

<b>Housing Select Committee</b>		
Title	Select Committee work programme 2019-20	
Contributor	Scrutiny Manager	Item 7
Class	Part 1 (open)	1 May 2019

## **1. Purpose**

1.1. To ask members to agree an annual work programme for the select committee.

## **2. Summary**

2.1. This report:

- Provides a summary of the committee's work in 2018-19
- Provides the context for setting the 2019-20 work programme
- Asks members to agree on priorities for the 2019-20 municipal year
- Sets out the process for Business Panel approval of the work programme
- Sets out how the work programme can be monitored and developed

## **3. Recommendations**

3.1. The Select Committee is asked to:

- Note the meeting dates and committee terms of reference
- Note the key decision plan at appendix F
- Consider the provisional work programme at appendix B
- Consider additional items for the work programme
- Consider opportunities for public participation
- Agree a work programme for 2019-20
- Ensure the work programme is manageable within the number of scheduled meetings and time available at each meeting.

## **4. Meeting dates**

4.1. The meeting dates below were agreed at the Council AGM on 3 April 2019:

- Wednesday 24 April 2019
- Tuesday 4 June 2019
- Wednesday 10 July 2019
- Wednesday 18 September 2019
- Wednesday 30 October 2019
- Monday 16 December 2019
- Thursday 30 January 2020
- Thursday 12 March 2020

## **5. The role of the select committee**

- 5.1. The role of the select committee is to scrutinise the discharge of the council's housing functions. This includes scrutinising Lewisham Homes and Regenter B3, which manage the council's stock of council properties, and establishing links with other social housing providers in the borough. The Committee's full terms of reference are set out in appendix A.
- 5.2. A key part of the committee's role is scrutinising the performance and objectives of the council's housing strategy. This includes support and accommodation for those who are homeless or threatened with homelessness; measures to increase the supply of new, affordable housing; improving conditions in the private rented sector; and improving standards in social housing. The current [housing strategy](#) covers the period 2015-2020.
- 5.3. The Committee can invite expert witnesses to provide evidence to the Committee on specific topics, such as local housing partners or representatives from the voluntary sector. While witnesses often welcome the chance to speak to the Committee, they are not obliged to attend (as opposed to officers of the Council and decision makers).

## **6. Provisional 2019-20 work programme**

- 6.1. The scrutiny manager has drafted a provisional work programme for the committee to consider (see appendix B).
- 6.2. The provisional work programme currently includes:
  - items suggested by the committee in the previous year
  - items suggested by council officers
  - issues arising as a result of previous scrutiny
  - items the committee is required to consider by its terms of reference
- 6.3. The committee should also give consideration to:
  - issues of importance to Local Assemblies (appendix C)
  - decisions due to be made by Mayor and Cabinet (appendix F)
  - issues suggested by members of the public (see paragraph 8.10)
- 6.4. Suggestions made by the committee at the last meeting of 2018-19
  - *Resident engagement on estate redevelopments*

It was suggested at the last meeting of 2018/19 that the committee should look into resident engagement, in particular how the council engages with communities around regeneration & housing development.

Suggested questions included:

- How does the council consult with communities around regeneration and housing development?
- How has the council learned from past mistakes in consultation and how has this affected subsequent consultation and engagement?
- How does the way the council engages with communities on these issues impact relationships between the council and residents, particularly those from often excluded groups?
- Can we learn from other councils (London & further afield) on how they do engagement and consultation on housing?
- What role can TRAs play in community engagement and how are we facilitating the creation of new TRAs through our partner organisations? (Lewisham Homes, Regenter B3, and other housing associations).

- *Homelessness Reduction Act*

Another suggestion from the last meeting of 2018/19 was to look into the impact of the new Homelessness Reduction Act upon housing provision.

Suggested questions included:

- Has the Act resulted in more applications from homeless people?
- Has Lewisham provided more accommodation as a result of the Act?
- If Lewisham has provided more accommodation, what is the nature of the accommodation: is it private/public, AST, duration of tenancy, its location?
- The impact of the Act upon the “full” duty under s193 of the Housing Act and the number of full applications being decided. Specifically, has the Act meant a reduction in the number of investigations into priority need and intentionality?
- What impact has the Act had on the Housing List.

- *Overcrowding*

At the last meeting of 2018/19, it was noted that there are around 4,500 households living in overcrowded conditions in Lewisham. It was suggested that the committee should look into overcrowding and under-occupancy and ways incentivise downsizing and access to available housing mobility schemes.

