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Housing Select Committee Agenda

Tuesday, 12 April 2016

7.30 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: Timothy Andrew (Tel: 0208 3147916)

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Part 1

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Housing Select Committee Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Tuesday, 12 April 2016.

Barry Quirk, Chief Executive
Thursday, 31 March 2016

Councillor Carl Handley (Chair) Councillor Peter Bernards (Vice-Chair) Councillor John Coughlin Councillor Maja Hilton Councillor Simon Hooks Councillor Liz Johnston-Franklin Councillor Olurotimi Ogunbadewa Councillor John Paschoud Councillor Joan Reid Councillor Jonathan Slater Councillor Alan Hall (ex-Officio) Councillor Gareth Siddorn (ex-Officio)	
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Agenda Item 1

Housing Select Committee			
Title	Confirmation of Chair and Vice Chair of the Housing Select Committee	Item No.	1
Contributor	Chief Executive (Business and Committee Manager)		
Class	Part 1 (open)		12 April 2016

1. Summary

Further to the Annual General Meeting of Council on 30 March 2016, this report informs the Select Committee of the appointment of a Chair and Vice Chair of the Housing Select Committee.

2. Purpose of the Report

To issue directions to the Select Committee regarding the election of their Chair and Vice Chair.

3. Recommendations

The Select Committee is recommended to:

- (i) Confirm the election of Councillor Carl Handley as Chair of the Housing Select Committee
- (ii) Confirm the election of Councillor Peter Bernards as Vice Chair of the Housing Select Committee

4. Background

4.1 On 30 March 2016, the Annual General Meeting of the Council considered a report setting out an allocation of seats on committees to political groups on the Council in compliance with the requirements of the Local Government and Housing Act 1989.

4.2 The constitutional allocation for both chairs and vice chairs of select committees is:

Labour: 6

5. Financial Implications

5.1 There are no financial implications arising from this report.

6. Legal Implications

6.1 Select Committees are obliged to act in accordance with the Council's Constitution.

Background papers

Council AGM Agenda papers 30 March 2016 – available on the Council website <http://www.lewisham.gov.uk/> or on request from Kevin Flaherty, Business and Committee manager (020 8314 9327)

If you have any questions about this report, please contact Timothy Andrew, Interim Overview and Scrutiny Manager (020 83147916)

MINUTES OF THE HOUSING SELECT COMMITTEE

Wednesday, 9 March 2016 at 7.30 pm

Present: Councillors Carl Handley (Chair), John Coughlin, Amanda De Ryk, Liz Johnston-Franklin, Maja Hilton, Olurotimi Ogunbadewa, Jonathan Slater and Susan Wise

Apologies: Councillors Peter Bernards and Simon Hooks

Also present: Timothy Andrew (Interim Overview and Scrutiny Manager), Jeff Endean (Housing Programmes and Strategy Team Manager), Rachel George (Housing Regeneration & Projects Manager), Mark Humphreys (Group Finance Manager, Customer Services), Genevieve Macklin (Head of Strategic Housing), Nina Morris (Lettings and Support Services Manager), Kevin Sheehan (Executive Director for Customer Services), Rupert Bateson (Shelter) and Chennel Lawrence (CAYSH)

1. Minutes of the meeting held on 26 January 2016

Resolved: that the minutes of the meeting held on 26 January be approved as an accurate record.

2. Declarations of interest

Councillor Susan Wise declared a non-prejudicial interest in relation to item four as a Member of the Board of Lewisham Homes.

3. New homes programme

Jeff Endean (Housing Strategy and Programmes Manager) and Rachel George (Housing Regeneration and Projects Manager) introduced the report; the following key points were noted:

- The report provided an update on the Councils programme to develop 500 new homes in the borough by 2018.
- There had been a number of starts on new affordable homes in the borough, bringing the total to 1987.
- Details were provided of each of the key sites for immediate development.
- An update was also provided on the development at Campshill Road, which had stalled.
- The development agreement with L&Q for the Excalibur estate regeneration had been signed with phases 1 and 2 now underway. Decants for other sites were also progressing.
- There was an acknowledged discrepancy between the figures in the report and the planning application for the development site in Deptford. However, the higher quoted number of affordable units would be delivered. This was because the Council had a legal agreement in place with the developers to provide higher numbers of affordable homes than could be secured through the Planning process.
- Across both sites the developers were to provide 35% affordable housing

- The development of the Eliot Bank site had been slightly slower than anticipated. It was planned that there would be a consultation in May or June with a planning application in July. Officers believed that a developable scheme was still possible.
- A new rent model had been designed for the Besson Street housing development. The proposal had 35% affordable housing, which was a discounted market rent product.
- Then model used the London Living Wage income for two people and projected the cost of spending 1/3 of that income on housing.
- Market testing had been carried out on the model, which had demonstrated that it was robust.
- The timing for the delivery of the scheme was ambitious and may be subject to change.

