDR) Base for 2016/17. The Council Tax Base and NNDR Base are statutory obligations and are key elements in setting the General Fund revenue budget.
- 1.3. The report provides information on the Council Tax Base. There are also a series of discretionary powers which allows the Council to grant and vary discounts for various types of properties with the aim of bringing as many as possible back into use as soon as possible. These are set out in section six of this report.
- 1.4. The report recommends that the Council Tax Base for 2016/17 be agreed at 78,528.58 Band D equivalent properties, based on an assumed collection rate of 96.0%. Details of the Council Tax Base, its calculation and the estimated collection rate are set out in sections seven, eight and nine of this report.
- 1.5. The NNDR1 has only recently been received from the Department of Communities & Local Government (DCLG) for return by the end of January 2016. Therefore, the 2014/15 NNDR3 which was submitted to government in May 2015 has been used, attached at Appendix B. It is on this basis that the provisional NNDR net yield figure of £49.143m is provided.
- 1.6. The requirements pertaining to the NNDR Base for 2016/17 are set out in section ten of this report.
- 1.7. The Mayor, at the Mayor & Cabinet meeting of the 9 December 2015, agreed no changes to the Council Tax Reduction Scheme (CTRS) for 2016/17. The impact

of implementing this is set out in section 11.

2. PURPOSE OF THE REPORT

- 2.1. The purpose of this report is to set the Council Tax Base, the NNDR base and the policy relating to discounts for second homes and empty homes in the Borough for 2016/17. And, presents the impact of implementing the Mayor's decision in respect of the CTRS in 2016/17.

3. RECOMMENDATIONS

- 3.1. Council is asked to:
- 3.2. Note the Council Tax Base calculation for 2016/17, as set out in the annual Council Tax Base government return, attached at Appendix A;
- 3.3. Agree a Council Tax Base of 78,528.58 band D equivalent properties for 2016/17;
- 3.4. Agree a budgeted Council Tax collection rate of 96.0%;
- 3.5. Agree that the existing policy of a 0% discount for second homes for 2015/16 be continued for 2016/17, as set out in section six of this report;
- 3.6. Agree that the existing policy of a 0% discount for empty homes Class A (an empty property undergoing structural alteration or major repair to make it habitable) be continued, as set out in section six of this report;
- 3.7. Agree that the existing policy of a 100% discount awarded for a period of four weeks and then a 0% discount thereafter, for empty homes – Class C (a substantially empty and unfurnished property) be continued, as set out in section six of this report;
- 3.8. Agree that the existing policy of an empty homes premium of 50% in respect of long term empty properties be continued, as set out in section six of this report;
- 3.9. Agree the proposed National Non Domestic Rate (NNDR) estimated net yield of £49.143m, based on the NNDR3 for 2014/15, attached at Appendix B; and
- 3.10. Agree, consistent with the approach taken in 2015/16, to implement the Council Tax Reduction Scheme (CTRS) where 3.0% is passed onto working age CTRS recipients.

4. POLICY CONTEXT

- 4.1. The overarching policy and decision making framework for the discharge of the Council's many functions and duties is contained in Lewisham's Sustainable Community Strategy (SCS). The Strategy contains two overarching principles

which are:

- Reducing inequality – narrowing the gap in outcomes.
- Delivering together efficiently, effectively and equitably – ensuring that all citizens have appropriate access to and choice of high quality services.

4.2. Also contained within the overarching policy framework are the Council's ten corporate priorities. These priorities describe the specific contribution that the Local Authority will make to the delivery of the SCS. The Council's priorities are as follows:

- Community Leadership and Empowerment.
- Young people achievement and involvement.
- Clean, green and liveable.
- Safety, security and visible presence.
- Strengthening the local economy.
- Decent Homes for all.
- Protection of children.
- Caring for adults and older people.
- Active healthy citizens.
- Inspiring efficiency, effectiveness and equity.

5. INTRODUCTION

5.1. The calculation of the Council Tax Base has been prepared in accordance with the regulations 'Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI: 2012: 2914)' which came into force on 30 November 2012, to ensure the calculation of the Council Tax Base takes account of local council tax reduction schemes. These regulations specify the formulae for calculating the tax base, which is detailed in sections seven and eight of this report.

5.2. The purpose of this calculation is to set the Council's Tax Base and not the Council Tax itself. The Council Tax will be set at the meeting of full Council on 24 February 2016.

5.3. The Council Tax Base is defined as the number of Band D equivalent properties in a local authority's area. An authority's Tax Base is taken into account when it calculates its Council Tax. It is calculated by adding together the 'relevant amounts' (the number of dwellings) for each valuation band, then multiplying the result by the Council's estimate of its collection rate for the year. This calculation is set out in section eight of this report.

5.4. Members should note that the Welfare Reform Act 2012 abolished Council Tax Benefit in March 2013 and replaced it with the Council Tax Reduction Scheme (CTRS). A report setting out the CTRS for 2016/17 was presented to Mayor & Cabinet on 9 December 2015.

6. LOCAL DISCRETION

- 6.1. The Council has the power and local discretion to grant and vary discounts for different types of properties under Section 11a of the Local Government Finance Act 1992, as amended by the Local Government Finance Act 2003 and the Local Government Finance Act 2012. These discounts and exemptions form part of the Council Tax Base calculation and therefore need to be agreed at this time.
- 6.2. The local discretion to grant and vary discounts enables local authorities to create greater financial incentives for owners of empty properties to bring them back into use, either for owner occupation or letting.
- 6.3. Second Homes – Currently, local authorities have discretion to offer a discount of between 0% and 50% to owners of second homes. The Council currently offers a 0% discount. It is proposed to retain the 0% discount for 2016/17.
- 6.4. Empty Property Class A exemptions – Currently, a discount can be awarded between 0% to 100% at the Council's discretion where the property is undergoing structural alteration or major repairs. The Council is being recommended to retain the 0% discount on these properties.
- 6.5. Empty Properties Class C exemptions – Currently, 100% discount is awarded for four weeks to substantially empty and unfurnished properties. After four weeks, the discount ceases and the full charge is applicable. The Council wants to encourage properties to be occupied as soon as possible. However, in many cases properties can be empty for a short period during a changeover, especially where the property is let. Amounts due for these short periods would be more difficult to collect. For these reasons, it is recommended that the Council continues to offer a 100% discount for four weeks followed by a 0% discount.
- 6.6. Long Term Empty Properties empty homes premium – Section 11 of the Local Government Finance Act 2012 removed the discount for long term empty properties and introduced discretion to charge up to 50% premium on this category of properties, to encourage the owners of empty properties to bring them back into use. Currently, the Council charges an 'empty homes premium' of 50% where a property has been empty for two years or more. Therefore, the council tax bills are 50% more than where the property is occupied and no single person discount is applicable. It is recommended that the Council continues to charge a 50% premium.
- 6.7. It should be noted that approximately 22% of any additional Council Tax income generated as a result of the variation in discounts would be attributable to the Greater London Authority.

7. COUNCIL TAX BASE

- 7.1. The calculation of the Council Tax Base has been prepared in accordance with the

regulations 'Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI: 2012: 2914)'.
 7.2. The regulations specify a formula for this calculation, which for 2016/17 is:

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

7.3. Where:

H is the number of chargeable dwellings in that band, calculated in accordance with the regulations.

Q is a factor to take account of the discounts to which the amount of Council Tax payable was subject in that band, estimated in accordance with the regulations.

E is a factor to take account of the premiums, if any, to which the amount of Council Tax payable was subject in that band, estimated in accordance with the regulations.

J is the estimated variations in the Tax Base from changes after 30 November 2015 from factors such as:

- New properties and properties being banded.
- Variations in numbers of exempt properties.
- Successful Appeals against bandings.
- Variations in the number of discounts.

Z is the total amount that the authority estimates will be applied in relation to the authority's Council Tax Reduction Scheme in relation to the band, expressed as an equivalent number of chargeable dwellings in that band.

F is the proportion of Council Tax to be paid for dwellings in that band.

G as compared with a Band D property, using the proportions in the 1992 Act.

7.4. The proportions applicable to the various Council Tax bands (the 'basic' band being D) are as follows:-

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

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

Band	Relevant Amount (i.e. number of dwellings)
A	2,691.8
B	16,616.3
C	27,942.6
D	20,872.8
E	7,724.3
F	3,623.0
G	2,016.3
H	313.5
Aggregate of Relevant Amounts	81,800.6

8. CALCULATION OF THE COUNCIL TAX BASE

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

$$A \times B = T$$

- 8.2. Where:

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

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

T is the calculated Council Tax Base for that year.

- 8.3. In accordance with the requirements of the regulations and following from the calculations in this report, the calculation of the Council Tax Base for the London Borough of Lewisham in 2015/16 is as follows:

	2015/16	2016/17
Total of relevant amounts (A)	78,673.0	81,800.6
X		
Collection rate (B) =	96.0%	96.0%
Council Tax Base (T)	75,526.08	78,528.58

- 8.4. The detailed calculations proposed for the London Borough of Lewisham for 2016/17 are set in the annual Council Tax Base return to government, attached at Appendix A.

9. ESTIMATE OF THE COLLECTION RATE

- 9.1. The Regulations require that the Council estimates its collection rate for the financial year. This is the Council's estimate of the total amount in respect of its Council Tax for the year payable into its Collection Fund and transferable between its General Fund and Collection Fund, and which it estimates will ultimately be transferred.
- 9.2. Council Tax collection in Lewisham has been increasing steadily over recent years, reflecting a more efficient service able to enforce debts more effectively against those able to pay and to make reasonable arrangements for debtors in genuine financial hardship. The baseline was moved down in 2013/14 to 95% from 96.25%, and up to 96.0% in 2015/16 to allow for the impact of the introduction of the Council Tax Reduction Scheme (CTRS). Collection of Council Tax remains challenging as the Council continues to rigorously, but sensitively, collect monies it is owed. With that said it is proposed to retain the estimated collection rate at 96.0% for 2016/17.
- 9.3. On 1 April 2013 the Council implemented a local CTRS which passed on the government cut in grant of £3.28m in full to 24,648 working age households previously in receipt of Council Tax Benefit. In-year Council Tax collection for 2013/14 and 2014/15 was better than anticipated: 82.6% and 82.90% respectively was collected from CTRS recipients, far better than the 50% predicted at the commencement of the scheme. As at 30 November 2015 the Council has collected 56.98%.
- 9.4. The initial Discretionary Hardship Fund (set up to assist those households experiencing exceptional financial hardship) was retracted at the end of March 2015. Claimants who find themselves in this financial position can make an application under Section 13A(1)(c) of the Local Government Finance Act (1992) on the grounds of severe financial hardship. The provision is available irrespective of the Council Tax Reduction Scheme decided upon for future years.

10. NNDR TAX BASE

- 10.1. Under the Local Government Finance Act 2012, the system of national pooling of business rates was repealed and replaced with the Business Rates Retention scheme. The new scheme commenced on 1 April 2013 and requires the meeting of full Council to formally approve the NNDR1 return to government by 31 January, immediately preceding the financial year to which it relates. The NNDR1 contains details of the rateable values shown for the Authority's local rating list as at 30 September. It enables the Council to calculate the expected income in respect of business rates for the year, a proportion of which the Council retains.

- 10.2. The London Borough of Lewisham retains 30% of all business rates collected within the borough, 20% is attributed to the Greater London Authority and the remaining 50%, known as the Central Share, is passed to the Government.
- 10.3. In summary, after reliefs, adjustments and cost of collection, the Council anticipates the estimated net yield to be £49.143m, before transition costs. This assumes a collection rate which is in line with the performance from previous years.
- 10.4. The summary below shows the respective shares of the £49.143m

	% Share	£
Central Share	50	24,571,504
Lewisham	30	14,742,902
GLA	20	9,828,601
Total	100	49,143,007

- 10.5. The Council will keep its entire share, but will also be in receipt of a top-up, the calculation of which is based on the Business Rates Baseline, plus DCLG calculation of the Council's baseline funding level. This provisional funding level was provided in the Local Government Finance Settlement announcement on 17 December 2015 at £87.08.
- 10.6. The Council has just received the NNDR1 form, therefore the detailed information used to calculate the estimated net yield above is taken from 2014/15 NNDR3 submitted to government in mid 2015 set out in Appendix B to this report. Council is being asked to endorse this.

11. COUNCIL TAX REDUCTION SCHEME

- 11.1. At the Mayor and Cabinet meeting held on the 9 December 2015, the Mayor decided that no changes will be made to the Council Tax Reduction Scheme (CTRS) for 2016/17 and that the Council will continue to pass on the government cut in funding to working age.
- 11.2. When the CTRS was introduced in April 2013 the government granted the Council £25.8m for its local scheme. The grant was based on the national spend for 2012/13 less a cut of 10%. The Council is maintaining collection in the region of 80% in the year. From April 2014 the government included an amount in the Revenue Support Grant (RSG) but did not identify a figure or ring fence it. The Standard Financial Assessment (SFA), of which the RSG forms part, is being cut by 8.3% for 2016/17.
- 11.3. The Council has chosen to maintain the £25.8m 'notional' budget from 2013/14 in 2014/15 and it was used along with a small underspend in the CTRS budget carried forward and a reduction in caseload to calculate the % reduction for the year. In 2015/16 the Council chose to pass on the government cut in the SFA of 10.4% and reduced the 'notional' budget. However, further reductions in caseload and an underspend were used to mitigate this.

- 11.4. The % used in the CTRS for 2013/14 was 14.86%; 2014/15 was 2.05%; 2015/16 was 3.00%.
- 11.5. The recommendation, consistent with the approach of previous years, is 3.00% for the CTRS to be passed on to onto working age CTRS recipients in 2016/17.

12. FINANCIAL IMPLICATIONS

- 12.1. This report proposes that a Council Tax Base of 78,528.58 be set for 2016/17. This represents an increase of just over 3,000 in the number of chargeable dwellings from the Council Tax Base of 2015/16.
- 12.2. Officers believe that retaining the 96.0% collection rate for 2016/17 is challenging but realistic, based on the actual debt that has been collected during the course of the current financial year. In line with current policy, the collection rate target is subject to review annually.
- 12.3. Consideration has also been given to the current economic climate and impact of wider government policy changes. Whilst it is difficult to predict the scale of the ongoing impact, it is inevitable that councils and residents across the country will continue to be affected in some way. People will continue to be concerned about their household finances and many people will still be experiencing financial difficulties. The Council Tax section will continue to apply a firm but fair approach when dealing with customers in arrears.

13. LEGAL IMPLICATIONS

- 13.1. Members are referred to the legal requirements set out in the body of the report and particularly the changes brought in by the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (section five) and the changes introduced by the Local Government Finance Act 2012, which set out a number of changes for Council tax payers discounts and removal of some the exemptions relating to empty homes (section six) and the current NNDR system (section ten).
- 13.2. Section 33 of the Welfare Reform Act 2012 abolished Council Tax Benefit. The Local Government Finance Act 2012 amends the Local Government Finance Act 1992 to make provision for council tax support through locally adopted CTRSs. A report setting out the CTRS for 2015/16 was presented to Mayor & Cabinet on 9 December 2015. That Report contained the outcome of the consultation and determined that a local CTRS be retained from 1 April 2016 that passes on any shortfall in government funding, as set out in section 11 and additional support be delivered to the most vulnerable residents through use of the existing provision within Section 13A(1)(c) of the 1992 Local Government Finance Act.
- 13.3. In accordance with the Local Government Finance Act 1992 and related Statutory Instruments, the Authority is required to decide its Council Tax Base for 2016/17 by no later than 31 January 2016.

14. CRIME AND DISORDER IMPLICATIONS

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

15. EQUALITIES IMPLICATIONS

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

16. ENVIRONMENTAL IMPLICATIONS

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

17. CONCLUSION


- 17.1. The recommended Council Tax Base takes account of the 'relevant amounts' for each Council Tax band and a considered view of the likely collection rate.
- 17.2. For further information on this report, please contact:

David Austin Head of Corporate Resources on 020 8314 9114 or;
Lorraine Richards, Revenues Manager on 020 8314 6047

Appendix A: Council Tax Base (CTB) – October 2015 Return

Appendix B: National Non Domestic Rates (NNDR) – NNDR3 Return 2014/15

Appendix B: National Non Domestic Rates (NDR) – NDR3 2014/15



Department for
Communities and
Local Government

**NATIONAL NON-DOMESTIC RATES RETURN - NDR3
2014-15**

Please e-mail to: nndr.statistics@communities.gsi.gov.uk by no later than 15 May 2015.
In addition, a signed copy of the form should also be returned by the same date to the same email address

All figures should be shown in whole £

Please remember that a copy of this form, signed by your Chief Financial Officer / Section 151 officer should also be sent to your relevant Precepting Authorities, and Pool Leads (if applicable).

