Public Document Pack

Local Democracy Working Group Agenda

Wednesday, 12 February 2020
6.00 pm, Committee Room 4 - Civic Suite
Civic Suite
Lewisham Town Hall
London SE6 4RU

For more information contact: Rosalind Jeffrey (020 8314 7093)

This meeting is an open meeting and all items on the agenda may be audio recorded and/or filmed.

Part 1

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

Local Democracy Working Group Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Wednesday, 12 February 2020.

Kim Wright, Chief Executive
4 February 2020

Councillor Chris Best	
Councillor Kevin Bonavia	
Councillor Juliet Campbell	
Councillor Patrick Codd	
Councillor Sophie Davis	
Councillor Colin Elliott	
Councillor Silvana Kelleher	
Councillor Sakina Sheikh	

MINUTES OF THE LOCAL DEMOCRACY WORKING GROUP

Wednesday, 18 December 2019 at 7.30 pm

PRESENT: Councillors Chris Best, Kevin Bonavia, Juliet Campbell, Patrick Codd, Sophie Davis, Colin Elliott and Silvana Kelleher

ALSO PRESENT: Barrie Neal, Salena Mulhere, Rosalind Jeffrey and Stewart Weaver-Snellgrove

Apologies for absence were received from Councillor Sakina Sheikh

1. Minutes Of Meeting Held On 26 September

Prior to the review of the minutes from the previous meeting, Salena Mulhere apologised to the LDWG for the late dispatch of the reports for this meeting – this was because the normal date for dispatch (10th December) was within the pre-election period. She also advised the LDWG that this meeting was originally due to take place in November 2019, but had been delayed to ensure that the outcome of the consultation on options for a new Overview & Scrutiny structure could be fully considered by LDWG members. As a result, it was suggested that the next LDWG meeting in January 2020 be moved to February 2020 to allow officers sufficient time to progress work between meetings – two dates (5th and 6th February) were tentatively proposed.

RESOLVED: LDWG meeting scheduled for 14th January to be rearranged for early February 2020 (Rosalind Jeffrey to review member availability for w/c 10th February as well as the two other dates proposed).

RESOLVED: The minutes of the last meeting were agreed as a true record.

2. Declarations Of Interest

There were no declarations of interest.

3. Delivering The Recommendations Of The Local Democracy Review: Programme Update Report

Salena Mulhere introduced the report and the key points to note:

- Work within each of the eight thematic areas has become more closely aligned, so these thematic areas have now been grouped under the three overarching themes within the Local Democracy Review's original terms of reference (openness and transparency, public involvement in decisions and effective decision-making)
- A comprehensive review of the work to deliver the Local Democracy Review's recommendation will be undertaken and presented to the LDWG in March 2020
- Officers have taken significant steps to raise the profile of the LDWG's work, including attending Cabinet Briefing and EMT and delivering a presentation to

senior officers at the Council's Leadership Event. They will also be present at the all-staff event on 13th January 2020

- A refreshed programme plan, which outlines the current status of each recommendation via a RAG rating system, has also been developed
- Theme 1: Openness and transparency – a report outlining options for the introduction of an open data approach will be presented at the next LDWG meeting, work on specific communications-related recommendations is expected to progress more rapidly as the new Communications Strategy and associated resourcing is finalised whilst the new report template has been developed and is currently being tested with officers
- Theme 2: Public involvement in decisions – work to improve online engagement with young people is underway and the piloting of councillor question time sessions in schools will take place in early 2020. The Appreciative Inquiry undertaken with seldom-heard groups and individuals has also been completed, with the learning expected to inform a wider redesign of the Council's approach to engagement
- Theme 3: Effective decision-making – an interim report on the delivery of all Planning-related recommendations will be presented at the next meeting of the LDWG

Cllr Bonavia then invited each LDWG Champion to provide an update on their thematic area. The following points were highlighted in the subsequent discussion:

- Open data and online communications – Cllr Bonavia advised that, as noted by Salena Mulhere, officers are currently developing options for a Council-wide open data approach whilst webcasting for all Mayor & Cabinet and Full Council meetings has started, with LBL staff being trained to operate the system themselves
- Language and reporting – Cllr Kelleher advised that the new report template had been developed and the initial feedback from officers was positive. She had also shared the report template with some of her constituents and their feedback was also broadly positive. In addition, work was underway with appropriate officers to develop a specific template for Planning reports whilst an online feedback form for residents had been created on the Council's website. In the discussion, it was noted that members should challenge officers if they think that the engagement activities outlined in the 'timeline of engagement and decision-making' box are not sufficient. There had also been some feedback from officers who had found writing a simple summary of the report to be difficult, but it was expected that this would be easier once they were more familiar with the template/guidance and 'best practice' examples were available
- Councillor roles, responsibilities and relationships – Cllr Best advised that the draft role profiles had been developed (highlighting a potential crossover with the Boundary Review) and that the role of councillor champions would also be looked at, with a view to developing a dedicated role profile (members noted that this profile should be generic as champions approached the role in different ways). As well as being used by councillors, the role profiles would provide more clarity for officers and residents about the range of member positions and the various responsibilities involved. Further consideration was also being given to outside body appointments, particularly the future role of members within organisations that receive funding from the Council
- Effective engagement (including younger and older people) – Cllr Codd advised that there had been some concerns raised during the recent 'Healthier Neighbourhood' consultation and that this was currently being looked into in more detail as a case study in place based engagement to inform future practice and that this would be reported back to the relevant Executive Director

- Seldom-heard voices – Cllr Campbell advised that there had been some challenges in delivering work in this area, particularly around identifying the right person or organisation to speak with. The officer supporting this thematic area had visited a number of organisations, but it was important to find the 'bridge' i.e. an individual or group working directly with the seldom-heard. She also highlighted the issue that many seldom-heard individuals could be considered as 'marginalised', but did not fit into a specific protected characteristic. Key questions for future work included how 'bridges' could be identified and how relationships with them could be formalised (as they are likely to have a significant amount of useful insights). Feedback from frontline staff was also important, but there was no clear position at this stage about the form this would take (i.e. individual person/dedicated role or wider mechanism). Members of the LDWG discussed other ideas, such as a resident engagement database, aldermen, inclusion of specific requirements to gather service user views in agreements with the voluntary and community sector and the development of a directory of local organisations for councillors. There was agreement that councillors had an important role to play in 'reaching out' to their constituents, particularly those who are 'seldom-heard' – other recommendations within the 'public involvement' theme focused specifically on this area (e.g. expanding the model of councillor surgeries) and a report would be presented at the next LDWG meeting
- Place-based engagement – Cllr Elliott advised that the NCIL funding workshops had been paused due to the general election and he was awaiting confirmation of the restart date

RESOLVED: Members of the LDWG noted the work undertaken to date and proposed next steps. They also noted the updated Programme Plan.