Jeff Endean, Genevieve Macklin, Rachel George and Kevin Sheehan responded to questions from the Committee. The following key points were noted:

- The size of the units being planned for the Besson Street development was suitable for the tenure that was being built.
- Living wage projections took into account a range of typical living costs, with some contingency.
- In some Built to Rent schemes, childcare provision had been provided if it was recognised that there was a demand.
- A fully rented scheme of this kind could help to develop a new kind of sustainable option for families.
- Some families in the private rental sector were paying up to 50% of their disposal income on rental.
- The model was based on low incomes for two earners in a family – but officers expected that the allocations would be through meeting criteria which would include income bands, so homes could be accessible to one person on a median income. The example discussed at the Committee was that of a primary school teacher.
- The discounted rent properties would be prioritised for people with a connection to Lewisham. This meant they had either to live or work in the borough.
- In relation to progress on the Church Grove self-build scheme, the organisation that would be developing the new homes was preparing to invite stakeholders to its ballot event.
- People entering into the ballot were currently living in social housing but the delivery of the project would free up homes for people on the waiting list.
- The Lewisham homes acquisition programme was ahead of target: all of the homes being acquired were in Lewisham.

Members highlighted the positive improvements that had been noted at Family Mosaic, particularly in relation to their customer service offer.

The Committee acknowledged a vote of thanks to officers for their hard work on the estate regeneration programme, with special mention of Excalibur phases 1&2.

Resolved: that the progress on the delivery of the new homes programme be welcomed. It was agreed that all Councillors should receive a copy of the report.

4. Lewisham Homes management agreement

Jeff Endean introduced the item, noting the key aspects of the report.

Resolved: that the report be noted and its progress to Mayor and Cabinet be agreed. The Committee also resolved to further scrutinise the development of the Community Benefit Society as part of the 2016-17 work programme.

5. Annual lettings plan

This item was considered after Item 4.

Madeliene Jeffrey introduced the report, noting the key points, including:

- The reduction (of 19%) in available lets.
- The five priority areas for the year ahead.

Medeline Jeffrey and Nina Morris responded to questions from the Committee, the following key points were noted:

- The 1700 people in temporary accommodation were part of the 9000 people who were on the housing waiting list.
- There were 185 families who had no recourse to public funds. Some of these families had been moved out of the borough.
- Average waiting times were listed in the report.
- Queue position in the housing waiting list regularly changed, meaning that people had to regularly check when they made bid through the choice based lettings scheme.
- There was a priority for homeless people

Resolved: that the report be noted.

6. Rehousing the homeless: charity groups

This item was considered after item 4.

Chennel Lawrence from CAYSH provided a presentation outlining the key elements of CAYSH's supported lodgings scheme (the presentation is available on the Council's website with the papers from the meeting). The following key points were noted:

- CAYSH negotiated supported lodgings for 16-25 year old single people.
- This was one of the solutions for young vulnerable homeless people in Lewisham.
- The recruitment of households to provide supported lodgings was an intensive process.
- Each placement required the negotiation of a good relationship between the participant, the householder and the caseworker from CAYSH.
- Prevention was a key part of the approach developed by CAYSH.
- There were a number of benefits associated with providing supported lodging.
- Householders did not join the scheme for financial gain. Many were motivated by a sense of community.
- Describing and highlighting the benefits of supported lodging was important.
- There were advantages and disadvantages of the scheme and a level of complexity which would mean it was not always the best solution in every case.

- CAYSH would not support the housing of homeless families in lodging because of the potential complexities and issues that placing a family might cause. Not least amongst these issues would be the availability of homes large enough to accommodate a family with children.
- Other potential problems include the potential risks involved in placing children and the issues that might be involved in managing relationships between different families.
- There might be ways of developing a support model for people who were placed outside of their home borough, which would help them to engage in their new community.

Chennel Lawrence and Rupert Bateson responded to questions from the Committee, the following key points were noted:

- There might be opportunities to make the model work for young mothers building on what already existed.
- The potential for the supported lodgings model to house families was limited by the short term nature of lodging as well as the inherent vulnerabilities of people in need of accommodation.
- Spending time around a family in a peer situation could be helpful – but the practicalities (as described) could be difficult.
- CAYSH always worked closely with the local authority in the areas it placed people but it would challenge a local authority, where it felt this was necessary.
- CAYSH had made a bid to carry out some innovative work into the potential for intergenerational supported lodging. However, funding for new schemes was not readily available.
- Crisis and shelter had worked together on a project called Sharing Solutions looking into the use of empty homes.
- CAYSH noted that research had demonstrated the beneficial health and wellbeing impact of the supported lodging approach.
- There had been some success of the supported lodgings scheme in placing people out of the borough.
- The LAWN project brought together London authorities (managed by London Councils) to enable people to move to other parts of the country.
- Funding was available at the time to deliver the project (through London Councils) but the number of people who were enabled to move was quite small.

Officers noted the major increase in population that had been projected in London and the likely pressure this would continue to put on housing and services.

Resolved: that the report and the presentation from CAYSH be noted. The Committee also agreed that it would look to carry out further work into the development of support initiatives for vulnerable people as part of its upcoming work programme.

7. Key housing issues

Genevieve Macklin introduced the report; the following key points were noted:

- The forthcoming and Planning bill would affect the delivery of affordable housing.

- The Local Government Association had set up a housing commission, which was working to develop new approaches to dealing with housing demand.
- All London boroughs had difficulty in securing suitable lets because nightly paid accommodation was more lucrative to landlords.
- Work was taking place through London Councils to develop a joint approach between boroughs to the high cost of nightly paid accommodation.
- It was estimated that, of the 700 homes in multiple occupation (HMOs) in the borough 200 are licensed.
- There would be consultation for an extended period on subdivision of housing, which may take some time.

