



AGENDA

MAYOR AND CABINET

Date: WEDNESDAY, 13 MAY 2020 at 6.00 pm

**Remote via Microsoft Teams
Civic Suite
Lewisham Town Hall
London SE6 4RU**

**Enquiries to: Kevin Flaherty 0208 3149327
Telephone: 0208 314 9327 (direct line)
Email: kevin.flaherty@lewisham.gov.uk**

MEMBERS

Damien Egan	Mayor	L
Councillor Chris Best	Deputy Mayor and Cabinet Member for Health and Adult Social Care	L
Councillor Chris Barnham	School Performance and Children's Services	L
Councillor Paul Bell	Housing	L
Councillor Kevin Bonavia	Democracy, Refugees & Accountability	L
Councillor Andre Bourne	Culture, Jobs and Skills (jobshare)	L
Councillor Joe Dromey	Culture, Jobs & Skills (jobshare)	L
Councillor Brenda Dacres	Safer Communities	L
Councillor Sophie McGeevor	Environment & Transport	L
Councillor Amanda De Ryk	Finance and Resources	L
Councillor Jonathan Slater	Community Sector	L

Members are summoned to attend this meeting

**Kim Wright
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Monday, 04 May 2020**



INVESTOR IN PEOPLE

The public are welcome to attend our committee meetings, however occasionally committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

ORDER OF BUSINESS – PART 1 AGENDA

Item No		Page No.s
1.	Declaration of Interests	1 - 4
2.	Minutes	5 - 21
3.	Matters Raised by Scrutiny and other Constitutional Bodies	22
4.	Covid-19 Recovery: Business Rates, Business & Resident Support	23 - 44
5.	Exclusion of Press and Public	45
6.	Home Park Allocation of S106 monies as part of the Council's Precision Manufactured Homes Programme	46 - 58
7.	Smarter Technology Phase 2 Project Equipment Rollout	59 - 67
8.	Permission to extend Youth Services contract	68 - 77
9.	Permission to extend current Specialist Short Breaks contract - Ravensbourne Project	78 - 86
10.	Permission to extend current Children & Young People's Personalised Care and Support Framework Agreement	87 - 99



The public are welcome to attend our Committee meetings, however, occasionally, committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

RECORDING AND USE OF SOCIAL MEDIA

You are welcome to record any part of any Council meeting that is open to the public.

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

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

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

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

MAYOR & CABINET		
Report Title	Declarations of Interests	
Key Decision	No	Item No. 1
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: 13 May 2020

Declaration of interests

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

1 Personal interests

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

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

2 Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person* for profit or gain
- (b) Sponsorship –payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.

- (e) Licence to occupy land in the borough for one month or more.
- (f) Corporate tenancies – any tenancy, where to the member’s knowledge, the Council is landlord and the tenant is a firm in which the relevant person* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:-
 - (a) that body to the member’s knowledge has a place of business or land in the borough; and
 - (b) either
 - (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
 - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

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

(3) Other registerable interests

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

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes , or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

(4) Non registerable interests

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members’ Interests (for example a matter concerning the closure of a school at which a Member’s child attends).

(5) Declaration and Impact of interest on members' participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.
- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

(6) Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

(7) Exempt categories

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

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

Agenda Item 2

MAYOR AND CABINET		
Report Title	Minutes	
Key Decision		Item No.2
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: May 13 2020

Recommendation

It is recommended that the minutes of that part of the meeting of the Mayor and Cabinet which were open to the press and public, held on March 11 2020 (copy attached) and the Mayoral meeting held on March 25 2020 (copy also attached) be confirmed and signed as a correct record.

MINUTES OF THE MAYOR AND CABINET

Wednesday, 11 March 2020 at 6.30 pm

PRESENT: Damien Egan (Mayor), Councillors Chris Best, Chris Barnham, Paul Bell, Kevin Bonavia, Andre Bourne, Joe Dromey, Brenda Dacres, Sophie McGeevor, Amanda De Ryk and Jonathan Slater.

ALSO PRESENT: Councillor James Rathbone, Councillor John Muldoon, Councillor Tauseef Anwar, Councillor Liam Curran, Councillor Luke Sorba and Councillor James-J Walsh.

277. Declaration of Interests

Councillor Bell declared a personal interest in Item 10 as a member of the Church of England.

278. Minutes

RESOLVED that the minutes of the meetings held on February 5 and February 12 2020 be confirmed and signed as a correct record.

279. Matters Raised by Scrutiny and other Constitutional Bodies

The Mayor and Cabinet received a written referral from the Overview & Scrutiny Committee.

RESOLVED that officers be asked to prepare a Mayoral response to the issues raised by the Overview & Scrutiny Committee.

280. Outstanding Scrutiny Matters

RESOLVED that the report be noted.

281. Young Mayor's Budget

The proposed budget was jointly introduced by the outgoing Young Mayor, Adam Abdullah and the outgoing Deputy Young Mayor, Nike Ajijola who answered questions from members of the Cabinet.

The Mayor concluded by endorsing the four spending proposals and stating he was proud of Adam and Nike's achievements, which were the culmination of their exciting manifestos. He said he had been particularly impressed by the campaigning aspects of their roles and that he was particularly happy to support progressive budget proposals..

Having considered an officer report and a presentation by the 2018-19 Young Mayor and Deputy Young Mayor and by the Deputy Mayor, the Mayor and

Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that the Young Mayor's budget proposals set out below be approved;

Young Mayor's Youth Poverty Fund	£8,000
Work Experience programme	£5,000
Educational Support	£10,000
Youth Climate Forum	£2,000
Total	£25,000

282. Lewisham Climate Emergency Action Plan

The report was introduced by Councillor McGeevor and received warm praise from other Cabinet members. The Mayor thanked her for her hard work and for the contributions made by the local community, all of which had made Lewisham a leading borough in tackling climate change. At the same time the Mayor expressed his disappointment at the limited action being undertaken by central government.

Having considered an officer report, and a presentation by the Cabinet Member for Environment & Transport, Councillor Sophie McGeevor, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

- (1) the Lewisham Climate Emergency Strategic Action Plan be approved;
- (2) the ambition for the borough to be carbon neutral by 2030 be affirmed;
- (3) the ambitious nature of this target and the need for significant and sustained action by central government if it is to be delivered be noted;
- (4) the outline communication strategy at Annex A be approved;
- (5) the proposed criteria for Lewisham's Carbon Offset Fund at Annex B be approved;
- (6) Mayor and Cabinet reviews progress on the Action Plan annually.

283. Boroughwide Private Sector Housing Licensing

In answer to a question from Councillor Dromey, the Private Sector Housing Manager confirmed up to 12 apprentices could be hired if government approval for the licensing scheme was secured.

Having considered an officer report, and a presentation by the Cabinet Member for Housing, Councillor Paul Bell, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that the following recommendations be approved in respect to the proposed Additional Licensing Scheme and the proposed Selective Licensing Scheme.

Additional Licensing Scheme

- (1) the consultation undertaken on the proposed Additional Licensing Scheme, the responses received, and the officer comments, as outlined be noted;
- (2) the proposed Additional Licensing Scheme Fee for HMOs fees that will be presented to the Supplementary Licensing Committee for approval before the scheme can commence, as outlined, be noted;
- (3) the proposed new licensing conditions for properties in the Private Rental Sector, as outlined, be noted;
- (4) the designation of an additional licensing scheme for all Houses in Multiple Occupation in the Council's area, as outlined, be approved; and
- (5) authority be delegated to the Executive Director for Housing, Environment and Regeneration to implement the new additional Licensing Scheme for Houses in Multiple Occupation, and publish the 3-month Statutory Notice for the scheme as part of the implementation;

Selective Licensing Scheme

- (1) the consultation undertaken on the proposed Selective Licensing Scheme, the responses received, and the officer comments, as outlined, be noted;
- (2) the proposed Selective Licensing Scheme Fee that will be put to Supplementary Licensing Committee for approval before the scheme can commence, as part of the application to the Secretary of State for Housing, Communities and Local Government, as outlined, be noted;
- (3) the proposed new licensing conditions for properties in the Private Rental Sector, as outlined, be approved;
- (4) the submission of an application to the Secretary of State for Housing, Communities and Local Government for a Selective Licensing Scheme to apply to all privately rented single occupancy dwellings in the Borough of Lewisham, as outlined, be approved;
- (5) authority be delegated to the Executive Director for Housing, Environment and Regeneration:-to finalise the application for a Selective Licensing scheme and submit to the Secretary of State for Housing, Communities and Local Government; and to implement the Selective Licensing Scheme and publish the 3-month Statutory Notice for the scheme as part of the implementation, pending necessary approvals from the Secretary of State for Housing, Communities and Local Government.