- *Effects of housing people out of the borough*

To consider the impact of the Localism Act 2011, which allowed local authorities to house homeless applicants out of borough, both in respect of temporary and permanent accommodation.

Suggested questions included:

- How often does this occur?
- What are the distances involved?
- What has been the effect of the policy upon individual applicants?

Other suggestions made by the committee included:

- *Lewisham's capacity to build new council homes, in terms of resources, staff and land.*
- *Fire safety and fire doors*
- *Major works and repairs*

#### 6.5. Suggestions from officers in view of forthcoming developments

- *Housing strategy*

At the last meeting of 2018/19 ([March](#)), the committee received an update on the approach to developing a refreshed housing strategy for 2020-25. The committee has been invited to participate in a workshop on the key principles of the strategy (provisional date of 23rd April). Officers also expect to bring a draft strategy to committee around September.

- *New Homes Programme*

The delivery of 1,000 new social homes forms part of the council's corporate strategy for 2018-22. A pipeline of the proposed homes is expected by spring.

- *Tenant and resident engagement*

The first resident's ballot on development proposals is expected to be held in the summer, on the redevelopment plans for Achilles Street, New Cross. The committee has expressed a particular interest in this topic.

- *Lewisham Homes acquisitions programme*

Lewisham Homes is continuing its programme of property acquisitions in order to provide homes for homeless families and reduce spending on nightly-paid temporary accommodation. The acquisitions will count towards the corporate priority of delivering 1,000 new social homes.

#### 6.6. Issues arising as a result of previous scrutiny

- *Mental health and housing*

The committee carried out an in-depth review of [mental health and housing](#) in 2016/17, and made a number of recommendations to Mayor and Cabinet. The committee is due a progress update on the recommendations.

- *Lewisham Homelessness Forum*

In [January 2019](#), the committee received a comprehensive update on rough sleeping from the Lewisham Homeless Forum (a partnership between the council and local homelessness organisation). There may be particular discussion points from this item that the committee would like to explore further. The committee may also want to engage with the forum again.

- *Fire Safety*

The committee has received a number of updates on fire safety, in tall buildings in particular, since the Grenfell tragedy in 2017, most recently in [December 2018](#). There may be particular areas of interest that the committee

would like to receive further updates on, such as the replacement of defective fire doors, for example.

6.7. Items the committee can consider by virtue of its terms of reference

- Lewisham Homes annual report and business plans
- Regenter B3 annual report and business plans
- Rent and service charge increases
- Annual lettings plan
- Budget cuts proposals relating to the committee's areas \*