Genevieve Macklin responded to questions from the Committee, the following key points were noted:

- Some additional fines were being made possible for breaches of HMO rules, however, it was likely that these would have a limited impact.
- There was likely to be a London-wide approach to landlord licensing, though this was likely to take some time to come into effect.
- The numbers of people in temporary accommodation placed inside and out of the borough had been provided in the report.
- There were some households placed in Kent, there weren't any households placed further away.
- Work was taking place to prevent people from becoming homeless, however this relied on resources being available.

Resolved: that the report be noted.

8. Select Committee work programme

Timothy Andrew introduced the report, setting out the process for the development of the 2016-17 programme. Members discussed the 2015-16 work programme and put forward the following suggestions:

- Housing and health, including housing for people affected by poor mental health
- Housing for vulnerable people, with a focus on young people in the borough
- The Catford development
- Multi-agency working and housing

Resolved: that the suggestions put forward should be added to the 2016-17 work programme. It was also agreed that further work would be carried out to finalise the Committee's in-depth review on affordability.

9. Referrals to Mayor and Cabinet

There were none.

The meeting ended at 9.40 pm

Chair:

Date:

Agenda Item 3

Housing Select Committee			
Title	Declarations of Interest	Item No.	3
Contributor	Chief Executive		
Class	Part 1 (open)	12 April 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)

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Agenda Item 4

Housing Select Committee		
Title	Select Committee work programme 2016-17	
Contributor	Interim Overview and Scrutiny Manager	Item 4
Class	Part 1 (open)	12 April 2016

1. Purpose

- 1.1 To ask Members to discuss and agree an annual work programme for the Housing Select Committee.

2. Summary

- 2.1 This report:

1. Informs Members of the meeting dates for this municipal year.
2. Provides the context for setting the Committee's work programme.
3. Invites Members to decide on the Committee's priorities for the 2016-17 municipal year.
4. Informs Members of the process for Business Panel approval of the work programme.
5. Outlines how the work programme can be monitored, managed and developed.

3. Recommendations

- 3.1 The Select Committee is asked to:

- Note the meeting dates and terms of reference for the Housing Select Committee.
- Consider the provisional work programme at appendix B.
- Consider adding further items to the work programme, taking into consideration the criteria for selecting topics; information about local assembly priorities and items already added to the provisional work programme.
- Note the key decision plan, attached at appendix F, and consider any key decisions for further scrutiny.
- Agree a work programme for the municipal year 2016-17.
- Review how the work programme can be developed, managed and monitored over the coming year.

4. Meeting dates

- 4.1 The following Committee meeting dates for the next municipal year were agreed at the Council AGM on 30 March 2016:

- 12 April 2016
- 10 May 2016
- 23 June 2016
- 07 September 2016

- 18 October 2016
- 16 November 2016
- 10 January 2017
- 07 March 2017

5. Context

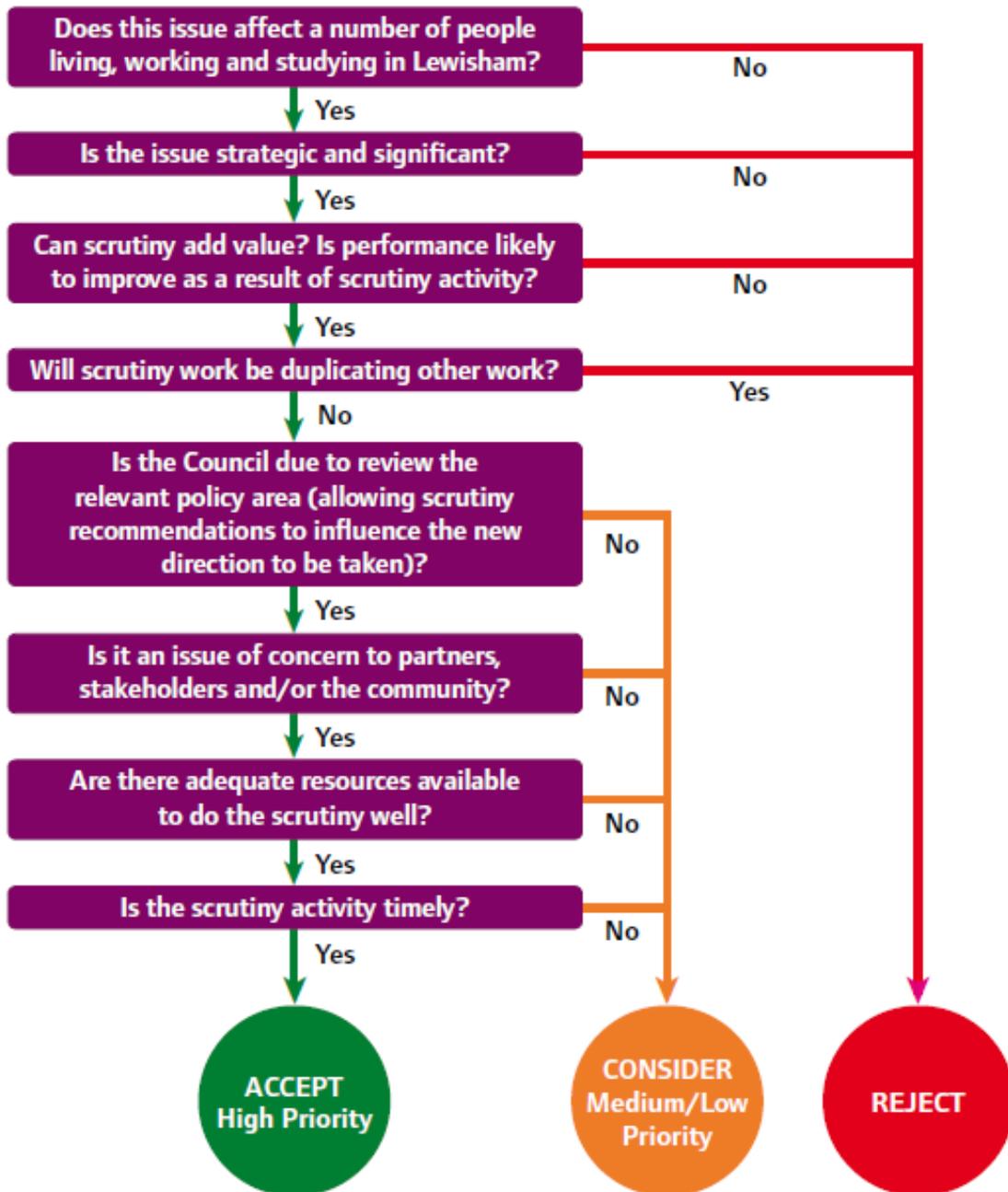
- 5.1 The Committee has a responsibility for scrutinising the Council's strategic housing functions as well as the work of Lewisham Homes and the Brockley Private Finance Initiative (PFI). The strategic housing division is responsible for delivering housing objectives based on the borough's sustainable communities strategy and delivered through the borough's housing strategy. The Committee's terms of reference are set out in appendix A.
- 5.2 The Committee regularly scrutinises the work of Lewisham's strategic housing team and its service areas. The Council is responsible for a stock of approximately 18,000 homes. These are managed by the Council's Arm's Length Management Organisation, Lewisham Homes and the Brockley Private Finance Initiative. In previous years, the Committee has scrutinised the Lewisham Homes and Brockley PFI annual reports and business plans. Members of the Committee have also resolved to receive six monthly updates from these organisations. The Committee's terms of reference also give it the remit to establish links with social housing providers in the borough.