284. Approach to Boroughwide Pot of Neighbourhood Community Infrastructure Levy

The report was jointly presented by the Mayor and Councillor Jonathan Slater, the Cabinet Member for the Community Sector.

Councillor Slater highlighted the use of Common Place which had secured a very high consultation response. This was disputed by Councillors Juliet Campbell and James Rathbone, the Chair and Vice-Chair of the Safer and Stronger Communities Select Committee, who believed the Common Place platform did not attract a representative community response and that a delay to examine the methodology was required.

The Mayor thanked the Select Committee members for their input, but observed that compared to previous Section 106 consultations, many more people were involved. He said the consultation had been pioneering and as such merited a review and could provide valuable lessons learned, but that a delay did not seem appropriate.

Having considered an officer report, and a presentation by the Mayor, and the Chair of the Safer, Stronger Communities Select Committee, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the progress on agreeing the ward based priorities for the NCIL programme be noted;

(2) the process through which the borough-wide priorities have been developed be noted; and

(3) In regard to the allocation of the Borough-wide NCIL funding:

£100,000 be allocated to the development of Council borough-wide Air Quality initiatives that promote community involvement;

an open call for projects is run alongside the ward based process with the following priorities:

initiatives that seek to support local community groups to contributing to tackling crime and anti-social behaviour

provision of high-quality mentoring services and those designed to keep Lewisham's children and young people safe from exploitation, violence and serious youth crime

support for people with learning disabilities and/or issues with mental health to find employment opportunities in order to identify projects for which the remainder of the fund may be allocated

such funding should support services that are borough-wide, as far as

possible, but also provide extra focus on the most deprived wards in the borough as defined by the Indices of Multiple Deprivation.

285. Lewisham Local Plan - Regulation 18 stage

The report was presented by the Mayor who asked that a response be prepared in due course to the written comments of the Sustainable Development Select Committee which were presented by the Chair, Councillor Liam Curran.

Having considered an officer report, and presentations by the Chair of the Sustainable Development Committee and the Mayor, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the following documents be approved for future statutory public consultation (subject to 6 below):

- Draft Lewisham Local Plan - Regulation 18 stage “main issues and preferred approaches” document (Appendix 1)

- Draft Interim Integrated Impact Assessment (IIA) Non-technical Summary and Habitats Regulations Assessment (Appendix 2)

- Draft Infrastructure Delivery Plan (IDP) (Appendix 3)

(2) the contents of the Consultation Statement (Appendix 4), documenting the main issues raised by the public in the initial Regulation 18 stage consultation (2015 Issues and Options document) and officer responses to them be noted;

(3) the contents of the consultation strategy be noted; (Appendix 5)

(4) authority be delegated to the Executive Director for Housing, Regeneration and Environment to:

i. Make minor amendments to the above documents prior to Council;

ii. Make further amendments to the Draft Local Plan (Appendix 1) to incorporate headline summaries of: feedback received on public consultation to-date; key findings from the evidence base; main planning issues and policy alternatives considered.

(5) the financial and legal implications set out be noted;

(6) Remit to Council for its consideration and approval the Interim Integrated Impact Assessment (IIA) and Habitats Regulations Assessment;

(7) Council be recommended to:

i. Approve the documents specified in 1 above subject to any minor and

further amendments which might be made under 4 above.

ii. Use its powers to resolve to publically consult on those documents that Council so approve, including the Interim Integrated Impact Assessment (IIA) and Habitats Regulations Assessment subject to paragraph 6 above;

(8) the written comments of the Sustainable Development Committee be received and a response for Mayoral consideration be prepared

286. Post Consultation recommendations on addition of new buildings to Local List

The Mayor received a presentation from representatives of the Church of England's Diocese of Southwark, Eric Williamson, Property Development Surveyor and the Reverend Louise Codrington-Marshall. Mr Williamson stated that council officers had accepted the consultation in respect of St Luke's Church, Evelyn Street, was flawed as notifications had been sent to a building which closed ten years previously. He asked for a deferment in respect of St Luke's Church only.

The Director of Planning advised the Mayor that Local Listing would not preclude development but that agreeing all the other proposals and deferring St Luke's was possible.

The Mayor accepted the request made by the Diocesan representatives and asked officers to engage with them and come back later in the year with a standalone report on St Luke's.

Having considered an officer report, and presentations by the Mayor and a representative of the Church of England, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the feedback from the seven week period of public consultation for the proposed new additions to the Local List be noted;

(2) the objections raised be noted;

(3) the legal and financial implications set out be noted; and

(4) the additions to the Local List in Appendix 1 be adopted with the exception of St Luke's Church, Evelyn Street which should be the subject of a further report.

287. GLA Small Sites Small Builders Grant

Having considered an officer report, and a presentation by the Cabinet Member for Housing, Councillor Paul Bell, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) a total of £1,477,500 grant funding be accepted from the GLA pursuant to the Small Sites Small Builders Programme to carry out specified works on five Council housing projects on Council land as set out in Section 4;

(2) authority be delegated to the Executive Director for Housing, Regeneration and Environment to agree the terms of and enter into individual grant agreements with the GLA for each project; and

(3) should any project set out in Section 4 not proceed, authority be delegated to the Executive Director for Housing, Regeneration and Environment to agree a substitution project and to agree the terms of and enter into any replacement grant agreement required.

288. Call-in response Disposal of former Wide Horizons Sites in Wales & Kent

The Mayor recognised his manifesto commitment to retain sites in the Borough of Lewisham and listened carefully to the concerns articulated by two representatives of the Overview and Scrutiny Business Panel. He concluded that the rationale in the original report for advocating disposal was sound but decided to expand the recommendation by asking officers to investigate disposal to the public sector as a preferred option.

Having considered the original officer report, the OSBP call-in, a written response to the call in, and presentations by Councillors Curran and Sorba and the Mayor, the Mayor and Cabinet by a vote of 10-0:

RESOLVED that the original recommendations be upheld and officers be authorised to investigate possible disposals to the public sector.

289. Making of Instrument Federation of Holy Cross and St Augustine's Primary Schools and Local Governor Nomination

Having considered an officer report, and a presentation by the Cabinet Member for School Performance and Children's Services, Councillor Chris Barnham, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that the Instrument of Government for the federation of Holy Cross and St Augustine's Catholic Primary Schools (Aspire London) be made by Local Authority order dated 1 April 2020 as set out in Appendix 1.

290. Local Authority Governor Nominations

Having considered an officer report, and a presentation by the Cabinet Member for School Performance and Children's Services, Councillor Chris Barnham, the Mayor and Cabinet, having considered the information supplied in respect of the nomination by a vote of 10-0:

RESOLVED that Ms. Brooke Parkinson be nominated as local authority

governor for the Clyde Early Childhood Centre.

291. Response to Healthier Communities Select Committee Adult Safeguarding

Having considered an officer report, and a presentation by the Deputy Mayor, Councillor Best, the Mayor and Cabinet:

RESOLVED that the Select Committee be informed that their recommendation was accepted by the LSAB as this piece of work had already been planned as part of the delivery of the Board's Communication and Engagement Strategy 2019-20.

292. Response to Sustainable Development Select Committee on Pubs

Having considered an officer report, and a presentation by the Mayor, the Mayor and Cabinet:

RESOLVED to approve the response and report it to the Select Committee.

293. Response to Safer Stronger Communities Select Committee Food Poverty

The Director of Public Health, Dr Catherine Mbema, advised members that there could be slippage in the timescales for the development of the Food Poverty Action Plan owing to the escalating impact of Coronavirus.

Having considered an officer report, and a presentation by the Cabinet member for the Community Sector, Councillor Jonathan Slater, the Mayor and Cabinet:

RESOLVED that the proposals to develop a new food poverty action plans overseen by Lewisham's Food Partnership be supported as part of the Sustainable Food Cities approach to healthier and sustainable food and the governance arrangements.

294. Corporate Energy Contract Strategy

Having considered an officer report, and a presentation by the Cabinet Member for Environment & Transport, Councillor Sophie McGeevor, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the overall approach to reviewing the Council's procurement of corporate energy contracts be approved; and

(2) the proposal to purchase REGO certificates to match the supply received through our electricity contracts for corporate sites, schools and streetlighting to renewable generation be approved.

