

Public Document Pack

Housing Select Committee Agenda

Tuesday, 25 October 2016

7.00 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: John Bardens (02083149976)

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, 25 October 2016.

Barry Quirk, Chief Executive
Thursday, 13 October 2016

Councillor Carl Handley (Chair) Councillor Peter Bernards (Vice-Chair) Councillor John Coughlin Councillor Liz Johnston-Franklin Councillor Maja Hilton Councillor Simon Hooks 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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MINUTES OF THE HOUSING SELECT COMMITTEE

Tuesday 7 September 2016, 7.30pm

Present: Councillors Carl Handley (Chair), Peter Bernards (Vice Chair), John Coughlin, Maja Hilton, Simon Hooks, Liz Johnston-Franklin, Olurotimi Ogunbadewa, John Paschoud, and Jonathan Slater.

Apologies: Councillor Joan Reid

Also present: David Austin (Head of Corporate Finance), Jeff Endean (Housing Strategy and Programmes Manager), Mark Humphreys (Group Finance Manager, Customer Services), Genevieve Macklin (Head of Strategic Housing), Michael Westbrook (Housing Policy and Partnerships Manager), John Bardens (Scrutiny Manager), Tracy Jones (Operations Manager, RB3), Adis Pajic (Deputy Contract Manager, Pinnacle), Sandra Simpson (Leasehold Manager, Pinnacle), Andrew Spearman (Operations Manager, Rydon), Adam Barrett (Director of Resources, Lewisham Homes), Andrew Potter (CEO, Lewisham Homes).

1. Minutes of the meeting held on 6 July 2016

Resolved: the Committee agreed the minutes of the last meeting as true record.

2. Declarations of interest

The following non-prejudicial interests were declared:

- Councillor Slater is a member of the board of Phoenix Community Housing.

3. Brockley PFI annual report and business plan

Tracy Jones (Operations Manager, RB3), and colleagues, introduced the report. The following key points were noted:

- Customer satisfaction rates have continued to exceed the 70% contractual target – achieving 88% in the last year.
- RB3 has been working closely with the Council to fix the IT problems they have experienced over the last year.
- RB3 continue to work with residents affected by welfare reforms. Free debt and welfare advice is available to residents the first three Fridays of each month. RB3 staff have also recently attended training to prepare for the introduction of universal credit.

Tracy Jones (Operations Manager, RB3), and colleagues, answered questions from the Committee. The following key points were noted:

- Around 600 people responded to the customer satisfaction survey – about a third of residents.

- The IT issues over the last year, due to Council IT changes, are mostly resolved.
- There are various ways RB3 work to sustain tenancies and prevent evictions. Focusing on rent arrears is one of main ways and residents now have access to free debt and welfare advice every Friday. This has helped some people get backdated benefits, for example. RB3 will continue to provide this service.
- Around four to six new, more energy-efficient (A-rated) boilers are being fitted each month. Some lofts and cavities have also been insulated.
- To try to increase opportunities for resident participation, RB3 have sent a questionnaire to ask people what people would like. They received lots of ideas and are going to be organising a public meeting to find out more.
- All 10 of the properties found to be unlawfully sub-let resulted in evictions.
- RB3 have close ties with social services and mental health teams and understand the referral process better than they did before. Once a referral has been made RB3 will also continue to work with the mental health teams. RB3 also maintain a register of vulnerable residents.
- Maintenance and some other frontline staff already receive safeguarding training. RB3 are looking to arrange further mental health training in the future.
- Most of the impact of the bedroom tax has now been resolved. Around 75 people were affected. Some have since downsized, others have received help from friends and family to pay the extra.
- Small maintenance jobs like painting doors or fence posts would usually have to wait to be done as part of larger maintenance programmes – although tenants are free to do any small jobs themselves if they don't want to wait. If, however, they're unable to do the job themselves, because they are elderly or vulnerable for example, RB3 would look into this on a case-by-case basis.

The Committee made a number of comments. The following key points were noted:

- The Committee noted that RB3 should consider raising the customer satisfaction target, given that they have consistently beaten it by a significant margin.
- The Committee also asked if councillors could be made aware of future resident meetings in their wards

The Resolved: the Committee noted the report.