6. Deciding on items for the work programme

- 6.1 When deciding on items to include in the work programme, the Committee should have regard to:
- items the Committee is required to consider by virtue of its terms of reference;
 - the criteria for selecting and prioritising topics;
 - the capacity for adding items;
 - the context for setting the work programme and advice from officers;
 - suggestions already put forward by Members.

6.2 The following flow chart, based on the Centre for Public Scrutiny (CfPS) advice for prioritising topics is designed to help Members decide which items should be added to the work programme:

Scrutiny work programme – prioritisation process



7. Different types of scrutiny

7.1 It is important to agree how each work programme item will be scrutinised. Some items may only require an information report to be presented to the Committee and others will require performance monitoring data or analysis to be presented. Typically, the majority of items take the form of single meeting items, where members:

- (a) agree what information and analysis they wish to receive in order to achieve their desired outcomes;
- (b) receive a report presenting that information and analysis;
- (c) ask questions of the presenting officer or guest;
- (d) agree, following discussion of the report, whether the Committee will make recommendations or receive further information or analysis before summarising its views.

7.2 For each item, the Committee should consider what type of scrutiny is required and whether the item is high or medium/low priority (using the prioritisation process). Allocating priority to work programme items will enable the Committee to decide which low and medium priority items it should remove from its work programme, when it decides to add high priority issues in the course of the year.

In-depth review

7.3 Some items might be suitable for an in-depth review, where the item is scrutinised over a series of meetings. Normally this takes four meetings to complete:

- Meeting 1: Scoping paper (planning the review)
- Meetings 2 & 3: Evidence sessions
- Meeting 4: Agreeing a report and recommendations

7.4 If the Committee wants to designate one of its work programme items as an in-depth review, this should be done at the first or second meeting of the municipal year to allow sufficient time to carry out the review. A scoping paper for the review will then be prepared for the following meeting.

8. Provisional 2015/16 work programme

8.1 The Scrutiny Manager has drafted a provisional work programme for the Committee to consider, which is attached at appendix B. This includes:

- suggestions from the Committee in the previous year;
- suggestions from officers;
- issues arising as a result of previous scrutiny;
- issues that the Committee is required to consider by virtue of its terms of reference;
- items requiring follow up from Committee reviews and recommendations;
- standard reviews of policy implementation or performance, which is based on a regular schedule;

8.2 The Committee should also give consideration to:

- issues of importance to Local Assemblies
- decisions due to be made by Mayor and Cabinet (appendix F).