Please check the Validation tab to see if there are any validation queries that need to be answered

Select your local authority's name from this list:

Authority Name E-code Local authority contact name Local authority contact number Local authority e-mail address	<table border="1"> <tr><td>Leeds</td></tr> <tr><td>Leicester</td></tr> <tr><td>Levens</td></tr> <tr><td>Lewisham</td></tr> <tr><td>Lichfield</td></tr> <tr><td>Lincoln</td></tr> </table> <table border="1"> <tr><td>Lewisham</td></tr> <tr><td>E5018</td></tr> <tr><td>Mark Humphreys</td></tr> <tr><td>2083143948</td></tr> <tr><td>mark.humphreys@lewisham.gov.uk</td></tr> </table>	Leeds	Leicester	Levens	Lewisham	Lichfield	Lincoln	Lewisham	E5018	Mark Humphreys	2083143948	mark.humphreys@lewisham.gov.uk
Leeds												
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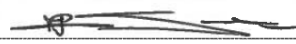
PART 1: NON-DOMESTIC RATING INCOME

COLLECTIBLE RATES	£
1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments	52,332,991
TRANSITIONAL PROTECTION PAYMENTS	
2. Sums due to the authority	0
3. Sums due from the authority	2,883,590
COST OF COLLECTION (See Note A)	
4. Cost of collection formula	306,394
5. Legal costs	0
6. Allowance for cost of collection	306,394
SPECIAL AUTHORITY DEDUCTIONS	
7. City of London offset - not applicable for your authority	0
DISREGARDED AMOUNTS	
8. Amounts retained in respect of Designated Areas	0
9. Amounts retained in respect of Renewable Energy Schemes (See Note B)	0
of which:	
10. sums retained by billing authority	0
11. sums retained by major precepting authority	0
NON-DOMESTIC RATING INCOME	
12. Line 1 plus line 2, minus lines 3 and 6 - 9	49,143,007

Certificate of Chief Financial Officer / Section 151 Officer
(to be completed upon submission of provisional NDR3 by 15 May 2015)

I confirm that the amounts entered in this form are in accordance with schedule 7B of the Local Government Finance Act 1988 and regulations made under it.

Name of Chief Financial Officer or Section 151 Officer : JANET SENIOR

Signature : 

Date : 11 - 06 - 2015

Agenda Item 9

Council			
Report Title	Financial Regulations and Directorate Schemes of Delegation		
Key Decision	No	Item No.	
Ward	All Wards		
Contributors	Executive Director for Resources and Regeneration		
Class	Part 1	Date:	20 January 2016

1. EXECUTIVE SUMMARY

- 1.1 The financial controls of the Authority set out the framework and guiding principles for managing the Authority's financial affairs. They are applicable to all members of staff, elected Members, and anyone acting on behalf of the Council.
- 1.2 The Council's Financial Regulations and the Directorate Schemes of Delegation form part of the financial controls and are included in the Constitution.
- 1.3 Financial Regulations are approved as a schedule to the Constitution and are therefore subject to similar approval requirements. The regulations lay down the overriding financial procedures to be followed by officers in discharging their financial duties.
- 1.4 The Directorate Schemes of Delegation set out the post titles of those officers to whom the relevant Executive Director has delegated authority to take decisions on the areas from the Mayoral Scheme of Delegation where responsibility has been delegated to that Executive Director. The Mayoral scheme forms part of the constitution, and these directorate schemes are approved as a schedule to the Constitution.

2. PURPOSE OF THE REPORT

- 2.1 To present the updated Financial Regulations and Directorate Schemes of Delegation to Members for approval and inclusion in the Constitution.

3. RECOMMENDATIONS

- 3.1 Members are asked to approve the latest version of the Financial Regulations (Appendix 1);
- 3.2 Members are asked to approve the Directorate Schemes of Delegation (Appendix 2) as they relate to non-executive functions; and
- 3.3 Members are asked to note that the Mayor has approved the Directorate Schemes of Delegation as they relate to executive functions.

4. BACKGROUND

- 4.1 The key financial control documents require updating as and when necessary or at least once a year in order for them to remain relevant and take in to account organisational and constitutional changes that may have occurred.
- 4.2 The Financial Regulations have mainly been updated with organisational changes, however there is a notable change in the Assets and Records section (paragraphs C23 to C32). Assets have been separated into corporate assets and directorate assets for clarity purposes with the corporate assets being clearly identified.
- 4.3 The Directorate Schemes of Delegation have been updated by each Executive Director to reflect changes in delegated authority to post holders and to reflect the transfer of services from one directorate to another.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no additional financial implications to those contained in the previous savings report.

6. LEGAL IMPLICATIONS

- 6.1 The approval of the financial regulations is a matter for Full Council. The Directorate Schemes of Delegation, to the extent that they relate to non-executive functions, are also matters for Full Council. Delegations within these Schemes relating to executive functions are for the Mayor to make.
- 6.2 Council is asked to note that the Mayor approves those Delegations appearing within the Directorate Scheme of Delegations appendices to this report which fall within his remit.

7. CONCLUSION

- 7.1 This report provides members with the most up to date version of the Financial Regulations and Schemes of Delegation for inclusion in the Constitution.

8. BACKGROUND DOCUMENTS AND FURTHER INFORMATION

For further information on this report, please contact:
David Austin, Head of Corporate Resources on 020 8314 9114

K Financial Regulations

January 2016

Introduction

The Regulations in the following paragraphs lay down the procedures to be followed by officers in discharging their financial duties. They are effective from January 2016. Executive Directors are responsible for ensuring the officers in their directorates comply with these Regulations and any guidance issued by the Executive Director for Resources & Regeneration.

Attached to these Regulations are the Financial Procedures issued by the Executive Director for Resources & Regeneration. These are integral to the Regulations and provide further explanation of the procedures to be followed by officers in discharging their financial duties. Financial Procedures are updated from time to time by the Executive Director for Resources & Regeneration to reflect new and/or changing issues.

The Regulations and Financial Procedures form part of the Council's regulatory framework alongside the Constitution and the annual scheme of delegation and must be adhered to by council officers. Failure to comply with the Regulations and Financial Procedures may constitute misconduct, including gross misconduct, and lead to formal disciplinary action.

In the following Financial Regulations the term 'Executive' refers to the Mayor, the Mayor and Executive members collectively, or individual Executive members insofar as the Mayor has retained executive powers for him/herself or has delegated authority to the Executive collectively or individually for the activity referred to (Council Rules of Procedure and Standing Orders, Part IV, Section D3 of the Constitution). Reference should be made to the current scheme of delegation to ascertain the person or body currently exercising executive power for the activity in question.

Under the Constitution adopted by Lewisham Council with effect from 15 August 2008, the scheme of delegation is adopted annually. The annual scheme of delegation consists of delegations of executive functions and powers from the Mayor (Article 15.2 and Council Rules of Procedure and Standing Orders, Part IV, Section D3–6) and the delegation of non-executive functions by the full Council (Article 15.1). Financial Regulations and Procedures must be read in conjunction with the scheme of delegation currently in force.

Information on the current scheme of delegation can be obtained from the Monitoring Officer. Where an executive function is delegated to the Executive collectively or an individual Executive member, an officer, area committee, joint committee or another local authority (D3), the rules, procedures, financial limits and reporting of financial matters as set out in Financial Regulations and Procedures shall remain in force, except where another arrangement is specifically set out in the formal delegation of executive authority. In any instance, any breach of Financial Regulations and Procedures shall be reported to the Executive Director for Resources & Regeneration.

A Roles and responsibilities statement

Chief Finance Officer

A.1. S151 Local Government Act 1972 requires a named officer, who must be a CCAB qualified accountant, to take responsibility for the proper administration of the Council's financial affairs. S114 Local Government Finance Act 1988 requires the Chief Finance Officer to make a public report in specified cases of actual or anticipated financial misconduct or if there is a potential budget deficit. In Lewisham, these duties are vested in the Executive Director for Resources & Regeneration.

A.2. The Council's Constitution sets out the following as the functions of the Chief Finance Officer:

(a) Ensuring lawfulness and financial prudence of decision making. After consulting with the Head of Paid Service and the Monitoring Officer, the Chief Financial Officer to report to the full Council, or to the Executive in respect of executive functions, and the Council's external auditor, if he/she considers that any proposal, decision or course of action will involve incurring unlawful expenditure, or is unlawful and is likely to cause a loss or deficiency, or if the Council is about to enter an item of account unlawfully.

(b) Administration of the Council's financial affairs. The Chief Finance Officer will have responsibility for the administration of the financial affairs of the Council.

(c) Providing advice. The Chief Finance Officer will provide advice on the scope of powers and authority to take decisions, maladministration, financial propriety, probity and budget and policy framework issues to all Members and will support and advise Councillors and officers in their respective roles.

(d) Giving financial information. The Chief Finance Officer will provide appropriate financial information to the media, members of the public and the community.

A.3. The Executive Director for Resources & Regeneration is also specifically responsible for advising and reporting to the Executive on the resources required to implement council policies, including financing partnership arrangements

- the level of Council Tax to be levied
- the Council's prudential guidelines, in particular forward projections of revenue commitments and the budget strategy
- the annual borrowing limit
- the Capital Programme
- the Treasury Strategy
- arrangements for financial administration, including accountancy, audit and risk management
- the Annual Statement of Accounts and its publication.

A.4. The Executive Director for Resources & Regeneration also has a statutory duty to ensure that the accounts and supporting records of the Council are maintained in accordance with proper practices and kept up to date. Also, that the accounts present fairly the financial position and that reasonable steps have been taken for the prevention of fraud and other irregularities.

A.5. The Executive Director for Resources & Regeneration shall have access to all financial records held in the Council and require explanations from Council officers as necessary.

A.6. The Executive Director for Resources & Regeneration shall oversee Council procedures regarding debt recovery determined by the Executive Director for Customer Services.

A.7. The Executive Director for Resources & Regeneration shall receive a report, from the appropriate Executive Director, of any material breach of financial regulations or procedures. If deemed to be of a serious nature, then the Executive Director for Resources & Regeneration shall submit an appropriate report to the Executive.

Executive Directors

A.8. Executive Directors have overall accountability for the finances of their directorate and must ensure there are proper systems for financial administration and control in place. Executive Directors shall consult the Executive Director for Resources & Regeneration on any matter which is liable materially to affect the finances of the Council before any provisional or other commitment is incurred and before reporting to the Executive.

A.9. Executive Directors shall ensure that accounting systems and procedures within their directorates incorporate adequate controls to safeguard against loss and fraud. Executive Directors shall ensure that officers in their directorates have adequate training in order for them to comply with financial regulations.

Director of Regeneration & Asset Management

A.10 The Director of Regeneration & Asset Management shall be accountable to the Executive Director for Resources & Regeneration for all matters pertaining to Section 151 responsibilities as they affect the Council's property. Where a potential conflict arises between the service considerations and the S151 duties, the S151 duties must prevail.

Heads of Service

A.11. Under the arrangement for financial devolution, there shall be three Heads of Service designated to support Executive Directors and budget holders in discharging their financial and budgetary responsibilities. The Heads of Service shall be as follows:

- Head of Corporate Resources and Deputy S151 officer
- Head of Financial Services
- Head of Resources & Performance (CYP), Children and Young People's Directorate

A.12. They shall be accountable to the Executive Director for Resources & Regeneration for all matters pertaining to Section 151 responsibilities as they affect the Council's finances. Where a potential conflict arises between the service considerations and the S151 duties, the S151 duties must prevail.

Decision making

A.13. Where officers make decisions under delegated authority, they shall record their decisions and the reasoning behind them and shall store those records in such a way as to be accessible for scrutiny, audit and inspection.

A.14. Where officers make a Key Decision under delegated authority, they shall only do so on the basis of a written report that contains service, corporate, financial and legal and all relevant considerations. Officers shall further comply with all other requirements of Key Decisions as set out in the Rules of Procedure and Standing Orders (G23).

Key Decisions

A.15. The Constitution identifies certain executive decisions as being Key Decisions (Article 16.2) and sets out in Part IV the procedures that must be followed when Key Decisions are made (Rules of Procedure and Standing Orders G12–25). These procedures apply whether a Key Decision is exercised by the Mayor or is delegated to the Executive collectively or an individual Executive member, by an area committee, joint committee or another local authority, an individual ward member (to the extent the function is exercisable within the ward), or by an officer. The full list of Key Decisions is set out in Article 16.2 of the Constitution. The following list highlights those Key Decisions most directly related to financial matters:

- decisions which will involve expenditure or savings of £500,000 or more (save treasury management transactions taken in accordance with the Council's

Roles and responsibilities statement

Treasury Management Strategy as approved by the Council)

- Any decision having a **significant** impact in two or more wards, whether the impact is direct (e.g. where the decision relates to a road which crosses a ward boundary) or indirect (e.g. where the decision relates to the provision or withdrawal of a service which is or would be used by people from two or more wards). Decisions will still be deemed to affect more than one ward even if one or more of the wards affected is outside the borough
- consideration of any report relating to the possibility of the withdrawal of delegation of budget from a school
- the Council's scheme for the financing of maintained schools
- closure of, or a significant reduction in the provision of, any Council service
- the fixing of fees and charges for Council services
- granting or withdrawing financial support to any external organisation in excess of £10,000
- writing off any individual bad debt in excess of £50, unless the Council has within the last three years already written off debts for the person/organisation concerned totalling that amount, in which case any further write off would be a Key Decision
- the disposal of any council property for less than best consideration
- the disposal of any interest in council property with a value of £500,000 or more
- the taking by the Council of an interest in land worth £500,000 in total
- the granting of any interest in land where the interest is valued at £500,000 or more
- applications for funding from any external body which if successful would also require council match funding of £500,000 or more, or entail a revenue commitment of at least £500,000 in total by the Council
- the award of a contract with a total value of £200,000 or more
- consideration of any matter in which, to the decision-maker's knowledge, the decision-maker (or any member of a committee or subcommittee making the decision) has an interest which ought to be declared ; an interest includes a family member, friend, employer or organisation with which the member is associated

Where there is any doubt as to whether a decision is a Key Decision, it should be treated as if it were a Key Decision in any event.

B Financial planning and financial accountabilities

Annual revenue budget and budgetary control

Budget format

B.1. The general format of the budget will be approved by the Council and proposed by the Executive on the advice of the Executive Director for Resources & Regeneration. The draft budget should include indicative cash limits for different services and projects, proposed taxation levels and contingency funds.

Budget preparation

B.2 The Executive Director for Resources & Regeneration is responsible for issuing guidance on the general content of the budget. Following approval of the budget for the forth coming year by full Council, the Executive Director for Resources & Regeneration will allocate resources for discharge by the directorates, which will operate within allocated cash limits.

B.3. Financial control and administration is the responsibility of officers in finance, with responsibility for budgetary control and financial monitoring vested in the budget holders. Executive Directors shall prepare budgets in accordance with guidance given by the Executive Director for Resources & Regeneration.

B.4. Officers shall ensure that the Executive and delegated decision-makers have the fullest information to enable them to exercise responsibility for the financial and other resources made available. Officers shall further ensure that such information is given in writing and includes service, legal and financial implications and a consideration of options. They shall further ensure that such information is made available to executive decision-makers within a sufficient timescale to allow them to give the matter proper consideration. Officers shall further ensure that all reports that have financial implications are forwarded to the Executive Director for Resources & Regeneration, who shall advise of the financial implications before the report is considered by the executive decision-maker.

Budget monitoring and control

B.5. Executive Directors are accountable for ensuring effective budgetary control within their directorates. They shall establish budgets for directorate services and shall ensure that such budgets are properly and effectively managed by named budget holders. These budget holders shall ensure that their expenditure does not exceed their budget and that any required budget income target is achieved so as to meet their cash limit. Executive Directors are accountable for ensuring that their aggregate

directorate cash limit is not overspent and they comply with the rules governing virements as set out within the Financial Procedures and Directorate Schemes of Delegation.

B.6. Budget holders have operational responsibility for budgetary control. They shall record financial commitments against their budgets, monitor their budgets and reconcile their own records to the Council's financial information system on a regular basis and take corrective action promptly to deal with any problems that may arise. In carrying out their budgetary responsibilities, they shall comply with any guidelines issued from time to time by the Executive Director for Resources & Regeneration.

B.7. At the end of the financial year and following closure of the revenue accounts, Executive Directors will report to the Executive Director for Resources & Regeneration on the outturn of expenditure and income and the comparison with the approved budget. The Executive Director for Resources & Regeneration will report on the aggregate of the revenue outturn for all services to the Executive and full Council.

Budget Virements (Please see definition on page 18)

B.8. All budget virements shall be in accordance with the Financial Procedure for budget preparation and the limits set by Council. Currently Executive Directors can vire up to £500,000 with the approval of the Executive Director for Resources & Regeneration. The delegated limits are set out in each Directorate's Scheme of Delegation. Executive approval is required for budget virements between £500,000 and £1m and full Council approval for budget virements of £1m and over.

Treatment of year-end balances

B.9. The Executive Director for Resources & Regeneration is responsible for agreeing procedures for carrying forward under and over-spending on budget headings as part of the final outturn.

Resource allocation

B.10. The Executive Director for Resources & Regeneration is responsible for developing and maintaining a resource allocation process that ensures due consideration of the full Council's policy framework.

Capital expenditure

B.11. The budget virement regulations pertaining to capital expenditure relate to new schemes, as budget virements from one scheme to another are not permitted.

However, budget virement levels are set to ensure that new schemes have the appropriate level of approval as follows:

- up to £500k on the Council's capital programme delegated to Executive Director for Resources & Regeneration
- over £500k and up to £1m on the Council's capital programme delegated to the Mayor
- over £1m on the Council's capital programme full Council.

B.12. At the end of the financial year and following closure of the capital accounts, the Executive Director for Resources & Regeneration shall report to the Executive on the aggregate of capital expenditure compared to budget and the financing of the expenditure.

Repairs and Maintenance

B.13. For Repairs and Maintenance items, the Director of Regeneration and Asset Management in exercising delegation from the S151 officer may determine to move resources between schemes and divert their Repairs and Maintenance allocation towards any stream of revenue payments due under PFI or PPP contracts.

B.14. Capital and revenue projects will be managed in accordance with Lewisham's Standard for Project Management as contained in the Financial Procedures.

Accounting

Accounting policies and standards

B.15. The Executive Director for Resources & Regeneration is responsible for ensuring that the general principles adopted in compiling and presenting the annual audited accounts are in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom: A Statement of Recommended Practice (CIPFA/LASAAC). Any deviations must be stated in the accounts.