RESOLVED: Barrie Neal agreed to provide Cllr Elliott with a timetable for future NCIL funding workshops.

4. **Theme 1: Openness & Transparency**

4A. Update On The New Report Template & Guidance (Recommendation #19)

Salena Mulhere introduced the report and the key points to note:

- The development of the report template and guidance delivers a number of the LDR recommendations (#19, #20, #21, #23 and #24)
- It also complies with the new legal requirements for accessibility
- The draft report template and guidance has been shared internally (via the intranet) and senior officers have been briefed on the changes at DMTs. Feedback will now be gathered from report authors and users, with examples of good practice developed – the template and guidance will then be refined, prior to a full roll-out from April 2020

Members of the LDWG suggested that engagement could be emphasised more in the report template (e.g. ensuring that specific engagement activities in the 'timeline' box at the beginning of the report are in bold text, or perhaps by creating a separate 'engagement' section in the body of the report), but acknowledged that the focus on engagement would depend to some extent on the nature of the report.

RESOLVED: Members of the LDWG noted the work undertaken to date and proposed next steps for implementation.

RESOLVED: Officers to continue to refine the new report template and guidance, incorporating initial feedback received from members of the LDWG (particularly in relation to engagement).

5.   **Theme 2: Public Involvement In Decisions**

5A. Evaluating The Provision Of A People's Panel (Recommendation #33)

Stewart Weaver-Snellgrove introduced the report and summarised its key points, including:

- Purpose and operation of People's Panels (e.g. how participants are selected, the frequency of meetings)
- Cost implications of setting up and managing a People's Panel
- Overall strengths and weaknesses of the People's Panel approach
- A case study of the Lewisham Citizens' Panel (1997-2007)
- Outputs from a benchmarking exercise with a selection of local authorities who have established Citizens' Panels

He then presented the four options outlined in the report for delivering this recommendation to the LDWG for consideration and recommended that option 4 be agreed.

The following points were highlighted in the subsequent discussion:

- Many of the panels used by other local authorities were not representative, but rather an expensive way of encouraging more residents to respond to consultations – other mechanisms (e.g. information on Council Tax bills) could be used to do this instead
- It was important for communities to have sufficient time to reflect on consultations (Stewart Weaver-Snellgrove confirmed that the Council's engagement guidance provided advice on the suggested duration of consultations)
- The creation of a 'local entrusted resident' (based on the Local Entrusted Organisation model) should be explored, particularly in relation to seldom-heard groups and individuals
- If the LDWG agreed not to set up at People's Panel at this time, then would this place more pressure on the delivery of other recommendations, such as the provision of information in places that constituents use and meet (#16) and expanding the model of councillor surgeries (#17). Stewart Weaver-Snellgrove advised that work regarding these recommendations was underway and a report would be presented to the LDWG in March 2020

RESOLVED: Members of the LDWG agreed that a People's Panel should not be set up in Lewisham at this time (option 4), although the detailed analysis and resultant discussion noted the potential benefits of a People's Panel model in some circumstances.

RESOLVED: Officers to explore more bespoke options for involving seldom-heard communities in the business and decision-making of the Council and report back to the Working Group in early 2020. Other LDR recommendations currently

underway within the 'Public Involvement' theme will also consider effective engagement with the seldom-heard as an integral part of their evaluation.

5B. Evaluating The Provision Of A Citizens' Assembly (Recommendation #39)

Stewart Weaver-Snellgrove introduced the report and summarised its key points, including:

- Purpose and operation of a Citizens' Assembly (e.g. key features, when should a Citizens' Assembly be used, how participants are selected, average duration of an assembly)
- Overall strengths and weaknesses of the Citizens' Assembly approach
- Cost implications of setting up and managing a Citizens' Assembly
- Proposal to focus on climate change as a topic for Lewisham
- Outputs from a comparison exercise between Citizens' Assemblies on this topic previously held in Lewisham (2005) and Camden (2019)
- Proposal and indicative timeline for a new Citizens' Assembly (approval by Mayor and Cabinet, procurement of provider, delivery and implementation/evaluation)

The following points were highlighted in the subsequent discussion:

- The Council was due to hold a climate forum in late January 2020, which would take the form of a 'listening event'
- There were concerns about whether the questions developed for Camden's Citizen's Assembly were contentious enough and if the assembly had provided sufficient understanding of the trade-offs that residents were prepared to make. Members also discussed whether residents/attendees should be provided with the questions in advance of the assembly and if Camden's assembly was fully representative
- There was an opportunity to refresh the Local Assemblies programme and re-evaluate the Council's community development function as a whole – this work should look at the relationship between this function and the corporate centre, increase the focus on seldom-heard groups and enhance activities that directly add value (e.g. community conversations)

RESOLVED: Members of the LDWG welcomed the report but, following a robust discussion on the cost-benefits of Citizens' Assemblies and consideration of other public involvement mechanisms that have emerged from the Local Democracy Review or are already in use across the Council, it was agreed that the Working Group would not recommend to Mayor & Cabinet that a Citizens' Assembly be undertaken at this time. However the detailed analysis and resultant discussion noted the potential benefits of a Citizens' Assembly model in some circumstances.

RESOLVED: Salena Mulhere agreed to engage with the Director of Culture & Community Development about how existing borough-wide mechanisms for civic participation (such as Local Assemblies) can be better utilised.

5C. Piloting The Place Standard Tool (Recommendation #39)

Stewart Weaver-Snellgrove introduced the report and summarised its key points, including:

- Purpose and cost implications of the Place Standard Tool
- Operation of the tool (14 different element)
- Evidence for how the tool has been used by Kirklees Council
- Options for using the tool in Lewisham

The following points were highlighted in the subsequent discussion:

- L&Q are currently using the Place Standard Tool, so the LDWG should seek feedback on their experience
- The tool provides an opportunity for members, officers and residents to think more holistically about communities
- There were concerns about how easily the tool could be used as a comparator across different wards, but it was agreed that its main purpose was to identify specific priorities for communities (and so the importance placed by residents on different elements would necessarily be different, depending on the area)

RESOLVED: Members of the LDWG agreed that the Place Standard tool should be piloted in support of the Neighbourhood Community Infrastructure Levy (NCIL) process as well as broader Neighbourhood Development initiatives where appropriate.