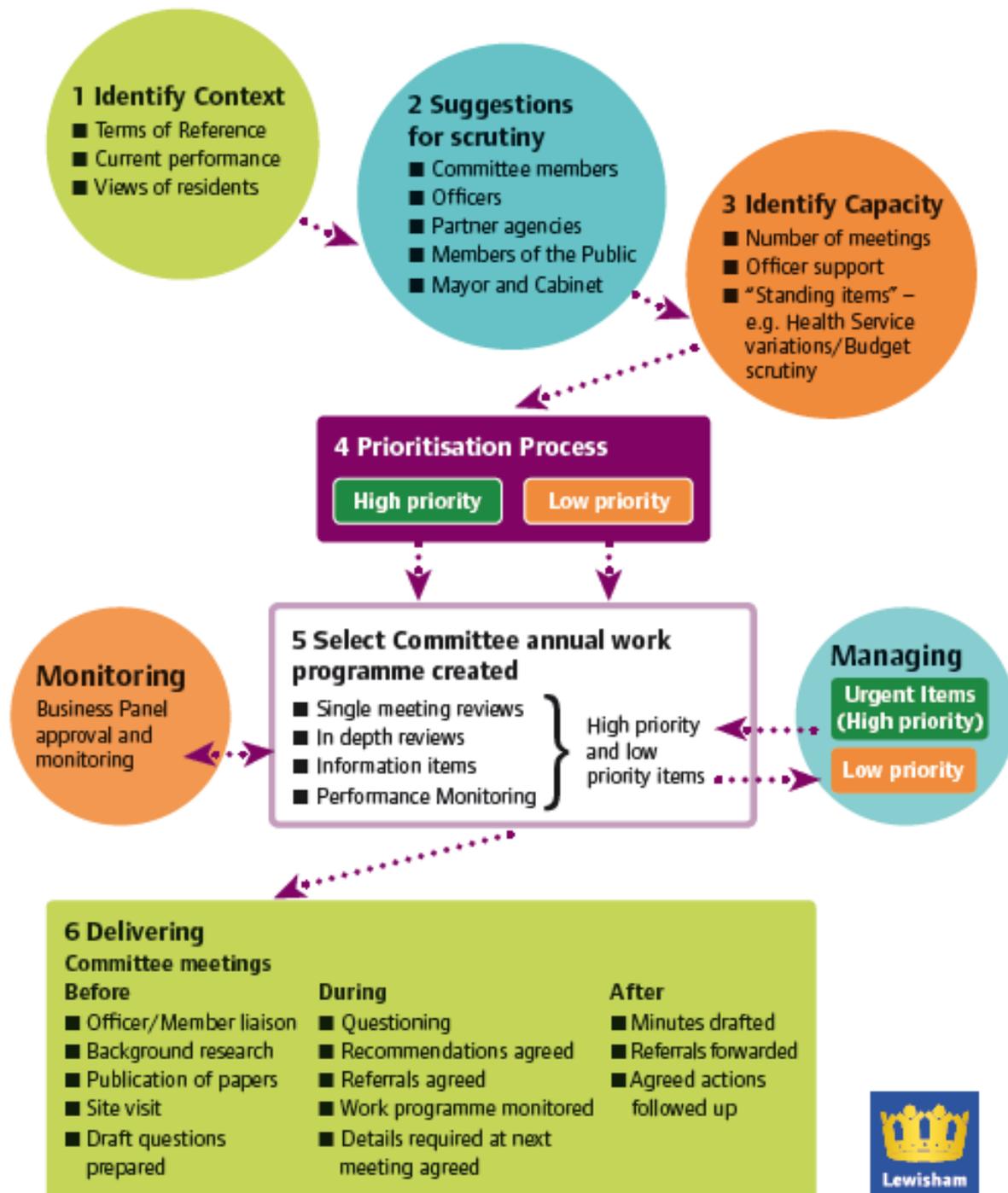
*\*The council continues to identify areas from which it will deliver significant budget reductions in order to agree a balanced budget, as required by legislation. Officers have committed to regular interactions with Members in order to facilitate the effective scrutiny of specific proposals. The committee will need to retain capacity in its work programme to consider these as is necessary.*

6.8. It is for the committee to consider the provisional work programme and agree any additional items it would like to include.

6.9. The flowchart below (available on the [Members Information Site](#)) and following section set out further guidance on the steps involved in setting, monitoring, managing and delivering the work programme:

# Work Programme: Setting, monitoring, managing and delivering

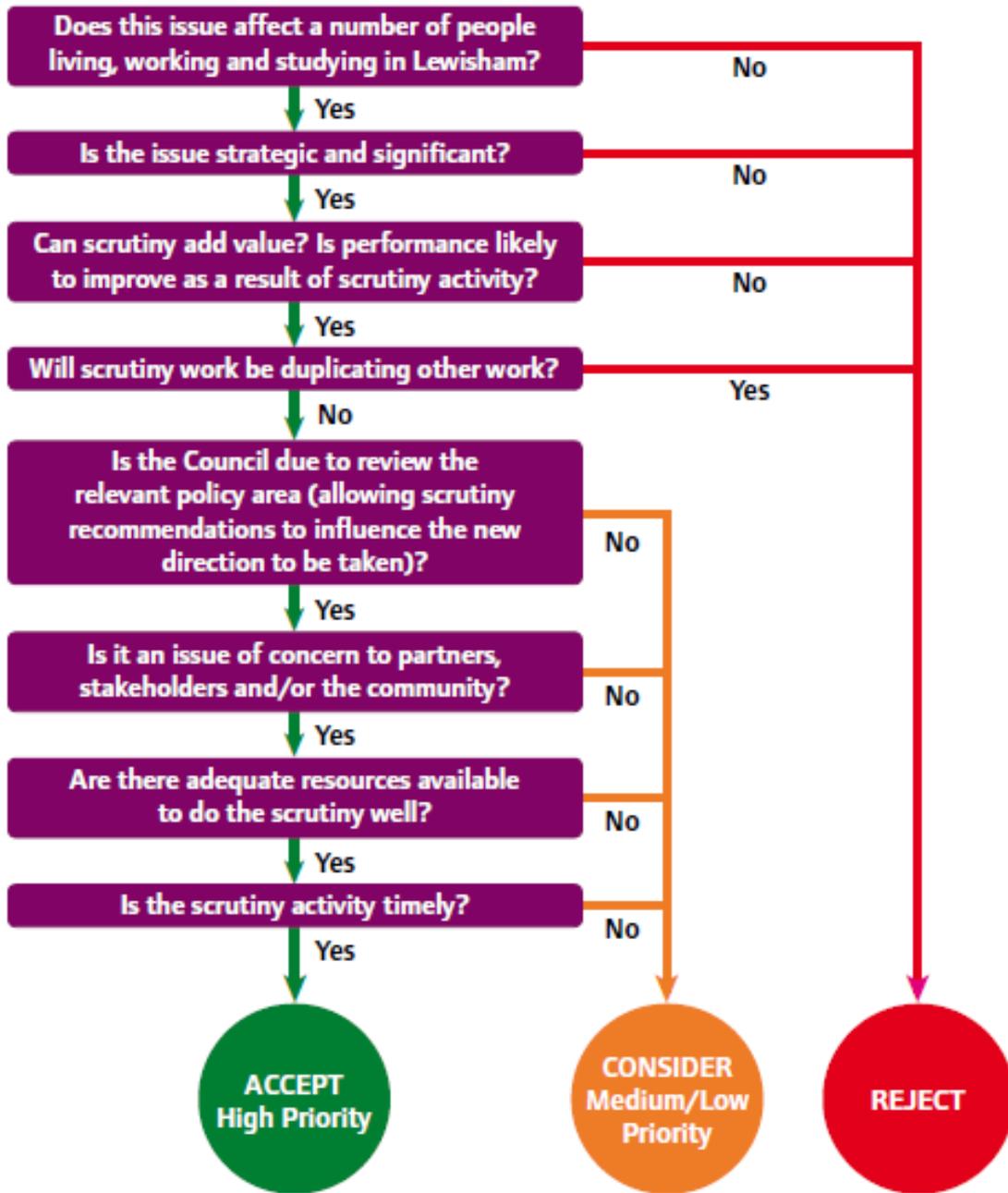
## Setting



## **7. Deciding on items to add to the work programme**

- 7.1. When deciding on items to include in the work programme, the committee should consider:
- the key services, programmes and projects within the committee's remit
  - the criteria for selecting and prioritising topics (see flowchart below)
  - suggestions already put forward (see paras 6.4 to 6.6)
  - items committee required to consider by its terms of reference (para 6.7)
  - the capacity for additional items (see paras 10.5 to 10.8 below)
- 7.2. Prioritising potential work programme items helps the committee to decide which items to include and which items it could potentially remove from its work programme if it decides to take any urgent high-priority issues over the course of the year.
- 7.3. It may help to designate items as either high or medium priority. Low priority items should not be included on the work programme.
- 7.4. The flowchart below (available from the [Members Information Site](#)) provides guidance on prioritising topics for scrutiny:

## Scrutiny work programme – prioritisation process



## 8. Different types of scrutiny

8.1. Scrutiny can be carried out in a number of ways and it is important to consider which type of scrutiny is the most appropriate and proportionate for each item on the work programme.

8.2. Some items, for example, may only require a briefing report for information (and will not need to be considered at a formal committee meeting), while another may require more detailed analysis and questioning of a particular issue with input from stakeholders.

8.3. Some of the main ways of carrying out scrutiny are described below.

8.4. The committee should also note the comments submitted by scrutiny to the council's [Local Democracy Review](#) on how scrutiny can be even more effective, participative and open. Ideas and suggestions included:

- Focusing on fewer issues more closely linked to council priorities
- Formal questioning of cabinet members at committee meetings
- More engagement with the public outside of formal meetings
- Individual scrutiny members leading on defined topic areas
- Contributing to new policy proposals at an early stage

8.5. Standard items

8.6. The majority of work programme items tend to be standard items, where scrutiny is carried out as part of a single meeting and members:

- agree what information and analysis they wish to receive
- receive a report presenting that information and analysis
- ask questions of the presenting officer or guest
- agree, following discussion of the report, whether the committee will make any recommendations or receive further information.

8.7. In-depth reviews

8.8. For issues that require more detailed analysis and more extensive evidence gathering, the committee may decide to carry out an in-depth review over a series of meetings.