4. Lewisham Homes annual report and business plan

Adam Barrett (Director of Resources, Lewisham Homes) introduced the report. The following key points were noted:

- Lewisham Homes is committed to supporting the Council in meeting its housing objectives. Over the last year Lewisham Homes has focused on increasing supply of new housing and reducing the number of people in temporary accommodation.
- Lewisham Homes have also focused on improving resident satisfaction – carrying out an independent resident survey and finding ways for staff of all levels to engage with residents. Customer satisfaction rates increased to 77% in 2016.
- The number of homes meeting the decent homes standard increased to over 90% in 2016 and is expected to increase to 100% by 2018.
- Lewisham Homes achieved the *Investors in People* gold accreditation standard

Adam Barrett (Director of Resources, Lewisham Homes) answered questions from the Committee. The following key points were noted:

- Satisfaction levels for complaint handling reduced as a result of a new approach to handling anti-social behaviour complaints that didn't work as hoped – officers are in the process of changing things back.
- Lewisham Homes try to make sure that the dedicated anti-social behaviour team focuses on the more serious issues – those where people are most likely to be in breach on their tenancy.
- Leaseholder satisfaction is usually lower, but officers are still looking to improve this. This year there has been lots of feedback from leaseholders about the impact of the decent homes work.
- Lewisham Homes have reviewed the way they handle complaints to try to resolve more problems early on, at first point of contact – before it escalates to a formal complaint.
- Although the anti-social behaviour team does some responsive work, it is intended to be more of a planned service, focusing on key issues and hotspots. The team maintains close links with the safer neighbourhood teams.
- Although Lewisham Homes has been more successful over the last year in detecting tenancy fraud, officers believe that there are still plenty more cases out there.

- Lewisham Homes rely from staff knowledge and past experience to detect tenancy fraud. They've also been working with a credit search company to find tenants who have other social tenancies.
- Lewisham homes have been getting largely positive feedback since taking back responsibility for grounds maintenance.
- Staff have had some mental health related training, including safeguarding training. There are also referral arrangements in place, but they have to be careful about data protection.
- There's also anecdotal evidence of resourcing issues with mental health teams, affecting what they can help with. Lewisham Homes keeps a record of tenants with known vulnerabilities.
- Small maintenance jobs like painting doors or fence posts would usually have to wait to be done as part of a larger maintenance programme. If a tenant prefers not to wait however, they are free to do jobs like this themselves. If someone is not physically able, because they're elderly or vulnerable for example, Lewisham Homes will decide how to deal with this on a case-by-case basis.

The Committee made a number of comments. The following key points were noted:

- The Committee said it was good idea for the anti-social behaviour team to provide live updates on Twitter when they are on patrol
- The Committee also congratulated Lewisham Homes for achieving the Investors in People gold accreditation

Resolved: the Committee noted the report.

5. Key Housing Issues

Jeff Endean (Housing Strategy and Programmes Manager) introduced the report and the Committee made a number of comments. The following key points were noted:

- A Private Member's Bill on homelessness is due receive its second reading next month. The Bill hasn't yet been published, but it is expected that it would introduce a duty to prevent homelessness – as opposed to the current duty to respond to homelessness. Council officers said it is crucial that the Government provides the necessary funding if the Bill does become law.
- The PLACE/Ladywell development has won two architecture awards. All 24 residential units will be occupied within the next few weeks. The commercial units will also start opening from the end of this month.

Resolved: the Committee noted the report.

6. Lewisham Future Programme

Genevieve Macklin (Head of Strategic Housing) and David Austin (Head of Corporate Finance) introduced the report. The following key points were noted:

- Specialist Saving proposal M4 (PLACE/Ladywell) will come from the surplus the Council will make from leasing the PLACE/Ladywell development to Lewisham Homes.
- Saving proposal M5 (hostel acquisition) will similarly come from the surplus the Council will make from the rents collected from newly acquired hostel rooms.
- Saving proposal M6 (handyperson service) is intended to come from finding an alternative way to provide the existing handyperson service. Officers will be carrying out a consultation over the coming months. The likely options are that the service will either be transferred to the voluntary sector or that people will be asked to pay.
- Saving proposal M7 (no recourse to public funds (NRPF) costs) will come from working closely with the Home Office to get decisions on applications for leave to remain from people currently relying on NRPF provision from the Council. If someone is granted leave to remain they are then usually able to work and claim benefits. It will also allow the Council to move people to cheaper accommodation, outside of Lewisham. Most of those relying on NRPF provision are in expensive temporary accommodation.