B.16. The accounts and accounting records shall be prepared in accordance with Financial Regulations and Procedures as issued by the Executive Director for Resources & Regeneration. Executive Directors shall close down accounts under their responsibility in accordance with the closing timetable and guidance notes issued by the Executive Director for Resources & Regeneration.

B.17. Budget holders shall ensure that all expenditure and income transactions are recorded accurately on the Council's main financial information system by the use of

the correct accounting code.

B.18. Executive Directors shall ensure that all systems of accounting and financial organisations in their directorates are regularly reconciled with the Council's main financial information system administered by the Executive Director for Resources & Regeneration, and that the financial systems are kept up to date.

B.19. All financial systems shall be referred to the Executive Director for Resources & Regeneration for agreement before introduction or revision.

B.20. Executive Directors shall observe the following principles in the allocation of accounting duties:

- the duties of providing information regarding sums due to or from the Council, and of calculating, checking and recording these sums, shall be separated as completely as possible from the duty of collecting or disbursing them.
- officers charged with the duty of examining and checking the accounts of cash transactions shall not themselves be engaged in any of these transactions.

Maintenance of reserves

B.21. It is the responsibility of the Executive Director for Resources & Regeneration to advise the Executive and/or the full Council on prudent levels of reserves for the authority.

C Risk management and control of resources

Banking arrangements

C.1. The Executive Director for Resources & Regeneration (or an officer authorised in writing by the Executive Director for Resources & Regeneration) is the only officer who can enter into banking arrangements on behalf of the Council.

C.2. Income receipts over £100,000 shall be notified to the Executive Director for Resources & Regeneration's Treasury Team in advance, for treasury management purposes.

C.3. All instructions to draw on a bank account shall be made by the Executive Director for Resources & Regeneration or an officer authorised in writing by the Executive Director for Resources & Regeneration.

Audit requirements

C.4. All principal local authorities and other relevant bodies subject to the Accounts and Audit Regulations (Amendment) (England) Regulations 2006 should make provision for internal audit in accordance with this code of practice, and they must 'maintain an adequate and effective system of internal audit of its accounting records and of its system of internal control in accordance with the proper practices in relation to internal control'.

C.5. Public Sector Audit Appointments Ltd is responsible for appointing external auditors to each local authority. The basic duties of the external auditor are governed by Section 15 of the Local Government Finance Act 1982, as amended by Section 5 of the Audit Commission Act 1998, and section 20 of the Local Audit and Accountability Act 2014.

C.6. The Council may, from time to time, be subject to audit, inspection or investigation by external bodies such as HM Revenue & Customs, who have statutory rights of access.

Internal audit function

C.7. The Council's internal auditors have access, by law, to all financial and other records. Officers shall allow the Council's internal audit service access to such financial and other records as they may require.

Preventing fraud and corruption

C.8. The Executive Director for Resources & Regeneration is accountable for the

development and maintenance of an anti-fraud and anti-corruption policy.

C.9. Executive Directors shall report promptly any suspected financial irregularity or fraud in their directorates or otherwise to the Executive Director for Resources & Regeneration.

C.10. It is the responsibility of any employee discovering or having reasonable suspicion of any irregularity, misconduct or fraud immediately to notify the relevant Executive Director or Head of Corporate Resources. When so informed, the Executive Director shall appraise the circumstances and shall notify and discuss the action to be taken concurrently with the Head of Corporate Resources. All information shall be treated in complete confidence.

Contracts, orders for works, goods and services

C.11. Officers shall comply with Article 17.2 of the Constitution (Contracts) and the Council's Contract Procedure Rules (Part IV of the Constitution, Section I).

C.12. Article 17.2 requires that any contract entered into on behalf of the Council in the course of the discharge of an executive function must be in writing. Such contracts must be:

- signed by an Executive Director if the value is £100,000 or less
- signed by an Executive Director and at least one other officer if the value is between £100,000 and £200,000
- for contracts with a value of £200,000 or more, executed under the common seal of the Council and attested by the Head of Law or such person as he/she nominates.

C.13. When the Council proposes to enter into any contract, whether it relates to works (construction or engineering contracts) and/or the supply (including the hire and leasing) of all goods and services, the Contract Procedure Rules must be applied.

C.14. All contracts shall comply with the EEC Treaty and with any relevant European Directives currently in force in the United Kingdom, as well as all relevant national legislation.

C.15. A number of corporate contracts exist which provide value for money. Officers are not permitted to purchase any commodities covered by these contracts outside of these contracts without the approval of the Executive Director for Resources & Regeneration. A full list of these corporate contracts is contained in the Financial Procedures.

Accounting treatments

C.16. Executive Directors shall ensure adequate arrangements for the certification of payments which provide proper verification and authorisation of sums due, including adequate internal division of duties and internal control. Expenditure incurred on contracts must not exceed the value of the contract regardless of authorised order and/or invoice approval limits.

C.17. Executive Directors are responsible for orders issued from their directorates, which should be specific regarding terms and conditions and as a minimum must include the Council's standard terms and conditions. Executive Directors shall maintain up to date lists of authorised signatories and ensure compliance. Orders shall be issued for all work, goods or services to be supplied by the Council.

C.18. In all matters of payments, orders and payroll officers shall follow the designated internal division of duties and internal control set by the directorate.

Interests in contracts

C.19. By law, officers are required to give written notice to the Chief Executive of any pecuniary, personal or prejudicial interest they may have in a contract which has been or is to be entered into by the Council, other than a contract to which they are a party. Members too are under a legal duty to declare any personal interest they may have in any contract.

C.20. Members and officers shall be required to abide by the Member and Employee Code of Conduct (copies of which are included as Part V of the Constitution), particularly in relation to their personal interests in contracts which have been or are to be awarded by the Council.

Related Party Transactions

C.21. Members, Executive Directors, Heads of Service and all staff graded SMG1 and above shall state any declarations of interest or related party transactions at least once a year in accordance with the guidance issued.

Consultants

C.22. Officers shall follow the Contract Procedure Rules (Section I of the Constitution) and the Appointment of Consultants Procedure Rules (Resources and Regeneration intranet page).

Assets and records

Corporate Assets

C.23. The management of corporate assets shall be the responsibility of the relevant officer as detailed below:

Property and Accommodation – The Director of Regeneration and Asset Management

IT – The Head of Technology and Change

Fleet – The Head of Environment

C.24. Management of these assets includes maintaining a full inventory in a form determined by the Executive Director for Resources & Regeneration, ensuring their security and arranging insurance through the Executive Director for Resources & Regeneration.

C.25. These officers should ensure that contingency plans for the security of assets and continuity of service in the event of disaster or system failure are in place.

Directorate's Assets

C.26. Each Executive Director shall be responsible for managing their directorate's assets, to include maintaining a full inventory in a form determined by the Executive Director for Resources & Regeneration, ensuring their security and arranging insurance through the Executive Director for Resources & Regeneration. All assets valued at purchase above £20,000 must be logged on the real asset management database maintained by the Core Accounting Team.

C.27. Executive Directors should ensure that contingency plans for the security of assets and continuity of service in the event of disaster or system failure are in place.

Acquisition and Disposal of Assets

C.28. Officers, in acquiring and disposing of assets, shall comply with the Council's Financial Procedures.

C.29. With regard to the acquisition and disposal of land and property, including the granting and taking of leases, licences, wayleaves and easements, all negotiations must be conducted either by or under the supervision of an appropriately qualified officer or adviser. For the purpose of these regulations the appropriately qualified officers or advisers are the Director of Regeneration and Asset Management and the Head of Law. He/she shall expressly be required to approve any proposed terms in

advance and thereafter the terms tentatively agreed. When disposing of land and property, the Director of Regeneration and Asset Management shall comply with Section 123 of the Local Government Act 1972 and if the disposal is at less than best consideration ensure that the necessary ministerial consents have been obtained.

C.30. Officers should note the definition of the disposal or write off of assets as a Key Decision in certain instances in Article 16.2c of the Constitution and shall comply with the Council's Rules of Procedure and Standing Orders (G12–25) where the disposal is a Key Decision.

C.31. Each Executive Director shall be responsible for keeping and maintaining full financial, staffing and other records necessary for the proper administration of their directorate's affairs. They shall supply such information and records to the Executive Director of Resources and Regeneration on request. All records shall be maintained for the periods agreed with the Council's External Auditor.

C.32. Executive Directors shall not write off any land and building assets (except for the Executive Director for Resources and Regeneration who has delegated authority up to £500,000), or **any non land and non building assets above the financial value set by the Executive Scheme of Delegation (currently £20,000).**

Income

C.33. All income receivable by the Council, in respect of work done, goods supplied or services rendered, under contracts, leases or other arrangements or agreements, or for any other reason, shall be properly collected, recorded and accounted for through the Council's main financial information system. Demands for income due shall be raised and posted/sent promptly. Written or printed receipts shall be issued immediately for cash income received by an officer of the Council. Sufficient information must be obtained to enable allocation of income to the correct outstanding charge or account. All income received, in whatever form, shall be banked without delay.

C.34. The Executive Director for Resources & Regeneration is responsible for assessing the level of bad debt provision. Only the Executive Director for Resources and Regeneration and the Executive Director for Customer Services (in relation to housing rent debt) are permitted to write off individual debts against the directorate bad and doubtful debts provision within the limits of their delegation authority (see table of delegated write-off limits in the Directorate's Scheme of Delegation), after all reasonable steps have been taken to collect the debt. Debts in excess of these limits shall be reported to the Executive.

C.35. Executive Directors shall note that Article 16.2c of the Constitution defines the write off of debt as a Key Decision where the debt is in excess of £50,000 or the Council has within the last three years already written off debts for the person/organisation concerned totalling that amount. In such cases officers shall follow the procedures for Key Decisions as set out in the Rules of Procedure and Standing Orders (G12–25).

C.36. The Executive Director for Customer Services with delegated authority to write off up to £10,000 housing rent debt will prepare a summary of debts written-off under delegated authority and submit this to the Executive Director for Resources & Regeneration on an annual basis.

Treasury management and leasing

C.37. All treasury management and transactions, including investments and borrowings by the Council, shall only be undertaken as authorised by the Executive Director for Resources & Regeneration. Also, the Executive Director for Resources & Regeneration shall report these transactions to the Executive in accordance with the CIPFA Treasury Management Code of Practice. The Treasury Management Strategy approved by the Council specifies the parameters within which all treasury management dealings shall operate.

C.38. All securities which are the property of or which are in the name of the Council or its nominees shall be held in the custody of the Executive Director for Resources & Regeneration. The registration of the Council's stocks, bonds and mortgages and the recording of all borrowing of money by the Council shall be carried out by the Executive Director for Resources & Regeneration or under such arrangements as the Executive Director for Resources & Regeneration may determine. All proposed finance leasing schemes should first be notified to the Executive Director for Resources & Regeneration' - Core Accounting Team, who shall appraise them and direct on necessary arrangements and arrange for the Executive Director for Resources & Regeneration to authorise them if necessary.

All proposed operating leasing schemes should first be notified to the Executive Director for Resources & Regeneration' – Group Finance Managers, who shall appraise them and direct on necessary arrangements and arrange for the Executive Director for Resources & Regeneration to authorise them if necessary.

C.39. The Executive Director for Resources & Regeneration is responsible for reporting to the Executive quarterly, and to the Audit Panel bi-annually, each financial year on the activities of the treasury management operation and on the exercise of his or her delegated treasury management powers. One such report will comprise an annual report on treasury management for presentation by 30 September of the

succeeding financial year.

Salaries, wages and pensions

C.40. The full Council is responsible for determining how officer support for executive and non-executive roles within the authority will be organised. The Chief Executive is responsible for providing overall management to staff. He or she is also responsible for ensuring that there is proper use of the evaluation or other agreed systems for determining the remuneration of a job.

C.41. Executive Directors are responsible for controlling total staff numbers by:

- advising the Executive on the budget necessary in any given year to cover estimated staffing levels
- adjusting the staffing to a level that can be funded within the approved budget provision
- varying the provision as necessary within that constraint in order to meet changing operational needs and the proper use of appointment procedures.

C.42. The Council shall only pay such salaries, wages and pensions, compensations and other emoluments to employees or former employees as are permissible in law, and payment shall only be in a manner approved by the Executive Director for Resources & Regeneration.

Risk management and insurance

C.43. The Executive is responsible for approving the authority's risk management policy statement and strategy and for reviewing the effectiveness of risk management. The Executive is responsible for ensuring that proper insurance exists where appropriate.

C.44. The Executive Director for Resources & Regeneration is responsible for preparing the authority's risk management policy statement and strategy, for promoting it throughout the authority and for maintaining the Corporate Risk Register.

C.45. The Executive Director for Resources & Regeneration is responsible for advising the Executive on proper insurance cover where appropriate and for effecting all insurance cover on behalf of the Council.

C.46. Executive Directors shall be responsible for identifying and effectively managing all significant risks within their directorates and for maintaining a register of all areas of

significant risk within their directorates.

C.47. Executive Directors or their nominated representative shall notify the Executive Director for Resources & Regeneration or his/her nominated representative in writing immediately upon the occurrence of any event that to their knowledge might give rise to a claim by or against the Council.

C.48. The Executive Director for Resources & Regeneration shall be responsible for negotiating all insured and self-insured claims in conjunction with claims handlers, legal advisers, loss assessors and loss adjustors as appropriate.

Gifts and hospitality

C.49. Employees must follow the code of practice for receipt of gifts and hospitality as contained in the Employee Code of Conduct. Any breach of the code may result in disciplinary action.

Local management of schools

C.50. These Financial Regulations also apply to schools and other institutions with delegated budgets under local management arrangements apart from the exceptions detailed in the Scheme of Delegation to Schools.

Definitions

budget holder means an officer approved by the Executive Directors to take responsibility for budgets which have been allocated to them.

order means an instruction from the Council to a contractor or supplier to supply work, goods or services.

authorised signatory means an employee with delegated authority to sign orders and payments on behalf of a directorate.

assets means land, buildings, plant, equipment, vehicles, furniture, IT hardware and software, fixtures and fittings, materials.

inventory means a list of all assets held above a specified value or by type, containing a description of each asset, its location, its value, any service contract and date of acquisition.

contract means a legal agreement with another party to do work or have work done, or provide supplies and services.

consultant means any individual or organisation appointed to deliver a specified project with specified deliverables and a timetable. The project should either be developmental and/or problem solving and/or diagnostic and/or re-engineering in nature.

budget virement means the transfer of a budget from the purposes for which Council originally voted in setting the budget and Council Tax to another purpose.

The Directorate for Children and Young People Scheme of Delegation

1. Purpose

- 1.1 The Children and Young People's Directorate Scheme of Delegation sets out the post titles of those officers whom the Executive Director for Children and Young People (CYP) has nominated to take decisions on areas from the Council and Mayoral Schemes of Delegation where responsibility has been delegated to the Executive Director for CYP. The Executive Director for Resources and Regeneration delegates the financial matters listed in this scheme to the Executive Director for Children and Young People unless otherwise stated.
- 1.2 This Scheme of Delegation will remain in force until it is amended or revoked by the Executive Director for CYP or via changes to the Council and Mayoral Schemes of Delegation.
- 1.3 The purpose of the CYP Directorate scheme of delegation is to be clear about which officer has been nominated to make delegated decisions within this directorate.
- 1.4 The scheme is subject to the Council's Constitution, the Council and Mayoral Schemes of Delegation, Financial Regulations and Standing Orders.
- 1.5 Heads of Service will continue to be responsible for running their own services and taking decisions in line with their service requirements, unless specifically required in this scheme of delegation or determined by the Executive Director for CYP to seek other agreement.
- 1.6 Some decisions in this scheme of delegation will still be required to be taken directly by the Executive Director for CYP or, in their absence, they will nominate an appropriate officer/s to assume these responsibilities but, unless otherwise notified, the following delegations will apply:
 - Directorate financial decisions – schools : Head of Resources & Performance (CYP); non-schools : Head of Financial Services
 - Legal decisions – Head of Law or Deputy Monitoring Officer/Principal Lawyers as appropriately nominated by the Head of Law
 - Schools Personnel/Human Resources decisions - Head of Resources
 - Acts under authority delegated to the Executive Director for CYP in his/her absence - Head of Resources and Performance (CYP), (unless specifically delegated to a Head of Service)
 - Contract matters – schools : Head of Resources & Performance (CYP) ; non-schools : Head of Corporate Resources

Note : schools covers all expenditure on the following services - school improvement, resources and educational development. It also includes all Special Education Needs expenditure and any other expenditure contained within the Dedicated Schools Grant.

- 1.7 Where the word 'nominee' is used the nomination is to be made by the post holder referred to, in writing, and a record of all such nominations within the directorate must be kept in the directorate and available for inspection at any time.
- 1.8 Where power is delegated to the Executive Director, and officers are nominated by him/her under this Scheme of Delegation, the power will be exercised in a manner that decisions are not made in isolation and that the decision-maker takes into account the broader corporate implications for the Council. If officers take key decisions, as defined in Article 16 of the Constitution of the London Borough of Lewisham, the law requires them to comply with prevailing access to information regulations. In addition, for key executive decisions which are to be taken by officers individually, the Chief Executive may, from time to time, put in place a procedure to ensure that officer decision making is exercised in a manner which reflects

corporate considerations. Officers may only exercise delegated authority in relation to key executive decisions by complying with the procedures as stated in the Constitution.

- 1.9 Please note that when the DEP/CEP process is in place, the necessary authorisation as specified by the process is required before any spend can be initiated.