8.9. The committee can use a range of methods to investigate and gather evidence as part of an in-depth review. This includes:

- inviting expert witnesses and specialists to meetings
- consulting relevant sections of the community
- requesting specific information and analysis from council officers
- individual members participating in meetings, events and visits – and reporting back to the committee

- 8.10. In order to increase public participation in scrutiny, the committee may also decide to ask members of the public to contribute to in-depth reviews by submitting evidence via the council website: [Open Overview and Scrutiny Investigations](#). This is a new tool available to scrutiny committees.
- 8.11. It is important to note that evidence gathering as part of an in-depth review can take place outside of the formal committee meeting setting. In previous years scrutiny committees have:
- carried out visits and fact-finding trips
  - consulted with local resident and special interest groups
  - asked individual members to report on a specific issue
- 8.12. In-depth reviews usually take place over at least four meetings:
- Meeting 1 - scoping and planning the review
  - Meetings 2 to 3 - evidence gathering
  - Meeting 4 - agreeing draft report and recommendations
  - Report sent to Mayor and Cabinet for consideration and response
- 8.13. If the committee would like to designate one of its work programme items as an in-depth review, this should be done at the first 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 next meeting.
- 8.14. The flowchart below (available on the [Members Information Site](#)) sets out more information on the different stages involved in scoping and carrying out an in-depth review:

# How to carry out an in-depth review



## Different types of scrutiny (continued...)

### 8.15. Single-meeting reviews

8.16. A more concise review where evidence is collected at one meeting and a brief report with recommendations produced for the next meeting. This approach allows a quicker turnaround for recommendations.

### 8.17. Policy development

8.18. This usually takes place when the council is due to renew a particular policy. Scrutiny might consider the options available and officer recommendations before a decision is made by Mayor and Cabinet.

8.19. It is important that select committees are engaged at an early enough stage to be able to actively influence and contribute to the new policy.

### 8.20. Performance monitoring

8.21. Scrutiny regularly uses performance information and data to examine the effectiveness of specific council services. This includes assessing the delivery of a particular project against a set timescale.

8.22. For example, in the past year the committee has monitored the performance of the council's adult learning service as well as local NHS trusts.

### 8.23. Information items

8.24. Some potential work programme items might be low priority and may only require a briefing report to be produced for the committee to note. There is no provision for discussion of information items. Information items can be circulated to committee member by email and questions can be put to the report author for a written response.

8.25. The council's *guide to overview and scrutiny* (available from the [Members Information Site](#)) provides further information on carrying out scrutiny.

## 9. The committee's work in 2018-19

- 9.1. A brief overview of the wide range of issues the committee considered over 2018-19 is set out below. Members are asked to take this into consideration when setting the work programme for the coming year.

### *Homelessness*

Homelessness remains a priority issue for the council and the committee scrutinised a number of related developments over 2018-19. This included the implementation of the *Homelessness Reduction Act* ([December](#)); rough sleeping ([January](#)); the extension of the leasing arrangements at Milford Towers, some of which is used as temporary accommodation ([July](#)); and the establishment of a London-wide procurement vehicle, *Capital Letters*, to deliver accommodation for homeless families ([September](#)).

On the establishment of Capital Letters, the committee asked a number of questions and queried whether the scheme would reduce homes available on the housing list and have any implications for the council's allocations policy.

On rough sleeping, the committee received a comprehensive update on from the Lewisham Homeless Forum (a partnership between the council and local homelessness organisation) in January. The committee heard about some of the biggest challenges facing the Forum, including data, outreach and tenancy sustainment, and some of the most effective interventions, such as *Housing First*. The committee discussed the correlation between homelessness and brain injury and the risk of rough sleepers being misdiagnosed with mental health issues.

### *Resident engagement on estate redevelopments*

In [September](#) the committee was consulted on the introduction of residents' ballots on estate regeneration schemes that involve replacing existing homes and the development of a residents' charter, which would guarantee residents the right to remain on their estate.

The committee expressed a number of concerns about the ballot proposals, included holding residents' ballots too early in the process, and the possibility of external influences on ballots. The committee also commented on the proposed resident charter and the offer for private tenants of non-residential leaseholders and freeholders. Officers agreed to invite responses on this point in the public consultation.

Mayor & Cabinet agreed in [December](#) that there would be a resident ballot held on the Achilles street project, a development with the potential to provide 450 new homes. The ballot is likely to take place in summer 2019.

The 2018-19 committee suggested resident engagement as an area of work for the 2019-20 committee.