Genevieve Macklin (Head of Strategic Housing) and David Austin (Head of Corporate Finance) answered questions from the Committee. The following key points were noted:

- In relation to saving proposal M5 (hostel acquisition), people are due to start moving into the new hostel rooms in the next few weeks.
- In relation to saving proposal M6 (handyperson service), officers have been looking at how other boroughs provide similar handyperson services. Some boroughs charge by job and some are cheaper than the proposed £45 per hour – but some are also more expensive. Different boroughs have also set things up in different ways – Bromley's service, for example, is provided free on a voluntary basis, whereas Southwark's is charge for and provided in collaboration with age concern. Lewisham have not yet had any preliminary talks with any potential provider organisations.
- Officers have proposed per-hour charging to keep things simple – a job-by-job way of charging would likely be too complicated to consult on and more costly to put in place.

- The handyperson service is largely used by elderly owner-occupiers – people with disabilities are usually covered by the Disabled Facilities Grant.
- The handyperson service consultation will go out to everyone who has used the service in the last year, age concern and other local voluntary groups, such as the pensioners' forum. It will also be available online.
- In relation to saving proposal M7 (No Recourse to Public Funds costs), there are currently around 180 families in Lewisham who rely of NRPF provision from the Council. The Council is also talking to the Home Office about having a dedicated immigration officer in Lewisham again.

The Committee made a number of comments. The following key points were noted:

- In relation to the draft consultation for saving M6 (handyperson service), the Committee said officers need to be bold and make it clear that the choice is to either pay for the services or risk losing it altogether. The Committee said officers also need to be clear that the service does not apply to social housing.
- The Committee commented that the handyperson services could be defined better than £45 per hour – the service covers a wide variety of jobs involving varying amounts or time and effort. The Committee also said that £45 per hour for the service seemed expensive, particularly for those earning minimum wage.
- The Committee said that the Council has a responsibility to make sure that any future provider of the handyperson service pays the living wage to its workers.
- The Committee noted that most of the current users of the handyperson service are likely to be vulnerable.
- In relation to saving proposal M7 (NRPF costs), the Committee noted that there are risks when moving potentially long-established families out of the borough.

Resolved: to refer the Committee's views on saving proposal M6 (handypersons service) to the Public Accounts Select Committee:

The Committee welcomed officers' plans to consult on the proposed savings to the handypersons service with service users and other stakeholders, but asked to be provided with more information about the final questions being asked, in particular those about the possible charging structure for the service. The Committee also welcomed the opportunity to scrutinise the proposals again in November, in light of the results of the consultation, before any decision is made about the future of the service.

7. Select Committee work programme

John Bardens (Scrutiny Manager) introduced the report. The following key points were noted:

- The next meeting has been moved to the 25th October – the same evening as the Sustainable Development Committee. This means that the item on housing zones on the agenda for October could involve one of the Committee's joining the other to look at the item together.
- The first evidence session of the in-depth review of mental health and housing is also scheduled for the 25th October. The Scrutiny Manager will talk to officers and housing providers to confirm who will be giving evidence.

Resolved: the Committee agreed the work programme.

8. Referrals

Resolved: to refer the Committee's views on saving proposal M6 (handypersons service) to the Public Accounts Select Committee.

The meeting ended at 9.45pm

Chair:

Date:

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Agenda Item 2

Housing Select Committee			
Title	Declarations of Interest	Item No.	2
Contributor	Chief Executive		
Class	Part 1 (open)	18 October 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 5

Healthier Communities Select Committee		
Title	Housing and mental health – second evidence session	
Contributor	Scrutiny Manager	Item 5
Class	Part 1 (open)	25 October 2016

1. Overview

1.1 As part of the first evidence session of the Committee's in-depth review of housing and mental health, the Committee will hear from three local housing providers:

- Phoenix Community Housing
- L&Q Housing Association
- Family Mosaic Housing Association

1.2 Earlier in the year, the Committee also asked local housing providers a number of background questions related to housing and mental health – a summary of the responses is included with this report.

2. Recommendations

2.1 The Committee is asked to note this information.

If you have any questions, please contact John Bardens (Scrutiny Manager) on 02083149976.