Delegations

Unless required otherwise by law, the Constitution, the Council and Mayoral Schemes of Delegation or this Scheme of Delegation, the Executive Director for CYP nominates the following post holders to make the decisions set out in the table below as listed. Please note, throughout this document “Executive Director” refers specifically to the Executive Director for Children and Young People (CYP) unless specified otherwise. Where a Head of Service are referred to, it is the relevant and appropriate Head of Service that the authority is delegated to.

Mayoral Areas of Delegation

Area of delegation	Officer with delegated authority
<p>Day to day control and regulation of the directorate’s finances.</p> <p>Strategic oversight and monitoring of the overall directorate budget.</p> <p>Day to day control and monitoring of individual service budgets. The exception is care packages for individual service users which are subject to separate delegated arrangements set out below.</p>	<p>Executive Director</p> <p>Strategic oversight and monitoring of the Dedicated Schools Grant – Head of Resources & Performance (CYP)</p> <p>Strategic oversight and monitoring of the directorate budget : Head of Financial Services in consultation with the Group Finance Manager</p> <p>Budget holders</p>
<p>Budget Virements</p> <p>A Budget Virement is a transfer of a budget from the purposes for which Council originally voted in setting the budget and Council Tax to another purpose.</p> <p>Revenue Budget Virements</p> <p>Within the Directorate</p> <p>a) Up to £20k</p> <p>b) Up to £100k</p>	<p><u>Group Finance Manager in consultation with Head of Service</u></p> <p>Head of Resources & Performance (CYP) or Head of Financial Services in consultation with Head of Service</p> <p>Executive Director in consultation with Head of Financial Services or Head of</p>

<p>c) Up to £500k</p> <p>Cross Directorate</p> <p>a) Up to £50k</p> <p>b) Up to £500k</p> <p>All Revenue Budget Virements above these limits are reserved to Members</p> <p>Capital Budget Virements (on the Council's Capital Programme)</p> <p>Up to £500k</p> <p>Over £500k</p> <p>Budget Adjustments</p> <p>A Budget Adjustment is a transfer of a budget from one cost centre to another whilst retaining the original purpose for which the budget was approved.</p> <p>Within the same Service area in the same Directorate</p> <p>Across Service areas in the same Directorate</p> <p>Across Directorates</p> <p>Budget transfer relating to technical accounting adjustments</p> <p>Any items that fall outside the above definitions must be referred to the Head of Financial Services or Head of Corporate Resources for further clarification.</p> <p>Loans</p>	<p>Resources & Performance (CYP)</p> <p>Head of Financial Services or Head of Resources & Performance (CYP) in consultation with Head of Service</p> <p>Executive Director for Resources & Regeneration (via Executive Management Team)</p> <p>Executive Director for Resources & Regeneration</p> <p>Members</p> <p>Group Finance Manager</p> <p>Group Finance Manager in consultation with both Heads of Service</p> <p>Executive Director of both Directorates</p> <p>Executive Director for Resources & Regeneration or Head of Financial Services or Head of Corporate Resources</p> <p>Executive Director for Resources and Regeneration</p>
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<p>Approval of any loan for Treasury Management purposes and the Employee Loan Scheme (all other loan decisions are reserved to Members)</p>	
<p>Contracts</p> <p>There are three categories of contracts:-</p> <p>Category A - Building construction and engineering works contracts ('works contracts') with an estimated value of over £1m, all other contracts with an estimated value of over £500,000, and contracts that fall within the full provisions of the EU procurement regime (Works, Supplies and Part A Services).</p> <p>Category B - Works contracts with an estimated value of between £50,000 and £1m and all other contracts with an estimated value of between £50,000 and £500,000, and those that fall outside the full requirements of the EU procurement regime (Part B Residual Services).</p> <p>Category C- All other contracts or arrangements with an estimated value of less than £50,000.</p> <p>Inviting Contracts</p> <p>Category A – By public advert</p> <p>Authorise the Approved list</p> <p>Waiver</p> <p>Category B – By public advert</p> <p>Authorise the Approved List</p> <p>Waiver</p> <p>Category C - No approved list or waiver required</p> <p>Receipt of Contracts</p> <p>Category A</p> <p>Category B</p> <p>Category C</p> <p>Opening Envelopes (At least two officers)</p>	<p>Executive Director and the Head of Law</p> <p>Mayor and Cabinet</p> <p>Executive Director</p> <p>Executive Director for Resources & Regeneration</p> <p>Head of Service</p> <p>Chief Executive</p> <p>Executive Director</p> <p>Head of Service</p>

Category A	Chief Executive or nominated officer and Officer approved by Executive Director for Resources & Regeneration /Head of Law
Category B	Executive Director or nominated officer and Officer approved by Executive Director for Resources & Regeneration/Head of Law
Category C	Head of Service and an officer approved by the relevant Executive Director
Award of Contract	
Category A	Mayor and Cabinet (Contracts)
Category B	Executive Director in accordance with his or her delegated financial limits under the Mayoral Schemes of Delegation
Category C	Head of Service in consultation with the Principal Lawyer (Contracts) or the Head of Corporate Resources
Contract Signing	
£200k or more	Executive Director and attested by Head of Law or nominated legal officer and Sealed by Legal Services
Over £100k and less than £200k	Executive Director and at least one other officer
Less than £100k	Executive Director
Grants and Assistance to Voluntary Organisations	
<p>Unless the law, the Constitution, or the Mayoral Schemes of Delegation requires otherwise, the following executive powers are delegated to the Chief Executive and to each Executive Director in relation to grants and assistance to voluntary organisations:-</p> <p>(a) the power to make a grant or to give other assistance (excluding loans) to a voluntary organisation within their area of responsibility, where the total value of the assistance in money or moneys worth does not exceed £10,000</p> <p>(b) the power to reduce or withdraw a grant or other assistance, and the power to award a grant or give</p>	
	Executive Director

<p>other assistance to a voluntary organisation (irrespective of the value of the grant or assistance) within their area of responsibility if the value of the change in grant is no more than 10% or £5,000, (whichever is the greater), than the grant awarded in the previous year.</p> <p>All grants considered to be sensitive or controversial to be included in the forward plan</p>	<p>Executive Director</p>
<p>Application for External Funding <u>Revenue and Capital</u></p> <p>Approval of any application for external funding which is below £1 million with no match funding and/or revenue implications, or</p> <p>a) Is below £1 million, and</p> <p>b) would require match funding from the Council of below £250,000, and</p> <p>c) would have revenue implications of below £250,000 per annum</p> <p>Note: All other applications must be approved by Members.</p> <p><u>Capital Only</u></p> <p>Before submitting a report to Mayor and Cabinet to seek approval to bid for funding, an initial agreement to proceed must be sought from the Capital Programme Delivery Board..</p>	<p>Executive Director or in her absence Head of Corporate Resources or Head of Financial Services or Head of Resources (in consultation with the Capital Programme Delivery Board. for capital funding).</p>
<p>Subscriptions - affiliations to and payment of subscriptions to outside bodies up to a maximum of £25,000 per annum.</p> <p>Within own area of responsibility up to £5k</p> <p>Above £5k up to £25k</p>	<p>Head of Service</p> <p>Executive Director (or in their absence the Head of Financial Services or Head of Resources & Performance (CYP)</p>
<p>Bad Debt Write Off</p> <p>Recommendation of write-off of bad debts (excluding housing rents) to the Executive Director for Resources</p>	<p>Executive Director in consultation with Head of Financial Services or Head of</p>

& Regeneration (up to £50,000) or the Mayor (£50,000 and over)	Resources & Performance (CYP)
<p>Write off and disposal of non-land and non-building assets</p> <p>Write off up to £20,000 (must be recorded in the directorate inventory log as stated in the Financial regulations)</p>	<p>Heads of Service in consultation with the Group Finance Manager</p>
<p>Directorate Employment Matters Employment matters relating to the Directorate, namely recruitment, appointments, disciplinary, and grievance</p>	<p>Head of Service</p>

Directorate Specific

Area	Matters to be delegated to Service Unit Manager (SUM) or other named postholder	Matters to be delegated but reserved to Head of Service (or equivalent)	Matters to be reserved to the Executive Director	Matters to be reserved to Members
Educational Psychologists & Learning Support	Educational Psychologists & Learning Support SUM to exercise all statutory powers to identify and meet children's special educational needs under the Education Act 1996 and all Code of Practice stages within the prescribed timescales.			
Governors' Support	Governors' Support Team Leader to exercise powers including governor elections, information packs for governors, governor training programme, resolutions from Annual Parents' meetings, recruitment of governors, clerking provision, servicing of governor fora etc.			
Special Educational Needs	SEN SUM to determine additional support provided through a formal assessment.	Head of Access and Support Services to agree contracts between the LA and Independent/non-maintained schools.		

	<p>SEN SUM to determine provision of free transport for eligible pupils, subject to notifying Head of Pupil Services of any decisions made at SEN Tribunals which are contrary to LA policy.</p>			
Educational Access	<p>Admissions Team Leader to implement policies on admissions matters including:</p> <ul style="list-style-type: none"> • preparation of statements setting out arrangements on limits to infant class sizes • carrying out of statutory consultation on admission policies • publication of information on admissions arrangements • arrangements for admissions and exclusions appeals. 	<p>SUM Educational Access to be responsible for:</p> <ul style="list-style-type: none"> • attendance of children of compulsory school age • arrangements for out of school provision • exceptional admissions decisions e.g. children of teachers and those with social/medical needs • pre-exclusion intervention • monitoring and improving educational outcomes for children looked after • enforcement of child employment legislation <p>Head of Access and Support Services to direct schools to admit specific pupils when they have a vacancy.</p>		

School Interventions as set out in Education and Inspection Act 2006		<p>Head of Standards and Achievement to exercise the intervention powers set out in the Education and Inspections Act 2006 :</p> <ul style="list-style-type: none"> • issue warning notices; • direct governing body to enter into specified arrangements • appointment of additional governors • with Secretary of State consent to provide for the governing body to consist of interim executive members • suspend a school's right to a delegated budget 		The issue of a closure notice in respect of any school under any power of intervention relating to schools causing concern
School Discipline		Exercise of power to intervene to prevent a breakdown or continuing breakdown of discipline in a maintained school.		
Early Years Centres	Placements of children in need Community Placements			
Employment Matters (Schools)				
Probationary appeals		Heads of Service to hear probationary appeals for employees in their division.	Executive Director to hear probationary appeals for Heads of Service.	

Disciplinary and capability appeals		Heads of Service hear disciplinary and capability appeals for employees in their division.	Executive Director to hear disciplinary and capability appeals for Heads of Service	
Suspensions		Heads of Service to approve suspension from duty of any employees within their divisions, advised by personnel SUM.	Suspension of Heads of Service (or equivalent salary level) or any staff reporting directly to them, as advised by head of Corporate personnel.	
Reorganisations	SUMS to prepare proposals for consultation	Heads of Service to approve proposals and take to DMT.		
Settling Employment Tribunal claims out of court.	Personnel SUM to settle claims to £5,000	Head of Resources to settle claims over £5,000 advised by legal and corporate personnel for schools.	All cases where costs to be met by DSG.	
Resignation/Retirement of Headteachers		Head of Standards and Achievements and Head of Resources to approve packages in excess of 6 months gross pay in consultation with Chair of Governors.		
Services for Children's Social Care Placements in Secure Accommodation		Director, Children's Social Care		
Placements in residential or foster care				
<u>Authorisation of Children</u>		Service Manager / Care Planning Panel		

<p><u>Act (1989) foster carer enhancements</u></p> <p>Authorisation levels for Children Act (1989) Sect .17 Children in Need payments:</p> <p>Authorisation levels for Children Act (1989) s.23 payments to LAC & s.24 Leaving Care payments:</p>	<p>up to £50 per payment up to a maximum of £250 per family per annum – Team Leaders</p> <p>up to £500 per payment up to a maximum of £2,500 per family per annum - SUMS</p> <p>up to £50 per payment – Team Leaders</p> <p>up to £1,000 per payment - SUMS</p>	<p>up to £5,000 per payment up to a maximum of £15k per family p.a. – Group Managers</p> <p>up to £15k per payment up to a maximum of £50k p.a – Head of Service</p> <p>up to £5,000 per payment - Group Managers</p> <p>over £5,000 per payment – Head of Service</p>		
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3. General

All non-executive functions not reserved to Members, shall be delegated to the Chief Executive or such officer as he shall nominate in writing, unless there is a statutory requirement that the function be carried out by another officer, for example the personal statutory responsibilities of the Director of Children's Services and the Director of Adult Services.

General Guidance

Unless the law, the Constitution or this Scheme of Delegation requires otherwise, the following powers are delegated to the Executive Director for CYP:-

- (a) Authority to exercise the Council's executive functions in relation to education, including but not limited to, those contained in the Education Act 1996 and School Standards and Framework Act 1998, Learning & Skills Act 2000 and all other relevant legislation in force from time to time, with the exception of the matters listed in Table 2 above.
- (b) The exercise of all executive functions relating to the provision of opportunities for education, training and learning outside the formal school environment, including pre-school.
- (c) All executive decisions relating to the internal management of the Directorate of Children and Young People which are not otherwise reserved to members on any ground.

Exemptions

The Mayoral Schemes of Delegation states that authority to exercise executive functions and make executive decisions is delegated to officers, except where there is an exemption to the contrary. Where such an exemption exists, the general rule is that those decisions will be made by the Mayor individually, in consultation with his colleagues in the Executive. Officers should refer to the Mayoral Schemes of Delegation; to Section I and Table 1 for general exemptions, and to Section J and Table 2 for exemptions specific to the CYP Directorate. Exemptions which may override delegated authority to officers to make decisions, as detailed in Section 2 of the CYP Directorate of Delegation, are repeated below.

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| <ol style="list-style-type: none">1. Any matter in which the officer who would otherwise have delegated authority to act is aware that a councillor (or a person, company or organization with which the councillor is involved) has a personal interest under the Council's Member Code of Conduct.2. Any matter in which the officer who would otherwise have delegated authority to act has an actual or potential interest.3. Any matter which in the opinion of the Executive Director for CYP, the Chief Executive or the Head of Law because of the scale of the decision, its potential impact, the sensitivity of the decision or for any other reason would more appropriately be dealt with by members. |
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Signed

Sara Williams
Executive Director For CYP

Date

The Directorate for Community Services Scheme of Delegation

1. Purpose

- 1.1 The Community Services Directorate Scheme of Delegation sets out the post titles of those officers whom the Executive Director for Community Services has nominated to take decisions on areas from the Council and Mayoral Schemes of Delegation where responsibility has been delegated to the Executive Director for Community Services. The Executive Director for Resources and Regeneration delegates the financial matters listed in this scheme to the Executive Director for Community Services unless otherwise stated.
- 1.2 This Scheme of Delegation will remain in force until it is amended or revoked by the Executive Director for Community Services or via changes to the Council and Mayoral Schemes of Delegation.
- 1.3 The purpose of the Community Services Directorate scheme of delegation is to be clear about which officer has been nominated to make delegated decisions within this directorate.
- 1.4 The scheme is subject to the Council's Constitution, the Council and Mayoral Schemes of Delegation, Financial Regulations and Standing Orders.
- 1.5 Heads of Service will continue to be responsible for running their own services and taking decisions in line with their service requirements, unless specifically required in this scheme of delegation or determined by the Executive Director for Community Services to seek other agreement.
- 1.6 Some decisions in this scheme of delegation will still be required to be taken directly by the Executive Director for Community Services or, in their absence, they will nominate an appropriate officer/s to assume these responsibilities but, unless otherwise notified, the following nominations will apply:
 - Directorate financial decisions – Head of Financial Services
 - Legal Decisions – Head of Law or Deputy Monitoring Officer/Principal Lawyers as appropriately nominated by the Head of Law
 - Acts under authority delegated to the Executive Director for Customer Services in his/her absence - Head of Service with specifically delegated authority otherwise Head of Financial Services
 - Contract matters – Head of Corporate Resources
- 1.7 Where the word 'nominee' is used the nomination is to be made by the post holder referred to, in writing, and a record of all such nominations within the directorate must be kept in the directorate and be available for inspection at any time.
- 1.8 Where power is delegated to the Executive Director, and officers are nominated by him/her under this Scheme of Delegation, the power will be exercised in a manner that decisions are not made in isolation and that the decision maker takes into account the broader corporate implications for the Council. If officers take key decisions, as defined in Article 16 of the Constitution of the London Borough of Lewisham, the law requires them to comply with prevailing access to information regulations. In addition, for key executive decisions which are to be taken by officers individually, the Chief Executive may, from time to time, put in place a procedure to ensure that officer decision making is exercised in a manner which

reflects corporate considerations. Officers may only exercise delegated authority in relation to key executive decisions by complying with the procedures as stated in the Constitution.

- 1.9 Please note that when the DEP/CEP process is in place, the necessary authorisation as specified by the process is required before any spend can be initiated.

2. Scheme of Delegation

Unless required otherwise by the law, the Constitution, the Council and Mayoral Schemes of Delegation or this Scheme of Delegation, the Executive Director for Community Services nominates the following post holders to make the decisions set out in the table below as listed. Please note, throughout this document “Executive Director” refers specifically to the Executive Director for Community Services unless specified otherwise. Where a Head of Service are referred to, it is the relevant and appropriate Head of Service that the authority is delegated to.