6. **Theme 3: Effective Decision-Making**

6A. Update On The Overview & Scrutiny Review (Recommendation #53)

Prior to introducing the report, Salena Mulhere read a message from Cllr Sheikh:

'*Cllr Sheikh wanted to send her apologies for not being able to report back tonight on the extensive work taken place over the past few months. She wanted to acknowledge the important work done by many councillors in Lewisham who have engaged in the consultation around restructuring our Overview and Scrutiny. Their diligence and commitment to achieving more effective structures has made working with councillors a pleasure on this. She would also like to acknowledge and thank our Chair of Overview and Scrutiny, Cllr Bill Brown, who has been consistently working with myself and Cllr Juliet Campbell on this work and whose input has been invaluable. And of course, she would like to thank the officers, particularly Salena, for their fantastic work on supporting this area of work. It's been a huge amount of work and commitment; all of which has felt manageable and enjoyable because of their support. And finally thank you as always to the Chair of the Democracy Review, Cllr Kevin Bonavia, for so supportively enabling members to spearhead this exciting work. It has felt privileged to be able to undertake his work. Cllr Sheikh.*'

Salena Mulhere then introduced the report and summarised its key points, including:

- Outputs from the five consultation events held with members
- Overview of the three options for a new Overview & Scrutiny structure
- Next steps for the review

The following points were highlighted in the subsequent discussion:

- The LDWG were advised that if they agreed the recommendations in the report, then this would be the last time they received a report on the Overview & Scrutiny review (as it would be referred to the Constitution Working Party)
- Officers clarified that Full Council is currently responsible for establishing task and finish groups, but that the review's recommendation is that this should be the responsibility of an appropriate Overview & Scrutiny body in the future. None of the changes proposed would limit the ability of Full Council to set up time-limited working groups like the LDWG
- Members welcomed the proposed changes as a positive step forward, although some felt that opportunities for more radical change in future should not be ignored

RESOLVED: Members of the LDWG approved the following recommendations:

1. Note the results of consultation with councillors
2. Agree a task and finish group approach for in-depth/topical scrutiny, instead of in depth reviews being carried out by select committees
3. Agree that the number of select committees should remain as they are now
4. Agree that a task and finish approach only works if there is a balance between the number of select committee meetings and councillors on those select committees on the one hand, and the number of task and finish groups and their membership on the other
5. Recognise that the establishment of task and finish groups is an Overview & Scrutiny function and ask officers to prepare a report on the options for doing so
6. Agree that officers develop further detail to introduce the other suggested practice changes outlined at 6.8-6.23 in the report to improve the impact and effectiveness of scrutiny
7. Subject to agreement of 1-6 above, to ask officers to refer their further report to the Constitution Working Party for consideration in advance of the 2020/2021 AGM
8. Agree that Council should be recommended to alter the Overview & Scrutiny approach broadly within the parameters of the existing structure around membership and meetings

6B. Update On The Development Of Member Role Profiles (Recommendation #45)

Rosalind Jeffrey introduced the report and the key points to note:

- The implementation of recommendation #45 was divided into three phases, with phase 1 (develop and populate a role profile template for each member position) completed in late November 2019
- Feedback will now be gathered from members and appropriate lead officers to further refine the draft role profiles (phase 2). A review of how councillor champions can be further utilised (recommendation #55) will also be undertaken during this phase, which will inform the development of a specific role profile
- A final set of role profiles will be presented to the LDWG in March 2020 (phase 3). It is intended that they will contain written guidance for all active councillor appointments to outside bodies as an appendix
- The main purpose of the role profiles will be to provide clarity for councillors, officers and the wider public about what is expected of each position

The following points were highlighted in the subsequent discussion:

- The role profile for an Elected Member includes information about the likely time commitment, drawing on the LGA's census of councillors (2018) and reports by Rodney Brooke
- The role profiles can also be used by councillors to assess their skills and identifying areas for development
- Options for other role profiles were discussed e.g. co-optees (although may not be required as school governors already have a recruitment process), and faith representatives

RESOLVED: Members of the LDWG agreed to note the work undertaken to date and proposed next steps. They also agreed to the inclusion of written guidance for all active councillor appointments to outside bodies as an appendix to the final set of role profiles.

RESOLVED: Rosalind Jeffrey agreed to circulate the draft role profiles to members of the LDWG once feedback from specific members/lead officers had been captured and incorporated (February 2020).

![Lewisham logo]

Local Democracy Working Group

Declaration Of Interests

Date: 12th February 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive

Declaration Of Interests

Members are asked to declare any personal interest they have in any item on the agenda.

1.   Personal Interests

1.1.   There are three types of personal interest referred to in the Council's Member Code of Conduct:

- Disclosable pecuniary interests
- Other registerable interests
- Non-registerable interests

2.   Disclosable Pecuniary Interests

2.1.   These are defined by regulation as:

- <u>Employment</u>, trade, profession or vocation of a relevant person[1] for profit or gain
- <u>Sponsorship</u> – 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)
- <u>Undischarged contracts</u> 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

---

[1] A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

of which they have a beneficial interest) and the Council for goods, services or works

- <u>Beneficial interests in land</u> in the borough
- <u>Licence to occupy land</u> in the borough for one month or more
- <u>Corporate tenancies</u> – 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
- <u>Beneficial interest in securities</u> of a body where:
  - that body to the member's knowledge has a place of business or land in the borough;
  - and either
    - the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
    - 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

3. Other Registerable Interests

3.1. The Lewisham Member Code of Conduct requires members also to register the following interests:

- Membership or position of control or management in a body to which you were appointed or nominated by the Council
- 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
- Any person from whom you have received a gift or hospitality with an estimated value of at least £25

4. Non-Registerable Interests

4.1. 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 & Impact Of Interest On Members' Participation

5.1. 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 not 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.**

5.2. 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 section 3.3 below applies.

5.3.   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.

5.4.   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.

5.5.   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

6.1.   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

7.1.   There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:

- Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- 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;
- Statutory sick pay; if you are in receipt
- Allowances, payment or indemnity for members
- Ceremonial honours for members
- Setting Council Tax or precept (subject to arrears exception)

Local Democracy Working Group

<div style="border:1px solid">

Theme 1: Openness & Transparency

12th February 2020

The reports being presented to the Local Democracy Working Group (LDWG) under the theme of 'openness and transparency' are listed below:

A) Exploring Options For The Development Of A Council-Wide Open Data Approach (Recommendation #5)

</div>

Local Democracy Working Group

Exploring Options For The Development Of A Council-Wide Open Data Approach (Recommendation #5)

Date: 12th February 2020

Key decision: No.