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Mental health and housing – background questions

As part of gathering information for the Committee’s in-depth review of mental health and housing, I asked some of the largest housing providers in Lewisham a few questions about how they currently deal with tenants with mental health needs.

I wanted to build a picture of the good practice already in place and find out what local support services housing providers tend to work with.

I also asked about the rates of mental ill health among

tenants to try to understand the scale of the issue.

As you’ll see, the picture is quite mixed. Some providers have specific policies and training in place, while others work more flexibly.

And while most housing providers regularly interact with local support services, none had agreed any specific working arrangements.

The list to the right shows the housing providers that responded (and the number of homes they manage).

We also received extremely helpful responses from SLAM, Carers Lewisham, Family Health ISIS and the two lead mental-health GPs in the borough.

Lewisham Homes (14,000)

Phoenix (5,000)

Hexagon (1,000)

Affinity Sutton (650)

L&Q (7,000)

Hyde (2,500)

Family Mosaic (1,000)

I first asked about how housing officers (and other staff) currently deal with tenants with suspected mental health issues.

Most housing providers said they didn’t have any specific policies or procedures in place, and that how they deal with things would depend on the particular situation and the impact on the resident’s ability to manage their tenancy (Lewisham Homes for example).

Several providers said that they would usually contact the local Community Mental Health Team (CMHT), one provider said they would first

speak to the individual or their GP (Lewisham Homes), and a few providers said they would make a safeguarding alert (Affinity Sutton and Family Mosaic for example).

Those providers that did have specific policies and procedures in place (Affinity Sutton, Hyde, Hexagon for example) said that they covered issues ranging from vulnerability to safeguarding and hoarding to preventing tenancy failure.

A number of housing providers said that they had special “tenancy sustainment teams” in place, which work with vulnerable tenants at risk of losing their tenancy to,

among other things, help them to manage their money (Hyde, Hexagon and Family Mosaic for example).

One provider (L&Q) explained that their tenancy sustainment service provides up to six months of holistic support. Another provider said that their service will also signpost people to other support if necessary.

In their response, SLAM mentioned that their “trust assessment and liaison teams” accept referrals from housing providers and can do joint assessments. But they said that there have been problems in the past with referrals being made without consent.

I asked each housing provider about the prevalence of mental ill health among their tenants.

Unfortunately, nearly every housing provider explained that they didn't have any reliable data – as they tend to only record mental health needs if they are disclosed.

One provider did say, however, that they are aware that mental illness is

considerably more common than they have on record and that they're working on a project to increase their awareness (Phoenix).

Despite the lack of reliable data, the large majority of housing providers said, in their experience, that issues such as depression, anxiety and stress were the most common (Lewisham Homes, L&Q, Hexagon and Hyde for example).

One provider (Hexagon) said that issues like this were often related to money problems – and that one in four residents seen by their “Financial Inclusion Officers” have mental health issues.

One of the lead mental-health GPs also mentioned that money problems and the threat of eviction hanging over people are frequent contributors to mental health problems.

I asked housing providers if they do any work to proactively identify mental health needs among tenants.

Most providers said that they asked tenants about their about mental health and identified any support needs

at the start of a tenancy or just before.

Several providers said that they carried out a specific vulnerability assessment at sign-up (Phoenix and Hyde for example).

One housing provider said they would also follow up

these early conversations at intervals during the first year (Phoenix).

One provider said that mental health issues would only be picked up if they were disclosed through their tenancy sustainment services.

I asked about how often mental illness was an underlying issue with tenancy breakdown.

Most providers said they would be unable to say, or

that they didn't record this sort of information.

But several did say that mental health issues do feature heavily in cases referred to their tenancy sustainment teams – up to

60% according to one provider (L&Q).

SLAM also said that a significant number of their clients have experienced tenancy breakdown.

I also asked about the training that housing officers (and other staff) receive about mental health and making effective referrals.

Most housing providers said that they had provided various bits of training in the past, covering issues such as hoarding, difficult and dangerous situations, and referrals (Lewisham Homes

and Affinity Sutton for example).

Only a few providers said that they had specific mental-health-awareness

training in place as standard (L&Q for example).

Some explained that more advanced training tended to be given to housing and tenancy sustainment officers and others explained that they have at least basic safeguarding training in place (Hexagon and Hyde for example).

One provider said that they had training specifically on

“having challenging conversations” planned for the year ahead (Phoenix).