295. Exclusion of Press and Public

RESOLVED that in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 and under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

- 19 Broadway Theatre Works
- 20 Old Town hall works
- 21 Precision Manufactured Housing Procurement Process
- 22 Future Home Care Arrangements
- 23 Appropriation of the Former Mayow Road Warehouse
- 24 Renewal of Oracle Licensing Arrangements

296. Broadway Theatre Works

Having considered a confidential officer report, and a presentation by the Cabinet Member for Culture, Jobs and Skills, Councillor Andre Bourne, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) officers be authorised to undertake an open procurement exercise to find a suitable Principal Contractor for the proposed works to the Broadway Theatre, using the process set out; and

(2) officers be authorised to undertake feasibility on bringing forward proposals in addition to the initial proposed package of works to further improve access arrangements to the building.

297. Old Town Hall Works

Having considered a confidential officer report, and a presentation by the Mayor, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the work programme be endorsed as part of its early commitment to the aims of the Catford Masterplan;

(2) officers be authorised to undertake a procurement exercise to find a suitable contractor for the works, using the process set out;

(3) a waiver of the Council's Contract Procedure Rules be approved and a contract be awarded to ig9 to be appointed as the Employer's Agent and Design Team to provide technical assistance and fulfil CDM regulations with the delivery of this project, RIBA stages 4-7 (tender preparation through to

project completion) at a total stated cost

298. Precision Manufactured Housing Procurement Process

Having considered a confidential officer report and a presentation by the Cabinet Member for Housing, Councillor Paul Bell, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

- (1) the procurement strategy adopted by Lewisham Homes, the tender analysis they have undertaken to date and the further steps to be completed be noted;
- (2) the allocation of funding which will be used by Lewisham Homes to appoint a contractor under two separate contracts to deliver construction works for 65 new homes at the schemes known as Home Park and Edward Street as part of the Building for Lewisham programme, for up to a stated figure made up of the contract sum of up to a lesser stated figure and a 5% stated contingency.
- (3) an increased General Fund capital programme budget for Edward Street, from the current approved budget to a revised stated budget be approved;
- (4) the Executive Director of Housing Regeneration and Environment, in consultation with the Council's s151 Officer and Director of Law will continue to examine mitigation options to improve the financial position of the Home Park and Edward Street schemes.
- (5) authority be delegated to the Executive Director for Housing, Regeneration and Environment to approve any mitigation measures for the two schemes, the extent to which those are implemented and to approve the final contract sum prior to Lewisham Homes entering into contracts; and
- (6) the Executive Director for Housing, Regeneration and Environment, in consultation with the Council's s151 Officer and Director of Law will continue to examine mitigation options to improve the financial position of the Mayfield scheme and will bring a report back to Mayor and Cabinet to agree a strategy for the delivery of new housing on this site and a stated budget of be allocated in order to appoint a contractor and the relevant professional team to explore these mitigation options and develop a strategy for delivery.

299. Future Home Care Arrangements

Having considered a confidential officer report, and a presentation by the Deputy Mayor, Councillor Best, the Mayor and Cabinet, for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the procurement of Neighbourhood Lead Providers (Home Care) be approved subject to a further report being brought back to Mayor and Cabinet in July 2020 which will detail the new model for Home Care and set out the full procurement process for approval.

(2) the start of public and market engagement on the development of a new model of Home Care in Lewisham be approved; and

(3) the increase in forecast spend on home care for the period 2021 – 2026 and the impact this will have on the Council's budget strategy be noted.

300. Appropriation of the Former Mayow Road Warehouse

Having considered a confidential officer report, and a presentation by the Cabinet Member for Housing, Councillor Paul Bell, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that pursuant to Section 122 of the Local Government Act 1972, the appropriation of the former Mayow Road Warehouse shown edged with a dotted red line in Appendix 2 be approved from the Housing Revenue Account to the General Fund, excluding the area edged in a solid red line which will remain in the Housing Revenue Account. The appropriation will be at a stated value which is the appropriate proportion of the Existing Use Value of the land, and excludes the value for the part of the land required for the 6 Supported Living homes.

301. Renewal of Oracle Licensing Arrangements

Having considered a confidential officer report, and a presentation by the Cabinet Member for Democracy, Refugees and Accountability Councillor Kevin Bonavia, the Mayor and Cabinet for the reasons set out in the report by a vote of 10-0:

RESOLVED that:

(1) the award of the Oracle Fusion Subscription licence to Oracle as a direct award which would be a 3 year licence for a total value not exceeding a stated figure be approved with the licence starting on 1st June 2020 and expiring on 31st May 2023; and

(2) delegated authority be given to the Acting Chief Finance Officer to approve the final licence renewal price for a period of three years up to a maximum stated value.

The meeting closed at 8.59pm.

MINUTES OF THE MAYORAL MEETING

Wednesday, 25 March 2020 at 6.30 pm

PRESENT: Mayor Damien Egan

ALSO PRESENT: Kim Wright (Chief Executive), and Jasmine Kassim (Clerk).

The Mayor highlighted the exceptional circumstances for holding the meeting, and he welcomed the following contributors via telephone conference call:

- Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services;
- Councillor Paul Bell, Cabinet Member for Housing;
- Councillor Chris Best, Cabinet Member for Health and Adult Social Care; and
- Councillor Amanda De Ryk, Cabinet Member for Finance and Resources

1. Declaration of interests

No interest was declared at the meeting.

2. Neighbourhood Community Development Partnerships (NCDP) Public Health

The Mayor received the officer's report presented by Councillor Chris Best, the Cabinet Member for Health and Adult Social Care.

Councillor Best highlighted projects recommended for Neighbourhood Community Development Partnerships (NCDP) funding for financial years 2019 to 2020. It was stated that the NCDP was a useful vehicle for local people and organisations to take control of their areas and circumstances. Councillor Best suggested to the Mayor to agree the proposal.

Commenting on statements by Councillor Best, the Mayor concurred that utilising the Public Health Fund within policy guidelines would help deliver to local communities over and above those directly related to health and social care. The Mayor also welcomed information that robust mechanisms would be in place to monitor the delivery of all funded community groups in accordance with Lewisham's health and wellbeing outcomes.

The Mayor, having considered the report

RESOLVED that

it be agreed to award grants for the amounts of £11,000, £10,264 and £11,500 respectively as set out in Appendix 1, 2 and 3 of the report, for the financial years 2019/20.

3. Single Equality Framework 2020-24

The Mayor received the officer's report presented by Councillor Jonathan Slater, the Cabinet Member Community Sector.

Councillor Slater stated that the draft objectives were not only an assurance that the Council was promoting equality, but that in doing so, it was taking steps to tackle inequality in line with its corporate objectives. Councillor Slater suggested to the Mayor to note and approve the proposals

Commenting on the submission, the Mayor welcomed information that a report would be presented to the Safer Stronger Communities Select Committee at the end of each financial year on progress made against the equality objectives.

The Mayor, having considered the report

RESOLVED that

- (1) the draft equality objectives set out in paragraph 14 and in the Appendix attached to the report be noted and approved;
- (2) the draft assurance framework, which is attached as a supplementary Appendix to the report be noted and approved.

4. Clarification to previous reports and to consultation material on the making of an Article 4 direction in Deptford High Street and St Paul's Church Conservation Area.

This Item was deferred, as the meeting only considered reports that were urgent business.

5. Annual Lettings Plan

The Mayor received the officer's report presented by Councillor Paul Bell, the Cabinet Member for Housing.

Councillor Bell highlighted the benefits of social housing for residents in Lewisham, and stated that the Council's Annual Lettings Plan was useful in outlining the number of properties that would become available in the year, and how they would be distributed within policy guidelines. Councillor Bell suggested to the Mayor to note and approve the proposals in the report, commenting that they represented efforts by the Council to comply with the requirement for housing authorities to determine and publish a letting scheme.

The Mayor, having considered the report

RESOLVED that

- (1) the lettings outcomes for 2018/19 and 2019/20 to date be noted;
- (2) the proposed Lettings Plan for 2020/21 set out in Appendix 1 of the report be approved.

6. Exclusion of Press and Public

The Mayor, having moved to consider items on the agenda in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, and under Section 100(a)(4) of the Local Government Act 1972, received confirmation from the Clerk that there were no members of the press or public present at the meeting.