Class: Part 1

Ward(s) affected: All

Contributors: Director of IT and Digital Services

Outline and recommendations

The purpose of this report is to update the Local Democracy Working Group (LDWG) on work carried out to explore how Lewisham Council could further develop an open data approach.

The LDWG is recommended to:

- Note the contents of the report
- Agree the recommended actions set out in paragraph 12.3
- Note the longer-term options for developing open data in Lewisham Council
- Agree that learning from this report will be considered in the development of Lewisham Council's Digital Strategy

1. Summary

1.1. The purpose of this report is to update the Local Democracy Working Group (LDWG) on work carried out in exploring open data in a local authority context and the different options available to the Council.

1.2. The report sets out a definition of open data, as well as the potential benefits, barriers and risks associated. This is followed by a summary of Lewisham Council's current approach to open data. A summary of the other contextual data sources available is also provided. Following this a benchmarking exercise of other local authorities provides an overview of what approaches to open data have been implemented across London and further afield. Finally, next steps are presented.

1.3. The report concludes with some recommended improvements to Lewisham Council's current data offer as well as presenting indicative longer-term options for an open data initiative, and recommending that the findings of the report be considered in the development of Lewisham Council's Digital Strategy.

2. Recommendations

2.1. The LDWG is recommended to:

- Note the contents of the report
- Agree the recommendations set out in paragraph 12.3
- Note the longer-term options for developing open data in Lewisham Council
- Agree that learning from this report will be considered in the development of Lewisham Council's Digital Strategy

3. Policy context

3.1.   The recommendations of the Local Democracy Review are consistent with all the Council's corporate priorities (contained within the new Corporate Strategy 2018-22). Open Data can help improve local resident's access to information about services and how they are delivering on the priorities in the Corporate Strategy, as well as providing other contextual information for residents and other stakeholders within the community.

4. Background

4.1.   The report of the Local Democracy Review was presented to Mayor and Cabinet and Full Council in spring 2019. All 57 recommendations were agreed by both bodies and Full Council approved the appointment of eight councillors to the retained Local Democracy Working Group, to oversee delivery of the recommendations during 2019/20.

4.2.   In June 2019, the LDWG agreed that the implementation of the recommendations of the Local Democracy Review be managed as a single programme of work, which translated the recommendations into a number of related projects and activities.

4.3.   To ensure democratic accountability, the recommendations were clustered into eight thematic areas with a member of the Working Group acting as a 'Local Democracy Working Group (LDWG) Champion' for each area, leading on oversight of the work to deliver the recommendations within their area in between meetings.

LDWG Champion	Open Data & Online Communications
LDWG Champion	Effective Engagement (Inc. Younger/Older People)
LDWG Champion	Language & Reporting
LDWG Champion	Planning
LDWG Champion	Seldom-Heard Voices
LDWG Champion	Place-Based Engagement
LDWG Champion	Overview & Scrutiny (Including Council Meetings)
LDWG Champion	Councillor Roles, Responsibilities & Relationships

4.4.   Recommendation #5 of the Local Democracy Review, sits within the 'Open Data & Online Communications thematic area (LDWG Champion is Cllr Bonavia) and states that:

"An open data approach – sharing raw data the Council has so people can interrogate the data and draw their own conclusions – should be explored."

5. What is Open Data?

5.1.   The Open Data Institute defines **data** as "the raw materials from which information and knowledge can be derived".

5.2.   "**Open"** data is data that is easily available on the internet for anyone to access, use and share.[1]

5.3.   To be open, data must be available on the internet for users to access (e.g. hosted on

---

[1] Open Data Institute, https://theodi.org/article/what-is-open-data-and-why-should-we-care/

a website). There must be no restrictions on how data is used or shared.

5.4. Open data must be in the public domain or available under an open data licence. A data licence explicitly states how data can be used. Open licences specify that the data can be used, modified and shared freely[2]. A common open licence is the Open Government Licence (http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/).

5.5. Open data must be able to be easily read by a machine. This means that the data, both in its format and in its structure, can be read by a computer without human aid.[3]

5.6. Open data must be in an open format. An open format is one which places no restrictions monetary or otherwise, upon its use and can be fully processed with at least one free open-source software tool.

5.7. Open data must be free to use. Despite being free to **use,** data doesn't need to be **free to access** to be considered open. A charge for the cost of hosting the data is permitted.

5.8. For an authority like Lewisham Council, open data would mean publishing data that it holds about *its* services, so that it was available for anyone to access, use and share. An overview of this data can be found in section 9.

5.9. There is data also about Lewisham (the place and people) which is already available and is not held by Lewisham Council. An overview of this data can be found in section 10.

6. What are the potential benefits of open data?

6.1. Whilst publishing data openly does demonstrate openness and transparency by an organisation, it is important to note that open data is only useful to the extent that it is *used* by stakeholders (e.g. residents, councillors and council officers, students and academics, and local and national organisations).

6.2. The *potential* benefits of open data for stakeholders are numerous, several of which support the aims of the Local Democracy review.

6.3. By publishing data in an open way the following benefits[4] could contribute to creating a culture of openness, trust and partnership in line with the *Openness and Transparency* theme from the Local Democracy review (please note: this is not an exhaustive list).

- Easier access to data and data discovery
- Increased transparency about services and their performance
- Empowerment and engagement of residents
- Wider scrutiny of data and services
- Improved trust in authorities
- Democratic accountability
- Reduction in number of FOI requests

---

[2] Open Definition 2.1 https://opendefinition.org/od/2.1/en/

[3] https://data.blog.gov.uk/2013/11/04/a-simple-intro-to-open-data/

[4] Janssen, M., Charalabidis, Y., & Zuiderwijk, A. (2012). Benefits, adoption barriers and myths of open data and open government. *Information systems management*, *29*(4), 258-268.

6.4. In addition to benefits which help to improve openness and transparency there are also other potential benefits such as:

- Creation of new datasets by combining existing ones
- Potential for development of commercial products and spurring on of innovation

6.5. An example of an innovative product that has been produced using open data is Citymapper, which provides users with real-time transport information by integrating open data from different transport authorities.

6.6. It should be noted that it is clear from empirical research[5] that the potential benefits that are offered by open data are often not fully realised, and this should be taken into account to ensure that stakeholders have realistic expectations about what is likely to be achieved.