SLAM said that it would be useful to set up some sort of specific training for housing officers, particularly about what can be done if someone doesn't want to engage with support.

Family Health ISIS and Carers Lewisham both said that housing officers can

best support individuals with mental health needs by having a basic awareness of mental health and working with local agencies to sort out issues early on.

Family Health ISIS recommended setting up meetings with a wide range of local agencies to together explore ways of helping people.

I then asked about the support services that tended to be the most helpful.

Nearly all providers mentioned Community Mental Health Teams and floating support services such as Lewisham reach.

However, several providers said that they were finding it increasingly difficult to access some support services as eligibility criteria are tightened and funding is reduced (Hyde, L&Q and Family Mosaic for example).

One provider said that mental health services will often only pick up tenants

when they have hit crisis level.

Some also mentioned that it's sometimes difficult to encourage tenants to engage with the support offered.

One housing provider (Hexagon) mentioned the increasing importance of social prescribing and peer-support services as a way of getting people out and involved in the community and reducing social isolation.

One housing provider (Hyde) also said that they'd been working with Age UK in relation to older tenants.

In their response, SLAM also said that floating support can

be extremely helpful, provided it works closely with housing providers to prevent duplication and omission.

SLAM also said that debt advice and support with hoarding behaviour are also particularly helpful.

The lead mental-health GPs in the borough both said that local support services such as Bromley and Lewisham Mind, Family Health ISIS and Sydenham Garden are important and helpful.

One of the lead mental-health GPs also said that people having a named housing worker has been very helpful.

I asked about the number of referrals to mental health services made each month.

Most housing providers said that they make around one to three referrals a month.

In their response, SLAM said that they get around 10

referrals a month from housing providers, but that on top of this their different teams will also deal with a range of other queries from housing providers

Finally, I asked each housing provider if they had come to any joint-working agreements with any local mental health services or other organisations.

None of the housing providers, or SLAM, said

they had anything like this in place.

One provider (L&Q) mentioned that they would usually attend a tenant's first meeting with a CMHT.

Another mentioned the Lewisham information sharing protocol.

A couple also mentioned the Lewisham safeguarding protocol, but said that it had fallen off the radar a bit.

Several providers said they would welcome the opportunity to work on something (Family Mosaic and Phoenix for example).

Housing Select Committee			
Title	Monitoring Temporary Accommodation and Homelessness		
Key decision	No	Item no	6
Wards	All		
Contributors	Executive Director for Customer Services		
Class	Part 1	25 October 2016	

1 Summary

- 1.1 Housing Select Committee will be aware of the increase in homelessness in the borough, and the corresponding increase in the number of households placed in temporary accommodation.
- 1.2 This item will provide an update to Committee on the latest situation, including the numbers placed in temporary accommodation out of the borough in line with the Location Priority Policy.
- 1.3 In order to ensure that the most up to date information can be provided to Committee, this information will take the form of an officer presentation on the night of the meeting.

2 Legal Implications

- 2.1 There are no specific legal implications arising from this report.

3 Financial implications

- 3.1 There are no specific financial implications arising from this report.

4 Crime and disorder implications

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

5 Equalities implications

- 5.1 There are no equalities implications arising from this report.

6 Environmental implications

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

7 Background Documents and Report Originator

7.1 There are no background documents to this report.

7.2 If you have any queries relating to this report please contact Genevieve Macklin on 020 8314 6057

Agenda Item 8

Housing Select Committee			
Title	Select Committee work programme		
Contributor	Scrutiny Manager	Item	8
Class	Part 1 (open)	25 October 2016	

1. Purpose

To advise Members of the proposed work programme for the municipal year 2016-17, and to decide on the agenda items for the next meeting.

2. Summary

- 2.1 At the beginning of the municipal year, each select committee drew up a draft work programme for submission to the Business Panel for consideration.
- 2.2 The Business Panel considered the proposed work programmes of each of the select committees on 24 May 2016 and agreed a co-ordinated overview and scrutiny work programme. However, the work programme can be reviewed at each Select Committee meeting so that Members are able to include urgent, high priority items and remove items that are no longer a priority.