### *Private rented sector licensing*

The committee was regularly consulted on the development of a number of private rented sector licensing schemes over the course of 2018/19. This included receiving updates on the performance of licensing schemes already

in place, such as the national *mandatory* licensing scheme for HMOs, and the Lewisham-specific *additional* licensing scheme for HMOs above commercial premises ([September](#)). It also included scrutinising the development of a borough-wide *selective* licensing scheme for all private rented sector properties ([September](#), [March](#)).

The committee expressed broad support for licensing schemes already in place and for the development of a borough-wide scheme. The committee questioned officers on whether it would be possible to obtain all of the data necessary for an evidence base to support the case for a borough-wide *selective* licensing scheme. The committee also queried the absence of an equalities impact assessment for the scheme. Officers assured the committee that equalities considerations would be brought back to committee as part of the fully developed business case.

The committee received a further update on the proposal for a borough-wide licensing scheme in [March](#). This included a comprehensive report and presentation on the development of an evidence base to support the application for the scheme. The evidence base included detailed analysis of large datasets relating to the prevalence of the private rented sector, deprivation, crime, and anti-social behaviour for each ward. The committee restated its support for a borough-wide licensing scheme, praised officers for the extensive data analysis, and referred its views to Mayor & Cabinet.

### *Budget scrutiny*

As in previous years, a key part of the committee's work over 2018/19 has been scrutinising savings proposals put forward by officers to ensure that the council meets its statutory obligation to set a balanced budget ([October](#)).

The committee focused on proposals to generate more than £400k of income for the council by investing in five temporary accommodation developments like PLACE/Ladywell, and proposals to save £600k by reducing the number of households in nightly-paid accommodation.

The committee also considered the proposal to cut the intensive housing advice and support service, and queried whether reducing this service could lead to more people falling into the cycle of homelessness, which could end up costing the council more.

Officers said that that the risks would be mitigated by the council's work in other areas, such as the Homelessness Trailblazer project, and agreed to report back on this cut six months after its implementation.

## Referrals to Mayor and Cabinet

- 9.2. Scrutiny committees have the option to refer their views on a particular item to Mayor and Cabinet in the form of a formal “referral”. The Chair or a nominated member of the committee can attend Mayor and Cabinet to present the referral and add additional context to the committee’s views.
- 9.3. Mayor and Cabinet are required by the council’s constitution to provide a response to a referral within two months. The relevant Cabinet Member or senior officer may attend the committee meeting at which the response is due to be considered in order to present the response and answer questions.
- 9.4. The committee’s previous referrals can be viewed on the [council’s website](#).

## **10. Approving, monitoring and managing the work programme**

- 10.1. 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.
- 10.2. The Business Panel will meet in 7 May 2019 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.
- 10.3. 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 be considered against the priority criteria outlined in this report. If the committee agrees to add high priority items, it must also consider which medium/low priority items should be removed. There are eight meetings in this municipal year and the work programme needs to be achievable given the time available.
- 10.4. Members have previously requested additional guidance about prioritising and managing work programmes. The Council’s constitution (part IV, section E) sets out the procedural rules for overview and scrutiny committees. The following issues were noted in 2014-18 as key issues:
  - the length of meetings
  - the number of items scheduled for each meeting
  - the order of items at meetings

### Length of meetings

- 10.5. 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 the Council’s standing orders in order to complete committee business. 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.

- 10.6. It is suggested that if standing orders are suspended, the meeting should continue for no longer than a further 30 minutes. Once a meeting has been in progress for more than three hours, especially if it takes place in the evening, the concentration of participants and the meeting's effectiveness declines.
- 10.7. 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 questions put to officers and guests.

#### The number of items scheduled for each meeting

- 10.8. 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 Mayor and Cabinet responses and other urgent business.
- 10.9. The terms of reference of the committee are broad and there are many areas of service delivery and budgetary management that the committee could scrutinise. The prioritisation process set out earlier in the report is designed to help the Committee decide whether it should add items to its work programme. Where the committee identifies issues of interest that are low priority because, among other things: 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; then members may wish to make a request to receive a briefing – or task the relevant scrutiny manager to identify sources of further information for circulation to the committee by email in order to provide context for future discussions.

#### The order of items at meetings

- 10.10. The Council's standing orders require that the minutes of previous meetings, declarations of interest and responses to select committees from Mayor and Cabinet are considered as the first items on select committees' order of business. At the beginning of the municipal year it is also necessary for a committee to decide on a chair and vice chair and to set a programme of business for the coming year at the earliest opportunity.
- 10.11. It has become standard practice for committees to consider items presented by guests and officers from partner organisations at the beginning of each agenda. This allows these speakers and presenters to be released from the meeting at the earliest opportunity.
- 10.12. The Committee has been asked to allocate a level of priority to each of the items on its work programme. Following the consideration of standing items and taking into account invitations to guests and external witnesses as well as

the complexity and length of the reports on the agenda, work programmes are ordered by priority (high/medium).