7. What are the barriers to an open data?

7.1. Developing an open data approach presents numerous barriers[6]. A level of technical knowledge and sufficient digital infrastructure is needed to ensure that data published is accessible, useable and of sufficient quality for users.

7.2. Ongoing maintenance of an open data initiative would require dedicated resources (e.g. at least a part time officer) to complete the following tasks:

- Decisions about which datasets are uploaded (e.g. ensuring that
- Governance of publication processes (e.g. how frequently are they published, who ensures data is published on time etc.)
- Maintaining data publication standards (e.g. metadata)
- Managing data quality (e.g. ensuring there aren't errors in the data that is published)

7.3. In 2014/15 the LGA provided several local authorities funding ranging from £15,000 to almost £200,000 to develop open data projects of varying scope. To set up a substantial open data initiative would require initial and ongoing investment.

8. What are the risks to open data?

8.1. Solving the technical and resource requirements does not guarantee the success of an open data initiative. There may be other factors, which mean that open data initiative is not successful.

8.2. One of the key risks is how relevant or interesting the data published is to users. Analysis of datasets on *https://data.gov.uk/* (central Government's open data library) found that 80% of the datasets published had never been downloaded[7], indicating a lack of interest or technical understanding of why the data might be relevant to users.

8.3. Even if they are interested or want to access the data many residents might not have

---

[5] Bright, J., Margetts, H.Z., Wang, N. and Hale, S.A., 2015. Explaining usage patterns in Open Government Data: the case of Data. gov. uk. *Gov. UK (June 3, 2015)*.

[6] Janssen, M., Charalabidis, Y., & Zuiderwijk, A. (2012). Benefits, adoption barriers and myths of open data and open government. *Information systems management*, *29*(4), 258-268.

[7] Bright, J., Margetts, H.Z., Wang, N. and Hale, S.A., 2015. Explaining usage patterns in Open Government Data: the case of Data. gov. uk. *Gov. UK (June 3, 2015)*.

sufficient digital and statistical skills that are required for users to be able to access and manipulate open data.

8.4.   To fully utilise open data to produce innovative insights or products (e.g. the development Citymapper), would require significant engagement and interest from specialist developers.

9. Lewisham Council's current approach to open data

9.1.   In line with the 2015 Local Government Transparency code Lewisham Council publishes information about how money is spent, use of assets, decision-making and information important to local people.

9.2.   Lewisham Council already publishes some open data on its website (https://lewisham.gov.uk/mayorandcouncil/aboutthecouncil/opendata-transparency). Datasets published include:

- Spending over £250
- Annual salaries of senior managers
- Social housing assets

9.3.   Lewisham Council also publishes open data on the data.gov.uk platform8. This is a website which aggregates data published by central government, local authorities and public bodies. Datasets published there include:

- development sites
- noise monitoring
- allotment lands
- greenbelt land
- areas designated as town centres
- Article 4 designated land
- land designated as green space
- a register of Brownfield land
- zones

- areas designated as landscape character areas
- air quality monitoring points
- areas designated as local wildlife sites,
- areas of archaeological importance
- strategic industrial locations within the borough and parking

9.4.   Lewisham Council's data can be found at https://data.gov.uk/search?filters%5Bpublisher%5D=London+Borough+of+Lewisham

9.5.   If Lewisham Council significantly expanded the number of datasets it published openly, improved digital infrastructure would be required to allow users to be able to properly search through and navigate multiple datasets. The management of an expanded number of datasets would require an officer to complete the tasks outlined in paragraph 7.2.

10.   Data about Lewisham: Other sources

10.1.   While Lewisham Council's open data offer is relatively limited, there are numerous sources of contextual data about Lewisham (the place and people) available. These are held on different websites and locations across the internet.

10.2. **Lewisham Observatory**: Lewisham Council provides a service which groups publicly available contextual data about Lewisham from multiple sources. https://www.observatory.lewisham.gov.uk/ provides information at neighbourhood and ward level. The site includes contextual data around different thematic areas: including: *Population, Children and Young People, Health & Social Care, Housing, Crime & Community Safety, Deprivation, Economy & Employment and Environment.* The data that is aggregated on the website is data which is published by other sources such as the *Office of National Statistics* and *Department for Education*. While the site includes a wealth of contextual information about Lewisham and its residents, it doesn't include data about Lewisham Council's services.
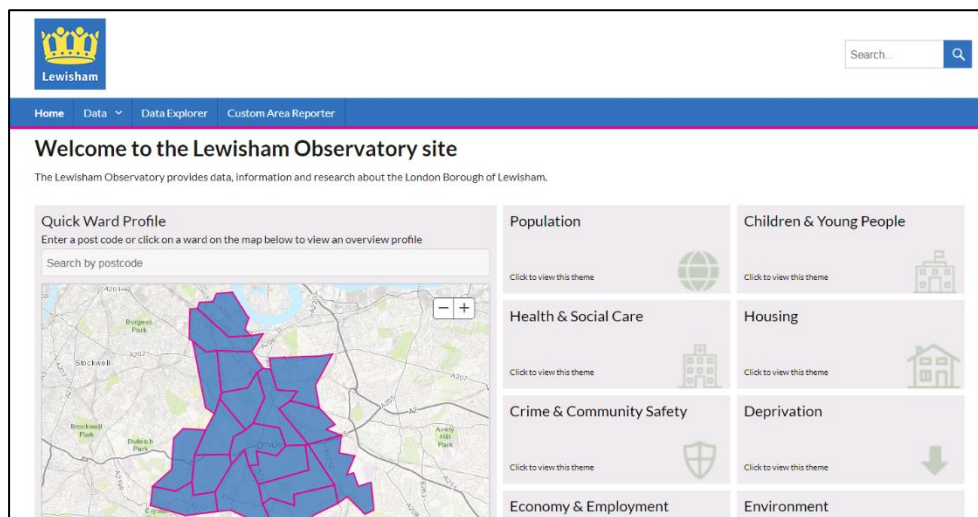
10.3. **Nomis**: Nomis is a service provided by the Office for National Statistics, ONS, to give you free access to the most detailed and up-to-date UK labour market statistics from official sources. A summary of Lewisham borough can be found at https://www.nomisweb.co.uk/reports/lmp/la/1946157254/report.aspx.
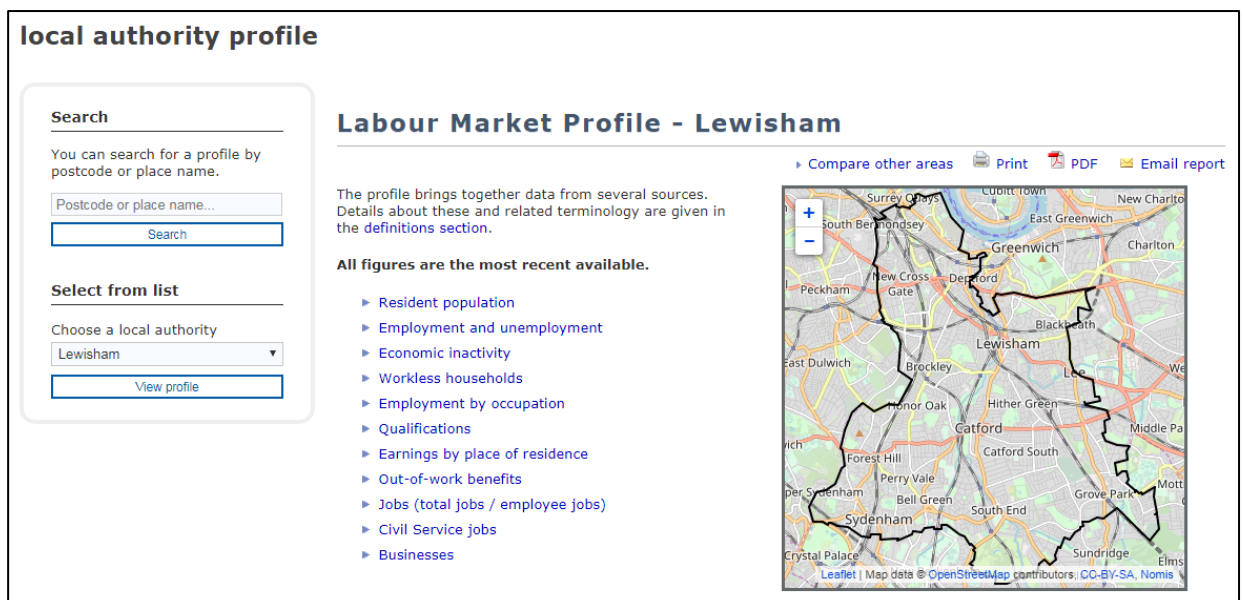
10.4. **GLA Datastore:** The London Datastore is a free and open data-sharing portal where anyone can access data relating to the capital. https://data.london.gov.uk/

10.5. **Lewisham JSNA:** This website is a shared online information resource for everyone who commissions, provides or uses health, social or children's services in Lewisham.

http://www.lewishamjsna.org.uk/. This site publishes the thematic Joint Strategic Needs Assessments (JSNAs) as and when they are produced, as well as other contextual health related data.

11. Open Data: Examples in other Councils

11.1. In order to explore how an expanded open data approach might work for Lewisham Council, a benchmarking exercise of other London boroughs was carried out, a summary of which can be found in this section.

11.2. It should be noted that many Councils will host open data across their websites, however this analysis is concerned with open data that is presented in a stored, systematic and searchable way. This is either through functionality built into the council website or through an open data platform.

11.3. Results from the benchmarking exercise found that the approach taken by the different London Boroughs falls into 4 main categories (for full details see Appendix 1):

- **Basic** – Limited number of open datasets hosted on website (*might not fully meet requirements of open data as specified in section 1).*

- **Council Website** - Open data pages on council website (*data stored meets open data requirements, tends to be a smaller number of datasets than those held on dedicated open data platforms*).

- **Bespoke Platform** – bespoke developed platform for storing Council's open data including a search function and multiple datasets.

- **Off-the-shelf platform** – Off-the-shelf platform for storing Council's open data including a search function and multiple datasets.

11.4. Two examples of off the shelf packages are Socrata (Camden Council) and DataPress (Barnet, Brent). Datashare is a platform developed by Redbridge, which is now used by Redbridge and Hounslow.

11.5. Several boroughs have websites which host data sources about their respective boroughs e.g. Census 2011 data. While this data is open (Census 2011 is provided under an Open Government Licence) it is not data that the borough has collected about its services, but it is contextual data about the borough's people and place.

11.6. Of the boroughs that have a more developed open data approach the table below outlines which open data platform they use, the number of datasets available and the most popular datasets that are published. Informal conversations with other local authorities also provide some insight into the resources required. ***Please note: Information was correct at time of writing. Open Data websites are updated regularly so number and popularity of datasets may have changed.***

Council	Number of datasets	5 Most Popular datasets	Resource
Barnet – https://open.barnet.gov.uk *DataPress*	337	• No functionality to search by most popular datasets	• **Initial**: £40,000 development grant through LGA.

Council	Number of datasets	5 Most Popular datasets	Resource
			1.5 FTE officer • **Ongoing:** 0.5 – 1 FTE officer • DataPress subscription
Brent - https://data.brent.gov.uk/ D*ataPress*	278	• No functionality to search by most popular datasets	• DataPress subscription
Bristol – https://opendata.bristol.gov.uk/ *Open DataSoft*	165	• Electric Vehicle Charging Points • Air Quality (NO2 diffusion tube) data • Air Quality Monitoring Sites • Air Quality Management Areas • Trees	• 1 -2 FTE Officer • Platform Development costs
Camden – https://opendata.camden.gov.uk *Socrata*	786	• Parking Bay Map • Parking Services Penalty Chare Notices in the Last 7 Days Map • Trees in Camden Map • Planning Application Weekly Update • Camden Freedom of Information Responses	• **Initial setup:** 1 Strategic officer 1 Technical officer • **Ongoing:** 1 Part time officer Socrata subscription
Hounslow https://data.hounslow.gov.uk/ *DataShare*	Not published	• Register of Licenced HMOs • Council Spending over £500 • Brownfield Land	-
Redbridge http://data.redbridge.gov.uk *DataShare*	Not published	• Election results • Planning Applications • Payments over £500	-

11.7. In addition to the publishing of data on their platform, some councils organise community events such as Hackathons. The purpose of these events is to encourage community members and other stakeholders to get together and try to use available open data to solve specific problems, or discover new insights. For example, Bristol City Council have held Hackathons on themes such as Wellbeing and Transport.

11.8. Whilst these events provide an opportunity for residents and stakeholders to use open data to solve specific problems, some council officers spoken to as part of this research said that it can be hard to get the right people around the table, and the Hackathons often didn't quite achieve what they set out to.