3. Recommendations

3.1 The Committee is asked to:

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

4. The work programme

4.1 The work programme for 2016/17 was agreed at the Committee's meeting on 12 April 2016.

4.2 The Committee is asked to consider if any urgent issues have arisen that require scrutiny and if any existing items are no longer a priority and can be removed from the work programme. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at **Appendix A** may help Members decide if proposed additional items should be added to the work programme. The Committee's work programme needs to be achievable in terms of the amount of meeting time available. If the Committee agrees to add additional item(s) because they are urgent and high priority, Members will need to consider

which medium/low priority item(s) should be removed in order to create sufficient capacity for the new item(s).

5. The next meeting

5.1 The following reports are scheduled for the meeting on 24 November 2016:

Agenda item	Review type	Link to Corporate Priority	Priority
Housing and mental health in-depth review	Policy development	Decent homes for all	High
Housing Action Zones	Standard item	Decent homes for all	High
Communal heating systems review update	In-depth review	Decent homes for all	Medium
Allocations scheme consultation	Policy development	Decent homes for all	High
Proposed rent and service charge increases	Standard item	Decent homes for all	High

5.2 The Committee is asked to specify the information and analysis it would like to see in the reports for these items, based on the outcomes the Committee would like to achieve, so that officers are clear about what they need to provide for the next meeting.

6. Financial Implications

There are no financial implications arising from this report.

7. Legal Implications

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

8. Equalities Implications

8.1 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.

8.2 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.

8.3 There may be equalities implications arising from items on the work programme and all activities undertaken by the Select Committee will need to give due consideration to this.

9. Date of next meeting

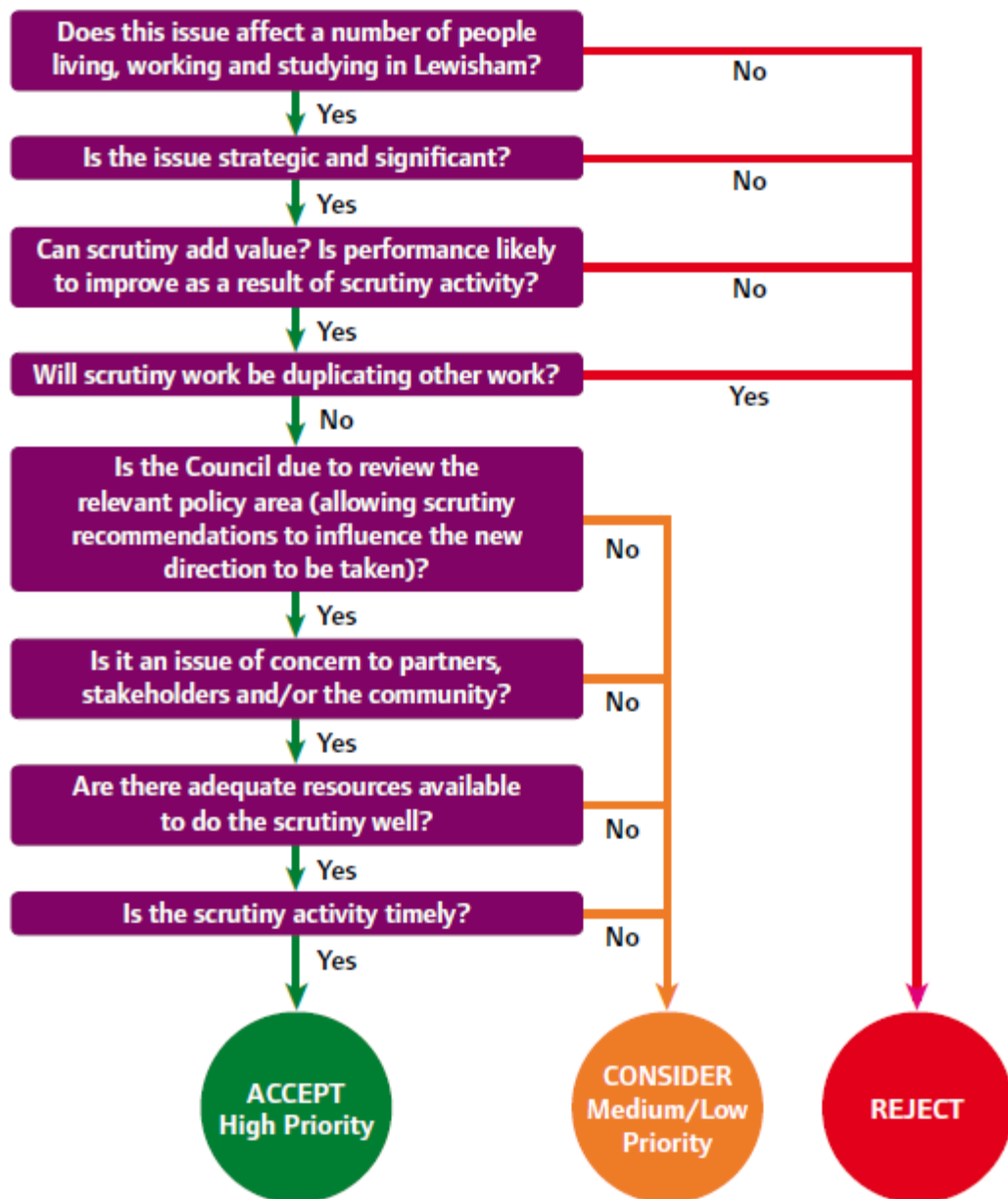
The date of the next meeting is Thursday 24 November 2016.