Suggestions from the Committee

8.3 At its last meeting of the 2015-16 municipal year, the Committee agreed that the following suggestion should be put forward for consideration as part of the work programme for this year:

- Housing and health
- Housing for vulnerable people, with a focus on young people in the borough
- The Catford programme
- Multi-agency working and housing

8.4 This suggestion has been incorporated into the draft work programme at appendix B.

Suggestions from officers

8.5 The following are additional suggestions from officers:

- Update on legislative changes including the Housing and Planning Bill, Work and Welfare Reform Bill/Act and their implications.
- Lewisham Homes Management Agreement – including details of proposed the proposed charitable subsidiary
- The outcome of the allocations scheme consultation

8.6 These suggestions have been incorporated into the draft work programme at appendix B.

8.7 The budget report to Council in February 2016 estimated that a further £45m of savings will be required for the period 2017/18 to 2019/20, profiled circa £15m per year. This estimate will be updated in the Medium Term Financial Strategy in July 2016, along with the Mayor's request for work on a three year budget. In order to achieve these savings the Council continues to work on a series of thematic (Lewisham Future Programme) and cross-cutting (Lewisham 2020) reviews to fundamentally revisit the way it delivers services.

8.8 It remains officers intention to bring forward savings for scrutiny and decision as and when they are identified. However, it is also recognised that the annual cycle will mean the majority of savings for the following financial year will be presented over the summer for decision in the autumn. Officers remain committed to regular interactions with Members in order to facilitate scrutiny of the specific savings proposals as they arise. The Select Committees will therefore need to retain capacity in their work programmes to consider these as necessary.

Issues arising as a result of previous scrutiny

New Homes programme:

The Council has set out a plan to deliver 500 new homes in the borough by 2018. The latest developments were scrutinised by the Committee in March 2016, prior to their consideration at Mayor and Cabinet. The Committee has agreed that it will continue to scrutinise the implementation of this key programme.

Housing legislation and policy

8.9 At its meeting in October 2015, the Committee noted that government changes between 2010-2015 had made significant alterations to a number of areas of housing policy, including:

- discharge into the private rented sector (PRS) to end the homeless duty
- five year fixed term tenancies
- grant rates for new housing supply reduced by 70%
- changes to affordable rents
- welfare benefit changes

8.10 It was noted that the effect of these changes had been numerous, such as:

- acute shortage of housing
- major reductions in new supply
- reductions in availability of property through re-lets
- major increases in demand and in homelessness
- affordability problems across all tenures
- sustained and significant growth in PRS
- *Housing Crisis* becoming common parlance
- moving households in need to more affordable areas
- encouraging people into work
- councils building new housing again
- more partnership/cross borough solutions for housing

Lewisham Housing Strategy (2015-20) monitoring

8.11 The Lewisham Housing Strategy (2015-20) was published in April 2015. At the time of its implementation, the Committee resolved that it could continue to carry out scrutiny of its implementation throughout the 2016-17 year.

8.12 These suggestions have been incorporated into the draft work programme at appendix B.

Issues that the Committee is required to consider by virtue of its terms of reference

8.13 Items added to the provisional work programme under this heading include:

- Lewisham Homes annual report & business plan
- Brockley PFI annual report & business plan

8.14 These suggestions have been incorporated into the draft work programme at appendix B.

Items requiring follow up from Committee reviews and recommendations

8.15 The Committee has carried out a number of reviews and put forward recommendations to Mayor and Cabinet. In the 2015-16 municipal year, Members resolved to:

- receive an update on the Communal Heating Systems Review
- finalise the affordability review.

8.16 These suggestions have been incorporated into the draft work programme at appendix B.

Standard reviews of policy implementation or performance, which is based on a regular schedule

8.17 In previous years, Members of the Committee have agreed to consider the following items on a regular cycle:

- Proposed rent and service charge increases
- Annual lettings plan

Decisions due to be made by Mayor and Cabinet

8.18 Members are asked to review the most recent notice of key decisions (at appendix F) and suggest any additional items for further scrutiny.

Consideration of issues of importance to Local Assemblies

8.19 A list of assembly priorities is included at appendix D. Members are asked to consider whether there are issues of importance arising from their interactions with their ward assembly that should be considered for further scrutiny.

- Evelyn and Lee Green Assemblies have priorities relating to Housing issues/social housing

8.20 It is up to the Committee to agree the provisional work programme, outlined at appendix B and decide which additional items should be added.

9. Approving, monitoring and managing the work programme

9.1 In accordance with the Overview and Scrutiny Procedure rules outlined in the Council's constitution, each select committee is required to submit their annual work programme to the Overview and Scrutiny Business Panel. The Business Panel will meet on 27 April 2016 to consider provisional work programmes and agree a co-ordinated Overview and Scrutiny work programme, which avoids duplication of effort and which facilitates the effective conduct of business.

9.2 The work programme will be reviewed at each meeting of the Committee. This allows urgent items to be added and items which are no longer a priority to be removed. Each additional item added should first be considered against the criteria outlined above. If the committee agrees to add additional items because they are high priority, it must then consider which medium/low priority items should be removed in order to create sufficient capacity. The Committee has eight scheduled

meetings this municipal year and its work programme needs to be achievable in terms of the amount of meeting time available.

9.3 The Committee should consider how to prioritise and manage its work programme for the year ahead, taking into account:

- the length of meetings
- the number of items scheduled for each meeting
- information items

9.4 The following sections set out information about the current process for managing the work programme.

9.5 At each meeting of the Committee, there will be an item on the work programme presented by the Scrutiny Manager. When discussing this item, the Committee will be asked to consider the items programmed for the next meeting. Members will be asked to outline what information and analysis they would like in the report for each item, based on the outcomes they would like to achieve, so that officers are clear on what they need to provide.