11.9. None of the boroughs spoken to provided specific information about the number of page visits or downloads that they had, but some indicated that the traffic was moderate for a council sub-site.

11.10. One borough discussed that they had experienced a significant reduction in F.O.I. requests in areas for which they had published datasets (e.g. parking penalty charge notice issued). The process of dealing with some F.O.I. requests was also streamlined, as requests could easily be signposted to the open data platform.

12. Next Steps

12.1. This section recommends some steps for immediate action as well as providing an overview of several potential options for an expanded open data approach in Lewisham Council.

12.2. As noted in section 10 there are already multiple sources of contextual data about Lewisham available. These different sources are spread across several locations on the internet with some hosted on Lewisham Council websites, some hosted on external organisations websites.

12.3. To provide residents and other users with easier access to these sources of data it is recommended that he following actions are taken:

I. Creating a single contextual data webpage (hosted on the Lewisham Council website) which provides links to all the different data sources outlined in section 10.
II. Further promotion of the Data Observatory as the primary source of contextual information about the borough for residents, councillors and officers alike, including on the site outlined above, but also on the Council's Intranet.
III. To merge Lewisham Council's JSNA site with the Lewisham Observatory To avoid duplication and site proliferation. This is an approach that other authorities have taken and will make it easier for users accessing JSNA information and reduce the number of locations where data is held.

12.4. In addition to the actions outlined above the following longer-term open data, options are presented below. These are based on analysis of other London boroughs open data offers, as well as conversations with the GLA, several London boroughs and the Open Data Institute.

12.5. These are not the only available options; however, they represent common routes taken by other local authorities.

12.6. **Indicative Option 1: Status Quo**
In this model no change is made to the current offer. The open data that is already provided is maintained and no changes are made to the website or platform where the open data is shared**.**

12.7. **Indicative Option 2: Expand current open data offer**
This option would involve the establishment of a small team of internal officers that

would carry out work locating and identifying additional suitable datasets for potential publication on the current Open Data location. The current website would be maintained as it is, but more datasets would be added. If a large number of datasets were added the webpage might need some development to enable ease of use (e.g. ability to search different datasets).

12.8. **Indicative Option 3: Off-the-shelf Open Data Portal/Platform**
Procurement of an open data platform such as DataPress to store an expanded number of open datasets. A project team similar to that in Option 2 would identify suitable datasets and maintain the platform. Would still require some dedicated resource.

12.9. **Indicative Option 4: Dedicated Resource**
A FTE officer is hired to manage all Lewisham Council's Open Data including data platform maintenance and development of data projects. This would include significant partnership and community work, to ensure that local interested parties are able to shape and develop the Council's open data offer.

12.10. A more detailed overview of these options can be found in Appendix 2.

12.11. All indicative options should be considered in the context of Lewisham Council's IT and Digital Services, and subsequently it is recommended that the learning from this report informs the development of Lewisham Council' Digital Strategy and that a data maturity exercise (such as Nesta's Data Maturity self-assessment tool for local government[9]) is carried out. This exercise could systematically identify areas of strength and areas for improvement.

13. Conclusion

13.1. The publication of open data can have multiple benefits for residents including enhancing openness and transparency, however developing a successful open data programme, which works for residents, requires technical expertise and ongoing resources.

13.2. Lewisham Council's data offer is currently limited but there are immediate steps it can take to improve this. In the longer term, there are several viable approaches to open data taken by other local authorities, which could be adopted locally. The findings from this report should be considered in the development of Lewisham Council' Digital Strategy.

14. Financial implications

14.1. It is expected that the costs of implementing the recommendations in section 12.3 can be contained within the existing budget of the Policy, Service Design and Analysis team in the Corporate Policy & Governance Division.

15. Legal implications

15.1. The Council's definition of 'Open data' for the purposes of this Report is set out within paragraph 5 above. The Council is a public body and so must comply with the General Data Protection Regulations 2018. Accordingly, it must ensure that there are processes in place to systematically check, review and monitor the processing and publication of "open data" so as to ensure it is analysed for confidentiality, integrity

---

[9] https://about.esd.org.uk/news/data-maturity-self-assessment-tool-local-government

and security.

15.2. The Equality Act 2010 (the Act) introduced a public sector equality duty (the equality duty or the duty). It covers the following protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

15.3. In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

15.4. It is not an absolute requirement to eliminate unlawful discrimination, harassment, victimisation or other prohibited conduct, or to promote equality of opportunity or foster good relations between persons who share a protected characteristic and those who do not. It is a duty to have due regard to the need to achieve the goals listed above.

15.5. The weight to be attached to the duty will be dependent on the nature of the decision and the circumstances in which it is made. This is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. The Mayor must understand the impact or likely impact of the decision on those with protected characteristics who are potentially affected by the decision. The extent of the duty will necessarily vary from case to case and due regard is such regard as is appropriate in all the circumstances.

15.6. The Equality and Human Rights Commission has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice". The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

- https://www.equalityhumanrights.com/en/advice-and-guidance/equality-act-codes-practice
- https://www.equalityhumanrights.com/en/advice-and-guidance/equality-act-technical-guidance

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

- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty: A guide for public authorities
- Objectives and the equality duty. A guide for public authorities
- Equality Information and the Equality Duty: A Guide for Public Authorities

15.8. The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty-guidance#h1

16. Equalities implications

16.1. There are no specific equalities implications arising from this report.

17. Climate change and environmental implications

17.1. There are no specific climate change and environmental implications arising from this report.

18. Crime and disorder implications

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

19. Health and wellbeing implications

19.1. There are no specific health and wellbeing implications arising from this report.

20. Background papers

20.1. There are no additional background papers for this report.

21. Glossary

Term	Definition
Data	The raw materials from which information and knowledge can be derived.
Closed data	Data that is held by a person or organisation, and is only available for them to use. It is not published or shared outside of the organisation. E.g. Internal HR reports
Hackathons	Is an event where computer programmers and other stakeholders get together for a short period of time (e.g. over a weekend) to intensively collaborate on a project.
Local Democracy Review	The Local Democracy Review was a councillor-led review of local democracy in Lewisham, which made recommendations about how the Mayor and Council could enhance their openness and transparency, increase public involvement in Council decisions and promote effective decision-making.
Local Democracy Working Group	The Local Democracy Working Group is a group of eight councillors who are responsible for implementing the recommend
Metadata	Data that provides information about other data. In the context of open data, metadata would give you information about a dataset for example the publishing frequency of the data.
Open data	Open data is data that can be freely used, re-used and

Term	Definition
	redistributed by anyone - subject only, at most, to the requirement to attribute and share-alike.
Open Data Institute (ODI)	Is a non-profit company whose mission is to "mission is to connect, equip and inspire people around the world to innovate with data".
Shared data	Data that is shared between two or more people or organisations. It is not freely available for anyone to use but can be accessed via some form of authentication. E.g. Medical research papers

22. Report author and contact

22.1. If there are any queries about this report then please contact James Bravin (Principal Officer, Policy, Service Design and Analysis) on 020 8314 8393 or email james.bravin@lewisham.gov.uk.