Background Documents

Lewisham Council's Constitution

Centre for Public Scrutiny: the Good Scrutiny Guide

Scrutiny work programme – prioritisation process



Housing Select Committee work programme 2016/17

Programme of work

Work item	Type of item	Priority	Strategic priority	Delivery deadline	12-Apr	25-May	06-Jul	07-Sep	25-Oct	16-Nov	10-Jan	07-Mar
Lewisham Future Programme	Standard item	High	CP6	Ongoing				Savings				
Key Housing Issues	Standard item	Low	CP6	Ongoing								
Election of the Chair and Vice-Chair	Constitutional req	N/A	CP6	Apr								
Committee work programme 2016/17	Constitutional req	High	CP6	Ongoing								
Discharge into the PRS policy	Policy development	Medium	CP6	July								
Lewisham's Housing Strategy (2015-2020) - monitoring	Policy development	Medium	CP6	Oct								
Housing and older people	Standard item	Medium	CP6	June								
New Homes Programme	Performance monitoring	High	CP6	June								
In-depth review	Policy development	High	CP6	Jan '17			Scoping		Evidence	Evidence	Report	Referral
Lewisham Homes	Performance monitoring	Medium	CP6	Sep				Annual report & business plan			Mid year review	
Brockley PFI	Performance monitoring	Medium	CP6	Sep				Annual report & business plan			Mid year review	
Monitoring homelessness and temporary accommodation pressures	Policy development	High	CP6	Oct								
Additional licensing for HMOs	Standard item	High	CP6	Nov								
Housing Action Zones	Standard item	Medium	CP6	May								
Communal Heating Systems review update	In-depth review	Medium	CP6	Nov						Update		
Allocations scheme consultation	Policy development	High	CP6	Nov								
Proposed rent and service charge increases	Standard item	High	CP6	Nov								
Discretionary licensing scheme	Performance monitoring	Medium	CP6	Mar								
Annual lettings plan	Standard item	High	CP6	Mar								

	Item completed
	Item ongoing
	Item outstanding
	Proposed timeframe
	Item added

Meeting Dates:						
1)	Tue	12 April		5)	Tue	25 Oct
2)	Tue	25 May		6)	Wed	16 Nov
3)	Wed	6 Jul		7)	Tue	10 Jan
4)	Wed	7 Sep		8)	Tue	7 Mar

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FORWARD PLAN OF KEY DECISIONS

Forward Plan November 2016 - February 2017

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.

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
August 2016	Recommendations of the Broadway Theatre Working Group	19/10/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
August 2016	Deptford Reach Development	19/10/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	Financial Forecasts 2016/17	19/10/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
August 2016	Heathside & Lethbridge Phase 5 Compulsory Purchase Order	19/10/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	Heathside & Lethbridge Phase 6 Parts 1 & 2	19/10/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	Private Rented Sector Discharge Policy	19/10/16 Mayor and Cabinet	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
			Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	Treasury Management Mid-Year Update	19/10/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
August 2016	Update on action plan following Education Commission Report	19/10/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
August 2016	Family Support Service Contract Award	19/10/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
August 2016	Footways Contract Award	19/10/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
September 2016	Supported Living Services to Adults with Learning Disabilities Call-Off contracts	19/10/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and		