7. Housing Property Acquisition of Morton House

The Mayor considered a confidential officer's report presented by Councillor Paul Bell, the Cabinet Member for Housing, and

RESOLVED that

- (1) the rationale for the proposed purchase of Morton House, 12-14 Lewisham Park; SE13 6QZ be noted;
- (2) the due diligence work already undertaken in relation to the proposed purchase of Morton House be noted;
- (3) the further due diligence work required to complete the business case be noted;
- (4) it be agreed in principle to purchase Morton House, 12-14 Lewisham Park, SE13 6QZ for not more than a stated figure plus a further figure for legal/surveying fees and SDLT (totalling a stated figure);
- (5) a budget of not more than a stated figure for the cost of refurbishing the current building to meet the Council's requirements and to modernise to current standards be agreed in principle; and
- (6) it be agreed to delegate authority to the Executive Director for Housing, Regeneration and Environment in conjunction with the Director of Law and Director of Corporate Resources to proceed with the purchase and complete the acquisition of 12-14 Lewisham Park; SE13 6QZ once they are satisfied with the business case and that the purchase and subsequent refurbishment reflects value for money.

8. Move PLACE Ladywell

The Mayor considered a confidential officer's report presented by Councillor Paul Bell, the Cabinet Member for Housing and

RESOLVED that

- (1) the recommended option and programme to remove PLACE/Ladywell from the former Ladywell Leisure Centre site be approved;
- (2) the budget and procurement for the works to dismantle, remove and store the PLACE building up to a contract value of a stated figure and associated

fees for feasibility work at a value of a stated figure be approved;

- (3) the budget and procurement of consultant services (Employer's Agent) to administer the works contract on the Council's behalf to a contract value of a stated figure be approved;
- (4) it be agreed to delegate authority to the Executive Director for Housing, Regeneration & Environment, in consultation with the Director of Finance and Director of Law to award the contract for the works to dismantle and store the PLACE building up to a maximum value of stated figure. This will be considered alongside options for demolition and disposal as set out in the options section;
- (5) the stated figure will be charged to the Ladywell redevelopment proposals budget as a land assembly/site clearance cost which will financially impact the Building Homes for Lewisham Programme be noted;
- (6) it be agreed to authorise officers to the appropriate the Ladywell site to the Housing Revenue Account at a suitable point;
- (7) additional annual Council revenue costs of stated figure as long as the PLACE building remains in storage be noted;
- (8) the vacant possession strategy for PLACE be noted;
- (9) it be noted that the choice of destination for PLACE and approval for the budget to refurbish and relocate PLACE will be presented back to Members for consideration and approval.

9. FM Procurement - Lot 1 Contract Award Mechanical and Engineering

The Mayor considered a confidential officer's report introduced by Councillor Amanda De Ryk, the Cabinet Member for Finance and Resources and

RESOLVED that

it be agreed to appoint Foreshaws to deliver Hard FM Services as a Single Provider, for a 4-year period with a possible extension for a further 12 month period, at an annual cost of up to a stated figures, and another stated figure for planned and preventative maintenance works, a stated figure for reactive works and a stated figure for capital works, a total maximum contract value over 5 years of stated figure.

10. FM Procurement - Lot 2 Contract Award Building Fabric

The Mayor considered a confidential officer's report presented by Councillor Amanda De Ryk, the Cabinet Member for Finance and Resources and

RESOLVED that

it be agreed to appoint Graham Asset Management Ltd to deliver building fabric Hard FM Services, for a 4 year period with a possible extension for a further 12 month period, at an annual cost of up to a stated figure for PPM and reactive services, and up to a stated figure for capital projects.

11. School Meals Contract Extension

The Mayor considered a confidential officer's report presented by Councillor Chris Barnham, the Cabinet Member for School Performance and Children's Services and

RESOLVED that

- (1) it be agreed to extend the current catering contract with Chartwells for 12 months until 31st July 2021 at a maximum contract value of a stated figure in order to allow time for school leaders to fully analyse and consult on the insource model and compare it to alternative delivery methods;
- (2) it be agreed to extend the current kitchen maintenance contact with Thermoserv Ltd for 12 months until 31st July 2021 at a maximum contract value of a stated figure in order to allow time for school leaders to fully analyse and consult on the insource model and compare it to alternative delivery methods;
- (3) it be agreed to delegate authority to the Executive Director for Housing, Regeneration, and Environment, in consultation with the Executive Director for Children and Young People and on the advice of the Director of Law to agree the detailed terms of the permitted extension.

The meeting closed at 6.42pm

Agenda Item 3

MAYOR AND CABINET		
Report Title	Report Back On Matters Raised By The Overview and Scrutiny Business Panel	
Key Decision	No	Item No.
Ward		
Contributors	Head of Business & Committee	
Class	Open	Date: May 13 2020

Purpose of Report

To report back on any matters raised by the Overview and Scrutiny Business Panel following their consideration of the decisions made by the Mayor on March 25.


Chief Officer Confirmation of Report Submission	
Cabinet Member Confirmation of Briefing	
Report for: Mayor	<input type="checkbox"/>
Mayor and Cabinet	<input checked="" type="checkbox"/>
Mayor and Cabinet (Contracts)	<input type="checkbox"/>
Executive Director	<input type="checkbox"/>
Information <input type="checkbox"/> Part 1 <input checked="" type="checkbox"/> Part 2 <input type="checkbox"/> Key Decision <input type="checkbox"/>	

Date of Meeting	13 May 2020	
Title of Report	Covid-19 Recovery: Business Rates, Business & Resident Support	
Originator of Report	Paul Moore	Ext.

At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	X	
Legal Comments from the Head of Law	X	
Crime & Disorder Implications	X	
Environmental Implications	X	
Equality Implications/Impact Assessment (as appropriate)	X	
Confirmed Adherence to Budget & Policy Framework		
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed: 
 Cabinet Member
 Date: 4 May 2020

Signed: 
 Executive Director
 Date 4 May 2020

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	



Mayor and Cabinet

Report Title: Covid-19 Recovery: Business Rates, Business & Resident Support.

Date: 13 May 2020

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Director of Strategy and Communications,
Director of Revenue and Benefits,
Director of Law,
Director of Regeneration and Inclusive Growth
Head of Economy and Partnerships (Karen Fiagbe)

This report seeks agreement from the Mayor and Cabinet on a package of positive steps that the Council can take to help support businesses and residents through the initial three months of the Coronavirus (Covid 19) crisis.

This report also sets out several initial actions taken and proposed and suggests further options for the Council to help support businesses and residents through the initial three months of the Covid-19 crisis for the Mayor and Cabinet to consider.

1. Summary

- 1.1 This report seeks agreement from the Mayor and Cabinet on a package of positive steps that the Council can take to help support businesses and residents through the initial three months of the Coronavirus (Covid-19) crisis.
- 1.2 This report also sets out several initial actions taken and proposed and suggests further options for the Council to help support businesses and residents through the initial three months of the Covid-19 crisis for the Mayor and Cabinet to consider.

2. Recommendations

- 2.1. Mayor and Cabinet agrees to the broad package of support to business and residents set out in this paper together with the specific recommendations indicated below:
 - 2.1.1 Across all areas of income collection for the next three months note the Council's general approach and endorse the following:
 - a. Generate invoices based on existing agreements and charges unless specifically waived;
 - b. Hold the sending of any reminders for payments due on bills raised; with communications emphasising payment flexibility for business those struggling to pay and not referencing enforcement action;
 - c. Invite all customers, businesses or residents, to contact the Council early to discuss any financial difficulties they may be facing as a result of Covid 19; and
 - d. Offer flexibility to vary payment schedules to waive charges for up to three months and reset future payments to recover the monies due thereafter.
 - e. Delegate authority to the Executive Director for Housing, Regeneration and Environment in consultation with the Acting Chief Finance Officer to scope the recommended options, implement processes and eligible accessibility criteria.
 - 2.2. To authorise the Executive Director for Housing, Regeneration and Environment in consultation with the Acting Chief Finance Officer to introduce temporary top-up to emergency loans to support families with unexpected Covid-19 bereavement costs, to bridge the circa 7 week delay in obtaining the £1,000 DWP 'funeral expenses payment'; this is subject to the outcome of the current all Borough's representation to DWP to reduce delays in processing applications.
 - 2.3 To agree that the Executive Director for Housing, Regeneration and Environment in consultation with the Acting Chief Finance Officer be authorised to implement the following proposals as part of a comprehensive package of support to help protect Lewisham business and jobs:
 - 2.3.1 **For Council commercial tenants** - if requested by the tenant and having checked on a case by case basis that they have availed themselves of other available government support, to:
 - a. At least defer all commercial rents due up to a 3-month period - essentially terms would be agreed to recover the rent over a longer period.