- 10.13. Decisions about agreeing the order of business and changing the priority of items for discussion are made by the Chair, with the agreement of the Committee, where possible.

## **11. Financial Implications**

- 11.1. 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.

## **12. Legal Implications**

- 12.1. 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.

## **13. Equalities Implications**

- 13.1. 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.
- 13.2. 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.
- 13.3. 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.

## **Background Documents**

Lewisham Council's Constitution

## **Appendices**

Appendix A – Committee's terms of reference

Appendix B – Provisional work programme

Appendix C – Local assembly priorities

Appendix D – Areas of the Council scrutinised by the Select Committee

Appendix E – Centre for Public Scrutiny criteria for selecting scrutiny topics

Appendix F – Notice of forthcoming executive decisions

## **Appendix A**

The following roles are common to all select committees:

### **(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

### **(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)

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 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 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.

To keep the Council's local ward assemblies 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 the 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 Housing Select Committee has specific responsibilities for the following:

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 improving, increasing and enhancing housing in the borough, 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 Select Committee Work Programme 2019-20

Work item	Type of item	Priority	Delivery	24-Apr	04-Jun	10-Jul	18-Sep	30-Oct	16-Dec	30-Jan	12-Mar
Budget cuts proposals	Standard item	High	Ongoing								
Confirmation of Chair and Vice Chair	Constitutional req	High	Apr								
Work programme 2019-20	Constitutional req	High	Apr								
Lewisham Homes acquisitions programme	Standard item	High	Apr								
In-depth review	In-depth review	High	Jun		Scope						
Housing and mental health review update	Performance monitoring	High	Jun								
Lewisham Homes annual report and business plan	Performance monitoring	High	Jul								
Brockley PFI annual report and business plan	Performance monitoring	High	Jul								
Fire safety update	Performance monitoring	High	Sep								
Resident engagement in estate redevelopment	Performance monitoring	High	Oct								
Homelessness Reduction Act progress update	Performance monitoring	High	Dec								
Rent and service charge increases	Standard item	High	Jan								
Annual lettings plan	Standard item	High	Mar								

	Item completed
	Item on-going
	Item outstanding
	Proposed timeframe
	Item added

Meetings			
1)	Wed 24th April 2019	5)	Wed 30th Oct 2019
2)	Tue 4th June 2019	6)	Mon 16 Dec 2019
3)	Wed 10th July 2019	7)	Thu 30 Jan 2020
4)	Wed 18th Sept 2019	8)	Thu 12 Mar 2020

## Appendix C - 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 – helping improve our local living environment and making Brockley a safer, cleaner and greener place to live, work and learn
- Creating development opportunities for Brockley residents
- Connecting communities – bringing Brockley residents together, fostering a sense of community spirit, mutual understanding and respect through community projects, events and activities. These could be art, music, drama or sports based. We are also keen to open up the criteria to include ideas around exciting intergenerational projects.

### Catford South

#### Improving the Catford South Environment

Parking, Idling and CPZs  
Improving Cycling Provision  
General traffic issues in Catford South  
Supporting Local Air Quality Campaigns

#### Improving Catford South for Residents

Fly-tipping, Litter and Bins  
Greening through planting trees and flowers  
Noise nuisance  
Street cleaning

#### Developing more activities for Children and You People in Catford South

Activity for Teenagers  
Activity for Young Adults  
Developing activity for under 5s  
Activity for Children aged 6-12 years

#### Improving the Cultural offer in Catford South

Developing Community Events  
Access to Theatre and Music  
Night time offer for adults better  
Access the Visual Arts Film

#### Increasing opportunities for Older People Catford South Community

Providing activities and events for older people  
Dementia Friendly Community Work  
Improving the health of Older People  
Maintaining the Independence of older people

#### General things that matter to Catford South Residents

Volunteering Opportunities  
Crime and Safety  
Supporting Local Business  
Employment and Training

### Crofton Park

- Activities for older people
- Activities for younger people
- The environment
- Health and wellbeing
- Supporting community cohesion

### Downham

- Children and young people
- Older people and intergenerational projects
- Creating a high quality living environment