Length of meetings

9.6 Provision is made for Committee meetings to last for two and a half hours. If the items scheduled for the meeting are not completed within this time the Committee may decide suspend standing orders. The Council's constitution also provides the option for meetings to be adjourned by the Chair until a later date (with limitations). The suspension of standing orders and any decision to adjourn a meeting are matters for Members of the Committee and the Chair.

9.7 The length of each item at Committee meetings will vary based on a number of factors – including the complexity of the subject under scrutiny; the number of issues identified by members and the range of questions put to officers/guests.

The number of items scheduled for each meeting

9.8 The prioritisation process set out above (at paragraph 6.2) is designed to help the Committee decide whether it should add items to its work programme.

9.9 Where the committee identifies issues of interest that are low priority because:

- they are not due to be reviewed by the Council;
- there are inadequate resources available to carry out the scrutiny effectively;
- the issue has recently been reviewed by others;

9.10 Members may wish to make a request to receive it as an information items only (which will not be discussed at the meeting) – or task the scrutiny manager to identify sources of further information for circulation to the Committee in order to provide context for future discussions.

9.11 Decisions on whether information items are discussed at the meeting are for the Select Committee, but the standard procedure has been that any questions arising from Information Items should be at first directed to the author of the report by the

Member. If they believe the answer they have received is not satisfactory, then they should make a request to the Chair for further information to be provided at the meeting from Housing officers.

- 9.12 It is for Members of the Committee to decide how many items should be scheduled for the meeting. However, giving consideration to the time available and the length of previous meetings of the Committee, Members may wish to schedule three items for each meeting, leaving space available for scrutiny of the Lewisham Future Programme and other urgent business.

10. Financial implications

- 10.1 There may be financial implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

11. Legal implications

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

12. Equalities implications

- 12.1 The Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 12.2 The Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 12.3 There may be equalities implications arising from items on the work programme and all activities undertaken by the Committee will need to give due consideration to this.
- 12.4 At its meeting on 9 March 2016, the Safer Stronger Communities Select Committee considered the Council's 2016-2020 Comprehensive Equalities Scheme. It is proposed that the scheme be delivered through the strategies and plans the Council uses to implement 'business as usual', In the case of the Housing Select Committee this will be the Housing Strategy. The Committee is asked to consider how each of the items it receives for scrutiny contribute to the Council's five enduring objectives:

13. Crime and disorder implications

- 13.1 There may be crime and disorder implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

Background documents

Lewisham Council's Constitution
Centre for Public Scrutiny: The Good Scrutiny Guide

Appendices

Appendix A – Committee's terms of reference
Appendix B – Provisional work programme
Appendix C – CfPS criteria for selecting scrutiny topics
Appendix D – Local assembly priorities
Appendix E – How to carry out reviews
Appendix F – Key decision plan

Appendix A

The following roles are common to all select committees and Business Panel.

(a) General functions

- To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions
- To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function
- To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents
- The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions
- To consider matters referred to it in accordance with the Council's Petition Scheme

(b) Policy development

- To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate
- To conduct research, community and/or other consultation in the analysis of policy options available to the Council
- To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c) Scrutiny

- To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time
- To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas
- To question members of the Executive or appropriate committees and executive directors personally about decisions
- To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and targets over time or in relation to particular initiatives which have been implemented
- To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance
- To question and gather evidence from any person outside the Council (with their consent where the law does not require them to attend).
- To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

- To promote and put into effect closer links between overview and scrutiny members and the local community
- To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people
- To liaise with the Council's ward assemblies and Positive Ageing Council so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies and Positive Ageing Council on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies and the Positive Ageing Council.
- To keep the Council's local ward assemblies and Positive Ageing Council under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced.
- To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary
- To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters)

(e) Finance

- To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

- As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.
- The Council and the Executive will also be able to request that an overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The following roles are specific to the Housing Select Committee:

To fulfil all overview and scrutiny functions in relation to the discharge by the authority of its housing functions. This shall include the power to:-

- (a) review and scrutinise decisions made or other action taken in connection with the discharge of the Council of its housing function
- (b) make reports or recommendations to the authority and/or Mayor and Cabinet with respect to the discharge of these functions

(c) make recommendations to the authority and/or Mayor and Cabinet proposals for housing policy

(d) to review initiatives put in place by the Council with a view to achieving the Decent Homes standard, making recommendations and/or report thereon to the Council and/or Mayor and Cabinet

(e) To establish links with housing providers in the borough which are concerned with the provision of social housing