Mayoral Areas of Delegation

Area of delegation	Officer with delegated authority
<p>Day to day control and regulation of the directorate’s finances.</p> <p>Strategic Oversight and monitoring of the overall directorate budget.</p> <p>Day to day control and monitoring of individual service budgets. The exception is care packages for individual service users which are subject to separate delegated arrangements set out below.</p>	<p>Executive Director</p> <p>Head of Financial Services in consultation with the Group Finance Manager</p> <p>Budget holders</p>
<p>Budget Virements</p> <p>A Budget Virement is a transfer of a budget from the purposes for which Council originally voted in setting the budget and Council Tax to another purpose.</p> <p>Revenue Budget Virements</p> <p>Within the Directorate</p> <p>a) Up to £20k</p> <p>b) Up to £100k</p> <p>c) Up to £500k</p>	<p>Group Finance Manager in consultation with Head of Service</p> <p>Head of Financial Services in consultation with Head of Service</p> <p>Executive Director in consultation with Head of</p>

<p>Cross Directorate</p> <p>a) Up to £50k</p> <p>b) Up to £500k</p> <p>All Revenue Budget Virements above these limits are reserved to Members</p> <p>Capital Budget Virements (on the Council's Capital Programme)</p> <p>Up to £500k</p> <p>Over £500k</p> <p>Budget Adjustments</p> <p>A Budget Adjustment is a transfer of a budget from one cost centre to another whilst retaining the original purpose for which the budget was approved.</p> <p>Within the same service area in the same Directorate</p> <p>Across service areas in the same Directorate</p> <p>Across Directorates</p> <p>Budget transfers relating to technical accounting adjustments</p> <p>Any items that fall outside the above definitions must be referred to the Head of Financial Services or the Head of Corporate Resources for further clarification.</p>	<p>Financial Services</p> <p>Head of Financial Services in consultation with Head of Service (and Head of Resources & Performance (CYP) for CYP virements)</p> <p>Executive Director for Resources & Regeneration (via Executive Management Team)</p> <p>Executive Director for Resources & Regeneration</p> <p>Members</p> <p>Group Finance Manager</p> <p>Group Finance Manager in consultation with both Heads of Service</p> <p>Executive Director of both Directorates</p> <p>Executive Director for Resources & Regeneration or Head of Financial Services or Head of Corporate Resources</p>
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<p>Loans</p> <p>Approval of any loan for Treasury Management purposes and the Employee Loan Scheme (all other loan decisions are reserved to Members)</p>	<p>Executive Director for Resources and Regeneration</p>
<p>Contracts</p> <p>There are three categories of contracts:-</p> <p>Category A - Building construction and engineering works contracts ('works contracts') with an estimated value of over £1m, all other contracts with an estimated value of over £500,000, and contracts that fall within the full provisions of the EU procurement regime (Works, Supplies and Part A Services).</p> <p>Category B - Works contracts with an estimated value of between £50,000 and £1m and all other contracts with an estimated value of between £50,000 and £500,000, and those that fall outside the full requirements of the EU procurement regime (Part B Residual Services).</p> <p>Category C- All other contracts or arrangements with an estimated value of less than £50,000.</p> <p>Inviting Contracts</p> <p>Category A – By public advert</p> <p>Authorise the Approved list</p> <p>Waiver</p> <p>Category B – By public advert</p> <p>Authorise the Approved List</p> <p>Waiver</p> <p>Category C - No approved list or waiver required</p> <p>Receipt of Contracts</p> <p>Category A</p> <p>Category B</p> <p>Category C</p>	<p>Executive Director and the Head of Law</p> <p>Mayor and Cabinet</p> <p>Executive Director</p> <p>Executive Director for Resources & Regeneration</p> <p>Head of Service</p> <p>Chief Executive</p> <p>Executive Director</p> <p>Head of Service</p>

Opening Envelopes (At least two officers)	
Category A	Chief Executive or nominated officer and Officer approved by Executive Director for Resources & Regeneration /Head of Law
Category B	Executive Director or nominated officer and Officer approved by Executive Director for Resources & Regeneration/Head of Law
Category C	Head of Service and an officer approved by the relevant Executive Director
Award of Contract	
Category A	Mayor and Cabinet (Contracts)
Category B	Executive Director in accordance with his or her delegated financial limits under the Mayoral Schemes of Delegation
Category C	Head of Service in consultation with the Principal Lawyer (Contracts) or the Head of Corporate Resources
Contract Signing	
£200k or more	Executive Director and attested by Head of Law or nominated legal officer and Sealed by Legal Services
Over £100k and less than £200k	Executive Director in consultation with at least one other officer
Less than £100k	Executive Director

<p>Grants and Assistance to Voluntary Organisations</p> <p>Unless the law, the Constitution, or the Mayoral Schemes of Delegation requires otherwise, the following executive powers are delegated to the Chief Executive and to each Executive Director in relation to grants and assistance to voluntary organisations:-</p> <p>(a) the power to make a grant or to give other assistance (excluding loans) to a voluntary organisation within their area of responsibility, where the total value of the assistance in money or moneys worth does not exceed £10,000 with the exception of the rent subsidies as noted in the directorate specific area of this scheme of delegation.</p> <p>(b) the power to reduce or withdraw a grant or other assistance, and the power to award a grant or give other assistance to a voluntary organisation (irrespective of the value of the grant or assistance) within their area of responsibility if the value of the change in grant is no more than 10% or £5,000, (whichever is the greater), than the grant awarded in the previous year.</p> <p>All grants considered to be sensitive or controversial to be included in the forward plan</p>	<p>Executive Director</p> <p>Executive Director</p>
<p>Application for External Funding</p> <p><u>Revenue and Capital</u> Approval of any application for external funding which is below £1 million with no match funding and/or revenue implications, or</p> <p>d) Is below £1 million, and</p> <p>e) would require match funding from the Council of below £250,000, and</p> <p>f) would have revenue implications of below £250,000 per annum</p> <p>Note: All other applications must be approved by Members.</p> <p><u>Capital Only</u> Before submitting a report to Mayor and Cabinet to seek approval to bid for funding, an initial agreement to proceed must be sought from the Regeneration and Capital Programme Board.</p>	<p>Executive Director or in his/her absence Head of Corporate Resources or Head of Financial Services (in consultation with the Regeneration and Capital Programme Board for capital funding).</p>
<p>Subscriptions - affiliations to and payment of</p>	

<p>subscriptions to outside bodies up to a maximum of £25,000 per annum.</p> <p>Within own area of responsibility up to £5k</p> <p>Above £5k up to £25k</p>	<p>Head of Service</p> <p>Executive Director (or in their absence the Head of Financial Services)</p>
<p>Bad Debt Write Off</p> <p>Recommendation of write-off of bad debts (excluding housing rents) to the Executive Director for Resources & Regeneration (up to £50,000) or the Mayor (£50,000 and over)</p>	<p>Executive Director in consultation with the Head of Financial Services</p>
<p>Write off of non-land and non-building assets</p> <p>Write off up to £20,000 (must be recorded in the directorate inventory log as stated in Financial Regulations)</p>	<p>Heads of Service in consultation with the Group Finance Manager</p>
<p>Directorate Employment Matters</p> <p>Employment matters relating to the Directorate, namely recruitment, appointments, disciplinary, and grievance</p>	<p>Head of Service</p>
<p>Spot contracts for care for individual clients</p> <p>Approval of RAS</p> <p>All new placements and packages within RAS Indicative Allocation Value</p> <p>Variations where new value is within RAS Indicative Allocation</p> <p>New and varies placements where value is greater than RAS Indicative Allocation</p> <p>Placements or packages outside working hours – up to 7 days only.</p>	<p>Executive Director Community Services</p> <p>Operational Manager</p> <p>Operational Manager</p> <p>Panel chaired by Head of Service or Service Manager</p> <p>Operational Manager</p>
<p>Community Occupational Therapy Services</p> <p>Adaptations or equipment from the standard list costing up to £500</p>	<p>OT</p>

<p>Specialist equipment costing up to £500 not on the standard list</p> <p>Specialist or standard equipment costing between £500 - £1,000</p> <p>Adaptations costing between £500 - £1,000</p> <p>Major housing adaptations costing more than £1,000</p> <p>Equipment costing more than £1,000</p>	<p>Senior OT</p> <p>Team leader</p> <p>Team leader</p> <p>OT team leader in consultation with private sector housing/ strategic housing Manager</p> <p>Service Manager</p>
<p>Services for adults with mental health problems</p> <p>Residential placements or care packages costing more than £200 per week</p> <p>Placements or care packages costing less than £200 per week</p> <p>Changes to care packages or placement following a review – same thresholds as above.</p>	<p>Joint Community Mental Health Services Manager</p> <p>Community Mental Health Team Manager</p> <p>Community Mental Health Team Manager</p>
<p>Integrated service provision</p> <p>Decisions relating to the integration of services under the provisions of the Health Act 1999 or other management arrangements where the value of the Council's contribution does not exceed £500k per annum.</p>	<p>Executive Director Community Services</p>
<p>Changes to service delivery</p> <p>Decisions relating to the introduction of a new service or the cessation of a service where the value of the service concerned is or would be if introduced less than £500k per annum.</p>	<p>Head of Service</p>
<p>Fees and Charges</p> <p>Library Service Reservations Photocopying Faxes Local History postcards and books Withdrawn stock Open learning Centre: hire of pc's.</p> <p>Hire of Halls/Rooms in Libraries:</p>	<p>Library Service Manager</p>

<p>Applying charging policy</p> <p>Deviation from, or change to existing policy for charges</p> <p>Library fines (overdue items, lost items, replacement tickets)</p> <p>Adult Social Care Buildings</p> <p>Applying charging policy for use of day centres</p> <p>Deviation from, or change to existing policy for charges</p>	<p>Head of service</p> <p>Mayor and Cabinet</p> <p>Mayor and Cabinet</p> <p>Service manager in consultation with Head of AA&CM</p> <p>Mayor and Cabinet</p>
<p>Community Centre Charges</p> <p>Apply charging policy in respect of:</p> <p>Facilities used by the voluntary sector</p> <p>Deviation from, or change to existing policy for charges.</p> <p>Office Premises</p> <p>Rent subsidies up to £10,000 to voluntary organisations in the following office premises:</p>	<p>Head of Culture and Community Services in consultation with the Director of Regeneration and Asset Management</p> <p>Mayor and Cabinet</p> <p>Head of Culture and Community Services in consultation with the Director of Regeneration and Asset Management</p>
<p>Community Use Agreements (e.g. Sports Lottery)</p> <p>Broadway Theatre : Setting ticket prices</p> <p style="padding-left: 100px;">: Policy for hire charges</p>	<p>Cultural Development & Community Resources Manager</p> <p>Theatre Manager</p> <p>Mayor and Cabinet</p>
<p>Leisure Centres</p>	<p>Charges to continue to be dealt with by reference to the terms of agreement (previously approved by M&C). Any changes not in line with terms of agreement would therefore be submitted to members as a variation to the</p>

	agreement.
Fees & Charges for Adult Learning Lewisham Any deviation from or change to existing policy for charges	ALL Service Manager to apply charges within the charging policy Mayor and Cabinet
Rates of Pay Setting casual/seasonal rates of pay. EG Libraries, Sport and Active recreation.	Service manager in consultation with Head of Service
Environmental Matters Trading Standards, Environmental Health, Environmental Enforcement Public Health and Nuisance, Food Safety and Health and Safety.	Head of Crime Reduction and Supporting People
Public Health Contractual Arrangements	Director of Public Health

Council (Non-Executive) Areas of Delegation

Area of delegation	Officer with delegated authority
<p>Non-executive Licensing matters from Licensing (Supplementary) Committee:</p> <p>Authority to exercise all of the Council's licensing and registration functions under all existing and future relevant legislation, and as amended from time to time, including (without limitation) the Acts set out in the Schedule of Delegation from the Licensing (Supplementary) Committee, save for those local choice functions reserved to the Executive and those matters reserved to the Licensing Committee and save for any licensing functions under the Licensing Act 2003. Nothing in this schedule prevents the Licensing (Supplementary) Committee exercising functions within their terms of reference.</p>	Service Group Manager – Private Sector Housing and Regulatory Services

Non-Executive Licensing Matters Delegated by the Licensing Committee

To the Executive Director for Community Services or such officer as he/she may nominate authority to exercise all of the Council's licensing functions under the Licensing Act 2003, as amended from time to time, save for those matters reserved to the Licensing Committee or sub-committees.

The functions to be reserved to the Licensing Committee, sub-committees and those to be delegated to officers are as follows:

Matter to be dealt with	Licensing Committee	Licensing Sub-Committee	Officers
Application for Personal Licence	Any matter which the Head of Regulatory Services considers to be more appropriate for consideration by the main Committee	If a police objection is made	If no objection Made – Licensing Manager
Application for Premises Licence / Club Premises Certificate	Ditto	If a relevant representation made	If no relevant representation made – Licensing Manager
Application for Provisional Statement	Ditto	If a relevant representation made	If no relevant representation made – Licensing Manager
Application to vary Premises Licence / Club Premises	Ditto	If a relevant representation made	If no relevant representation made – Licensing Manager
Application to vary Designated Premises Supervisor	Ditto	If a Police objection is made	All other cases – Licensing Manager
Request to be removed as Designated Premises Supervisor	Ditto		All other cases – Licensing Manager
Application for transfer of Premises Licence	Ditto	If a Police objection is made	All other cases – Licensing Manager
Application for Interim Authorities	Ditto	If a Police objection is made	All other cases – Licensing Manager
Decision on whether a complaint is irrelevant frivolous, vexatious etc	Ditto		All other cases – Licensing Manager

Please refer to the Council Scheme of Delegation for all other matters reserved to the Licensing Committee and Licensing Sub-Committee.

3. General

All non-executive functions not reserved to Members, shall be delegated to the Chief Executive or such officer as he shall nominate in writing, unless there is a

statutory requirement that the function be carried out by another officer, for example the personal statutory responsibilities of the Director of Children's Services and the Director of Adult Services.

4. Exemptions

The Mayoral Schemes of Delegation states that authority to exercise executive functions and make executive decisions is delegated to officers, except where there is an exemption to the contrary. Where such an exemption exists, the general rule is that those decisions will be made by the Mayor individually, in consultation with his colleagues in the Executive. Officers should refer to the Mayoral Schemes of Delegation; to Section I and Table 1 for general exemptions and to Section K and Table 3 for exemptions specific to Community Services. Exemptions which may override delegated authority to officers to make decisions, as detailed in Section 2 of the Community Services Scheme of Delegation, are repeated below.

1. Any matter in which the officer who would otherwise have delegated authority to act is aware that a councillor (or a person, company or organization with which the councillor is involved) has a personal interest under the Council's Member Code of Conduct.
2. Any matter in which the officer who would otherwise have delegated authority to act has an actual or potential interest.
3. Any matter which in the opinion of the Executive Director for Community Services, the Chief Executive or the Head of Law because of the scale of the decision, its potential impact, the sensitivity of the decision or for any other reason would more appropriately be dealt with by members.

Signed

Aileen Buckton
Executive Director for Community Services

Date:

The Directorate of Customer Services Scheme of Delegation

1. Purpose

- 1.1 The Customer Services Directorate Scheme of Delegation sets out the post titles of those officers whom the Executive Director for Customer Services has nominated to take decisions on areas from the Council and Mayoral Schemes of Delegation where responsibility has been delegated to the Executive Director for Customer Services. The Executive Director for Resources and Regeneration delegates the financial matters listed in this scheme to the Executive Director for Customer Services unless otherwise stated.
- 1.2 This Scheme of Delegation will remain in force until it is amended or revoked by the Executive Director for Customer Services or via changes to the Council and Mayoral Schemes of Delegation
 - 1.3 The purpose of the Customer Services Directorate scheme of delegation is to be clear about which officer has been nominated to make delegated decisions within this directorate.
- 1.4 The scheme is subject to the Council's Constitution, the Council and Mayoral Schemes of Delegation, Financial Regulations and Standing Orders.
- 1.5 Heads of Service will continue to be responsible for running their own services and taking decisions in line with their service requirements, unless specifically required in this scheme of delegation or determined by the Executive Director for Customer Services to seek other agreement.
- 1.6 Some decisions in this scheme of delegation will still be required to be taken directly by the Executive Director for Customer Services, or, in their absence, they will nominate an appropriate officer/s to assume these responsibilities but, unless otherwise notified, the following nominations will apply:
 - Directorate financial decisions – Head of Financial Services
 - Legal Decisions – Head of Law or Deputy Monitoring Officer/Principal Lawyers as appropriately nominated by the Head of Law
 - Acts under authority delegated to the Executive Director for Customer Services in his/her absence - Head of Service with specifically delegated authority otherwise Head of Financial Services
 - Contract matters – Head of Corporate Resources
- 1.7 Where the word 'nominee' is used the nomination is to be made by the post holder referred to, in writing, and a record of all such nominations within the directorate must be kept in the directorate and be available for inspection at any time.
 - 1.8 Where power is delegated to the Executive Director, and officers are nominated by him/her under this Scheme of Delegation, the power will be exercised in a manner that decisions are not made in isolation and that the decision-maker takes into account the broader corporate implications for the Council. If officers take key decisions, as defined in Article 16 of the Constitution of the London Borough of Lewisham, the law requires them to comply with prevailing access to information regulations. In addition, for key executive decisions which are to be

taken by officers individually, the Chief Executive may, from time to time, put in place a procedure to ensure that officer decision making is exercised in a manner which reflects corporate considerations. Officers may only exercise delegated authority in relation to key executive decisions by complying with the procedures as stated in the Constitution.

- 1.9 Please note that when the DEP/CEP process is in place, the necessary authorisation as specified by the process is required before any spend can be initiated.

2. Scheme of Delegation

Unless required otherwise by law, the Constitution, the Council and Mayoral Schemes of Delegation or this Scheme of Delegation, the Executive Director for Customer Services nominates the following post holders to make the decisions set out in the table below as listed. Please note, throughout this document “Executive Director” refers specifically to the Executive Director for Customer Services unless specified otherwise. Where a Head of Service are referred to, it is the relevant and appropriate Head of Service that the authority is delegated to.