- b. Allow flexibility for officers to discount or forego commercial rents due for small and medium-sized enterprises (SMEs with fewer than 250 employees, and a turnover of less than £50 million) who have not received business rates relief or grants, voluntary groups and charities – initially - up to a 3-month period,
- c. Consider in June on whether to defer or forego rent for a further quarter for businesses that - still remain vulnerable to imminent closure.

At an estimated cost to the Council from loss of income of up to £800k.

- 2.3.2 **For commercial waste customers** - where appropriate for those not trading (e.g. excluding supermarkets), agree an initial three-month free-period on annual waste collection charges from the 1 April 2020; and if requested, defer payments for 3-months for SMEs who are still trading (e.g. shops) at an expected cost to the Council from loss of income of up to £500k.
- 2.3.3. **For Licenced premises** - provide leniency on when the statutory premises licencing fee is paid, not to suspend premises for non-payment of license fees, not to chase on non-payment – but continue to invoice premises for their annual fees as normal. Council will provide a 3 month grace period after the Covid-19 lockdown regulations cease before chasing payments and suspending premises.
- 2.3.4 **For Commercial tenants paying service charges** - If requested, defer charges due from Forest Hill Business Centre and Bow Arts Trust for up to a 3-month period, with consideration in June for a further quarter deferral - essentially terms would be agreed to recover the full service charge over a later or longer period.
- 2.3.5 **For Market Traders** - endorse the agreed blanket approach to cease all fees and charges to support Lewisham Markets & Traders without charge penalty or loss of pitch for the first quarter at an expected cost to the Council from loss of income from all markets across Lewisham of £225k.
- 2.3.6 **For Business parking** - endorse the four month blanket reduction on annual business parking permits from the 1 April 2020 at an expected cost to the Council from loss of income of £130k.
- 2.3.7 **For Shop Forecourt licences** - cease all fees and charges to support Lewisham business owners without charge, penalty, or loss of shop forecourt licence for the first quarter at an expected cost to the Council from loss of income from all licensed shops of £35k.
- 2.4. To agree to establish a ‘Lewisham backs Business’ Task Force, comprising lead Members, representatives from the local business community, industry, and officers to develop and coordinate a whole Council response to supporting business and jobs recovery quickly and inclusively from the disruption of Covid 19.

3. Policy Context

- 3.1. *Corporate Strategy* - This report supports the delivery of the Council’s corporate

Is this report easy to understand?

Please give us feedback so we can improve.

Page 26

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

priorities, as set out in the Council's Corporate Strategy, in particular the "building an inclusive local economy" priority.

- 3.2. 'People, prosperity, place', Lewisham's Regeneration Strategy 2008-2020, sets out the Council's aspiration for a vibrant, dynamic Lewisham.
- 3.3. 'Lewisham's Business Growth Strategy 2013-2023' aims to determine Lewisham's unique characteristics and strengths, identify opportunities for business growth, and set out the activities that will bring this into reality; embedding Lewisham as an integral part of a dynamic world city and global economic powerhouse.
- 3.4. The specific and immediate policy context for this paper is the Covid-19 pandemic and the lockdown, which has led to a significant impact on the economy and our local business base. This has led to a fundamental shift in patterns of human and business activity. The normal cycle of economic activity in Lewisham has ceased, with many local businesses facing closure and many thousands of jobs imperilled.

4. Background

- 4.1. On 23 March 2020 the government stepped up measures to prevent the spread of Covid-19 and save lives. To reduce social contact, the government ordered all businesses and venues to close, these included the following industries – food and drink, retail, accommodation, non-residential institutions (e.g. churches), assembly and leisure, outdoor recreational. The main elements of the 'lockdown' for business and residents are:-
 - There are exceptions - market stalls, shops and supermarkets which offer essential retail, such as grocery and food; that may stay open.
 - Takeaway and delivery services may remain open and operational in line with government social distancing guidance. Online retail is still open and encouraged and postal and delivery service will run as normal.
 - Employers who have people in their offices or onsite should ensure that employees are able to follow Public Health England guidelines including, where possible, maintaining a 2 metre distance from others, and washing their hands with soap and water often.
 - Parks will remain open but only for individuals and households to exercise once a day. Communal spaces within parks such as playgrounds and football pitches will be closed.
 - To see all the list of businesses and venues that are closed and the exceptions, please see the table below in appendix 1.
- 4.2. There has been a 'whole-Council' response to supporting local businesses through this unprecedented crisis – with those teams most directly seeking to help support businesses through the Covid 19 crisis are the Revenues and Benefits service for Business Rates and Council Tax and the Economy and Partnerships team for wider business information, advice and support.
- 4.3. It is already clear that the impact of Covid 19 on Lewisham's economic base will be profound. Lewisham has around 5,000 SME's which will be particularly exposed to the obvious disruption to the cycle of 'normal' human and economic activity; as they fall within sectors that are significantly impacted by the lockdown and measures of social distancing as a response to Covid 19.

- 4.4. Government have provided a range of measures to help towards financial support for employees, businesses and self-employed that can be found here <https://www.gov.uk/coronavirus>. These measures have emerged overtime, key measures for businesses and jobs are:
- Coronavirus Job Retention Scheme – Claim for staff wages
 - Coronavirus Business Interruption Business Loan Scheme – SMEs can access loans, overdraft, invoice financing and asset finance through the banks, backed (initially by 80%) guarantee by Government
 - Coronavirus Bounce Back Loan Scheme – SMEs can access loans that is backed 100% guarantee by Government
 - Business Rates Relief – Business rates holiday for retail, leisure, hospitality and nurseries
 - Business Support Grant for small businesses already obtaining small business rates relief
 - Self-employment Income Support Scheme – Grants for self-employed
 - Statutory Sick Pay Relief package - A refund for Statutory Sick Pay costs SMEs incur because of Coronavirus
 - VAT and Income Tax payment deferral
- 4.5. In addition to the core package of support from Central Government, the officer team has looked to establish what other support could be offered by the Council. This paper therefore sets out immediate and practical steps to broaden the package of local support. In doing so, reference had been made to similar support being offered across Boroughs. Broadly speaking, there will be two main areas of support going forward - for Business directly impacted and for Residents who are unemployed or face reduction in income.

5. Wider Context & Current Position

- 5.1. The initial estimate of the impact of the government's Covid 19 lockdown on the Council's finances totals over £25m. This assumes it lasts for three months and recognises increased costs, but also the loss of significant income streams. How much of this actually arises will only emerge as the crisis response continues and pending the Government clarifying how long the restrictions will be in force and how much is left to fall on our reserves or for which the Council may be compensated by government. To date government have provided the Council with £18.0m for social care and other costs.

The financial risks to the Council arise from changes including:

- Additional costs for the Covid response for critical services (e.g. social care, bereavement, and waste services) and support to businesses and residents;
- Lost Council Tax and Business Rate income from lower collection than assumed in the budget due to hardship;
- Lost commercial income and enforcement costs from hugely reduced day to day activities for businesses and residents across the Borough;
- Lost or delayed implementation of cuts agreed for the financial year 2020/21, a significant proportion in Adult Social Care, while the Council focus is on running critical services;
- Delayed or reshaped capital investment plans better focused on supporting recovery in the Borough lead to some costs incurred to date being written off; and

- Investments made in supporting services and partners (e.g. businesses) to facilitate a fuller and swifter recovery when it comes.
- 5.2. Some areas of activity may go the other way, for example the Council may save on concessionary fares with reduced / restricted travel for three months.
- 5.3. The above is a first estimate totalling over £25m of risk for the Council. The full impact will only emerge as the crisis response continues and pending the government clarifying how long the restrictions will be in force and how much is left to fall on our reserves or for which the Council may be compensated.
- 5.4. **Business Rates** - The Council has 6,300 registered businesses in the Borough and is forecasting to collect £68m (net collectable) in business rates for 2020/21. In response to Covid 19 the government has made a number of announcements to support businesses. Two of these are for the Council to implement. They are relief for those in the retail, hospitality, nurseries, and leisure industries and small business grants for those with lower rateable values.
- 5.4.1. **Relief** - The Council has identified those businesses in the Borough who have been granted full business rates relief for the 2020/21 year. This impacts some 970 businesses. The business rate bills for all these companies will be nil in 2020/21 and have been adjusted accordingly and re-issued to all businesses.
- 5.4.2. **Small Business Grants** - The Council has identified the 3,656 businesses eligible, according to their rateable value (RV), for a grant of either £10k (RV less than £15k) or £25k (RV between £15k and £51k). Payment of these grants is estimated to cost up to £47m which the Council has now received from the government. This is money to be paid to each business to support their continued viability during the period of Covid 19 disruption. It is not a loan and does not need to be repaid.
- a. The Council sent letters to all these businesses on Friday 3 April 2020 by first class post; and followed this up with e-mails and text messages where contact details are known; and posting the same advice on the website and e-newsletter for how to contact the Council to receive the grant. Communications for Councillors and industry partners such as Federation of Small Businesses and South East Chamber of Commerce to share the information was also prepared and encouraged.
 - b. The letters required all businesses to provide / confirm certain information to help the Council verify the payments go to the right recipients. This includes the nature of the business, business rate account number, address, VAT registration number and full bank account details. Once this information is received to the designated e-mail address, the grant awards will be added to the business rate accounts and refunded by BACs transfer to reach the business account within 3 to 5 working days. A Council direct telephone line – 020 8314 6150 – is also available. In addition, any business can contact the Economy & Partnership team directly for further help, support and advice on economy&partnerships@lewisham.gov.uk
 - c. At the time of writing this paper, the Business Rates team have processed over 2,419 applications and awarded £31 million in grant relief. This is because the Council has put in place an application process consistent with the government guidance and are undertaking some pre-checks before paying by BACS, with the fraud testing as a post-check.