Appendix 1:

- Methodology – Google search for Borough name and "open data".
- Information correct at time of writing.

Borough	Open Data	Platform	Category
Barking & Dagenham	https://lbbd.emu-analytics.net – not strictly open data as cannot download direct from site.	EMU Analytics	Bespoke Platform
Camden	https://opendata.camden.gov.uk	Socrata	Off-the-shelf platform
Hackney	No	N/a	Basic
Hammersmith and Fulham	No	N/a	Basic
Haringey	No	N/a	Basic
Islington	No - but frequently requested data page - https://www.islington.gov.uk/about-the-council/information-governance/freedom-of-information/popular-data	N/a	Basic
Kensington and Chelsea	www.rbkc.gov.uk/council-and-democracy/open-data-and-transparency	Council website	Council Website
Lambeth	http://lambethopenmappingdata-lambethcouncil.opendata.arcgis.com/search?collection=Dataset&tags=open%20data	Arc GIS	Off-the-shelf platform
Newham	Not strictly speaking open data- www.newham.info	Geowise	Off-the-shelf platform
Southwark	Basic website - https://www.southwark.gov.uk/council-and-democracy/open-data	Council website	Council Website
Tower Hamlets	Yes - https://www.towerhamlets.gov.uk/lgnl/council_and_democracy/Transparency/transparency.aspx	Council website	Council Website
Wandsworth	https://www.wandsworth.gov.uk/opendata	Council website	Council Website
Westminster	No	N/a	Basic
Barnet	open.barnet.gov.uk	DataPress	Off-the-shelf platform
Bexley	No	N/a	Basic
Brent	data.brent.gov.uk/	DataPress	Off-the-shelf platform
Bromley	No	N/a	Basic
Croydon	www.croydon.gov.uk/democracy/open-data	Council website	Open data page on council website
Ealing	No	N/a	Basic
Enfield	No	N/a	Basic
Greenwich	No	N/a	Basic
Harrow	No	N/a	Basic
Havering	No - but have data explorer www.haveringdata.net	Geowise	Off-the-shelf platform
Hillingdon	No	N/a	Basic
Hounslow	https://data.hounslow.gov.uk/	Redbridge platform - DataShare	Off-the-shelf platform
Kingston upon Thames	data.kingston.gov.uk/transparency-code/	Council website	Open data page on council website

Borough	Open Data	Platform	Category
Merton	www.merton.gov.uk/council-and-local-democracy/data-protection-and-freedom-of-information/open-data	Council website	Open data page on council website
Redbridge	http://data.redbridge.gov.uk/View/council-information/call-centre-statistics#	Redbridge platform - DataShare	Off-the-shelf platform
Richmond upon Thames	www.Openrich.info - Geowise site - not strictly speaking open data.	Geowise	Off-the-shelf platform
Sutton	Geowise site - not strictly speaking open data.	Geowise	Off-the-shelf platform
Waltham Forest	No	N/a	Basic

Appendix 2: Summary of Indicative Options

	Option Outline	**Pros**	**Cons**	**Estimated Cost**
Option 1: Status Quo	• No additional datasets added to Open Data offer • No changes made to platform	• No additional changes to website • No additional cost	• Limited open data offer • Passive involvement of community	**No additional cost**
Option 2: Expand current offer	• Identify additional datasets for publication • Publish datasets on current website	• Improvement to current offer • Cost-effective	• Current website unlikely to be able to support significant increase in number of datasets • Current website not as user friendly as dedicated platforms • Difficult to maintain datasets without dedicated resource • Passive involvement of community	**Officer time:** Setup and identifying additional data **Officer time:** Ongoing maintenance of website
Option 3: Open Data Platform	• Procure Open Data Platform (e.g. Datapress/ Socrata) • Setup work to include identification of new/additional datasets and governance • Improved data offer to be stored on Open data platform • Additional ongoing maintenance implications	• Expanded open data offer • User Friendly • Less development and maintenance time than other some other options • Has worked well in other boroughs	• Ongoing annual cost • Still requires setup work • Ongoing maintenance of datasets will be significant resource • Without dedicated officer support unlikely to have full impact • Passive involvement of community	Platform costs**: £10,000 - £25,000 (pa)** **Officer time:** Setup and identifying additional data Project Officer: 0.5 x FTE P04 – P07 **£28,322 - £34,938 including on costs (pa)**
Option 4: Open Data Lewisham Programme	• Launch New Open Data Programme • Programme managed by 1 full-time officer • Dedicated resource to manage all Lewisham's Open Data including data platform maintenance and development of data projects	• Expanded Open Data Offer • Potential for the richest set of open dataset • Includes events and community members in developing Lewisham's Open Data Offer • Dedicated programme management capacity allows for flexibility	• Most expensive option • Comprehensive programme will take significant time to set up • May be limited appetite for involvement from community • Relies on partnership involvement • Relies heavily on programme manager to be successful • Success of data projects may be limited	Platform costs: **£10,000 - £25,000 (pa)** Programme Manager Post: 1 x FTE P04 – P07 **£56,644 - £69,876 including on costs (pa)**

	Option Outline	Pros	Cons	Estimated Cost
	• Programme Manager will involve community, partners and other stakeholders in data projects			

Local Democracy Working Group

Theme 2: Public Involvement In Decisions

12th February 2020

The reports being presented to the Local Democracy Working Group (LDWG) under the theme of 'public involvement in decisions' are listed below:

A) Redesigning The Council's Approach To Engagement – Seldom-Heard Groups & Individuals (Recommendation #31)

B) Developing A Civic Crowdfunding Model For Lewisham (Recommendation #39)

Local Democracy Working Group

Theme 3: Effective Decision-Making

12th February 2020

The reports being presented to the Local Democracy Working Group (LDWG) under the theme of 'effective decision-making' are listed below:

A) Update On The Delivery Of Planning Recommendations (#25 to #30)