Mayoral Areas of Delegation

Area of delegation	Officer with delegated authority
<p>Day to day control and regulation of the directorate’s finances.</p> <p>Strategic oversight and monitoring of the overall directorate budget.</p> <p>Day to day control and monitoring of individual service budgets.</p>	<p>Executive Director</p> <p>Head of Financial Services in consultation with the Group Finance Manager</p> <p>Budget holders</p>
<p>Budget Virements</p> <p>A Budget Virement is a transfer of a budget from the purposes for which Council originally voted in setting the budget and Council Tax to another purpose.</p> <p>Revenue Budget Virements</p> <p>Within the Directorate</p> <p>a) Up to £20k</p> <p>b) Up to £100k</p>	<p><u>Group Finance Manager in consultation with Head of Service</u></p> <p>Head of Financial Services in consultation with Head</p>

<p>c) Up to £500k</p>	<p>of Service</p>
<p>Cross Directorate</p>	<p>Executive Director in consultation with Head of Financial Services</p>
<p>a) Up to £50k</p>	<p>Head of Financial Services in consultation with Head of Service (and Head of Resources & Performance (CYP) for CYP virements)</p>
<p>b) Up to £500k</p>	<p>Executive Director for Resources & Regeneration (via Executive Management Team)</p>
<p>All Revenue Budget Virements above these limits are reserved to Members.</p>	
<p>Capital Budget Virements (on the Council's Capital Programme)</p>	
<p>Up to £500k</p>	<p>Executive Director for Resources & Regeneration</p>
<p>Over £500k</p>	<p>Members</p>
<p>Budget Adjustments</p>	
<p>A Budget Adjustment is a transfer of a budget from one cost centre to another whilst retaining the original purpose for which the budget was approved.</p>	
<p>Within the same Service area in the same Directorate</p>	<p>Group Finance Manager</p>
<p>Across Service areas in the same Directorate</p>	<p>Group Finance Manager in consultation with both Head of Services</p>
<p>Across Directorates</p>	<p>Executive Director of both Directorates</p>
<p>Budget transfers relating to technical accounting adjustments</p>	<p>Executive Director for Resources & Regeneration or Head of Financial Services or Head of Corporate Resources</p>
<p>Any items that fall outside the above definitions must be referred to the Head of Financial Services or the Head of Corporate Resources for further clarification.</p>	

<p>Loans</p> <p>Approval of any loan for Treasury Management purposes and the Employee Loan Scheme (all other loan decisions are reserved to Members)</p>	<p>Executive Director for Resources and Regeneration</p>
<p>Contracts</p> <p>There are three categories of contracts:-</p> <p>Category A - Building construction and engineering works contracts ('works contracts') with an estimated value of over £1m, all other contracts with an estimated value of over £500,000, and contracts that fall within the full provisions of the EU procurement regime (Works, Supplies and Part A Services).</p> <p>Category B - Works contracts with an estimated value of between £50,000 and £1m and all other contracts with an estimated value of between £50,000 and £500,000, and those that fall outside the full requirements of the EU procurement regime (Part B Residual Services).</p> <p>Category C- All other contracts or arrangements with an estimated value of less than £50,000.</p> <p>Inviting Contracts</p> <p>Category A – By public advert</p> <p>Authorise the Approved list</p> <p>Waiver</p> <p>Category B – By public advert</p> <p>Authorise the Approved List</p> <p>Waiver</p> <p>Category C - No approved list or waiver required</p> <p>Receipt of Contracts</p> <p>Category A</p> <p>Category B</p> <p>Category C</p>	<p>Executive Director and the Head of Law</p> <p>Mayor and Cabinet</p> <p>Executive Director</p> <p>Executive Director for Resources & Regeneration</p> <p>Head of Service</p> <p>Chief Executive</p> <p>Executive Director</p> <p>Head of Service</p>

Opening Envelopes (At least two officers)	
Category A	Chief Executive or nominated officer and Officer approved by Executive Director for Resources & Regeneration /Head of Law
Category B	Executive Director or nominated officer and Officer approved by Executive Director for Resources & Regeneration/Head of Law
Category C	Head of Service and an officer approved by the relevant Executive Director
Award of Contract	
Category A	Mayor and Cabinet (Contracts)
Category B	Executive Director in accordance with his or her delegated financial limits under the Mayoral Schemes of Delegation
Category C	Head of Service in consultation with the Principal Lawyer (Contracts) or the Head of Corporate Resources
Contract Signing	
£200k or more	Executive Director and attested by Head of Law or nominated legal officer and Sealed by Legal Services
Over £100k and less than £200k	Executive Director and at least one other officer
Less than £100k	Executive Director
Grants and Assistance to Voluntary Organisations	

<p>Unless the law, the Constitution, or the Mayoral Schemes of Delegation requires otherwise, the following executive powers are delegated to the Chief Executive and to each Executive Director in relation to grants and assistance to voluntary organizations :-</p> <p>(a) the power to make a grant or to give other assistance (excluding loans) to a voluntary organisation within their area of responsibility, where the total value of the assistance in money or moneys worth does not exceed £10,000</p> <p>(b) the power to reduce or withdraw a grant or other assistance, and the power to award a grant or give other assistance to a voluntary organisation (irrespective of the value of the grant or assistance) within their area of responsibility if the value of the change in grant is no more than 10% or £5,000, (whichever is the greater), than the grant awarded in the previous year.</p> <p>All grants considered to be sensitive or controversial to be included in the forward plan</p>	<p>Executive Director</p> <p>Executive Director</p>
<p>Application for External Funding</p> <p><u>Revenue and Capital</u></p> <p>Approval of any application for external funding which is below £1 million with no match funding and/or revenue implications, or</p> <p>g) Is below £1 million, and</p> <p>h) would require match funding from the Council of below £250,000, and</p> <p>i) would have revenue implications of below £250,000 per annum</p> <p>Note: All other applications must be approved by Members.</p> <p><u>Capital</u></p> <p>Before submitting a report to Mayor and Cabinet to seek approval to bid for funding, an initial agreement to proceed must be sought from the Regeneration and Capital Programme Board..</p>	<p>Executive Director and Head of Business Management and Service Support, in conjunction with the Directorate Project Review Group or where necessary the Corporate Project Board.</p> <p>Executive Director or in his/her absence Head of Corporate Resources or Head of Financial Services (in consultation with the Regeneration and Capital Programme Board for capital funding)..</p>

<p>Subscriptions - affiliations to and payment of subscriptions to outside bodies up to a maximum of £25,000 per annum.</p> <p>a) Within own area of responsibility up to £5k</p> <p>b) Above £5k up to £25k</p>	<p>Head of Service</p> <p>Executive Director (or in their absence the Head of Financial Services)</p>
<p>Bad Debt Write Off</p> <p>Recommendation for write-off of bad debts (excluding housing rents) to the Executive Director for Resources & Regeneration (up to £50,000) or the Mayor (£50,000 and over)</p> <p>Write off of bad debts in relation to housing rent arrears up to £10,000</p>	<p>Executive Director in consultation with the Head of Financial Services</p> <p>Executive Director for Customer Services or Executive Director for Resources & Regeneration</p>
<p>Write off of non-land and non-building assets</p> <p>Write off up to £20,000 (must be recorded in the directorate inventory log as stated in the Financial regulations)</p>	<p>Heads of Service in consultation with the Group Finance Manager.</p>
<p>Directorate Employment Matters</p> <p>Employment matters relating to the Directorate, namely recruitment, appointments, disciplinary, and grievance</p>	<p>Head of Service</p>
<p>Housing - the housing management function shall include but not be limited to;</p> <ul style="list-style-type: none"> the maintenance and management of all land and property held by the Council for housing purposes; the provision of garden, open spaces and land for housing purposes, decisions in relation to the right to buy under the Housing Act 1985 (or other relevant legislation in force from time to time, (but not decisions relating to market value and sale prices which are delegated to the Executive Director Regeneration), responsibility for the management of the Housing Revenue Account and other revenue resources ensuring effective financial control of resources and the achievement of value for money, subject always to the approval of the Executive Director Resources & Regeneration in relation to decisions about the allocation of funds and expenditure to the Housing Revenue Account and General Fund. dealings with housing associations, save to the 	<p>Head of Strategic Housing & Regulatory Services</p> <p>Head of Strategic Housing & Regulatory Services</p> <p>Head of Strategic Housing & Regulatory Services</p> <p>Head of Financial Services</p> <p>Head of Strategic Housing</p>

<p>extent that such decisions relate to housing development or capital schemes, which are delegated to the Executive Director Resources.& Regeneration.</p> <ul style="list-style-type: none"> responsibility for setting charges for heat, light and power to Council properties served by a communal supply in accordance with policies approved by the Mayor. 	<p>& Regulatory Services</p> <p>Head of Financial Services</p>
<p>Housing – the housing function shall include but not be limited to;</p> <ul style="list-style-type: none"> housing strategy and development, housing need and homelessness including private sector housing, housing partnerships and environmental health (housing). 	<p>Head of Strategic Housing & Regulatory Services</p>
<p>Revenues & Benefits - all executive functions relating to the administration of revenues and benefits (Council Tax, NNDR and Housing Benefits), its one stop shop service, call centre services and cashiers.</p>	<p>Head of Public Services</p>
<p>Registration of births, deaths and marriages</p>	<p>Head of Public Services</p>
<p>Business Continuity - Responsibility for the corporate emergency planning and business continuity functions</p>	<p>Head of Public Services</p>
<p>Environment - The Environment function shall include, but not be limited to:</p> <p>Environmental Matters, Consumer Protection, Burial and Cremation, Refuse, Waste Management, Parks and Community Services, Community Hygiene, Animal Welfare and Pest Control, Street Trading, Fleet Services.</p>	<p>Head of Environment</p>
<p>Housing Benefit Overpayments</p> <p>Applications for judgement</p>	<p>Overpayments Manager</p>
<p>Information Management Technology</p>	<p>Head of Technology & Change</p>

Please refer to the Council Scheme of Delegation for all other matters reserved to the Licensing Committee and Licensing Sub-Committee.

3. General

All non-executive functions not reserved to Members, shall be delegated to the Chief Executive or such officer as he shall nominate in writing, unless there is a statutory requirement that the function be carried out by another officer, for example the personal statutory responsibilities of the Director of Children's Services and the Director of Adult Services.

4. Exemptions

The Mayoral Schemes of Delegation states that authority to exercise executive functions and make executive decisions is delegated to officers, except where there is an exemption to the contrary. Where such an exemption exists, the general rule is that those decisions will be made by the Mayor individually, in consultation with his colleagues in the Executive. Officers should refer to the Mayoral Schemes of Delegation; to Section I and Table 1 for general exemptions and to Section L and Table 4 for exemptions specific to Customer Services. Exemptions which may override delegated authority to officers to make decisions, as detailed in Section 2 of the Customer Services Scheme of Delegation, are repeated below.

1. Any matter in which the officer who would otherwise have delegated authority to act is aware that a councillor (or a person, company or organization with which the councillor is involved) has a personal interest under the Council's Member Code of Conduct.
2. Any matter in which the officer who would otherwise have delegated authority to act has an actual or potential interest.
3. Any matter which in the opinion of the Executive Director for Customer Services, the Chief Executive or the Head of Law because of the scale of the decision, its potential impact, the sensitivity of the decision or for any other reason would more appropriately be dealt with by members.

Signed

Kevin Sheehan
Executive Director for Customer Services

Date

The Directorate of Resources & Regeneration Scheme of Delegation

1. Purpose

- 1.1 The Resources & Regeneration Directorate scheme of delegation sets out the post titles of those officers whom the Executive Director for Resources & Regeneration has nominated to take decisions on areas from the Council and Mayoral Schemes of Delegation where responsibility has been delegated to the Executive Director for Resources & Regeneration.
- 1.2 This Scheme of Delegation will remain in force until it is amended or revoked by the Executive Director for Resources & Regeneration or via changes to the Council and Mayoral Schemes of Delegation.
- 1.3 The purpose of the Resources & Regeneration Directorate scheme of delegation is to be clear about which officer has been nominated to make delegated decisions within this directorate.
- 1.4 The scheme is subject to the Council's Constitution, the Council and Mayoral Schemes of Delegation, Financial Regulations and Standing Orders.
- 1.5 Heads of Service will continue to be responsible for running their own services and taking decisions in line with their service requirements unless specifically required in this scheme of delegation or determined by the Executive Director for Resources & Regeneration to seek other agreement.
- 1.6 Some decisions in this scheme of delegation will still be required to be taken directly by the Executive Director for Resources & Regeneration or the Head of Law, in their absence, they will nominate an appropriate officer/s to assume these responsibilities but, unless otherwise notified, the following nominations will apply:
 - Council-wide Section 151 financial decisions – Head of Corporate Resources as deputy S151 officer
 - Directorate financial decisions – Head of Financial Services
 - Legal decisions – Head of Law or Deputy Monitoring Officer/Principal Lawyers as appropriately nominated by the Head of Law
 - Corporate Personnel/Human Resources decisions - Head of Human Resources
 - Contract matters - Head of Corporate Resources
 - Planning – Head of Planning in relation to all Town & Country planning matters
 - Property & Programme matters - Director of Regeneration & Asset Management
- 1.7 Where the word 'nominee' is used, the nomination is to be made by the post holder referred to, in writing, and a record of all such nominations within the directorate must be kept in the directorate and be available for inspection at any time.
- 1.8 Where power is delegated to the Executive Director, and officers are nominated by him/her under this Scheme of Delegation, the power will be exercised in a manner that decisions are not made in isolation and that the decision maker takes into account the broader corporate implications for the Council. If officers take key decisions, as defined in Article 16 of the

Constitution of the London Borough of Lewisham, the law requires them to comply with the prevailing access to information regulations. In addition, for key executive decisions which are to be taken by officers individually, the Chief Executive may, from time to time, put in place a procedure to ensure that officer decision making is exercised in a manner which reflects corporate considerations. Officers may only exercise delegated authority in relation to key executive decisions by complying with the procedures as stated in the Constitution.

- 1.9 Please note that when the DEP/CEP process is in place, the necessary authorisation as specified by the process is required before any spend can be initiated.

2. Scheme of Delegation

Unless required otherwise by law, the Constitution, the Council and Mayoral Schemes of Delegation or this Scheme of Delegation, the Executive Director for Resources & Regeneration nominates the following post holders to make the decisions set out in the table below as listed. Please note, throughout this document "Executive Director" refers specifically to the Executive Director for Resources and Regeneration unless specified otherwise. Where a Head of Service are referred to, it is the relevant and appropriate Head of Service that the authority is delegated to.

Area of delegation	Officer with delegated authority or their nominee
<p>Day to day control and regulation of the Council's finances.</p> <p>Overall co-ordination of council wide revenue and capital budget monitoring.</p> <p>Council wide accounting policies.</p> <p>Strategic oversight and monitoring of the overall directorate budget.</p> <p>Day to day control and monitoring of individual service budgets.</p>	<p>Executive Director for Resources & Regeneration</p> <p>Head of Financial Services</p> <p>Head of Financial Services</p> <p>Head of Financial Services in consultation with the Group Finance Manager</p> <p>Budget holders</p>
<p>Budget Virements</p> <p>A Budget Virement is a transfer of a budget from the purposes for which Council originally voted in setting the budget and Council Tax to another purpose.</p> <p>Revenue Budget Virements</p> <p>Within the Directorate</p> <p>a) Up to £20k</p>	<p>Group Finance Manager in</p>

	consultation with the Head of Service
b) Up to £100k	Head of Financial Services in consultation with Head of Service
c) Up to £500k	Executive Director
Cross Directorate	
a) Up to £50k	Head of Financial Services in consultation with Head of Service (and Head of Resources & Performance (CYP) for CYP virements).
b) Up to £500k	Executive Director for Resources & Regeneration (via Executive Management Team)
All Revenue Budget Virements above these limits are reserved to Members	
Capital Budget Virements (on the Council's Capital Programme)	
Up to £500k	Executive Director for Resources & Regeneration
Over £500k	Members
Budget Adjustments	
A Budget Adjustment is a transfer of a budget from one cost centre to another whilst retaining the original purpose for which the budget was approved.	
Within the same Service area in the same Directorate	Group Finance Manager
Across Service areas in the same Directorate	Group Finance Manager in consultation with both Heads of Service
Across Directorates	Executive Director of both Directorates
Budget transfers relating to technical accounting adjustments	Executive Director for Resources & Regeneration or Head of Financial Services or Head of Corporate Resources

<p>Any items that fall outside the above definitions must be referred to the Head of Financial Services or the Head of Corporate Resources for further clarification</p> <p>Loans</p> <p>Approval of any loan for Treasury Management purposes and the Employee Loan Scheme (all other loan decisions are reserved to Members)</p>	<p>Executive Director for Resources and Regeneration</p>
<p>Contracts</p> <p>There are three categories of contracts:-</p> <p>Category A - Building construction and engineering works contracts ('works contracts') with an estimated value of over £1m, all other contracts with an estimated value of over £500,000, and contracts that fall within the full provisions of the EU procurement regime (Works, Supplies and Part A Services).</p> <p>Category B - Works contracts with an estimated value of between £50,000 and £1m and all other contracts with an estimated value of between £50,000 and £500,000, and those that fall outside the full requirements of the EU procurement regime (Part B Residual Services).</p> <p>Category C- All other contracts or arrangements with an estimated value of less than £50,000.</p> <p>Inviting Contracts</p> <p>Category A – By public advert</p> <p>Authorise the Approved list</p> <p>Waiver</p> <p>Category B – By public advert</p> <p>Authorise the Approved List</p> <p>Waiver</p> <p>Category C - No approved list or waiver required</p> <p>Receipt of Contracts</p> <p>Category A</p> <p>Category B</p>	<p>Executive Director and the Head of Law</p> <p>Mayor and Cabinet</p> <p>Executive Director</p> <p>Executive Director for Resources & Regeneration</p> <p>Head of Service</p> <p>Chief Executive</p> <p>Executive Director</p>

Category C	Head of Service
Opening Envelopes (At least two officers)	
Category A	Chief Executive or nominated officer and Officer approved by Executive Director for Resources & Regeneration /Head of Law
Category B	Executive Director or nominated officer and Officer approved by Executive Director for Resources & Regeneration/Head of Law
Category C	Head of Service and an officer approved by the relevant Executive Director
Award of Contract	
Category A	Mayor and Cabinet (Contracts)
Category B	Executive Director in accordance with his or her delegated financial limits under the Mayoral Schemes of Delegation
Category C	Head of Service in consultation with the Principal Lawyer (Contracts) or the Head of Corporate Resources
Contract Signing	
£200k or more	Executive Director and attested by Head of Law or nominated legal officer and Sealed by Legal Services
Over £100k and less than £200k	Executive Director and at least one other officer
Less than £100k	Executive Director

<p>Capital Finance Regulations</p> <p>To make decisions to earmark the proceeds of sale from asset disposals for expenditure on in/out schemes under the Local Authorities (Capital Finance) Regulations 1997 as amended, including (without limitation) regeneration projects and replacement of asset schemes subject to the approval of the schemes themselves having previously been approved by the Executive or the Executive Director for Resources & Regeneration under delegated powers.</p>	<p>Executive Director for Resources & Regeneration</p>
<p>Insurance arrangements</p> <p>Power to agree insurance arrangements where either</p> <p>(a) the value of the premium payable does not exceed £2.5 million</p> <p>or</p> <p>(b) the renewal premium payable does not exceed the last year's premium by more than 10%</p>	<p>Executive Director for Resources & Regeneration</p> <p>Executive Director for Resources & Regeneration</p>
<p>Energy contracts</p> <p>Power to award energy and water contracts for up to three years, provided that</p> <p>a) the additional cost of green electricity over brown does not exceed 5% per unit, or</p> <p>b) the overall cost of the contract does not exceed the annual value of the previous contract by 50%</p> <p>c) the contract length does not exceed 3 years</p>	<p>Executive Director for Resources & Regeneration</p>
<p>Treasury Management.</p> <p>In so far as they are executive decisions, matters delegated to the Executive Director for Resources & Regeneration in accordance with the Council's Treasury Management Strategy from time to time.</p>	<p>Head of Corporate Resources</p>
<p>Grants and Assistance to Voluntary Organisations</p> <p>Unless the law, the Constitution, or the Mayoral Schemes of Delegation requires otherwise, the following executive powers are delegated to the Chief Executive and to each Executive Director in relation to grants and assistance to voluntary organisations:-</p> <p>(a) the power to make a grant or to give other assistance (excluding loans) to a voluntary organisation within their area of responsibility, where the total value of the assistance in money or moneys worth does not exceed £10,000</p>	<p>Executive Director</p>

<p>(b) the power to reduce or withdraw a grant or other assistance, and the power to award a grant or give other assistance to a voluntary organisation (irrespective of the value of the grant or assistance) within their area of responsibility if the value of the change in grant is no more than 10% or £5,000, (whichever is the greater), than the grant awarded in the previous year.</p> <p>All grants considered to be sensitive or controversial to be included in the forward plan</p>	<p>Executive Director</p>
<p>Application for External Funding</p> <p><u>Revenue and Capital</u> Approval of any application for external funding which is below £1 million with no match funding and/or revenue implications, or</p> <p>j) Is below £1 million, and</p> <p>k) would require match funding from the Council of below £250,000, and</p> <p>l) would have revenue implications of below £250,000 per annum</p> <p>Note: All other applications must be approved by Members.</p> <p><u>Capital Only</u> Before submitting a report to Mayor and Cabinet to seek approval to bid for funding, an initial agreement to proceed must be sought from the Capital Programme Delivery Board.</p>	<p>Executive Director or in his/her absence Head of Corporate Resources or Head of Financial Services in consultation with the Capital Programme Delivery Board.</p>
<p>Subscriptions - affiliations to and payment of subscriptions to outside bodies up to a maximum of £25,000 per annum.</p> <p>Within own area of responsibility up to £5k</p> <p>Above £5k up to £25k</p>	<p>Head of Service</p> <p>Executive Director for Resources & Regeneration</p>
<p>Bad Debt Write Off</p> <p>Unless the law, the Constitution, or the Mayoral Schemes of Delegation require otherwise, the following executive powers are delegated to the officers in relation to bad debt:-</p> <p>Write off of bad debts (excluding housing rent arrears) up to £50,000.</p>	<p>Executive Director for Resources & Regeneration</p>

<p>If debts of the person or organisation to that total have been written off by the Council in the previous three years, the decision shall not be delegated to the Executive Director for Resources & Regeneration. In such cases the power is reserved to members.</p> <p>Write off of bad debts in relation to housing rent arrears up to £10,000</p> <p>Recommendation of write-off of bad debts to the Executive Director for Resources & Regeneration (up to £50,000).</p>	<p>Executive Directors for Customer Services or Resources & Regeneration</p> <p>Head of Corporate Resources or Head of Financial Services</p>
<p>Write off and/or disposal of non-land and non-building assets</p> <p>Write off up to £20,000</p> <p>(must be recorded in the directorate inventory log as stated in the Financial regulations)</p>	<p>Heads of Service in consultation with Head of Financial Services</p>
<p>Corporate Employment Matters</p> <p>Save as required by law, the Council's Constitution or the Mayoral Schemes of Delegation decisions relating to all employment procedures and processes are delegated to the Executive Director for Resources & Regeneration or such person as he/she may nominate, in so far as they are executive functions, unless they are specifically reserved to members.</p> <p>1)All matters relating to employment procedures and processes other than the following items:</p> <p>a)JNC matters</p> <p>b)matters relating to posts above PO9</p> <p>c)the award/maintenance of market supplements</p>	<p>Head of Human Resources</p> <p>Chief Executive</p> <p>Executive Director for Resources & Regeneration</p>
<p>Directorate Employment Matters</p> <p>Employment matters relating to the Directorate, namely recruitment, appointments, disciplinary, and grievance</p>	<p>Head of Service</p>
<p>Information Security and Governance</p>	<p>Executive Director for Resources and Regeneration</p>
<p>Bidding for External Work</p> <p>Decisions about whether the Council should bid for, and if successful, perform work or provide services to external bodies is delegated to the Chief Executive, to the extent that the proposed contract would relate to executive functions. Before exercising this function, the</p>	<p>Chief Executive in consultation with the Executive Director for Resources & Regeneration and Head of Law</p>

<p>Chief Executive must first consult with the Head of Law and Executive Director for Resources & Regeneration. However, where the estimated value of the work exceeds £1 million per year, or £3 million in total whichever is the smaller, the Chief Executive shall not exercise this delegated power.</p>	
<p>Delegation to the Head of Law</p> <p>a) The Head of Law has delegated authority to initiate, conduct and defend all proceedings brought by or against the Council in any court, Tribunal or Arbitration</p> <p>b) The Head of Law has delegated authority to settle proceedings for up to £500,000 subject to budgetary provision being available if she is of the opinion that it would be in the interests of the Council to do so.</p> <p>c) The Head of Law has delegated authority to settle proceedings up to £1 million if he/she is satisfied that it is in the interests of the Council to do so, has consulted with the Executive Director for Resources & Regeneration and she agrees with the terms of the proposed settlement. Decisions to settle proceedings for a sum above £1 million shall be taken by the Mayor.</p> <p>d) The Head of Law has delegated authority to act as the proper officer for those purposes listed in Table 6 of the Mayoral Schemes of Delegation</p>	<p>Head of Law</p> <p>Head of Law</p> <p>Head of Law</p> <p>Head of Law</p>
<p>Urban Regeneration - The urban regeneration function shall include but not be limited to:</p> <p>a) Urban regeneration (in so far as initiatives do not fall within the remit of another Executive Director).</p> <p>b) The management and implementation of urban regeneration initiatives including single regeneration schemes and housing regeneration schemes which have been approved by the executive including management of the housing investment programme and other capital programmes and resources ensuring effective financial control of resources and achievement of value for money, subject always to the approval of the Executive Director for Resources & Regeneration in relation to decisions about the allocation of funds and expenditure.</p> <p>c) The provision & estate management of travellers' sites.</p>	<p>Director of Regeneration & Asset Management</p> <p>Director of Regeneration & Asset Management</p> <p>Director of Regeneration & Asset Management in conjunction with the Head of Crime Reduction and Supporting People</p>

<p>d) Responsibility for matters relating to housing associations to the extent that such decisions relate to housing development and capital schemes.</p>	<p>Director of Regeneration & Asset Management in conjunction with the Head of Housing Strategy</p>
<p>Planning and Economic Development – The Planning and Economic Development functions shall include but not be limited to:</p> <p>a) Town Planning and Economic Development.</p> <p>b)The encouragement and development of employment and training opportunities and facilities.</p>	<p>Head of Planning</p> <p>Head of Planning</p>
<p>Traffic Management - The Traffic function shall include, but not be limited to:</p> <p>Traffic Management and Regulation, Highways, Transport Planning, promotion of new projects and initiatives relating to the service area.</p>	<p>Director of Regeneration & Asset Management</p>
<p>Property</p> <p>A) Acquisitions The acquisition of freehold and/or leasehold interest in land and property or other interest in land, subject to the necessary financial provision having been made and agreement by Asset Management Board and where the estimated capital value of the property does not exceed £500,000.</p> <p>Authority for the Council to take leases, licences, tenancies, wayleaves or easements (including renewal) of land and property subject to agreement by Asset Management Board where the estimated value does not exceed £50,000 p.a</p>	<p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p>
<p>B) Management</p> <p>In relation to all properties save dwelling houses let on secure tenancies, to take the following actions, provided where applicable, that the necessary financial provision has been made.</p> <p>1) The grant (including renewal) of leases, licences or tenancies of all Council owned land and property for a rental or licence fee reflecting market value.</p> <p>2) The grant (including renewal) of wayleaves or easements over or affecting Council owned land and property, including licences of advertisement</p>	<p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of</p>

<p>hoardings.</p> <p>3) The approval of rent or fee reviews of leases, licences, tenancies, wayleaves or easements granted or held by the Council.</p> <p>4) The alteration or waiver of terms and conditions of leases, licences, tenancies, wayleaves or easements granted or held by the Council.</p> <p>5) The approval of terms for the waiver, variation or amendment of covenants in transfer documents including those in respect of properties sold under the Right to Buy.</p> <p>6) The approval of the terms for the assignment, subletting, surrender or operation of a break clause of any lease, licence, tenancies, wayleaves or easements granted or held by the Council in any land or property.</p> <p>7) The approval of the terms for the settlement of any claim for dilapidations or other breaches of covenants in respect of land and property granted or held etc subject to necessary financial provision.</p> <p>8) The authorisation of service of notices under all legislation relating to Council land ownership.</p> <p>9) The instigation of court proceedings for the recovery of all monies owing to the Council and possession of land and property, including authorisation of the enforcement of a Court Order for Possession.</p>	<p>Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in consultation with Head of Law or their nominee</p> <p>Head of Law in consultation with the Director of Regeneration & Asset Management or their nominee and relevant Budget Manager</p> <p>Head of Law in consultation with the Director of Regeneration & Asset Management or their nominee and relevant Budget Manager</p> <p>Head of Law in consultation with the Director of Regeneration & Asset Management or their nominee and relevant Budget Manager</p>
<p>C) Declaring Property Surplus</p> <p>1) Upon being advised by the Executive Director for the Directorate using a property that it is surplus to the requirements of that Directorate, the Executive Director for Resources & Regeneration may, following consultation with other Directorates as to any alternative use for the property, and having first informed the ward members in which the property is situated, declare the property surplus to corporate requirements and authorise its disposal, if no alternative use is identified by Directorates, provided that the estimated disposal value of the property does</p>	<p>Executive Director for Resources & Regeneration or Director of Regeneration & Asset Management in his/her absence, in consultation with the Asset Management Board</p>

<p>not exceed £500,000.</p> <p>2) If a property no longer required for use by a Directorate is required for an alternative use, the Executive Director for Resources & Regeneration, having first informed ward members for the ward in which the property is situated, may authorise its appropriation to the new use and the book value at the time of change of use, for capital charge purposes</p> <p>3) If in the view of the Executive Director for Resources & Regeneration, a property ought to be disposed of notwithstanding a proposed alternative use, the matter shall be referred to the Executive for decision, ward members having first been informed as above.</p>	<p>Executive Director for Resources & Regeneration or Director of Regeneration & Asset Management in his/her absence, in consultation with the Asset Management Board</p> <p>Executive Director for Resources & Regeneration or Director of Regeneration & Asset Management in his/her absence, in consultation with the Asset Management Board</p>
<p>D) Disposal</p> <p>A Disposal is defined as the sale of the Council's freehold interest or the grant of a lease exceeding 7 years in length in consideration of a premium and/or ground rent. Disposals will be effected in such a way to ensure that the Council receives the best consideration reasonably obtainable and in accordance with the Property Disposal Procedures approved by the Executive from time to time. Any proposed disposal at less than the best consideration reasonably obtainable will be referred to the Executive for approval. All disposals will be subject to any necessary Ministerial Consents being obtained.</p> <p>1) Following the decision to dispose, the approval of the terms for the disposal, of land or property which has previously been declared surplus to requirements and approved for disposal either by the Executive or by the Executive Director for Resources & Regeneration acting under delegated authority, where the sale is by way of formal or informal tender or public auction and the estimated value or agreed sale price does not exceed £500,000.</p> <p>2) The decision to dispose, and the approval of the terms for the disposal, of land or property which has previously been declared surplus to requirements and approved for disposal either by the Executive or by the Executive Director for Resources & Regeneration acting under delegated authority, where the sale is by way of private treaty or to a special purchaser where the estimated value or agreed sale price does not exceed £500,000</p>	<p>Director of Regeneration & Asset Management in consultation with the Head of Law or their nominee.</p> <p>Director of Regeneration & Asset Management in conjunction with the Head of Law or their nominee</p>

<p>3) The disposal of residential dwellings and agreement of sale terms where there is a legal obligation on the Council to sell where the sale price does not exceed £500,000.</p> <p>4)The approval of terms for the disposal of mortgage repossession properties, subject to the other relevant provisions of this paragraph (d).</p> <p>5)The approval of terms for the disposal of vacant land and property in charge to the Council, subject to the other relevant provisions of this paragraph (d).</p> <p>6)The approval of the terms for the disposal of any residual freehold interest in a block/building to all leaseholders jointly, subject to all other relevant provisions of this paragraph (d). This is also subject all units having previously been sold and subject to the purchasers Solicitor's confirming that suitable arrangements will be entered into by all parties regulating the future management of the whole block/building.</p> <p>7)Authority to take such action as is necessary in accordance with agreed procedures concerning the disposal of land or property.</p> <p>8)The approval of the terms for the assignment, subletting, surrender or operation of any break clause of any lease, licence, tenancies, wayleaves or easements granted or held by the Council in any land or property which has been declared surplus to requirements.</p>	<p>Director of Regeneration & Asset Management on advice from the Head of Law or their nominee.</p> <p>Director of Regeneration & Asset Management on advice from the Head of Law or their nominee.</p> <p>Director of Regeneration & Asset Management on advice from the Head of Law or their nominee.</p> <p>Director of Regeneration & Asset Management on advice from the Head of Law or their nominee.</p> <p>Director of Regeneration & Asset Management on advice from Head of Law or their nominee</p> <p>Director of Regeneration & Asset Management in conjunction with the Head of Law or their nominee</p>
<p>E) Capital Finance Regulations</p> <p>The Executive Director of Resources & Regeneration will take decisions to earmark the proceeds of sale from asset disposals for expenditure on in/out schemes under the Local Authorities (Capital Finance and accounting) England Regulations 2003 as amended, including (without limitation) regeneration projects and replacement of asset schemes subject to the approval of the schemes themselves having previously been approved by the Executive or the Director of Regeneration & Asset Management under delegated powers.</p>	<p>Executive Director for Resources & Regeneration</p>
<p>F) Property - General</p> <p>a) In accordance with the provisions of Part IV I of the constitution, authority to sign property related</p>	<p>Director of Regeneration & Asset Management</p>

documentation for or on behalf of the Council in relation to all powers delegated by this Scheme of Delegation save for documents to be entered into by way of deed.	
b) Authority to agree terms and enter into agreements for any matter of a minor or urgent nature affecting land or property either owned or leased by the Council.	Director of Regeneration & Asset Management
c) Authority to undertake and sign valuations for statutory or other Council purposes.	Director of Regeneration & Asset Management
d) The submission of planning applications.	Director of Regeneration & Asset Management
e) To approve the terms of such other agreements or transactions as may be in the best interests of the Council of a minor or urgent nature	Director of Regeneration & Asset Management
f) To take such actions and incur such expenditure as is necessary to ensure the proper management of council owned property.	Director of Regeneration & Asset Management or their nominee

Council (Non-Executive) Areas of Delegation

Non-executive Planning and Highways Matters

Authority to deal with all town and country planning, development control, high hedges and highway and road traffic functions under all existing and future relevant legislation, and as amended from time to time, including (without limitation) the Acts set out in the Schedule below, save for those local choice functions reserved to the Executive and those matters reserved to the planning committees A, B or C or the strategic planning committee. This includes by way of example but not limitation: -

- Determining applications, (or declining to determine applications where applicable), for planning permission, advertisement consent, listed buildings and conservation area consent, certificates of lawfulness or lawful development, works to trees, hazardous substances, environmental impact assessment screening and scoping opinions, decisions in respect of the prior approval procedure for telecommunication development.

- Issuing planning contravention notices, breach of condition notices, enforcement notices, stop notices, temporary stop notices, untidy land notices and other similar notices and questionnaires.

- Making and confirming tree preservation orders and enforcing their provisions.

Head of Planning

Head of Planning

Head of Planning

Head of Planning

<ul style="list-style-type: none"> • Taking action in relation to unauthorised advertisements, placards or posters. 	Head of Planning
<ul style="list-style-type: none"> • Entering into agreements to regulate the development or use of land (including the approval of the detailed terms for inclusion in such agreements whether the agreement is to be entered into under delegated authority or following a resolution of members). 	Head of Planning
<ul style="list-style-type: none"> • Approving the details of conditions to be imposed on planning permissions (whether the permission is to be granted under delegated authority or following resolution to grant by members). 	Head of Planning
<ul style="list-style-type: none"> • Utilising the powers contained within planning, high hedges and highways legislation to gain entry to premises for the purpose of carrying out surveys and establishing whether there has been a breach of legislation including applying to the magistrates' court for a warrant of entry. 	Head of Planning
<ul style="list-style-type: none"> • Carrying out any other regulatory enforcement functions contained in town and country planning, high hedges, road traffic or highways legislation in force from time to time. 	Head of Planning
<ul style="list-style-type: none"> • Authorising the Head of Law to take any legal action which may be appropriate which relates to any function of the Executive Director including the taking or defending of legal proceedings and entering into legal agreements as may be required. 	Director of Regeneration & Asset Management
<ul style="list-style-type: none"> • Creating, diverting and stopping up footpaths, highways and bridleways 	Director of Regeneration & Asset Management
<ul style="list-style-type: none"> • The making and enforcement of road traffic regulation and highways orders. 	Director of Regeneration & Asset Management
<ul style="list-style-type: none"> • Dealing with applications for street works licences 	Director of Regeneration & Asset Management
<ul style="list-style-type: none"> • Exercise of non-executive powers under local legislation (including without limitation, names of streets under Sections 5 and 6 London Building Acts (Amendment) Act 1939). 	Director of Regeneration & Asset Management
<ul style="list-style-type: none"> • Exercise of powers under Part 8 of the Anti-social Behaviour Act 2003 in relation to high hedges 	Director of Regeneration & Asset Management
<p>Please refer to the Council's Scheme of Delegation for Schedule (non-exhaustive) of relevant statutes (in so far as they relate to non-executive highways and planning matters).</p>	

<p>Nothing in this Schedule of Delegation prevents any Planning Committee or the Strategic Planning Committee exercising any function within their terms of reference.</p> <p>The Committee may from time to time delegate to officers such functions as it considers appropriate.</p>	
<p>Non-Executive Building Control matters:</p> <p>Authority to deal with all non-executive building control functions under existing and future relevant legislation, and as amended from time to time, including (without limitation) the Acts set out in the schedule of delegation in relation to non-Executive Building Control matters, save for those local choice functions reserved to the Executive and those matters reserved to the planning committees A, B or C or the strategic planning committee. This includes by way of example but not limitation: -</p> <ul style="list-style-type: none"> • Determining applications, (or declining to determine applications where applicable), for building control approval. • Issuing enforcement notices, and other similar notices and questionnaires • Issuing notices and orders in relation to building control • Using the powers contained within legislation to gain entry to premises for the purpose of carrying out surveys and establishing whether there has been a breach of legislation including applying to the magistrates' court for a warrant of entry • Carrying out any other regulatory enforcement functions and building control contained in legislation in force from time to time • Authorising the Head of Law to take any legal action which may be appropriate which relates to any function of the Executive Director including the taking or defending of legal proceedings and entering into legal agreements as may be required • Removal of nuisance deposits on the highway • Dealing with applications for street works licences 	<p>Director of Regeneration & Asset Management</p>

3. General

All non-executive functions not reserved to Members, shall be delegated to the Chief Executive or such officer as he shall nominate in writing, unless there is a statutory requirement that the function be carried out by another officer, for example the personal statutory responsibilities of the Director of Children's Services and the Director of Adult Services.

4. Exemptions

The Mayoral Schemes of Delegation states that authority to exercise executive functions and make executive decisions is delegated to officers, except where there is an exemption to the contrary. Where such an exemption exists, the general rule is that those decisions will be made by the Mayor individually, in consultation with his colleagues in the Executive. Officers should refer to the Mayoral Schemes of Delegation; to Section I and Table 1 for general exemptions, and to Section M and Table 5 for exemptions specific to the Resources & Regeneration Directorate. Exemptions which may override delegated authority to officers to make decisions, as detailed in Section 2 of the Resources & Regeneration Scheme of Delegation, are repeated below.

1. Any matter in which the officer who would otherwise have delegated authority to act is aware that a councillor (or a person, company or organisation with which the councillor is involved) has a personal interest under the Council's Member Code of Conduct.
2. Any matter in which the officer who would otherwise have delegated authority to act has an actual or potential interest.
3. Any matter which in the opinion of the Executive Director for Resources & Regeneration, the Chief Executive or the Head of Law because of the scale of the decision, its potential impact, the sensitivity of the decision or for any other reason would more appropriately be dealt with by members.

Signed

Janet Senior
Executive Director for Resources & Regeneration

Date:

COUNCIL		
Report Title	Motion in the name of Councillor Ibitson to be seconded by Councillor Hall	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“Lewisham Council congratulates the Lewisham & Greenwich NHS Choir on their Christmas number one charity single ‘A Bridge Over You’ and commends the choir organisers for the positive effect their musical endeavours have had in terms of raising the profile of the NHS as a whole, boosting morale and raising funds for charity.

To ensure that the choir’s victory continues to flourish in the collective memory of Lewisham and the NHS, and ensure that the national support for our health services shown by the public who supported the choir remains current and prominent, council calls upon the Mayor of Lewisham to undertake the following:

- Write to the choir expressing the council’s thanks for their hard work and congratulations on their success, both in the recording studio and on the wards.
- Invite the choir to perform at the Council AGM.
- Follow the example of Lewisham and Greenwich NHS Chief Executive Tim Higginson in thanking singer Justin Bieber for his support for the choir’s efforts, after his asking fans to buy ‘A Bridge Over You’ gave a major boost to the choir’s quest for the festive top spot and extend a warm welcome to Mr Bieber if he wishes to perform at the council AGM.”

Agenda Item 12

COUNCIL		
Report Title	Motion 2 in the name of Councillor Walsh to be seconded by Councillor Dacres	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“This Council believes:

The Government is in the process of fundamentally changing the Higher Education Funding settlement agreed by Parliament by increasing costs to students by the back door. The Government's planned increase in charges, and removal of Maintenance Grants to students from the poorest households will adversely affect the widening participation agenda. These changes are being implemented before the Higher Education White Paper has even been drafted.

Widening Participation isn't about saving a couple of seats at ivory tower institutions for a few exceptionally bright kids from the working classes. Proposals to increase Higher Education costs further and, more fundamentally, to vary the terms of a contract after it's been agreed by parties means a student can now never be sure how much they are going to repay. This will shake the confidence of any future student, particularly those who come from the poorest backgrounds.

The government has also introduced a cut of 24 per cent to the adult education budget this year, which will have had and will continue to have serious ramifications for Further Education provision in England. From IT literacy courses supporting adults aiming to upskill for the workplace, to arts courses providing a safe space for vulnerable adults, adult education provision helps many who missed out on qualifications at school to achieve, retrain, and re-join the workforce.

That whilst we support increasing the domestic supply of nurses and other healthcare professionals training and joining the NHS, the idea that this is achieved by removing NHS bursaries is a flawed one. Whilst we recognise there is only a finite resource available to government to support trainee nurses, there are other resource implications, beyond financial capacity, of increasing trainee nurse places by 10,000 by 2020.

Those representative bodies for the professions have also judged the Government's plans as ill-conceived. Janet Davies Chief Exec of the Royal College of Nurses said: "Removing their bursaries will have a serious impact on them [Nurses] financially and put the future supply of nurses at serious risk.". Carmel Lloyd, Head of Education at the Royal College of Midwifery said: "This is a change that has huge implications for both our student midwife members and an already understaffed maternity service”.

That as a local authority now involved in the London NHS Devolution programme, we must play an ever greater and more active role in NHS workforce policy.

“This Council notes:

Currently, students in England who started university from 2012 will pay 9% of everything earned above £21,000 a year (or £1,750/month pre-tax salary) once they graduate. In 2010, the Government promised that from April 2017 this repayment threshold would be increased each year in line with average earnings. It has now backtracked on the promise given to students, effectively hiking costs retrospectively. A move that, according to the Government, will mean more than two million graduates will end up paying £306 more each year by 2020-21 if they earn over £21,000.

The current government also plans to scrap maintenance grants for full-time Higher Education students in England from 2016, and replace them with more loans instead. Maintenance Grants support thousands of students from the lowest income households like those in Lewisham every year, and the Government's plan will saddle poorer students with yet more debt. The NUS estimates that 500,000 academically capable students rely on Maintenance Grants currently, and that the cuts mean that more than 40 per cent of students will now graduate with debts of up to £53,000 from a three year university course.

The Government plans remove £800,000,000 of bursaries for nursing students', midwives, occupational therapists, speech and language therapists, podiatrists, radiographers, dietetics, ODP's and other students on NHS supported bursaries, replacing them with loans from September 2017, repayable by these students.

UNISON has calculated that a student nurse graduating in 2020 under this new financial regime could leave with debts over £50,000, yet be starting out in the workplace on a salary under £23,000.

This Council resolves:

To support the student nurses, The National Union of Students, and Trade Unions/Associations in the condemnation of this assault on Higher Education, widening participation and the NHS.

To respond to future Government consultations on the removal of NHS Bursaries and the Higher Education Green Paper calling for any changes to tuition fees, loan rates, or the selling off of the Student Loan Book to be debated and agreed by parliament.”

Agenda Item 13

COUNCIL		
Report Title	Motion 3 in the name of Councillor Hooks to be seconded by Councillor Bourne	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“This Council believes:

- Childcare is an essential component of the infrastructure of the modern state.
- High quality, affordable and sufficiently available childcare options are beneficial both to parents (and guardians and other carers) and children, and should be available to all families.
- This Council is proud of our success in supporting children’s development with 5 year olds in Lewisham, achieving a good level of development at a higher rate than anywhere else in England. But the position is not so positive in terms of the support we are able to give to working families.
- Many parts of the country have insufficient childcare options to meet the demands of their residents, particularly parents with “non-standard” working hours, and changes to the welfare system are likely to exacerbate this.
- The affordability of childcare is a particular issue – as the cost of childcare continues to rise while wages remain static, the cost of childcare means, for many families, it is not possible for parents and guardians to work.

This Council resolves:

To write to the Secretary of State for Education and request that she:

- (i) make the implementation of a high-quality, flexible and affordable nationwide system of childcare a government priority;
- (ii) develop a strategy to expand the availability of childcare nationally, particularly in light of welfare reforms which will lead to more parents working, and working for longer hours;
- (iii) undertake a thorough assessment of after-school and holiday childcare provision, accounting for the welfare reforms, and devises a strategy for ensuring all parents and guardians can access affordable and quality childcare;

- (iv) extend the review of childcare funding to examine options for reform and look at how childcare can be made more affordable on a realistic and sustainable basis across the country; and
- (v) carry out a national programme raising awareness of childcare options.

Agenda Item 14

COUNCIL		
Report Title	Motion 4 in the name of Councillor Hall to be seconded by Councillor Bernhards	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“Council notes with concern the current budget consultation being carried out by the London Fire & Emergency Planning Authority (LFEPA) proposes the permanent removal of 13 fire appliances including one from Forest Hill fire station. These appliances have been removed from normal service for the last two years to provide contingency cover during the period of industrial action over firefighter pensions.

As the Council noted in the Public Spending in Lewisham report in 2015 the absence of Forest Hill’s second appliance has had a negative impact on the time taken for both the first and second fire crews to arrive across Lewisham.

Since the implementation of Fifth London Safety Plan in 2014 and the closure of Downham fire station, the borough has seen an increase of over half a minute in the arrival of the first fire engine at an incident.

Furthermore, there has been an increase of 41 seconds for the arrival of the second fire engine; this has gone up from 6 minutes 22 seconds in 2012/13 to 7 minutes 4 seconds in 2014/15.

Bellingham and Crofton Park wards have seen increases of over half a minute for the arrival of the first fire engine at an incident. Crofton Park, Forest Hill, Perry Vale and Rushey Green wards have all seen increases of over 1 minute for the second crew to arrive. The second fire engine is important as the first crews cannot enter a building until they have been backed up by a second crew. The intensity of a fire can quadruple in just two minutes.

Council believes the permanent removal of a fire appliance will only lead to further deterioration in arrival times. It is for this reason that the Council supports the alternative budget proposals supported by the majority of LFEPA members which would retain the 13 appliances.

Therefore, this Council calls upon the Mayor of Lewisham to respond to the public consultation and support ‘Option A’ which includes retaining the 13 appliances.”

COUNCIL		
Report Title	Motion 5 in the name of Councillor Walsh to be seconded by Councillor Smith	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“This Council believes:

1. Boris Johnson as Mayor of London has consistently failed to deal with London’s illegal level of air quality; the situation is so dire now that London breached its annual air pollution limits within the first week of 2016.
2. That alongside CO2 emissions from all motor vehicles being dangerous to health, particulates and Nitrogen Oxide (NOx) emissions from diesel vehicles cause or exacerbate a significant majority of respiration related health issues in London.
3. Most new petrol vehicles are equal to diesel for CO2 emissions, but diesel emissions are significantly more damaging to health than emissions from petrol vehicles. The vast majority of petrol vehicles emit less harmful emissions of nitrogen oxide (NOx) than even the newest diesel vehicles.
4. That as a Council we should support and where possible incentivise local residents in taking positive action to improve our collective environment and health.

This Council notes:

1. A recent air quality analysis of Lewisham was undertaken and presented to the January 2015 Sustainable Development Committee by the London Air Quality Network, that highlighted the particulate (PM10/2.5) impacts and hot-spots across the Borough, and noted the areas where the levels was above the EU-wide legal maxima
2. Diesel emissions have been linked to cancer, heart and lung damage, in addition to a range of other health issues. The World Health Organisation has classified diesel emissions as carcinogenic.
3. That air pollution is an equality factor, where the poorest in our Borough are more likely to feel the effects of it than their better off counterparts.
4. A report commissioned by the GLA last year found that nearly 9,500 people die prematurely each year because of the capital’s dirty air. An ultra low emissions zone is due to begin in 2020 in London to help tackle the problem – almost 60,000 lives later. Compliance should have been achieved by 2010, and the Supreme Court ruled that compliance had to be achieved as soon as possible.

5. The UK has been in breach of EU NO2 pollution limits for five years now and again last spring was ordered by the supreme court to publish an action plan on how to tackle this major health crisis. The resulting government plan was published in December, but London, Birmingham, Leeds, Liverpool, Cardiff and Edinburgh and other major cities will still be in breach of NO2 limits for at least another five years, despite the new measures.

This Council resolves:

1. To demand that the next Mayor of London takes this issue seriously, and to write to the new Mayor of London & the Government Minister for them to look at how they can speed up plans to reduce this issue, and to put the case forward for a strategy that includes incentivising owners of polluting privately-owned passenger cars to change their vehicles.

2. To take responsibility for saving Lewisham lives, where the current Mayor of London hasn't, by investigating how we as a Council can play our part locally through exploring and bringing forward our own action plan including an impact study of surcharging the most polluting vehicles in the Borough to park, for scrutiny by the Council and consultation with local residents."

COUNCIL		
Report Title	Motion 6 in the name of Councillor Elliott to be seconded by Councillor Michael	
Key Decision		Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: January 20 2016

“This Council Notes –

- a recent court defeat suffered by the government has highlighted the unfair impact the current, and future, benefits cap will have on already struggling carers. The European Court of Justice ruled that primary care givers who received carers allowance should be exempt from the benefits cap, which currently limits the amount a family can receive to £26,000 a year. This is set to be further reduced to £23,000 in London.
- the Judge, Mr Justice Collins deemed the government’s decision discriminatory; he went on to highlight that neither in the impact statement nor what was put before parliament raised the effect on the disabled of a loss of a family carer.
- many primary care givers, the majority of whom are women, feel that they are facing a form of ‘discrimination by association’, as the current policy recognises those on disability benefits, but fails to exempt people caring for members of their own family who may live in a different property.
- the Chief Executive of Carers UK stated that many carers who provide substantial care to a loved one are struggling to make ends meet, with additional financial worries impacting on their own health. All this in spite of the fact that the economic value of the contribution made by carers in the UK is estimated to be £119bn per year.
- a past survey by the Princess Royal Trust for Carers found that 53% had borrowed money as a result of their caring role, with 61% having borrowed from a friend or relative and 41% using their overdraft.
- the Disability Benefits Consortium is warning the government that their continued policy is likely to force even more disabled people and their carers to rely on foodbanks. The government’s emphasis appears to be focussed on the legality of implementing the benefits cap rather than on how it is excluding full time carers who already make an immense contribution to the government, health service and their disabled loved ones.

The Council resolves –

to show our support for the 7 million UK carers by opposing the unfair benefits cap on full-time carers and join organisations and individuals by lobbying Members of Parliament to amend the Welfare Reform and Work Bill in this regard.”