Appendix B - Provisional Work Programme 2015/16

Work item	Type of item	Priority	Strategic priority	Delivery deadline	12-Apr	10-May	23-Jun	07-Sep	18-Oct	16-Nov	10-Jan	07-Mar
Lewisham Future Programme	Standard item	High	CP6	Ongoing				Savings				
Key Housing Issues	Standard item	High	CP6	Ongoing								
Election of the Chair and Vice-Chair	Constitutional req	High	CP6	Apr								
Committee work programme	Constitutional req	High	CP6	Ongoing								
Affordability review final report	In-depth review	High	CP6	tbc		Report						
Lewisham's Housing Strategy (2015-2020) - monitoring	Policy development	High	CP6	tbc								
Catford programme	Standard item	High	CP6	tbc								
Lewisham Homes	Performance monitoring	High	CP6	tbc			Annual report & business plan			Mid year review		
Brockley PFI	Performance monitoring	High	CP6	tbc			Annual report & business plan			Mid year review		
New Homes Programme	Performance monitoring	High	CP6	tbc								
In-depth review	Policy development	High	CP6	tbc			Scoping	Evidence	Evidence	Report	Referral	
Monitoring homelessness and temporary accommodation pressures	Policy development	High	CP6	tbc								
Housing and health	Standard item	High	CP6	tbc								
Communal Heating Systems review update	In-depth review	High	CP6	tbc					Update			
Allocations scheme consultation	Policy development	High	CP6	tbc								
Multi-agency working and housing	Standard item	High	CP6	tbc								
Proposed rent and service charge increases	Standard item	High	CP6	tbc								
TBC												
TBC												
Annual lettings plan	Standard item	High	CP6	tbc								

**Shaping Our Future: Lewisham's Sustainable
Community Strategy 2008-2020**

	Priority	
1	Ambitious and achieving	SCS 1
2	Safer	SCS 2
3	Empowered and responsible	SCS 3
4	Clean, green and liveable	SCS 4
5	Healthy, active and enjoyable	SCS 5
6	Dynamic and prosperous	SCS 6

Corporate Priorities

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

Appendix C – Criteria for selecting topics

The Centre for Public Scrutiny (CfPS) has developed a useful set of questions to help committees prioritise items for scrutiny work programmes:

General questions to be asked at the outset

- Is there a clear objective for scrutinising this topic – what do we hope to achieve?
- Does the topic have a potential impact for one or more section(s) of the population?
- Is the issue strategic and significant?
- Is there evidence to support the need for scrutiny?
- What are the likely benefits to the council and its customers?
- Are you likely to achieve a desired outcome?
- What are the potential risks?
- Are there adequate resources available to carry out the scrutiny well?
- Is the scrutiny activity timely?

Sources of topics

The CfPS also suggest that ideas for topics might derive from three main sources: the public interest; council priorities; and external factors. These are described below.

Public interest

- Issues identified by members through surgeries, casework and other.
- Contact with constituents.
- User dissatisfaction with service (e.g. complaints).
- Market surveys/citizens panels.
- Issues covered in media

Internal council priority

- Council corporate priority area.
- High level of budgetary commitment to the service/policy area (as percentage of total expenditure).
- Pattern of budgetary overspend.
- Poorly performing service (evidence from performance indicators/ benchmarking).

External Factors

- Priority area for central government.
- New government guidance or legislation.
- Issues raised by External Audit Management Letters/External Audit reports.
- Key reports or new evidence provided by external organisations on key issue.

Criteria to reject items

Finally, the CfPS suggest some criteria for rejecting items:

- issues being examined elsewhere - e.g. by the Cabinet, working group, officer group, external body;
- issues dealt with less than two years ago;
- new legislation or guidance expected within the next year;
- no scope for scrutiny to add value/ make a difference;
- the objective cannot be achieved in the specified timescale.

Appendix D – Assembly priorities

Bellingham

- Children and young people.
- Older people's issues
- Community events and festivals
- The promotion and development of Bellingham as a community

Blackheath

- Environment and Community.
- Provision for Older people, Young People and Children
- Parking, Streets and Waste.
- Crime and Anti-Social Behaviour

Brockley

- Creating a high-quality living environment – improving our local living environment and making Brockley a safer, cleaner and greener place to live, work and learn
- Connecting communities – bringing Brockley residents together and fostering a sense of community spirit, mutual understanding and respect, through community projects, events and activities

Catford South

- Streetscape and environment (litter, dog fouling, fly tipping, street furniture).
- Developing local opportunities for children (aged 16 and under) and young people (aged 17–25)
- Increase opportunities for older people
- Improvements to shopping hubs
- Community cohesion

Crofton Park

- Children, young people and older people
- The environment
- Health and well-being
- Improving community facilities
- Unemployment and skills development

Downham

- Children & Young People
- Health & Wellbeing
- Safety, Crime & Anti-social Behaviour
- Community Facilities
- Unemployment & Skills Development

Evelyn

- Young people and children.
- Provision for older people.
- Community support on anti-social behaviour, crime and drug issues.
- Housing issues/developments.
- Community capacity building.

Forest Hill

- youth engagement and provision
- making Forest Hill more attractive
- community events and publicity

Grove Park

- Improving the Town Centre
- Crime and antisocial behaviour
- Neighbourliness, Community Activities, Events and Cohesion
- Community Facilities
- Parking, Road Safety & Traffic Calming

Ladywell

- Environment and landscape.
- Antisocial behaviour and crime.
- Local shops.
- Lack of youth and community facilities.
- Traffic.

Lee Green

- Safe healthy living – improving health services, crime reduction, improved environment, provision of outdoor spaces / exercise spaces, promote measures to reduce air pollution / promoting cleaner air.
- Roads and streets – road safety and

traffic calming measures, road maintenance, cleaner streets, tree planting, rubbish collection, improved road use, provision of cycling tracks, addressing parking and CPZ issues.

- Leisure and amenities – improved parks and open spaces, more meeting spaces / community centres, provision of cycling tracks, improved shops, Leegate, provision of more local events.
- Services and infrastructure – better social housing, provision of jobs locally, more services for the elderly and young people, increased use and access to local use for recreational activities, more school spaces.