5.5. Other Business Support Available

5.5.1 In addition to the above, the Mayor of London, industry and trade associations are providing a range of information, advice, guidance and financial support (where possible), e.g. £2.3m Culture at Risk Business Support Fund recently launched by Mayor of London.

5.5.2. As well as the Council's work on business rates, the website also directs businesses to these additional avenues for support with links to the relevant pages. This will continue to be maintained and used as a key resource in coming months.

5.6. **Support to Residents** – The Council currently has some 130,000 council tax accounts and expects to collect, after discretions, £120m from residents in 2020/21. The Council Tax rates for 2020/21 were set by the Council in the budget at their February meeting. In response to Covid-19 the government announced additional hardship money for Councils. Lewisham received £3.2m.

5.7. Officers are proposing to make these funds available to individual Council Tax payers through two routes – 1) grants aligned to the Council Tax Reduction Scheme (CTRS), and 2) emergency support for residents.

5.8. Grants aligned to CTRS

5.8.1. The first is via a s13a grant of an additional £150 per working age claimant in receipt of a discount under CTRS. The Council's CTRS scheme currently covers 22,000 customers, split broadly 7,000 pensioners and 15,000 of working age. The Council operates a means tested CTRS to support those least able to pay. The current scheme is based on all working-age households being liable for the first 25% of their council tax and any award being made up to a maximum of the remaining 75%. Elderly residents may still qualify for support up to 100% of their council tax liability.

5.8.2. Officers have updated communications (website etc.) and written directly to all those claimants who are earning / self-employed to advise them to either claim universal credit or, if already receiving an award, to ensure they report changes in their income to us to amend their awards straight away. From this the Council is anticipating potentially a further 3,000 working age claims under the CTRS. It is estimated this will put up to £3m of pressure on Council Tax collection for 2020/21 and these cases would also be eligible for the additional £150 payment.

5.8.3 The Council is scheduled to make these awards in 2020.

Emergency support for residents

5.8.4. The Council also runs a local support scheme designed to ensure that, in a crisis or an emergency, those residents who are most at risk and least financially able to help themselves receive access to the support they need. Depending on their circumstances, they may be eligible for a loan and/or a grant.

a. An [emergency loan](#) is intended to provide immediate, short-term financial support for people who need money urgently because of expenses they have incurred as a result of a crisis situation, disaster or other emergency. The loan has to be repaid.

- b. A [support grant](#) is designed to provide short-term support for people looking to stay in or return to their community. The grant does not have to be repaid.
 - c. The [Starting Work Award \(SWA\)](#) is designed to assist our residents in returning to full time work. This loan has to be repaid.
- 5.8.5. The Council intends to use the balance of £3.2m hardship funding received from the government estimated to be £700k to supplement Lewisham’s current local support scheme administered by Lambeth and respond to resident’s requests for emergency financial support.
- 5.8.6 It is proposed to focus on an option of providing grants, i.e. providing a temporary scheme to fund emergency grant help to Lewisham residents who are financially affected by Covid-19.for example:
- a. on a zero hours’ contract, or have lost their job, and are now without work;
 - b. made unemployed, applied for Universal Credit and haven’t received first payment; and
 - c. Income has fallen but your benefits haven’t yet changed.
- 5.9 Job Centre Plus has made us aware that they have seen an increase in Lewisham claimants for Universal Credit.
- 5.10 In addition, as further reassurance Lewisham is responding appropriately, a comparison with the approach being taken in other Boroughs has noted the following common steps being taken. Lewisham is doing all of these as noted below.
- a. Residents are also invited to apply for CTRS where we are notified that have claimed universal credit.
 - b. Bolstering Council tax – this is the additional £150 for every claimant consistent with government guidance being rolled out as soon as the system provider enables this.
 - c. All recovery action suspended – this is the default position we have taken on all 20/21 bills although we still plan to send reminders.
 - d. Considering amending payment schedules – no reduction is being offered as the Council is expected to collect this revenue but being flexible on when payments are made.
 - e. Clearer communications to those who may be struggling – Through the website and e-newsletter.

6. Proposed and Further Support Options

- 6.1 We will continue to develop wider package of support to complement and fill-in the gaps of the Government measures. There will be two main areas of support going forward - for Residents who may be unemployed or face reduction in income, displaced by major economic disruption; and for Business directly impacted.
- 6.2 **Resident Support** - In addition to the above, the Council is proposing to agree in principal to an option that may introduce a temporary top-up to emergency loans to support families with unexpected Covid 19 bereavement costs, to bridge the circa 7 week delay in obtaining the £1,000 DWP ‘funeral expenses payment’; this is subject to the outcome of a collective all Borough’s representation to DWP to reduce delays in processing applications.

6.3 **Business Support** - A number of proposed and further options are outlined for business support. Some have already been implemented; some are proposed for early agreement to make an immediate impact; the remainder are options that are to be considered, explored and recommended if approved by the proposed 'Lewisham backs business task group'.

6.4 **Implemented options** - Blanket support measures, where appropriate, to avoid penalising those that may be considered "essential" exceptions to the government lock down.

6.4.1. **Markets** - Endorse the agreed approach to cease all fees and charges for the first quarter to support Lewisham Market & Traders without charge penalty or loss of pitch for the first quarter at an expected cost to the Council from loss of income from all markets across Lewisham of £225k.

6.4.2 **Shop Forecourt Licensing** - Endorse the proposal to cease all fees and charges to support Lewisham Business Owners without charge, penalty, or loss of shop forecourt licence for the first quarter at an expected cost to the Council from loss of income from all licensed Shops of £35k.

6.4.3. **Business Parking Permit** - Endorse the four month reduction on annual business parking permits from the 1 April 2020 at an expected cost to the Council from loss of income of £130k.

6.4.4 **Premises Licensing** – Premises licensing fees are statutory and must be taken in order to validate the licence. Boroughs do not have the legal powers to suspend or vary fees. The requirement to pay an annual fee for a premises licence is set out in primary legislation and the Home Office has made no direction on relaxing this requirement. Fees charged by boroughs are set at a national level. The Council is, taking the approach of leniency and not suspending premises for non-payment or license fees as required by law. Nor are we currently chasing on non-payment, however, we will continue to invoice premises for their annual fees as normal. The Council will provide a 3 month grace period after the covid-19 regulations cease before chasing payments and suspending premises. All fees should be collected by end of March 2021 as usual.

6.5 **Proposed additional support**

Council Commercial Tenants

6.5.1 Rents - The Council is landlord to around 270 Commercial tenants at a host of properties across the Borough and these potentially support around 1,200 jobs. These tenancies also support around £3m of commercial rental income each year, which could be imperilled by business failure. Our priority is to support local businesses and protect jobs in this difficult time. However, from a council

Is this report easy to understand?

Please give us feedback so we can improve.

Page 32

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

revenue perspective, it is also prudent to show flexibility for our tenants. It is already proving difficult to find commercial tenants and it is right to take proactive steps which safeguard our both our tenants and avoid a situation of vacant units producing no income, plus additional costs to the Council of security, business rates etc. This should, therefore, be considered both an effort to support local businesses and an investment to protect future revenue-base in the medium and long term.