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
			Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
September 2016	Children and Young People's Personalised Care and Support Preferred Provider Framework Contract Extension	19/10/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
August 2016	Re-Procurement Managed Service Interpretation, Translation and Transcription Services Contract award	01/11/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
May 2016	Annual Complaints Report	09/11/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Joe Dromey, Cabinet Member Policy & Performance		
April 2016	Autistic Spectrum Housing	09/11/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
September 2016	Catford Regeneration Programme Update	09/11/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and		

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
			Councillor Alan Smith, Deputy Mayor		
August 2016	Discretionary Rate Relief Review	09/11/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Kevin Bonavia, Cabinet Member Resources		
February 2016	Disposal of Copperas Street Depot Creekside	09/11/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Lewisham Homes Business Plan and Articles	09/11/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	New Bermondsey Housing Zone Bid Update	09/11/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Private Rented Sector: Additional Licensing Scheme for Houses in Multiple Occupation above/below commercial premises	09/11/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	Regionalising Adoption	09/11/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and		

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
			Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
September 2016	Restoration and Re-Purposing of Buildings within Beckenham Place Park	09/11/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		
August 2016	Review of National Non Domestic Rates - Discretionary Discount Scheme for Businesses Accredited to Living Wage Foundation	09/11/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Kevin Bonavia, Cabinet Member Resources		
May 2016	Schools with License deficits	09/11/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
August 2016	Carriageway Resurfacing Contract Award	09/11/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Options for a new Enterprise Resource Planning solution for	09/11/16 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
	Lewisham	(Contracts)	Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
August 2016	Deptford High Street (North) Contract Award	22/11/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
August 2016	Consultant Appointment 2016 Schools Minor Works Contract	22/11/16 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		
August 2016	Deptford Parish Council Petition and Community Governance Terms of Reference	23/11/16 Council	Kath Nicholson, Head of Law and Councillor Kevin Bonavia, Cabinet Member Resources		
May 2016	Main Grants Programme 2017-18 Appeals Against Proposals	30/11/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Joan Millbank, Cabinet Member Third Sector & Community		
	Air Quality Action Plan	07/12/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member		

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
			Public Realm		
September 2016	Ashmead Primary School Expansion: Results of Consultation	07/12/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
May 2016	2017-18 Council Tax Reduction Scheme	07/12/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Kevin Bonavia, Cabinet Member Resources		
	356 Stanstead Road - Property Acquisition	07/12/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
August 2016	The Wharves Deptford - Compulsory Purchase Order Resolution	07/12/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Waste & Recycling Services Update	07/12/16 Mayor and Cabinet	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
August 2016	Contract Extensions for Accommodation Based Services and Floating Support Service	07/12/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
	Managed Service Contract for the procurement of their agency workers	07/12/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
August 2016	Fusion Leisure Contract Variation	07/12/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
May 2016	Main Grants Programme 2017-18 Allocation of Funding	07/12/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Joan Millbank, Cabinet Member Third Sector & Community		
May 2016	Re-procurement of Existing Core Contract Adult Substance Misuse Services and Budget Setting for Substance Misuse Services	07/12/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Janet Daby, Cabinet Member Community Safety		

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Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
August 2016	Prevention Inclusion and Public Health Commissioning Contract Award	07/12/16 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
August 2016	School Minor Works Programme 2017	07/12/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	2016 School Minor Works Contact Consultancy Appointment	13/12/16 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		
September 2016	Lewisham Music Business Plan and Transfer Terms	11/01/17 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
August 2016	Community Premises Management Contract Permission to Tender	11/01/17 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Joan Millbank, Cabinet Member Third		

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
			Sector & Community		
May 2016	Council Tax Reduction Scheme 2017-18	18/01/17 Council	Kevin Sheehan, Executive Director for Customer Services and Councillor Kevin Bonavia, Cabinet Member Resources		
	Animal Welfare Charter	08/02/17 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		
	Budget Update	15/02/17 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
May 2016	Council Budget 2017-18	22/02/17 Council	Kevin Sheehan, Executive Director for Customer Services and Councillor Kevin Bonavia, Cabinet Member Resources		
August 2016	Community Premises Management Contract Award	19/04/17 Mayor and Cabinet (Contracts)	Aileen Buckton, Executive Director for Community Services and Councillor Joan Millbank, Cabinet Member Third Sector & Community		

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