## Evelyn

- Provision for young people and children
- Provision for older people, people with disabilities and intergenerational activities
- Skills development and access to local employment opportunities
- Community support on anti-social behaviour, crime and drug issues
- Housing issues / developments and improving the built environment
- Community capacity building, cohesion and events

## Forest Hill

- Youth engagement and provision- looking for activities that will appeal and support new and existing schemes young people. These could include those that are Art, Music, Drama and Sports based. We are also keen to open up the criteria to include ideas around exciting intergenerational projects.
- Making Forest Hill more attractive - looking for proposals that will help to keep Forest Hill streets clean and appealing. This could include the planting of trees and flowers or a proposal that would increase street art or improve an area.
- Community events – looking for proposals around events that include celebrations, e.g Christmas or events that engage residents and local groups offering education and relevant information to the Forest Hill area, as well as being fun.
- Supporting local Traders – looking for proposals that could support and promote Forest Hill as a vibrant town centre and the Kirkdale area for local businesses.

## Grove Park

- Improving the town centre
- Crime and antisocial behaviour
- Neighbourliness, community activities, events and cohesion
- Community facilities
- Parking, road safety & traffic calming

## Ladywell

- improving air quality and pollution
- campaigning for the inclusion of genuinely affordable housing in future development
- better provision for youth – including apprenticeships linked to local businesses
- community safety.

## Lee Green

- Traffic and pollution: traffic speeds and rat running.
- Parking in areas without restrictions: overparking causing problems for residents.
- Our environment: parks, green spaces, community gardens, streets, flytipping, litter, dog fouling, neglected or empty buildings.
- Community services: community centre and community events.
- Antisocial behaviour and crime: misuse of bikes, noise, drug dealing.
- Transport links and accessibility of railway stations in the ward.

### Lewisham Central

- Improving health and wellbeing.
- Cleaner, better environment.
- Better access to activities for children and young people.
- Better access to activities and opportunities for the elderly.
- Promoting and improving community cohesion.

### New Cross

- Unemployment and skills development
- Activities for older people and tackling social isolation
- Housing developments and the built environment
- Health, wellbeing and community safety

### Perry Vale

- Children and Young People
- Unemployment and skills development
- Older people and intergenerational
- Crime and antisocial behaviour
- Environment and ecology

### Rushey Green

- activities and opportunities for children (under 18) and young people (under 25)
- increasing opportunities for older people (55+)
- 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.

The Rushey Green Assembly is also committed to keeping residents informed about the ongoing improvements to Catford town centre.

### Sydenham

- bringing our community together
- health and wellbeing
- vibrant high street
- clean and green
- crime and anti-social behaviour.

### Telegraph Hill

- Unemployment and skills development
- Activities for older people
- Neighbourliness and tackling social isolation.
- Community safety, wellbeing and tackling anti-social behaviour.

### Whitefoot

- Healthy living including fitness, wellbeing and mental health.
- Creative arts – using art to bring Whitefoot residents together and foster a sense of community spirit, mutual understanding and respect.
- Improved parks, play areas and green spaces – helping improve our local living environment, making Whitefoot a safer, cleaner and greener place to live, work, and learn

## **Appendix D – Further information about areas of the Council scrutinised by the Housing Select Committee**

### **Customer Services Directorate**

The directorate was created with the vision of ‘delivering high quality, user focused services and driving improved customer service across the Council.’ The creation of an Executive Director for Customer Services ensures representation of customer needs and views at a corporate level. The directorate is formed of the following services:

- Environment
- Public Services
- Strategic Housing
- Technology & Change

The following services are of particular relevance to the committee:

#### **Strategic Housing**

The Strategic Housing Division is based in Laurence House, Eros House and Winslade Way. The service provides a wide range of statutory housing services for people in housing need, or homeless or threatened with homelessness. It is split into 3 service areas:

#### **Housing Strategy & Programmes**

The service contract manages the direct provision of housing services for the Council’s retained housing stock of c 18,000 homes (through Lewisham Homes and the Brockley PFI) and the estate regeneration and delivery of new housing supply with partners and by the Council.

#### **Housing Needs Service**

Delivers a wide range of statutory housing services, advice and support services for people in housing need, or homeless, or threatened with homelessness.

#### **Private Sector Housing Agency (PSHA)**

Facilitates closer working relationships between Housing Needs, the management of temporary accommodation and private rented housing and wider Private Sector Housing.

## Appendix E – 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