- In addition to the Council's core commercial estate, the Council has a significant interest in Catford Regeneration Partnership Limited (CRPL) portfolio, which is another 40 commercial properties and annual rent roll of £1m and - while this can be dealt with separately – similar or possibly greater strategic and economic arguments apply.
- Several large commercial landlords (TfL, Network Rail, and The Arch Company) have already moved to offer their tenants a rent-free or deferral period of three months. The Council has already received a number of approaches for its tenants/businesses.
- Following review and having regard to all the above it is proposed that we move to offer as Council Landlord:
 - a. at least a deferral of all commercial rents due up to a 3-month period - essentially terms would be agreed to recover the rent over a longer period.
 - b. flexibility for officers to forego commercial rents due for small and medium-sized enterprises (SMEs with fewer than 250 employees, and a turnover of less than £50 million) who have not received business rates relief or grants, charities and for voluntary groups up to a 3-month period.
 - c. Consider in June whether to defer or forego rent for a further quarter for businesses that still remain vulnerable to imminent closure.

6.5.2 **Service Charges** - Service charges are the actual costs incurred by the Council as Landlord (e.g. insurances, shared infrastructure and security), however, there aren't many places where the Council run a service charge on the commercial properties – except for Catford Shopping Centre (which is CRPL), Lewisham Old Town Hall and Forest Hill Business Centre.

- A large proportion of the service charge for the Town Hall is paid by Lewisham Homes. The Town Hall also contains Dek Catford, our affordable workspace provision on the fourth floor that is run by Bow Arts Trust with 36 spaces, supporting 50 creative businesses and 83 jobs. Forest Hill Business Centre pays circa £2k per quarter towards the service charge. Bow Arts Trust pays £23k per quarter towards the service charge.
- In order to have broadly similar policies that may be agreed under CRPL (already received approaches from its tenants/businesses); it is proposed that we consider an option to at least defer service charges due from Forest Hill Business Centre and Bow Arts Trust for up to a 3-month period, with consideration in June

for a further quarter deferral - essentially terms would be agreed to recover the full service charge over a later or longer period.

Council Commercial Waste Collection

6.5.3 Some commercial nurseries are still open for key workers etc., although with a much reduced capacity. There are also a few other businesses still open – supermarkets, convenience stores, takeaways etc. although these are few in number.

- **The Council receives around circa £1.7m annually for commercial waste disposal.** The Council continues to provide a full commercial waste collection service to all our customers. However, we know that many businesses have been forced to close or are no longer operating as a result of coronavirus so volumes are reduced.
- **We have already put on hold letters to businesses expected to go for the start of the new financial year regarding increases in their commercial waste fees.**
- In order to support our business community, we propose to suspend commercial waste agreements until businesses are able to operate again; noting there will be limited commercial waste at this time. This will mean:
 - a. **Foregoing the commercial waste charges** for 3 months for businesses that fall under the list of businesses that the government has announced must remain closed, or they have closed otherwise due social distancing for Coronavirus.
 - b. If requested, defer payments for 3-months for SMEs who are still trading (e.g. shops) at an expected cost to the Council from loss of income of up to £500k.

6.6 **Further options** - There are some businesses who are either ineligible for the government support schemes, e.g. businesses with properties with rateable values above £51k p.a. or those who became self-employed in less than one trading year and therefore unknown to HMRC.

6.6.1 There are other businesses who may be eligible for government assistance but are finding it very difficult to access or is taking a while to access the support, e.g. processing the loan scheme with banks who may be making it more difficult to access the scheme.

6.6.2 We are assessing the situation on an ongoing basis and identifying sectors or businesses who may have fallen through the gaps in the current government measures – further support may be required as issues and impacts emerge.

6.7 Non-Financial Assistance –

- 6.7.1 In order to provide immediate information, advice and guidance to businesses, the Council has already put in place:
- a. Mayor's Open Letter to Businesses

Is this report easy to understand?

Please give us feedback so we can improve.

Page 34

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

- b. Council COVID-19 Website Hub (business support) and e-newsletter <https://lewisham.gov.uk/myserVICES/coronavirus-covid-19/business-support>
- c. Business surveys
- d. Business Rates hotline and enquiry form. Boost Business Rates Team Officers dedicated to administering the Government council tax measures
- e. Dedicated contact – Incident Contact Centre with FAQs and manned Economy & Partnership Inbox.
- f. Economy & Partnership team – core officers dedicated to COVID-19 business recovery efforts.

6.7.2 Establish a Lewisham backs Business Task Group -

It is suggested that a **Task Group of lead** Members, representatives from local businesses, key local partners and officers is established to develop and coordinate a whole-Council response to supporting business recovery quickly, inclusively and sustainably from the disruption of Covid-19. Indicative terms of reference are suggested:

- To help make representation to lobby Government for additional measures to alleviate financial hardship and support appropriate industry campaigns
- Working with partners in industry and cross-borough to survey business views and gather intelligence on broader impacts
- Develop business, employment and skills programmes to kick start the recovery.
- Review the paused Inclusive Growth & Innovation Strategy - commissioned with PRD and CLES; to re-position the strategy development within the Council's broader recovery plans, in due course.

7. Legal Implications

- 7.1 Under section 1 of the Localism Act 2011, the Council has a general power of competence to do anything which an individual may do unless it is expressly prohibited.
- 7.2 The Coronavirus Act 2020 (“the 2020 Act”) came into force 31st March 2020. Section 82(1) of the 2020 Act provides protection for businesses from forfeiture of commercial leases by landlords. “A right of re-entry or forfeiture, under a relevant business tenancy, for non-payment of rent may not be enforced, by action or otherwise, during the relevant period by landlords.” Section 82(12) of the 2020 Act confirms that the “relevant period” means “the period...[initially between 31st March 2020 and...ending with 30 June 2020 or such later date as may be specified...] by the UK government in regulations made by statutory instrument (and that power may be exercised on more than one occasion so as to further extend the period);”.
- 7.3 On 3rd April 2020, (last updated 27th April 2020,) the UK government published a full range of business support measures to be made available to UK businesses, together with a number of relevant specific Guidance documents, under the heading ‘Coronavirus financial support for your business’. The link to all these documents is: <https://www.gov.uk/government/collections/financial-support-for-businesses-during-coronavirus-covid-19>

Is this report easy to understand?

Please give us feedback so we can improve.

- 7.4 Paragraphs 5.4 and 5.5 of this report details local proposals to help registered businesses in the Borough. This approach is supported and reinforced expressly through Coronavirus related government guidance first published 18th March 2020. It covers business rates “holidays”, business support grant funds, and support for small and medium size businesses as well as for large businesses too,
- 7.5 Paragraphs 5.6 – 6.4 (inc.) of this report sets out local proposals to help the Council’s residents. This approach is supported and reinforced expressly through Coronavirus related government guidance published 24th March 2020. The ‘Council tax: Covid-19 hardship fund 2020 to 2021 – guidance. (Guidance to billing authorities on using their allocation from the hardship fund to deliver financial support, including reduced council tax bills, to economically vulnerable residents in their area.)’. The link to this Guidance is to be found at: <https://www.gov.uk/government/publications/council-tax-cover-19-hardship-fund-2020-to-2021-guidance>
- 7.6 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.
- 7.7 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.
- 7.8. 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.
- 7.9 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.
- 7.10 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>

- 7.11 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](#)
- 7.12 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty-guidance#h1>

8. Financial Implications

- 8.1 As set out in the report the Council estimates the financial risk to the Council per quarter due to the impact of restrictions as part of the Covid response in the region of £25m from additional costs and lost income. To date the Government had provided £18.0m of grants to the Council towards this risk along with some cash flow support measures. This is in addition to the targeted grants to businesses and residents for the Council to administer.
- 8.2 The specific proposals in the report go beyond business as usual and therefore add to the general financial impacts noted above. The exact impact will only be known on conclusion of discussions with those in hardship – businesses and residents. The costings are therefore presented as ‘up to’, representing the reasonable worst case financial impact expected from adopting these measures.
- 8.3 Per quarter the financial impact amounts up to £2.4m broken down as follows:
- Businesses - £1.9m
- Council rents discounted or forgone - £800k
 - Waste charges discounted or forgone - £500k
 - Licencing charged deferred – £100k

Is this report easy to understand?

Please give us feedback so we can improve.

Page 37

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

- Service charges discounted or forgone - £100k
- Market trading income - £225k
- Parking permit income - £130k
- Forecourt income - £35k

Residents - £0.5m

- Additional hardship funding - £500k

8.4 The Council will seek to claim this financial impact from the government as part of the costs of maintaining services and the sustainability and employment prospects for the Borough.