Lewisham Central

- Improving health and well-being.
- Cleaner, better environment.
- Better access to activities and facilities for young people.
- Better access to training and employment for all inhabitants of the ward.
- Promoting and improving community cohesion.

New Cross

- Unemployment.
- Child poverty and young people.
- Community facilities.
- Environment.
- Community cohesion and engagement.
- Crime and antisocial behaviour.

Perry Vale

- The environment.
- Roads and traffic.
- Activities for younger people.
- Antisocial behaviour and crime.
- Activities for the whole community.

Rushey Green

- activities and opportunities for children (under 18) and young people (under 25)
- increasing opportunities for older people
- community cohesion – including events, activities and projects designed to create a sense of community in Rushey Green
- culture and the arts – with particular reference to improving the wellbeing of people in the Rushey Green Area
- improving your local area – including local 'streetscape', environment and ecology.

Sydenham

- Bringing the community together – intergenerational and intercultural activities.
- Health, wellbeing and community safety – increasing wellbeing including supporting people who cannot get out as much.
- Vibrant high street.
- Clean and green – helping to keep Sydenham streets clean and appealing.
- Transport improvements

Telegraph Hill

- Safety, crime and antisocial behaviour.
- Youth activities and support projects.
- Traffic calming and transport.
- Community activities.
- Cleaning up dirty streets.

Whitefoot

- Older people and intergenerational projects
- Safety, crime and antisocial behaviour
- Community facilities
- Neighbourliness, community activities, events and cohesion
- Unemployment and skills development

How to carry out an in-depth review



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FORWARD PLAN OF KEY DECISIONS

Forward Plan April 2016 - July 2016

This Forward Plan sets out the key decisions the Council expects to take during the next four months.

Anyone wishing to make representations on a decision should submit them in writing as soon as possible to the relevant contact officer (shown as number (7) in the key overleaf). Any representations made less than 3 days before the meeting should be sent to Kevin Flaherty, the Local Democracy Officer, at the Council Offices or kevin.flaherty@lewisham.gov.uk. However the deadline will be 4pm on the working day prior to the meeting.

A "key decision"* means an executive decision which is likely to:

- (a) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates;
- (b) be significant in terms of its effects on communities living or working in an area comprising two or more wards.

December 2015	'A natural Renaissance for Lewisham (2015-2020)' The Borough's Biodiversity Action Plan.	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		
January 2016	Brasted Close Housing Development	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Cabinet Member Housing		
February 2016	Comprehensive Equalities Scheme	23/03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Joan Millbank, Cabinet Member Third Sector & Community		
December 2015	Deferred Payment Agreement Arrangements Care Act 2014	23/03/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Disposal of Land at Corner of Deptford Church Street and Creekside	03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
August 2015	Housing Allocations Policy	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Lewisham Homes Management Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	OFSTED Inspection of Services	23/03/16	Sara Williams, Executive		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	for Children in Need of Help and Protection, Children Looked After and Care Leavers and Lewisham Safeguarding Children Board OFSTED Action Plan	Mayor and Cabinet	Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
January 2016	Phoenix Homes Community Housing Development Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for Community Nutrition and Physical Activity	23/03/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Annual Pay Statement	30/03/16 Council	Andreas Ghosh, Head of Personnel & Development and Councillor Kevin Bonavia, Cabinet Member Resources		
January 2016	Catford Regeneration Partnership Ltd Business Plan 2016-17	30/03/16 Council	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Contract Variation and Single Tender Action for	05/04/16 Overview and	Kevin Sheehan, Executive Director for		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	PLACE/Ladywell	Scrutiny Business Panel	Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for works to convert Hamilton Lodge to Hostel Accommodation	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Janet Daby, Cabinet Member Community Safety		
February 2016	2016 School Minor Works Contract	05/04/16 Overview and Scrutiny Education Business Panel	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	LED Lighting Project Laurence House	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Annual Lettings Plan	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Beeson Street Scheme Approval and Proposed form of Investment partnership/procurement route	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
February 2016	Development Agreement with the Education Commission for the Archdiocese of Southwark	04/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
November 2015	Discharge into Private Rented Sector Policy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Disposal of Saville Centre Lewisham High Street	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Miscellaneous Debts Write Off	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
June 2014	Surrey Canal Triangle (New Bermondsey) - Compulsory Purchase Order Resolution	05/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	New Bermondsey Housing Zone Bid Update	06/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources &		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Regeneration and Councillor Alan Smith, Deputy Mayor		
May 2015	Formal Designation of Crystal Palace & Upper Norwood Neighbourhood Forum and Area	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
November 2015	Temporary Accommodation Procurement Strategy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Health and Social Care Devolution Pilot	05/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
January 2016	Hostels/Private Sector Leased Service Transfer to Lewisham Homes	05/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Processing of Dry Recyclables Contract	05/16 Mayor and Cabinet (Contracts)	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Lewisham Adoption Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	Lewisham Fostering Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
February 2016	Contract Award Security	06/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Cleaning	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Planned and Preventative Maintenance	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Campshill Road Extra Care	07/16	Kevin Sheehan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Scheme	Mayor and Cabinet	Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Insurance Renewal	09/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		