8.5 However, if the government support is not made available these costs will fall to the Council's reserves. This is because, while the actions consistent with the services agreed in the budget, the scale of their impact is over and above the budgets set for the year. At the present time, noting the estimated full cost per quarter to the Council including these measures of the Covid response and the government's financial support to date as set out above, the s151 officer confirms the Council has sufficient reserves to support the recommendations in this report for the first quarter. Any extension of the duration beyond this will be brought back as part of further financial updates for M&C consideration.

9. Crime and Disorder Implications

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

9.2 Section 17 of the Crime and Disorder Act 1998 places a duty on partners to do all they can to reasonably prevent crime and disorder in their area. The level of crime and its impact is influenced by the decisions and activities taken in the day-to-day of local bodies and organisations. The responsible authorities are required to provide a range of services in their community from policing, fire protection, planning, consumer and environmental protection, transport and highways. They each have a key statutory role in providing these services and, in carrying out their core activities, can significantly contribute to reducing crime and improving the quality of life in their area.

10. Environmental Implications

10.1 There are no immediate environmental implications arising from this report.

11. Equalities Implications

11.1 The Council's Comprehensive Equality Scheme (CES) for 2016-20 provides an overarching framework and focus for the Council's work on equalities and helps ensure compliance with the Equality Act 2010.

11.2 The Council equality objectives through the CES include:

- **tackle** victimisation, discrimination and harassment
- **improve** access to services
- **close** the gap in outcomes for all residents
- **increase** mutual understanding and respect within and between communities
- **increase** citizen participation and engagement

- 11.3 The strategy addresses the Council's equality objectives as it includes measures to improve access to services for our most vulnerable residents particularly through the implementation of the Local Services Support Framework. The core aim of the strategy is to provide a framework for DWP/the Council and other partners to work to reduce the number of residents on the JSA register, this supports our equality objectives as increased number of residents will participating in work related activity.

12. Background Papers

- 12.1 There are no background papers other than the appendices

13. Further Information

- 13.1 If you would like further information on this report please contact Karen Fiagbe, Head of Economy and Partnerships, on 020 314 8632 or Paul Moore, Interim Director of Regeneration and Inclusive Growth on 07798783183.

Appendix One

On 23 March the government stepped up measures to prevent the spread of coronavirus and save lives. All businesses and venues outlined in the table below must now close.

Takeaway and delivery services may remain open and operational in line with guidance below. Online retail is still open and encouraged and postal and delivery service will run as normal.

Employers who have people in their offices or onsite should ensure that employees are able to follow [Public Health England guidelines](#) including, where possible, maintaining a 2 metre distance from others, and washing their hands with soap and water often, for at least 20 seconds (or using hand sanitiser gel if soap and water is not available).

Parks will remain open but only for individuals and households to exercise once a day. Communal spaces within parks such as playgrounds and football pitches will be closed. See further [government guidance on access to green spaces](#).

1. Businesses and venues that must remain closed

To reduce social contact, the government has ordered the following businesses and venues to close:

Food and drink	Exceptions
Restaurants and public houses, wine bars or other food and drink establishments including within hotels and members' clubs	Food delivery and takeaway can remain operational and can be a new activity supported by the new permitted development right. This covers the provision of hot or cold food that has been prepared for consumers for collection or delivery to be consumed, reheated or cooked by consumers off the premises.
Cafés and canteens	Food delivery and takeaway can remain operational (and as above). Cafés and canteens at hospitals, police and fire services' places of work, care homes or schools; prison and military canteens; services providing food or drink to the homeless. Where there are no practical alternatives, other workplace canteens can remain open to provide food for their staff and/or provide a space for breaks. However, where possible, staff should be encouraged to bring their own food, and distributors should move to takeaway. Measures should be taken to minimise the number of people in the canteen / break space at any one given time, for example by using a rota.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 40

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

Retail	Exceptions
Hairdressers, barbers, beauty and nail salons, including piercing and tattoo parlours	
All retail with notable exceptions	<ul style="list-style-type: none"> • Supermarkets and other food shops • Medical services (such as dental surgeries, opticians and audiology clinics, physiotherapy clinics, chiropody and podiatry clinics, and other professional vocational medical services) • Pharmacies and chemists, including non-dispensing pharmacies • Petrol stations • Bicycle shops • Hardware shops and equipment, plant and tool hire • Veterinary surgeries and pet shops • Agricultural supplies shops • Corner shops and newsagents • Off-licences and licenced shops selling alcohol, including those within breweries • Laundrettes and dry cleaners • Post offices • Vehicle rental services • Car garages and MOT services • Car parks • High street banks, building societies, short-term loan providers, credit unions and cash points • Storage and distribution facilities, including delivery drop off points where they are on the premises of any of the above businesses • Public toilets • Shopping centres may stay open but only units of the types listed above may trade

Is this report easy to understand?

Please give us feedback so we can improve.

Retail	Exceptions
Outdoor and indoor markets	Market stalls which offer essential retail, such as grocery and food.
Auction houses	
Accommodation	Exceptions
Hotels, hostels, B&Bs, holiday rentals, campsites and boarding houses for commercial use	<p>Where people live in these as interim abodes whilst their primary residence is unavailable, or they live in them in permanently they may continue to do so.</p> <p>Critical workers and non-UK residents who are unable to travel to their country of residence during this period can continue to stay in hotels or similar where required.</p> <p>People who are unable to move into a new home due to the current restrictions can also stay at hotels.</p> <p>Where hotels, hostels, and B&Bs are providing rooms to support homeless and other vulnerable people such as those who cannot safely stay in their home, through arrangements with local authorities and other public bodies, they may remain open.</p> <p>Those attending a funeral will be able to use hotels when returning home would be impractical.</p> <p>Hotels are allowed to host blood donation sessions.</p>
Caravan parks/sites for commercial uses	Where people live permanently in caravan parks or are staying in caravan parks as interim abodes where their primary residence is not available, they may continue to do so.
Non-residential institutions	Exceptions
Libraries	Digital library services and those where orders are taken electronically, by telephone or by post (for example no-contact Home Library Services) may continue.
Community centres, youth centres and similar	<p>For the purpose of hosting essential voluntary or public services, such as food banks, homeless services, and blood donation sessions.</p> <p>Public venues that host blood donation sessions can continue to open temporarily for these services only. A distance of two metres should be</p>

Is this report easy to understand?

Please give us feedback so we can improve.

Page 42

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

Non-residential institutions	Exceptions
	maintained as per Public Health England guidelines.
Places of worship	<p>Funerals in places of worship and crematoria, where the congregation are members of the deceased's household or close family. In a case where no members of the deceased's household or family members are attending, friends can attend. A distance of two metres should be maintained between every household group, as per Public Health England guidelines.</p> <p>A minister of religion or worship leader may leave their home to travel to their place of worship. A place of worship may broadcast an act of worship, whether over the internet or otherwise.</p> <p>For the purpose of hosting essential voluntary or public service, such as food banks, homeless services, and blood donation sessions.</p>
Assembly and leisure	Exceptions
Museums and galleries	
Nightclubs	
Cinemas, theatres and concert halls	Small group performances for the purposes of live streaming could be permissible where Public Health England guidelines are observed and no audience members attend the venue.
Bingo halls, casinos and betting shops	
Spas and massage parlours	
Skating rinks	
Fitness studios, gyms, swimming pools or other indoor leisure centres	Any suitable assembly or leisure premises may open for blood donation sessions.
Arcades, bowling alleys, soft play centres and similar	
Funfairs	

Is this report easy to understand?

Please give us feedback so we can improve.

Page 43

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

Outdoor recreation	Exceptions
Playgrounds, sports courts and pitches, and outdoor gyms or similar	

These businesses and venues must close as they involve prolonged close social contact, which increases the chance of infection spreading.

Providers of funeral services such as funeral directors and funeral homes may remain open, subject to Public Health England guidelines as mentioned in the table above.

Term	Definition

1. Report author and contact

- 1.1. Paul Moore – Interim Director for Regeneration
- 1.2. Paul Moore – paul.moore@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve.

Page 44

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

MAYOR & CABINET		
Report Title	Exclusion of the Press and Public	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: May 13 2020

Recommendation

It is recommended that in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 and under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

6. Home Park Allocation of S106 monies as part of the Council's Precision Manufactured Homes Programme.
7. Smarter Technology Phase 2 Project Equipment Rollout.
8. Permission to Extend Youth Services Contract.
9. Permission to extend current Specialist Short Breaks contract - Ravensbourne Project.
10. Permission to extend current Children & Young People's Personalised Care and Support Framework Agreement.

Agenda Item 6

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

Document is Restricted

Agenda Item 8

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

Document is Restricted

Agenda Item 9

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted