



AGENDA

OVERVIEW AND SCRUTINY BUSINESS PANEL

Date: TUESDAY, 23 JUNE 2020 at 7.05 pm

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Remote via Microsoft Team.

Members of the public are welcome to observe the meeting via the Council's website at www.lewisham.gov.uk

MEMBERS

Councillor Bill Brown	Chair of Overview & Scrutiny Committee	L
Councillor Sakina Sheikh	Vice Chair of Overview & Scrutiny Committee	Labour Co-op
Councillor Peter Bernards	Chair of Housing Select Committee	L
Councillor Juliet Campbell	Chair of Safer Stronger Communities Select Committee	L
Councillor Patrick Codd	Labour Group Representative	L
Councillor Liam Curran	Chair of Sustainable Development Select Committee	Labour Co-op
Councillor Jim Mallory	Chair of Public Accounts Select Committee	L
Councillor Joan Millbank	Labour Group Representative	L
Councillor John Muldoon	Chair of Healthier Communities Select Committee	Labour Co-op
Councillor Luke Sorba	Chair Children and Young People Select Committee	L

Members are summoned to attend this meeting

Kim Wright
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Monday, 15 June 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.

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Lewisham



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Overview and Scrutiny Business Panel

Minutes

Date: 23 June 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive / Head of Business and Committee

Outline and recommendations

Members are asked to consider minutes of that part of the meeting of the Overview and Scrutiny Business Panel of 26 May 2020 which were opened to the press and public

1. Recommendation

It is recommended that the minutes of those parts of the meeting of the Overview and Scrutiny Business Panel which were open to the press and public held on 26 May 2020 be confirmed and signed.

Kim Wright
Chief Executive,
Lewisham Town Hall,
Catford SE6 4RU

15 June 2020

MINUTES OF THE OVERVIEW AND SCRUTINY BUSINESS PANEL

Tuesday, 26 May 2020 at 7.00 pm

PRESENT: Councillors Bill Brown, Sakina Sheikh, Peter Bernards, Juliet Campbell, Patrick Codd, Liam Curran, Jim Mallory, Joan Millbank, John Muldoon and Luke Sorba

ALSO PRESENT:

Under Standing Order

Councillors Carol Howard, Mark Ingleby, Jacq Pashoud, John Pashoud, and Sopie McGeevor.

Presenting Officers

Chief Executive, Executive Director of Housing, Regeneration & Environment, Head of Highways & Transport, Transport Policy and Development Manager, and Head of Business and Committees.

No apologies for absence was received.

1. Minutes

RESOLVED that the Minutes of the last meeting held on 5 May 2020 be confirmed as an accurate record.

2. Declarations of Interests

The meeting noted personal interests declared by Councillor Joan Millbank as follows:

- (a) Item 3 – the Covid-19 report – declared that she is associated with Lewisham local collaborative;
- (b) Item 5 – report on the key decisions – declared that she is a Trustee of the New Crossgate Trust.

3. Scrutiny of the Council's Covid-19 Response

The Panel received a report introduced by the Chief Executive about the Council's response to the COVID-19 outbreak, and expressed an appreciation to the workforce and Members for embracing the "One Council" approach adopted by Lewisham.

In response to question during the presentation of the report, the Chief Executive gave an assurance to the Panel that the efforts employed to address the crisis were consistent with aspects of Council's corporate priorities about the protection of the health and wellbeing of residents, particularly the most vulnerable. However, the easing of the lockdown could be challenging due to concerns that surges of infections that might occur. The Chief Executive stated that the scale and pace of the work had been unprecedented but the benefits from lessons learnt in the last few weeks, and those to be developed would be captured to harness

and showcase the Council's resilience in working with its partners to deliver to residents.

The Panel noted the report, and welcomed information that the Council was also contributing to the wider London arrangements by learning and sharing experiences with other local authorities, with a view to enhance its resilience to sustain capacity for timely delivery and response.

The Chair, Councillor Bill Brown, expressed a concern about the lack of clarity of funds to be reimbursed by the government in light of its promise that councils should provide whatever was necessary to support local people during the Covid-19 crisis. The concern expressed by the Chair was echoed by other Members of the Panel, including Councillor Jim Mallory, Chair of the Public Accounts Select Committee, who stated that he had no question at the present time on the matter due to inadequate information.

Councillor Mallory stated that it was however right to inform the meeting that he had received an assurance from the Acting Director of Finance and Section 151 Officer that the Council would prepare separate budget headings for money spent on Covid-19 related items and other existing service. Nevertheless, a published communication strategy would have enabled local people to see what would be involved in the process. Councillor Mallory informed that he would attend Mayor and Cabinet meeting on 10 June 2020 to express his views about the uncertainty and potential gaps in the Council's finances that could occur if the government's refunds were insufficient.

The meeting moved into a question and answer session. The Chief Executive and the Executive Director of Housing, Regeneration and Environment responded as follows:

1. **The Council's Recovery Group**

It was confirmed that work to implement the Group was underway. The details would be submitted to Members when completed. A strand of the work required the Council to provide an interim 'lessons-learned' report to inform the London-wide arrangement. Internally, efforts would focus on improvement opportunities against achievements as a means of identifying what the Council would continue to do going forward.

- **Actions:** information about the types of community involvement and consultation processes to be employed should be communicated to the Panel. The Panel to receive regular updates about the work of the Group upon implementation.

2. **The Council's Covid-19 Objectives**

The Panel was advised that collaborative efforts across departments and with partnering agencies and Members were fundamental in providing critical and non-critical services to residents during the crisis. It was stated that the Council aimed to utilise experiences from 'lessons-learned' in dealing with the crisis before rolling out peer reviews about its resilience

and emergency planning undertakings. Thus, objective monitoring would focus on the internal processes, rather than externally validated activities.

- **Action:** The Panel to receive progress on objectives at subsequent meetings.

3. **Government Reimbursement**

The Officers stated that no confirmation had been received about the amount of money the government was willing to reimburse local authorities for dealing with Covid-19 crisis. Messages on the matter had been fluid their interpretations but Lewisham was following current guidance by keeping a forensic record of legitimate costs for monthly submission to the government. It was stated that a report to be considered at the next Mayor and Cabinet meeting on 10 June 2020 would provide the latest data on the Council's Covid-19 spending activities.

4. **Business Grants**

The Panel heard that 3400 businesses were earmarked as eligible for the support. To date, 2800 businesses had received grants up to a total of £37m. The Council's intentions included plans to pay individual visits the remaining 600 to inform about the financial aid available to assist with impact of constraints to their businesses during the current crisis.

5. **Community Outreach activities**

It was confirmed that twenty members of staff from across departments and Lewisham Homes were involved in community outreach activities. Some of the work included telephone calls to residents. Physical welfare checks were also made to vulnerable residents at care homes within social distancing guidelines.

- **Action:** The Panel to receive data about the breakdown of category of staff involved in the work.

6. **Parks and open spaces**

The Panel was advised that protocols issued by the government for members of the public to use parks and open spaces were clear at the initial stages of the lockdown. Thus, reports from staff assigned on patrols informed that the majority of people were behaving well, and self-distancing appropriately. However, since the rules became relaxed, there had been reports of people gathering during unsocial hours and doing inappropriate things. In the last eight weeks, some enforcement staff were attacked and abused in parks, and the police and relevant Cabinet Member were briefed about the incidents. Notwithstanding that, the police and Council were focusing on a community-based approach as opposed to enforcement, with a view to remind and encourage members of the public to apply self-discipline when using parks and open spaces.

Specific to a concern by Councillor John Paschoud, the Officers stated that the Council was aware of the risks around the lake in Beckenham Place Park, particularly during the summer months. Thus, steps had been taken to increase staff patrols in the area. It was confirmed that breaches and

breakages to fencing in and around Beckenham Place Park were corrected in a timely fashion, and signage directions had been updated as part of safety measures implemented by the Council.

7. **Shielding List**

The Panel was advised that the Council was receiving daily updates from the National Health Services (NHS) and local General Practitioners (GP) about clinically vulnerable residents on the shielding list. It was stated the majority of those on the list had been contacted. However, it would be difficult to maintain currency of data because of shifts in individuals' needs over time. Notwithstanding that, the Council's outreach engagement team would continue to undertake routine follow-up phone calls to residents to offer advice. Adjustments would be made to care support packages where appropriate. Those residents who no longer required the support would be removed from the list.

8. **Public awareness of free Covid-19 Hubs in Lewisham**

It was stated that the free Covid-19 hubs erected in the north and south of the borough existed primarily to provide advice to residents. "Frequently-asked questions" provided to call-centre staff to assist them to make referrals when dealing with residents contained information about the hubs.

- **Action:** Officers to publish information about the existence of the hubs on the Council's website to increase public awareness of the advice service.

9. **Information about Covid-19 deaths and symptoms**

The Panel received confirmation that Lewisham does not have the third highest Covid-19 deaths in London. It was stated that the number of deaths in care homes as a result of Covid-19 was below the London average. As at 8 May 2020, the official national statistics figures for recorded deaths in Lewisham was 15.

10. **Development of Care Homes Support Plan**

The Panel noted that there was no uniform distribution of care homes across London. The Officers confirmed that the Director of Public Services was leading the work on developing Lewisham's Care Homes Support Plan (CHSP) in partnership with the Clinical Commissioning Group and other health colleagues. The Council had also been engaging with care home owners and managers on a regular basis in the last 10 weeks, as there were specific questions that only they could answer in regard to their clients' needs.

The Panel was further advise by the Officers that amongst other things, the CHSP would set out what the 1.6m allocated to Lewisham would be spent on, with information on an assessment of whether the money would be enough to meet demands in regard to infection control, testing, personal protective, workforce, clinical support and related provisions.

It was confirmed that the draft CHSP would be signed-off for implementation by the Chief Executive and published in light of the

government's expectations, so that the public are kept informed about the work. Members could also request a copy of the CHSP if required.

- **Action:** To confirm whether consultations with trade unions took place during the development of Lewisham's CHSP.

11. **Private care provision**

The Panel was advised that carers working for residents who were financing their own social care support should be Care Quality Commission (CQC) qualified as an assurance of patients' safety. Thus, if it was known that such staff were not appropriately registered, the Council would take action to request compliance with CQC requirements.

12. **Rough sleepers**

The Panel was advised that since the Covid-19 crisis, residents classified as 'rough sleepers' continued to be housed in temporary accommodation, and that the government had agreed to cover some of the costs associated with the arrangements. The Officers stated that as with most councils across London, Lewisham would be challenging the government to continue the support, with a view of provide a longer-term housing solution for those residents.

13. **Hospital appointments**

It was stated that questions about reduction of appointments in hospitals would be best answered by officials at the Lewisham and Greenwich Trust. However a letter to the Council from Lewisham and Greenwich's Trust Accountable Officer confirmed that efforts were ongoing to support campaigns aimed at encouraging residents at risk of strokes and heart attacks to visit hospitals, including children who had fallen ill.

14. **Local dentists and opticians**

The Panel was advised that staff working in the Council's Public Health Team would be providing financial advice, guidance, support and training in hygiene and related matters if needed by local opticians and dentists when they re-open their services to members of the public.

15. **Mental health**

The Panel received confirmation that the Council had been mindful of the impact on individuals' mental health and wellbeing, not just as a result of the general impact of Covid-19. Thus, in addition to the package of support for Lewisham's workforce and partners, the Council would be playing a key role in a Mental Health Prevention summit organised by the National Health Services to take place on 2 June 2020. A key outcome planned for the upcoming summit would be a 12-months targeted programme of prevention aimed at people experiencing the impact of Covid-19 on their mental wellbeing who have not had a need to access to such a service prior to the crisis. Thus, it was likely that issues relating to the disproportionate impact of Covid-19 on Black and Minority Ethnic communities, the current rise in domestic violence, loss of jobs, uncertainty created by self-isolation and related matters would be addressed at the summit.

- **Actions:** To report back about the proposed 12-month programme that would be delivered at the summit that is to take place on 2 June 2020. To provide information of number of reported cases of BAME individuals sanctioned in Lewisham as a result of Covid-19 outbreak.

4. **Key Decision Plan**

Councillor Sakina Sheikh enquired whether it was possible for Members of the Panel to receive prior information in relation to “Learning Disability Services - Request for Specific Contract Extensions”. Councillor Sheikh was of a view that the process would enable pre-scrutiny for comments and suggestions prior to a decision on the proposals.

In response, the Head of Business and Committees stated that things had moved on since the publication of the agenda. It was stated that the decision would no longer be made at a meeting of the Mayor and Cabinet, but by the Director of Community Services. Thus, Members of the Overview and Business Panel would be required to undertake post-decision scrutiny of the decision.

5. **Decisions Made by Mayor on 13 May 2020 - open session**

RESOLVED that decisions by the Mayor and Cabinet on 13 May 2020 be noted.

6. **Decision by the Executive Director of Housing, Regeneration and Environment on 15 May 2020**

The report relating to the implementation of temporary measures to support safer walking and cycling in response to the Covid-10 pandemic was introduced to the Panel by the Head of Highways and Transport.

The Panel noted the report and welcomed measures to protect the safety of pedestrians, car users and cyclists on the roads. It was recognised that there was a need to respond to the challenges in order to provide a safe environment for residents

The meeting noted questions and concerns expressed by Members, and responses to those by the Executive Director of Housing, Regeneration and Environment, the Head of Highways, and the Transport Policy and Development Manager.

The Chair of the Panel reminded the meeting that the consideration was a pre-decision scrutiny of the decision to be taken by the Executive Director of Housing, Regeneration and Environment.

1. **Use of the common-place approach**

Councillor John Muldoon asked about the why the Council opted for the common-place approach as a channel when developing the measures, and about its robustness of being able to capture and interpret data. In

response the Officers advised the Panel that a secured procured contract with the provider meant that the approach had been tried and tested. It was compatible with the Council's highways databases. Thus, it was sensible to use it as a platform to promote the urgency of the decision required to implement the temporary measures during the current crisis.

2. **Inadequate Scrutiny of decision to be made**

Whist appreciating the urgency of the decision required, Councillor Liam Curran stated that the fact remained that the time was insufficient to undertake effective scrutiny on the decision to be made. The majority of Members present at the meeting shared a similar view to that of Councillor Curran. Councillor Luke Sorba added that care should be taken not to set a precedent about lack of adequate consultation in contravention of the Council's corporate strategy for public involvement in decision-making. Councillor Joan Millbank was however of a view that the decision to be made was urgent in the usual situation. Thus, she was satisfied with safeguards in place that the measures were temporary.

Councillor Sophie McGeevor, Cabinet Member for Environment and Transport echoed the view expressed by Councillor Millbank, clarifying to the Panel that the aim was not to by-pass statutory consultation processes, but that it was important to expedite the decision in order to capture the emergency opportunity posed by the Covid-19 crisis.

In response to questions raised by some Members on the issue, the Chair, Councillor Bill Brown confirmed that it was possible for the Panel to convene in order to undertake post-scrutiny of the temporary measures. However there would be no adverse effect to the implementation timetable. Councillor Brown reiterated the decision to be made was a pre-scrutiny submission, and that he was confident that Officers would note comments and suggestions by Members for consideration.

In light a concern, the Officers gave an assurance to the Panel that the data and information in the report were drawn out from evidence and research. They confirmed that the relevant Cabinet Member was consulted, and that the delegation of the decision to be made by the Executive Director of Housing, Regeneration and Environment was in accordance with the Council's Scheme of Delegation.

The Officers further submitted to the Panel that the Council would be required to implement various Traffic Orders as part of the measures under consideration. Thus, there be opportunities for statutory consultation and wider community engagement.

- **Actions:** Officers to report back on any revisions to work streams, including progress on implementation. Officers to explore texting options to ensure that members of the public who had signed up for information about the Council's services receive update on progress.

3. **School Streets**

Councillor Mark Ingleby welcomed the proposals as an opportunity for cyclists and suggested that Transport for London (TfL) could contribute to the 'Lewisham 21' agenda by undertaking a review of the two lanes on the A21 corridors between Catford and Downham. Councillor Ingleby also suggested that Officers could explore top-tips for school streets that was recently published in a London cyclists' magazine to further support the work.

- **Actions:** Officers to give consideration to the safety of children and other pedestrians when implementing school streets, particularly on busy roads. Officers to liaise with colleagues in the Education department about the selection of school corridor champions. Officers to raise issue about the key corridor on the A21 with TfL and provide an update to the Panel about design opportunities.

4. **Data about traffic activities on Lewisham roads**

Members stated that they were unconvinced about the accuracy of statistical data relating to speeding and dangerous driving incidents on local roads from their personal observation. It was the view of Members that perhaps the figures should have been assessed and presented in in per centages, so that an objective view about driving conditions on Lewisham roads could be made.

- **Action:** Officers to compare data produced by TfL with those in the Council's asset management plan to review measures when assessing the amount of money to be spent on curtailing speeding on Lewisham roads.

5. **Selecting areas for implementing the measures**

In highlighting safety concerns in the Forest Hill areas, Councillor Peter Bernards stated that he was of a view that the starting point for selecting areas to implement the proposed measures should be supported by data about the number of car accidents and cycling fatalities on local roads. Councillor Bernards expressed a disappointment that the prescribed approach had not been followed.

In response questions raised, the Officers clarified to the Panel that the review was not to make an assessment of all the roads, but to prioritise locations that were the busiest, of particularly history of road safety concerns, and those that were correlated with the strategic cycling network.

- **Action:** Officers to discuss specific location of safety concerns around the Forest Hill area with Councillor Peter Bernards.

6. **Parking Bays**

Councillor Bernards expressed a concern that the removal of parking bays in front of small shops could impact adversely on businesses, those with accessibility issues, cyclists, and at and around bus stops. Councillor Jacq Paschoud echoed similar concern to those of Councillor Bernards. Those Members who had questioned the lack of public consultation earlier on at the meeting also expressed the concerns, commenting that residents' involvement was vital at the outset would have been useful because a high proportion of footways in Lewisham were not wide enough to safely accommodate social distancing practices.

In response to questions raised, the Officers advised the Panel that the Council was mindful of securing dedicated disabled bays in designated areas. The Officers informed the Panel that representations made on behalf of Lewisham Pedestrians about social distancing were taken on board. It was confirmed that the Council consulted with the emergency services throughout the development of the temporary measures.

With regard questions about the benefits of the measures, the Officers informed the Panel key workers would be able to get to work in time, there was opportunity to free up footways for pedestrians, capacity for cyclists and those using public transport would be enhanced, and social distancing at queues would be managed effectively. However, measures relating to key corridors were associated with road network pressure points which TfL was responsible for.

7. Erection of Telecommunications Poles

In response to questions raised, the Executive Director of Housing, Regeneration and Environment confirmed to the Panel that no decision would be made to erect telecommunication poles in Lewisham without adequate consultation and community engagement.

- **Action:** Officers to confirm community engagement arrangements on the erection of the poles with the Chair of the Panel.

7. Exclusion of the press and public

RESOLVED that members of public and press be excluded from the consideration of remaining items on the agenda.

8. Decisions Made by the Mayor on 13 May 2020 - closed session

RESOLVED that decisions taken by the Mayor and Cabinet in closed session be noted.

The meeting closed at 9:46pm



Overview and Scrutiny Business Panel

Declaration of Interest

Date: 23 June 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive / Head of Business and Committee

Outline and recommendations

Members are asked to declare any personal interest they have in any item of 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)



Overview and Scrutiny Business Panel

Scrutiny of the Council's COVID-19 Response

Date: 23 June 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive

Outline and recommendations

The purpose of this report is to provide an update and assurance to the Overview and Scrutiny Business Panel about the Council's response to COVID-19. The report provides a summary of the overall local response to COVID-19, with a focus on critical services.

The Overview & Scrutiny Business Panel is recommended to:

- Note this update on the Council's response to COVID-19.
- Consider and comment on the anchoring principles of recovery as set out paragraph 5.6.

Timeline of engagement and decision-making

- **30 April 2020:** Council Urgency Committee agreed a programme of Council meetings in light of the Council's focus on responding to the immediate challenges of COVID-19.
 - **5 May 2020:** Overview and Scrutiny Business Panel (OSBP) agrees an approach to receive a monthly COVID-19 update item that provides a high-level strategic overview of the Council's response to COVID-19
- 23 May 2020:** [OSBP discusses the first update paper of the Council's response to COVID-19.](#)

1. Summary

- 1.1. The purpose of this report is to provide an update and assurance for the Overview and Scrutiny Business Panel about the Council's response to COVID-19. The report provides a summary of the overall local response to COVID-19, with a focus on critical services. The report also responds to member requests for additional specific information as provided to the Overview and Scrutiny Manager.
- 1.2. The Council's critical services in the context of COVID-19 are:
 - [Shielding](#)
 - [Test and Trace](#)
 - [Adult Social Care](#)
 - [Children and Young People's Services](#)
 - [Bereavement](#)
 - [Environmental Services](#)
 - [Housing](#)
 - [Finance](#)
 - [Corporate and other essential support services](#) - Public Health, Emergency Planning and Response, Call Centre, Communications, ICT, Health & Safety, payroll and emergency recruitment.
- 1.3. All Business Panel members were given an opportunity to put forward points of particular strategic interest in relation to this item which have been considered and addressed in writing this report.

2. Recommendations

- 2.1. The Overview & Scrutiny Business Panel is recommended to:
 - Note this update on the Council's response to COVID-19
 - Consider and comment on the anchoring principles of recovery as set out paragraph 5.6.

3. Policy Context

- 3.1. The content of this report is consistent with all the Council's corporate priorities (as outlined in the Corporate Strategy 2018-22) as the need to protect the health and wellbeing of all our residents (particularly the most vulnerable) at the current time underpins the delivery of every commitment within the strategy. However, the recommendations are particularly relevant under the priority of:
 - *Delivering and defending: health, social care and support* – ensuring everyone receives the health, mental health, social care and support services they need
- 3.2. The Coronavirus Act (2020) sets out the temporary emergency measures that enable public bodies, such as local authorities, the NHS and police to respond to the COVID-19 outbreak. These measures are wide-ranging and involve the establishment of new powers and duties as well as changes to existing powers and duties.

4. Background

- 4.1. On 5 May, OSBP agreed that all formal scrutiny activity be channelled through the Overview and Scrutiny Business Panel, which will receive a standing item at each meeting to provide members and the public with a high-level strategic overview and assurance about the Council's response to COVID-19. The committee's approach to

this item was agreed as being focused on:

- How can our intervention have a tangible, positive outcome
- How can we provide immediate support to the Council's operational response
- How can we illuminate and improve decision making.

4.2. [On 26 May, an update paper was presented to OSBP providing an overview of the Council's response to COVID-19 to date.](#)

4.3. This paper follows on from the paper presented to OSBP on 26 May, and provides an update on critical services and addresses strategic areas of interest as put forward by members of OSBP in advance of the meeting.

5. Lewisham Council's response to COVID-19

5.1. On 11 March, the Council activated emergency measures to respond to COVID-19. Council Gold and a borough-wide COVID Committee Groups were established, both working to a shared strategy and objectives:

Strategy:

We will work together with our partner agencies to respond to and recover from COVID-19 for our communities, businesses and staff.

Objectives:

- **To provide support to the vulnerable**
- **To manage resourcing to meet the needs of emergency and maintain essential public services**
- **To provide support to our responding partner agencies who are protecting and preserving life**
- **To provide support to Lewisham businesses and communities**
- **To inform and reassure through communication and engagement**
- **To provide community leadership/reassurance**
- **To minimize disruption to infrastructure and business**
- **To facilitate recovery and the return to normality**

5.2. As detailed in section five of the update paper discussed at OSBP on 26 May 2020, in March 2020, the Council established an incident response team, engaging the entire senior leadership and appointing a single point of contact – a 'Gold Director' – to lead on the Council's operational response to COVID-19. Three working groups were established to coordinate the response to Coronavirus in Lewisham:

- **Council Gold:** focused on strategic direction of the Council's response
- **Council Silver:** focused on the operational delivery of this response
- **COVID Committee:** focused on ensuring a coordinated borough-wide response with our key partners.

5.3. In addition to the Council's own emergency response reporting and decision-making arrangements, the Chief Executive has been participating in London-wide arrangements to respond to emergencies which is coordinated by London Resilience.

5.4. Lewisham has taken a "One Council" approach in responding to challenges posed by COVID-19. The entire Senior Leadership Team, that is Executive Directors and Directors, has been involved with the coordination and delivery of our response which has been essential to the effectiveness and continued smooth running of our critical services. All services across the Council, critical or non-critical, have been instrumental

in the Council's COVID-19 response, taking on new responsibilities and volunteering in critical areas of the business. It is clear that as we move into a recovery phase, we must retain and strengthen this sense of collective working.

Emerging recovery plans

- 5.5. Governance arrangements for the coordination and delivery of 'Recovery' from COVID-19 are in development.
- 5.6. It is proposed that the recovery approach will focus on: the Council's internal recovery with a focus on ways of working, resources and service redesign, and on the borough, focusing on local economic recovery, place-shaping and community resilience. Our recovery will be underpinned by the following principles:
- Tackling widening social, economic and health inequalities
 - Protecting and empowering our most vulnerable residents
 - Ensuring the Council's continued resilience, stability and sustainability
 - Enabling residents to make the most of Lewisham the place
- 5.7. Officers' emerging thoughts on recovery is that recovery will be staggered over three phases.
- 1) Exiting Lockdown : May - June
 - 2) Transition : July - December
 - 3) Reinvention : autumn onwards
- 5.8. These phases are likely to overlap and, given the uncertainty of the ongoing situation, it is probable that timescales will need revision as we move forwards, especially if there is a further spike in infections or local lockdowns are needed.

Phase One - Exiting Lockdown

- 5.9. The aims of phase one are:
- To deliver a collective and coordinated return to a new normal
 - To protect critical services
 - To retain agile working practices and prepare the Council for longer-term change
 - To understand and effectively manage changes in demand and risk as a result of lockdown
 - To promote good public health and minimise spread of infection
 - To continue to respond and prepare for to future waves of COVID-19
 - To support staff and promote staff wellbeing
- 5.10. The immediate focus of recovery is managing a coordinated easing of lockdown to ensure Council services remain safe for residents and for staff. This phase will focus on staggering the appropriate re-opening of non-critical services, managing expected increased demand for services in some areas, preparing for further waves of COVID-19 and planning for the Council and the borough's long-term recovery. Phase 1 entails a gradual, methodical and coordinated easing of lockdown with a focus on practical tasks to ensure that staff are safe in their jobs and critical services remain stable. It is also vital that in this phase we identify some of the short term changes that can be made standard practice quickly to ensure that positive changes in the way we work are retained.
- 5.11. To date, officers have focused on implementing robust and consistent social distancing

measures in Council sites that are still in use, and to provide practical and wellbeing support for staff. A review has been carried out of non-critical services to assess capacity, anticipated impact on demand and working arrangements as lockdown eases. We are still in Phase one of our recovery from COVID-19.

Phase Two - Transition

- 5.12. Officers are currently developing the scope and aims of phase two, which will focus on consultation and assessment of the effect of COVID-19 on the borough and the organisation. There will need to be an extensive borough-wide impact assessment with residents, members, partners and local businesses in order to build an evidence base to inform policy and decision making. This phase will focus on inequalities, analysing the various impacts of COVID-19 on those with protected characteristics to ensure that Council services and local partnerships are working to shared objectives and are fit to tackle inequalities in a post-COVID Lewisham. Phase Two will also focus on stabilising the Council's finances and service delivery for the short term, while beginning to plan for the longer term sustainability and stability of the organisation.

Phase Three – Reinvention

- 5.13. The findings from the assessment and consultation stages of Phase Two will inform a longer term phase of service redesign according to the anchoring principles as set out above.
- 5.14. Underpinning all recovery planning across the three phases is preparing for and being resilient to further surges and waves of COVID-19. The Council is currently preparing a local outbreak control plan, [see more below](#), and is currently conducting an internal review of our response. From this, initial lessons have already been identified with regards to preparing for a second spike of infections. In the event of a second wave, the Council will quickly activate similar arrangements as have been operating since March with any practical lessons learnt incorporated, a robust crisis communications plan, stand up emergency response systems, rapidly redeploy staff to critical services and utilise local intelligence and data to inform the ongoing response.

Council staff redeployment and community volunteering

- 5.15. Community volunteering programmes and the Council's own staff redeployment scheme have played a critical role in the borough's response to COVID-19. The Council's internal staff scheme has been essential in maintaining the delivery of critical services and ensuring organisational resilience. Likewise, members of the community have displayed enormous goodwill and generosity, with thousands of people signing up to volunteer to support vulnerable people across the borough.
- 5.16. In the first few days of the pandemic, a small Incident Response Team was established to support the Council's response. The team comprised of resilience advisers, policy and project officers and secretariat support and were responsible for the smooth running of meetings, the processing and analysis of data and supporting effective decision making.
- 5.17. The Council also quickly established COVID-19 help line and email address to respond to residents' concerns and questions, provide reassurance and up to date information about the status of Council services and help alleviate pressure of enquiries on services. The COVID-19 phone line has been handled by staff volunteers and officers from the Customer Service Centre. All calls were answered using our remote telephony software to enable staff to work from home. At Monday 8 June 3554 calls have been made to the Council's COVID-19 helpline. Call rates have fluctuated, with an average of 63 calls per day. The number of calls peaked at 112 calls on 21 April. Between 22 March and 12 June 2020, a small team of redeployed staff have responded to 1601 emails from residents regarding COVID-19. Member enquiries have been channelled through the Mayor's Office to support the Council focus resources on protecting critical services. Between 14 March and 8 June there have been 390 Councillor and MP

questions. 82% questions (319) received an Officer response within 7 days.

- 5.18. On 31 March, the Council launched an internal volunteering scheme for staff in anticipation of a surge in demand in critical services. Over 200 staff volunteered to take part in the programme across the Council. As at 12 June, there are over 100 staff volunteers reassigned to critical services.
- 5.19. Community volunteering efforts are led by Lewisham Local, working with the Council, Voluntary Services Lewisham, AGE UK Lewisham & Southwark and Lewisham Foodbank to coordinate a support offer for vulnerable people who are isolated due to the COVID-19 outbreak. Lewisham Local is providing food parcels alongside other support such as befriending.
- 5.20. At 8 June, 2314 people have signed up to volunteer with Lewisham Local. Volunteers who are DBS checked were initially prioritised and assigned volunteering roles. Over 600 volunteers have been assigned roles as befrienders, drivers and food packers with some volunteers carrying out multiple roles. At 8 June, Lewisham Local has received 10,000 referrals (of which 1240 are part of the Shielding cohort shielding residents) and has delivered over 7700 food packages.

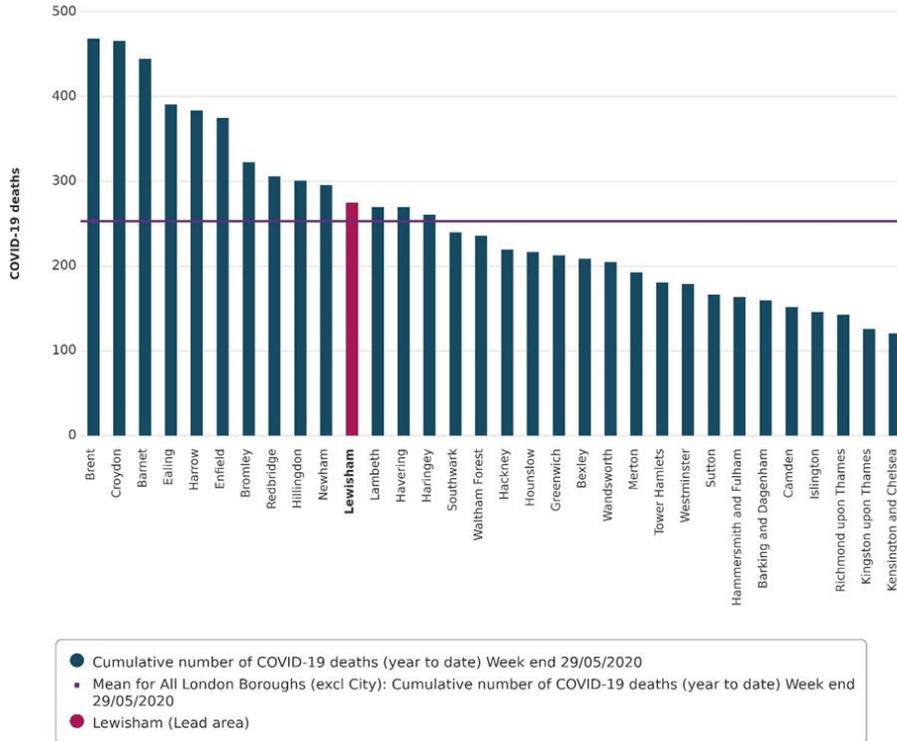
Mortality in Lewisham

- 5.1. There are two primary sources of information on COVID-19 mortality in all settings in Lewisham – Office of National Statistics (ONS) and Lewisham Registered Deaths.
- 5.2. ONS data is currently the only official, verified source of COVID-19 deaths registered in the UK that is available down to a local authority level. The data is published fortnightly and the numbers will therefore differ to the local registered deaths data that is available prior to verification by ONS. [This data is publically available from the ONS website.](#)
- 5.3. Officers are working on more granular analysis based on confidential data from the Lewisham Registry Office. This analysis will provide further insight on the disproportionate impacts of COVID-19 on population groups within the borough. This work is underway and will form part of a wider impact assessment of COVID-19 on residents in Lewisham.

Analysis of ONS COVID-19 Mortality Data

- 5.4. The first registered death of a Lewisham Resident from COVID-19 was on 20th March.
- 5.5. A total of 275 deaths from COVID-19 have been registered in Lewisham and verified by ONS up to 29th May.
- 5.6. The graph below shows how Lewisham numbers of COVID-19 deaths compare to those in London between 20/03/20 and 29/05/20.
- 5.7. Lewisham has the 11th highest cumulative number of deaths from COVID-19 of all London boroughs.

Cumulative number of COVID-19 deaths (year to date) (Week end 29/05/2020) for All London Boroughs (excl City)

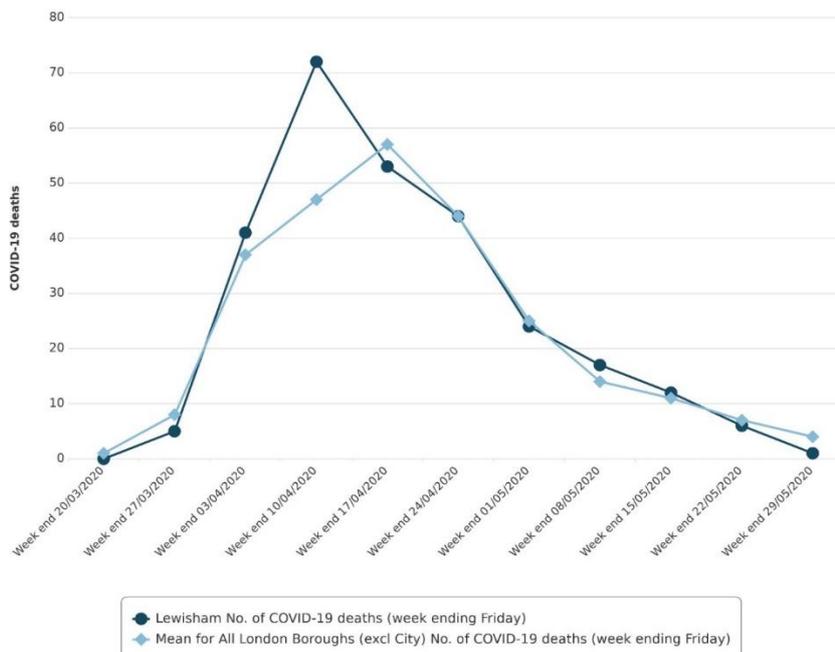


Source: Office for National Statistics

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- 5.8. The graph below indicates that the peak in COVID-19 deaths in Lewisham seems to have come earlier than some other London boroughs.
- 5.9. On a week by week basis, the number of deaths in Lewisham is continuing to track close to the London average.

Number of COVID-19 deaths (week ending Friday) (from Week end 20/03/2020 to Week end 29/05/2020) for Lewisham



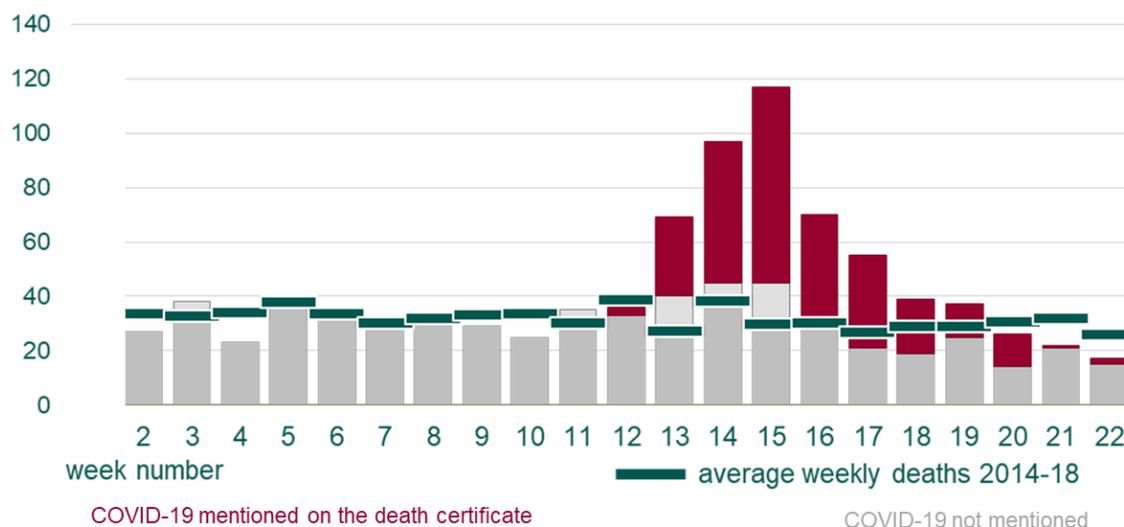
Source: Office for National Statistics

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Excess Deaths

- 5.10. Analysis of excess mortality provides an indication of the impact of the COVID-19 pandemic on overall mortality rates in an area. It measures the additional deaths in a given time period compared to the number usually expected to provide a measure of the deaths that would not have occurred should the pandemic not have happened.
- 5.11. The graph below indicates that the COVID-19 pandemic caused mortality rates to rise above expected levels for 7 consecutive weeks in Lewisham (the weeks where the bar is above the green line).
- 5.12. Mortality rates have been below expected levels since the week ending 15th May.

All deaths in 2020 by week, with proportion where Covid 19 is mentioned

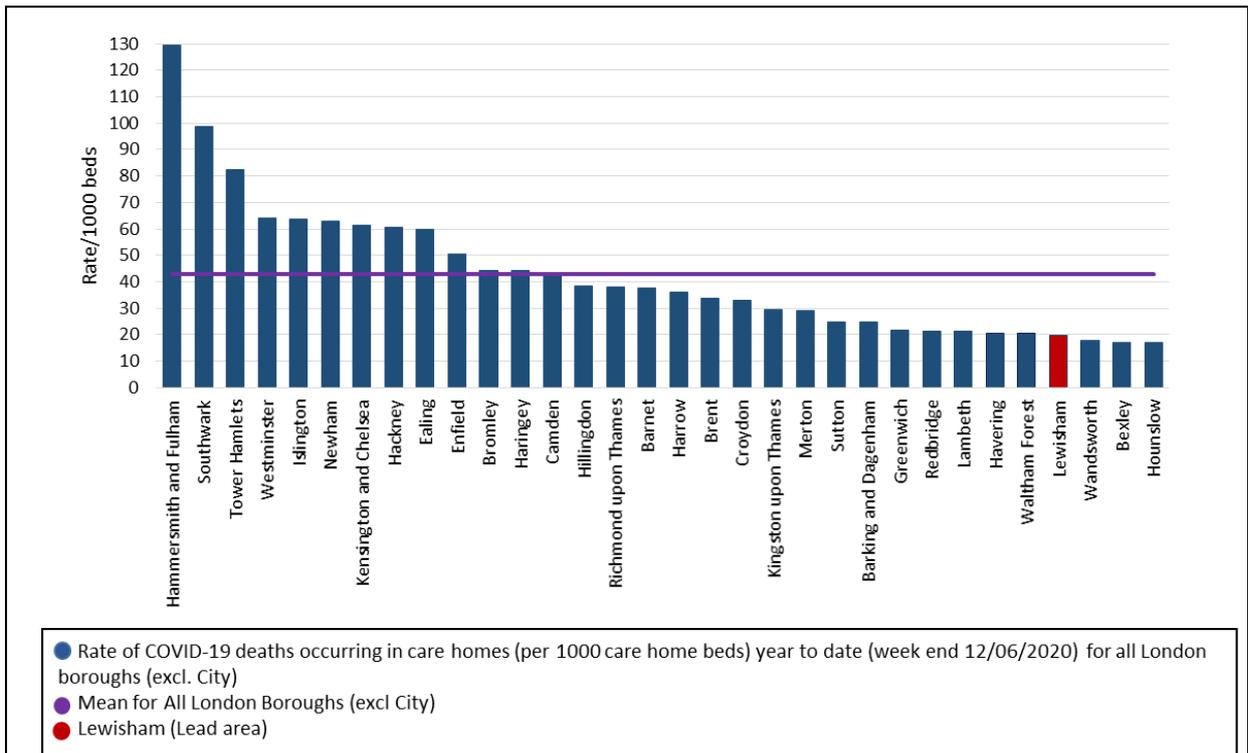


Source: ONS - Deaths registered weekly in England and Wales, provisional

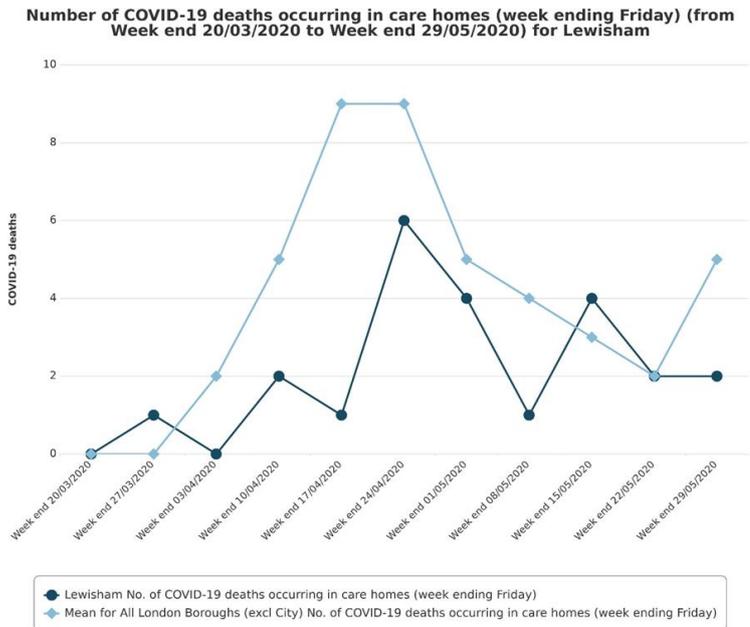
- 5.13. Although many of these excess deaths were in people who had contracted COVID-19, some of them were in people where COVID-19 was not mentioned as a contributory cause (this is indicated in the weeks where the grey bar goes above the green line).
- 5.14. This suggests that COVID-19 has had a wider impact on mortality in Lewisham than just being a direct cause of death.
- 5.15. The reasons for this are complex but could include, people being reluctant to seek medical help in an emergency during the pandemic or people with existing conditions not having access to support to manage their condition or an exacerbation of their condition. A range of work is underway to better understand how COVID-19 has impacted on people's health and their use of health services during the pandemic.

Deaths in Care Homes

- 5.16. Up to 29 May there had been 21 COVID-19 deaths registered as occurring in care homes in Lewisham.
- 5.17. ONS data on COVID-19 deaths in care homes has been standardised by calculating the rate of deaths per 1000 care home beds, to enable a comparison to other London boroughs.
- 5.18. The graph below indicates that Lewisham has the 4th lowest rate of deaths in care homes.



- 5.19. The rate remains considerably below the average rate for London.
- 5.20. The monitoring of absolute numbers of deaths in care homes remains important.
- 5.21. The chart below shows the total numbers of COVID-19 deaths occurring in care homes in Lewisham compared to those in the rest of London between 20/03/20 and 29/05/20.
- 5.22. Lewisham continues to track close to the London average in terms of the total number of COVID-19 deaths. N.B. Small numbers appear as large fluctuations on graphs like these.



Source:
Office for National Statistics

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6. Critical services

- 6.1. Early on, the Council, and as part of a pan-London agreed position, identified a set of critical services that were to be the focus of maintaining delivery above all other services throughout the COVID-19 pandemic. The Council has been monitoring these services on a daily basis to ensure they continue and are sufficiently resourced to support our most vulnerable residents. The Council was reporting daily situation reports and data sets to the SCG in order to provide reassurance and part of Lewisham's Chief Executive's role was to report daily on the position in the South East London sub region. Daily reporting to the SCG for the Council and the sub region started on 18 March and was replaced by weekly reporting on 12 May.
- 6.2. The Council has also defined a number of new initiatives and work streams that have arisen from the COVID-19 pandemic response as critical services in themselves. New measures such as Shielding and our local testing and tracing programme have been classed as critical and an update on their status is provided below.
- 6.3. This paper outlines the delivery status of the Council's critical services in order to provide strategic oversight and assurance for members.

Shielding

- 6.4. There are around 2 million Clinically Extremely Vulnerable people in the UK who have been required to shield themselves. This is a new area of responsibility for Local Authorities, which are required to proactively contact these residents in order to ascertain and meet their immediate support needs.
- 6.5. The government has categorised vulnerable people into three groups:
 - Vulnerable People (Non-Clinical) - (e.g. children at risk of violence or with special educational needs, victims of domestic abuse and rough sleepers)
 - Clinically Vulnerable People - people considered to be at higher risk of severe illness from COVID-19;
 - Clinically Extremely Vulnerable People (Shielding cohort) - who are at the greatest risk of severe illness and have been advised to shield by the NHS.
- 6.6. People classed as clinically extremely vulnerable have been advised to take additional action (shielding) to prevent themselves from coming into contact with the virus. On June 1, Public Health England advice changed, allowing shielding people to leave their home if they wish as long as they maintain social distancing. People who shielding are strongly advised to stay at home as much as possible and keep visits outside to a minimum (for instance once per day). If they choose to spend time outdoors, this can be with members of their own household. If shielding people live alone, they can spend time outdoors with one person from another household (ideally the same person each time). When outdoors, they should take extra care to minimise contact with others by keeping two metres apart and should wash their hands regularly.
- 6.7. The Council has set up a Shielding Team, consisting of around 80 redeployed staff from non-critical service areas, to coordinate the support to Lewisham's Shielding residents. The team is subdivided into a smaller Shielding Outreach Team of around 20 staff and Shielding Telephone Support of about 60 staff. Many staff in the team are volunteering part-time to support the Council's efforts to support people who are shielded in the borough.
- 6.8. Clinically Extremely Vulnerable (shielding) people receive a letter from the NHS or their GP encouraging them to register their needs on a government website. People who are shielding are advised to register for central government support. Once registered, people will receive a free weekly delivery of food and essential goods, coordinated by central government. A partnership of national food distribution companies (including

Bidfood and Brakes) is responsible for making the weekly food deliveries. Each parcel is based on a 7-day supply of essential items for one person. People who have registered for weekly food deliveries and are awaiting their first delivery can be referred to Lewisham Local for a one-off food parcel if they have limited food supplies (shielding parcel). Central government advise people who need more than one package per week or have allergies/specific dietary requirements to contact their local authority. The Council's Shielding Team have been managing these requests. The central government scheme has been complicated and cumbersome to work within, often with unreliable data being provided, and the Council has been required to step in to meet significant needs beyond the initial package.

- 6.9. A full list of all those who are currently shielding is sent from central government to the Council on a daily basis. At 8 June, there are 9756 people in Lewisham on the Government's shielding list. The Shielding Telephone Support Team is contacting all those on the list within 24 hours to check their needs are being met. If residents request additional support, they are referred to Lewisham Local who are coordinating and delivering support to those residents who are shielding, and other residents who request support. The Shielding Telephone Support Team conduct follow-up phone calls to all residents on the shielding list to ensure their needs are still being met and adjusting their support package accordingly.
- 6.10. At 8 June we have attempted contact with everyone on the shielding list and have made successful contact with 9554 people on this list. Where there are shielding residents who we haven't been able to contact on the phone, the Shielding Outreach Team make physical welfare checks on vulnerable people who are shielding, adhering to social distancing guidance at all times. An outreach visit is undertaken where a resident has not responded to two calls from the Telephone Support Team. Residents can ask Council staff to provide ID (Lewisham staff card) if they have any concerns. If the resident does not answer the door, then a flyer is posted through the letterbox asking them to contact the Council urgently.
- 6.11. The government is currently advising people to shield until 30th June and is regularly monitoring this position. The Council's core support offer for people who are shielding will remain as it is until 30th June and the government will continue to ensure support is available for those who need it for as long as people are advised to follow shielding guidance. Officers are currently reviewing these arrangements to ensure continued support for vulnerable and shielded people going forwards, and the government is expected to give further guidance about this shortly.

Test and Trace

- 6.12. The NHS test and trace service was launched on 28 May 2020, to provide a comprehensive national contact tracing service for COVID-19 in England involving national, regional and local partners.
- The service operates on three levels:
 - Level 1: National and regional health protection teams
 - Level 2: Professional contact tracing staff employed by the NHS who will interview cases and identify contacts, escalating complex issues to Level 1
 - Level 3: Call handler staff who will communicate with and provide advice to contacts, escalating difficult issues to Level 2
- 6.13. The role of local government will largely be to support Level 1 of the service i.e. supporting outbreaks in complex settings and providing support to contacts requiring support to self-isolate, although our role in communications and community engagement will be applicable to the roll out of all levels of the service. The Council does not have any local contact tracers as this work is being completed via Levels 2 and 3 of the test and trace workforce outlined above.

- 6.14. In order to clearly articulate and implement the local authority role in contact tracing, upper tier local authorities have been asked to develop local outbreak control plans. National government funding (£300m) will be provided to local authorities in England to develop and action their plans to reduce the spread of the virus in their area. Specific borough allocations were given on 10 June, based on Public Health grant allocations, with the Lewisham allocation being £2.2m.
- 6.15. Local plans should be centred around seven themes:
1. Care homes and schools – planning for local outbreaks in these settings
 2. High risk places, locations and communities – identifying and planning how to manage high risk places, locations and communities
 3. Local testing capacity
 4. Contact tracing in complex settings
 5. Data integration
 6. Vulnerable people – supporting local people to get help to self-isolate
 7. Local boards - establishing governance structures
- 6.16. Eleven areas in England (Newcastle, Cheshire West and Chester, Tameside, Leeds, Norfolk, London (led by Camden), Surrey, Devon with Cornwall, Warwickshire, Middlesbrough, Leicestershire) will be beacon sites for the roll out of contact tracing who will:
- Rapidly develop and test on outbreak control plans at a local level
 - Identify common themes and share best practice
 - Innovate to develop faster approaches to testing and tracing
 - Identify opportunities to scale the programme rapidly
- 6.17. In London, a Chief Executive-led ‘Test, Track and Trace’ group was set up to facilitate development of the local authority role in contact tracing. This group has developed a toolkit for London local authorities to support them in the development of the local outbreak control plans. This group has since developed into the ‘Outbreak Control Plans Best Practice Group’ consisting of the London beacon sites and a number of other London boroughs including Lewisham.
- 6.18. In Lewisham, in line with national guidance and using the London toolkit as mentioned above, we have established a multi-agency Lewisham testing and contact tracing co-ordination group that meets on a weekly basis to support our local authority role in contact tracing. This group is operational and reports into the existing Lewisham COVID-19 committee and Council Gold.
- 6.19. The multi-agency group will be responsible for developing the local authority outbreak management plan with the seven sections outlined above, including clear plans for support required for outbreaks in complex settings such as care homes and schools following notification from Public Health England; identification of community clusters and any support required for contacts that have been advised to self-isolate. This plan is due to be finalised by the end of June but will be operationalised over the coming weeks as contact tracing is rolled out.
- 6.20. Local areas have also been advised to have Local Outbreak Engagement Boards to provide political ownership and public-facing engagement and communication for outbreak response. We are in the process of finalising the arrangements for this Board. This Board will oversee the communications and engagement that will be important to ensure that there is local buy-in and compliance with the test and trace service. Members will receive updates of any identified outbreaks or hotspots as part of our communications plan. Local lockdowns are still being considered nationally but the

emphasis for local authorities has been to focus on building trust and engagement with local communities around adhering to any national or local guidance issued.

- 6.21. The Director of Public Health has been named as the single point of contact for receipt of information regarding confirmed COVID-19 cases in complex settings from Public Health England as part of the contact tracing process. This will be part of a joint agreement between the PHE London Coronavirus Response Centre (LCRC) and London Local Authorities for supporting the management of COVID-19 incidents and outbreaks, including those in complex settings that has recently been finalised. The Director of Public Health also receives a daily number of confirmed cases and contacts from Lewisham that are being identified through the NHS test and trace system

Adult Social Care

- 6.22. Critical Adult Social Care services are: safeguarding, emergency duty team, emergency homecare response, placements and discharges from hospitals, care home placements. The Adult Social Care and Joint Commissioning services in Lewisham have been working closely with health and care partners across the system to support residents to stay safe and reducing pressure on the NHS.
- 6.23. As part of the government's response to the coronavirus pandemic, some temporary changes have been made to the Care Act 2014. The option of easements to the Care Act came into effect at the end of March make it possible for the Council to temporarily reduce its usual duties. The Council has not needed to operate under the Care Act easements and it is unlikely that we will need to do so in the future.
- 6.24. Over the past month referrals to the Social Care Advice and Information Team (SCAIT) has remained stable, as to date we are not seeing the referral rate return to the pre-COVID level, which was approximately 30% higher. The referrals that are being made tend to be for complex care needs and safeguarding. Requests for food, medicine support, are being dealt with by the Shielding Team, and requests are being monitored daily.
- 6.25. Hospital referrals again have remained at a similar level to May, with a slight increase in enablement support post hospital discharge. Referrals to our rehab beds remain low with excess bed capacity. The bed occupancy at Lewisham Hospital is around 75%, so as elective surgery and other treatments start to resume, we expect to see referrals rates increase over the next 2 months.
- 6.26. Staffing levels remain constant, with low numbers of staff self – isolating or recovering from illness. All services are operating as normal.

Care provider market, including care homes

- 6.27. The Council continues to be in close contact with all our care providers, including care homes. Lewisham's care market, including domiciliary care, supported living units and care homes have all responded very flexibly to meet need, ensuring that we have been able to continue to deliver care and support to the most vulnerable.
- 6.28. As well as providing care homes with supplementary financial support for Covid-19 related expenses, including infection prevention and control, Lewisham Council have also maintained regular, often daily, communications with care home managers to ensure they have had up to date information around infection prevention and control measures which they need to follow, based on the latest evidence and in line with government guidance at each stage of the pandemic.
- 6.29. Providers have taken the risk of Covid-19 to their residents and staff very seriously, and were swift to introduce measures to minimise infection risk. Early in the pandemic, care homes providers in Lewisham stopped allowing visitors into homes, to minimise the risk they would bring Covid-19 into the home. They contacted relatives to inform them of these changes and continuously informed relatives how they could get in touch with their loved ones. Some care homes also sent newsletters to update relatives.

Dedicated phones & iPads were made available on some units within care homes. Care homes have quarantined patients being discharged from hospital who are Covid-19 positive, but also as a precautionary measure in many cases to avoid the risk of transmission of the illness to other residents. Due to the layouts of care homes and staffing constraints it has not been practicable to “zone” staff to work exclusively with one group of residents, except for in a couple of the larger older adults homes which are normally managed in this way. Many larger homes have, however, limited access to communal areas and asked people to stay in their rooms during this period as part of their overall risk management approach.

- 6.30. Over the next phase of the pandemic response, commissioners and colleagues from both the CCG and Health will review these measures jointly with care home managers, now that testing has been made widely available to care homes residents and staff, to ensure that ongoing measures do not have a disproportionate negative impact on the physical and mental wellbeing of residents.
- 6.31. The COVID-19 pandemic has had an unexpected impact on demands to the provider market through reduction in availability of workforce (due to sickness, of self-isolation/shielding), additional payments made to incentivise staff at work in difficult conditions, and the overwhelming under preparedness of the system to support the higher PPE and equipment demand – and associated increase in cost where it was available.
- 6.32. The COVID-19 pandemic has resulted in reduced capacity in residential homes, nursing homes and supported accommodation services. Holding vacant units so that residents can self-isolate themselves, care homes have been careful about checking the COVID-19 status of people being discharged from hospital or being admitted to the home to avoid transmission to the home. It is now that this trend is likely to continue with care homes operating at around the 70% level for some time to come.
- 6.33. On 13 May the government announced £600m infection control funding for care homes. Lewisham received £1.6m allocation from this infection control funding. 75% of this will be passed directly to providers and the remaining 25% involves support to extra care provision and supported accommodation though at lower levels. [Our plan has been published here on the Council's website.](#)
- 6.34. Early on, care homes identified issues with the availability of personal protective equipment (PPE). Providers are encouraged to use their regular supply chains to source Personal Protective Equipment (PPE). In line with national guidance, where service providers are unable to obtain PPE through their usual supplier and dedicated wholesaler routes, they have access to an emergency supply chain facilitated by the London Resilience Forum. Since 14 April, Lewisham Council has been coordinating the distribution of these emergency supplies for providers based in borough. Since the establishment of this local emergency supply hub, officers have been working to ensure that the supply of PPE stabilises and that there is sufficient emergency stock to ensure that front-line workers are not without. Relevant providers have been notified of the emergency supply process, and those which report low stock (less than 3 days of supply) have received reminder phone calls. Since its inception, it is estimated that between 5-10% of PPE supply for the nursing & residential, home care and extra care providers has been through this emergency channel. Whilst providers have been effective in sourcing their own PPE, all eligible requests for emergency supply have been honoured before the provider runs out.
- 6.35. In order to minimise reliance on London Resilience Forum PPE stock, local authorities in London have entered into an agreement for the procurement of PPE. The London Borough of Ealing are providing coordination of the procurement, and Southwark are Lewisham's sub-regional 'hub' borough. On 29 April, Lewisham placed an order for 300,000 items of PPE (across masks, aprons, gloves, eye protection and sanitiser) in line with South East London boroughs. The need was modelled on an approximately 10% of total demand for the sector over a six week period, and in line with the

proportion of supply which had been issued on an emergency basis over the proceeding weeks. A number of aprons, masks, sanitiser and eye protection have already been received as part of this pan-London procurement exercise.

- 6.36. As part of Lewisham's emergency PPE distribution hub, we are tracking the availability of stock across a number of PPE suppliers, including all dedicated wholesalers identified within Government guidance, through regular communication. This activity helps officers supporting the emergency supply to work with providers to access stable business as usual supplies (reducing reliance on emergency provision), and this also gives us advanced warning of supply chain breakdowns.
- 6.37. Officers have been in close contact with Direct Payments employers, providing guidance on the appropriate use of PPE in care settings. Dependent on the individuals' care plan, the Council has provided PPE for personal care for several weeks at a time. Initially, there were issues with PPE supply but stock levels have since stabilised. Many individuals are sourcing their own PPE and officers have agreed refunds for PPE spend as long as personal care is involved. We have provided financial support for PPE to providers that we use who are supporting self-funders on the basis that they can provide clear evidence of spend. For other providers which are used exclusively by people who are funding their own care, we have not reached out to provide additional financial support as we have with providers who deliver services on behalf of the council.

Children and Young People's Services

- 6.38. Critical services in Children and Young People's Services are: safeguarding, children with complex needs, children in care and placements, education services such as childcare support network, support for schools to deliver education to specific groups of children, and advice to parents/carers. The key areas of focus for the directorate during the COVID-19 pandemic have been to work with our schools to ensure they are open for vulnerable children and children of key workers and more recently to support schools so that they are able to open safely for children in key year groups as determined by the Department for Education. As Covid 19 means that our ability to see children who are at risk of abuse is more limited there has also been a focus on supporting children and young people most at risk.

Children's Social Care and Placements

- 6.39. Children's Social Care has had to operate very differently throughout the lockdown period, visiting only those children identified most at risk. All other children and families are being contacted virtually. Some families are being re-directed to the recently established Family Information and Support Service (FISS) for advice and help.
- 6.40. Referrals to Children's Social Care fell in March and continued to reduce throughout the lockdown period. In line with other London authorities, with fewer contacts into the Multi-Agency Safeguarding Hub (MASH) during lockdown. However, in recent weeks we have started to see an increase in contacts and referrals, which is in line with the experience of other London councils.
- 6.41. Fostering placements remain stable and we have taken measures to support foster carers to ensure continued stability of placements. Children continue to be placed with both in-house carers and independent fostering agencies. The number of requests to move children and young people decreased as social workers are only making requests in urgent or emergency circumstances. This continues to be the case.

Schools and Education

- 6.42. The Council has worked closely with schools across the borough to provide support and guidance for following government guidance about providing continued learning programmes for children and young people remotely, and provided support to schools as they planned for the phased return of pupils from 1 June. Schools have continued to

open to provide for vulnerable children (including those who have a social worker and/or an Education, Health & Care Plan).

- 6.43. The announcement from the Department for Education on 9 June that most children will not return to school before September has led to the beginning of planning for this. Assuming that there is no vaccine in place the constraints that schools will be facing are reduced staffing due to some staff's health needs and the capacity of buildings to provide a learning environment for children while also ensuring that children have a physical distance between each other.
- 6.44. The Outreach Inclusion Service has been offering support to disadvantaged children (e.g. those with challenging behaviour and/or a poor attendance record, but who are not defined as 'vulnerable' by the government). Within the service, there are qualified counsellors and therapists who can offer sessions with children and parents/carers, aiming to help them cope better whilst at home. We have received most of the promised laptops from the Department for Education and these are currently being distributed to families via schools.
- 6.45. It is likely that those children who have not engaged in learning will need extra support when they return to school. Lewisham Learning and officers in Education Services will be working with schools as they assess the progress of individual pupils and the additional support programmes which may be needed. We are working with partners to explore targeted especially for vulnerable young people the feasibility of coordinating a summer learning programme develop summer school activity in the Borough. No additional funding from central government has been provided to do this. We await the further government advice following the announcement on 11 June of the extended catch up plan (for summer and beyond) for children and young people.

Youth offending, county lines and safeguarding

- 6.46. Children and young people being arrested with Lewisham addresses has almost halved and overall crime across London has also reduced at a similar rate. Serious Youth Violence has significantly decreased across London.
- 6.47. It is expected that lockdown measures will have increased stress and pressure within a home environment. The range of family stressors are likely to be both increasing and cumulative and likely to be occurring in more families previously unknown to the Council. Schools can be a safety net for vulnerable children but also a primary referral route to manage safeguarding and familial abuse.
- 6.48. There is a recognition of the potential issues and surges in demand for mental health support and safeguarding services when COVID-19 lockdown restrictions are eased. There are potentially safeguarding risks that are not being identified as other agencies and individuals are not seeing children out of context.
- 6.49. Headline statistics indicate a drop in gang activity and exploitation. They show a reduction drug related arrests as a proxy for gang activity, and a drop in children 'missing from home' and, therefore, a reduction in county lines as a form of child criminal exploitation. However, beneath the headlines, it is likely that there has been a change in patterns of behaviour rather than necessarily an overall reduction. These patterns will vary by area and by region, but there is an emerging picture of gang activity throughout the COVID-19 pandemic.
- 6.50. Gangs are active in grooming vulnerable young people outdoors in unsafe environments who have nowhere else to go. Many young people are still going out during lockdown when they are at risk from domestic abuse or strained family relationships at home or are simply bored, as they do not see going out as such a risk to their health.
- 6.51. For other young people, lockdown has given them a reason to step back from gang activity, but in some cases, family ties have become stronger as parents fear has reduced by their children being at home and away from negative peer influence.

However, in some areas, local gang activity and violence has continued or is being exacerbated through social media, with fears of a surge in gang violence post-lockdown. There are also concerns about the rise in online grooming of young people under COVID lockdown and partners in Lewisham's Concern Hub have been looking at methods to tackle this.

Bereavement Services

- 6.52. The Council's critical bereavement services are registrations of births and deaths, public mortuary body storage, Council Crematoria and Burial Grounds. Bereavement Services have seen increased pressure as a result of COVID-19. The service continues to follow guidance issued by central government, Public Health England and the London Resilience Forum and is working hard to support residents during a very difficult time while observing social distancing guidance.
- 6.53. Local authorities in London are working together to ensure a consistent approach to bereavement services and to coordinate mortality management and planning across the capital. Lewisham Mortality Planning Group continues meets on a weekly basis looking at the local death management process and putting in any contingencies that are needed to deal with the demands from each stage of the process.
- 6.54. Bereavement services have been running at full capacity and have been extremely busy. They are seeing an increase of approximately 40% in cremations and burials over and above what would normally be expected. Careful management and rostering of staff has ensured safe operations and limited absence so far. The bereavement service has needed to take significant precautions and manage the risks of transmission of COVID-19 by limiting attendance at services. This is in line with other London Councils. Given the sensitive nature of funerals, coupled with the need to protect staff and mourners from potential transmission of coronavirus, we are keeping these arrangements under constant review as we would seek to increase the numbers able to attend funerals as soon as it is safe to do so.

Environmental Services

- 6.55. The Council's critical environmental services are highways management, refuse collection, refuse disposal, CCTV, emergency licensing and enforcement and pest control, all of which are operating at either a reduced or normal service at this time. Where possible, staff are working remotely but this is not possible for a number of environmental services, such as refuse collection. Staffing levels across environmental services remain stable, with frontline teams operating on rotation to ensure resilience in the service.
- 6.56. Refuse collection, disposal and recycling is running at full capacity. There has been no overall increase in the amount of waste collected but there has been a shift in the balance of what we are collecting through the lockdown period: we are now collecting more household recycling and organic waste than previously and less household residual waste.
- 6.57. Based on April's data we have seen an increase of approximately 30% in the amount of household waste collected for recycling, approximately 22% increase in household organic waste collected and a reduction of approximately 3% in the residual household waste collected when compared to April 2019. May is also showing a similar trend.
- 6.58. Staffing has been managed carefully and some staff from non-critical areas have been redeployed to ensure waste collection is prioritised. The recycling centre at Landmann Way was reopened on 12 May. It is operating on an appointment basis to ensure effective social-distancing can be facilitated. This system is functioning effectively and will be in place for the foreseeable future.
- 6.59. The Council is taking emergency action to help the public stay safe and comply with

social distancing measures when making essential trips on foot or by bicycle. This action includes:

- Creating more space for pedestrians near local shops and facilities at pinch points across the borough
 - Introducing schemes to maintain quieter residential streets on common 'cut-throughs' as people will walk and cycle more if they feel safe on our roads. Over 30 'modal filters' will be rolled out initially, with residents asked for further location suggestions
 - Investigating main roads to look at installing temporary cycle lanes and wider footways to help people travel by bike or by foot in safety
 - Creating safer spaces across the borough outside school entrances to enable parents and pupils to socially distance at pick-up and drop off time
- 6.60. Licensing and enforcement services are running at full capacity, with many officers working effectively remotely and no significant staffing issues as a result of the virus. The demand for these services has been mixed with less demand for licencing enforcement throughout the lockdown period. The Government announced on 20 March that local authorities would be responsible for enforcing regulations requiring those businesses asked to close. The service has been engaged with the enforcement of these business and licensed premises closures, but largely have been able to maintain business as usual.
- 6.61. CCTV services are running at full capacity, with consistent demand throughout lockdown. From 22nd June, local authorities will have new powers to use CCTV to issue penalty charge notices to drivers who park or load illegally in mandatory cycle lanes, putting cyclists at risk of a serious accident.

Housing

- 6.62. Critical housing services are emergency repairs, critical housing safety and emergency housing provision. Housing services have adapted effectively to COVID-19, swiftly adopting new and innovative ways of working with people remotely to continue effective service delivery while ensuring the safety of service users and staff.
- 6.63. Since late March 2020 there has been an increase in single homeless households seeking support, whilst there has been a decline in the number of families approaching the Council for assistance, likely as a result of the measures the government have put in place to halt evictions. The Council has supported over 160 rough sleepers since March, however the numbers continue to increase each week. Over 50 of our rough sleepers have No Recourse to Public Funds or are ineligible to claim mainstream benefits or housing assistance. The total number of families being supported by the NRPF services remains stable, but over 50% of the new approaches are households whose employment has been negatively impacted by COVID-19, pushing them into destitution. The Council has now managed to move all homeless families out of shared nightly paid accommodation.
- 6.64. The number of those in Temporary Accommodation stands at 2,491 at the end of May, up from 2,383 at 27 March. Of these 2,491, 120 are rough sleepers accommodated as part of the government 'everybody in' which began in April.
- 6.65. Emergency housing face to face service closed and all assessment services being provided via phone contact. This phone service will continue to be provided to customers after restrictions are lifted. The service is also operating an expanded online offer for customers.
- 6.66. In relation to the Private Rented Sector, new eviction claims made after 25 March will only be lawful if there is a three month notice period and all ongoing housing possession claims are suspended. On 5 June the government announced that this

moratorium on evictions will be extended until 23 August. This guarantees safety from eviction for most renters for the short term. Despite this, there remains threats of eviction to residents; the service continues to work with these households, including offering mediation between landlords and tenants, and support tenants to remain in their current tenancy through discussion with the landlord. Officers have prevented 61 illegal evictions since the 30 March, and in this period there has been a focus on preventing and relieving homelessness following evictions.

- 6.67. The Council's Licensing teams continue to ensure that our residents live in homes that are safe and secure and we work with landlords to ensure that all residents living in the private rented sector have support from us and also to ensure landlords are undertaking emergency repairs. All emergency repairs are being completed in time and as per pre-COVID. There are some minor issues with a small number of gas safety certificates due to residents refusing access and court activity being suspended due to COVID. All activity is being conducted following government guidance in this area, and officers are working closely with residents to facilitate these visits. Once courts re-open, the power to gain entry will enable these to be resolved if they cannot be resolved through engagement. Other compliance areas are operating as pre-COVID.
- 6.68. Since 30 March 2020 choice based lettings of Social Housing has temporarily been suspended. Available social housing has been directly matched to emergency and urgent lets, along recommended Government guidelines. 90 matches to permanent homes have been made, and 32 homeless households with health conditions that place them at risk of COVID-19 have been moved into self-contained accommodation.

Finance

- 6.1. Critical finance services are Revenues and Benefits and Business support. The Council has taken measures to support both businesses and residents who are facing financial hardship as a result of COVID-19.

Support for residents

- 6.2. On 24 March the government announced a hardship grant would be to local authorities in response to COVID-19 to provide council tax relief to vulnerable people and households. Lewisham received £3.2m hardship funding and has made these funds available to individual Council Tax payers through two routes:
- 1) Grants aligned to the Council Tax Reduction Scheme
 - 2) Emergency support for residents.
- 6.3. The first is an additional grant of £150 per working age claimant of the Council's Council Tax Reduction Scheme (CTRS). Claimants have been written to directly, and all communication channels, such as the website and resident helpline, have been updated accordingly. On 8 June, 16,300 households' accounts were credited with £150, meaning a total of £2.4m of the £3.2m has been paid out. Of the remaining £1m of hardship funding, some will go to the growing number of CTRS claimants as unemployment increases and more people become eligible.
- 6.4. To supplement the existing local support scheme, an emergency hardship scheme has been set up by the Council to provide a one-off payment (covering the costs of essential food and fuel) for people who are facing immediate financial hardship due to COVID-19 and have no other assistance available. The payment is a grant and it does not need to be paid back. As at 10 June, 197 applications have been received in the first week of operation, of which 117 payments have been distributed and 78 applications have been unsuccessful.

Businesses

- 6.5. Central government has turned to local authorities to deliver a number of new schemes aimed at supported local businesses who have been impacted by coronavirus.

- 6.6. For businesses, support measures include extended business rates relief for 2020/21, grants to small businesses and those in the retail, hospitality, and leisure sectors, and a grant to support Small and Medium Enterprises (SMEs) – those with less than 50 employees – not covered by the initial grant arrangements.
- 6.7. The Council has received £47m to distribute in grants of £10k or £25k to small business within certain rateable values and/or in the retail, hospitality, and leisure sectors. At 10 June May the Council has assessed all those who have applied and disbursed 2,996 grants of the 3,375 businesses eligible and over £37m (79% of the £47m received). At 10 June there are no cases pending assessment. The 3,375 businesses now thought to be eligible is down from the starting number of 3,721 businesses identified on which the £47m was based. The £47m will likely therefore be revised by government to £42.5m, the balance being returned to government, likely in autumn with a reconciliation.
- 6.8. Work continues to actively reach out to those remaining businesses who may be eligible but have yet to apply. The Department of Business, Energy and Industrial Strategy (BEIS) publishes regular performance data on this and as at 7 June Lewisham was 231th by number of businesses out of 314 Councils.

The known and anticipated financial impact on the Council

- 6.9. The government has provided some financial support to councils to undertake additional activities in recognition of the unplanned costs they are incurring in responding to COVID-19. The Council is experiencing additional unplanned work and costs to sustain critical services. These include supporting the social care market, distributing personal protective equipment (PPE), and providing shielding support to the most vulnerable as critical services. As well as the extra work to run and support services including housing, waste, benefits, and bereavement services with higher levels of activity while also maintaining social distancing and safe working practices.
- 6.10. Lewisham has identified a potential £22.9m increase in expenditure and £26.8m loss of income. A total estimated impact for the COVID-19 response of £49.7m. Towards which, the Council has received £18.0m in funding from the government suggesting a gap of £31.7m.
- 6.11. Officers have set up Directorate and corporate budget codes to enable COVID related costs to be captured both where discrete and additional to base budgets. This will help preserve the integrity of the underlying business as usual budgets for future decision making. In respect of income we are monitoring debt compared to prior year trends, changes to direct debits, and collection rates. The monitoring reports for Members (first due at M&C on 9 July) will identify impacts on business as usual budgets, including cuts not made, Covid impacts, and growth funded now not needed for 20/21 in non-critical services.
- 6.12. The Council, both at officer and Member level, are consulting regularly with neighbouring, London, and national bodies to compare experiences and consider the financial risks to be assessed. The most tangible product of this is the monthly MHCLG returns which was the basis of the [Mayor and Cabinet report on 10 June](#). This included consideration of the overall budget impact and potential use of reserves.

Risk and audit

- 6.13. The Council's corporate risk management framework is currently being supplemented by the tracking of COVID related risks and actions through the incident response arrangements put in place. These include addressing operational challenges as they arise (e.g. PPE, shielding services, bereavement services) and support arrangements (e.g. communications, technology for remote working, HR guidance for managers and staff in respect of absence management and wellbeing etc.)
- 6.14. Plans for the external audit continue, including regular contact with Grant Thornton. Closing was delayed by three weeks due to the added complexities of

remote working and providing monitoring support for critical services. The national deadlines for accounts reporting has been pushed back from July to November. However, the process will not change and does still provide for a period of public inspection of the draft accounts and receipt of audit reports by the Audit Panel prior to being presented to full Council. In respect of internal audit, as flagged at the [last Audit Panel meeting](#), work was put on hold and staff redeployed in March to support critical services. This reflected the challenges of prioritising the COVID response. The service has now been pulled back to business as usual and from June has resumed work focused on completing control checks of the key finance systems.

Corporate, HR and other support services critical to the COVID-19 response

- 6.15. Other services that are critical to the Council's COVID-19 response are emergency planning and response teams, customer service centre, communications, health & safety, payroll and emergency recruitment, ICT and critical public health services all of which are focused on supporting and enabling the Council's COVID-19 response and its critical services.
- 6.16. COVID-19 has required Council staff across the organisation to work very differently. Corporate support teams have been instrumental in enabling staff to adapt to new ways of working, ensuring they have the right equipment, guidance and support to fulfil their roles and support residents. Staff have been required to work in a much more flexible way, responding to need and working with agility. Many staff have volunteered to work in a new area of the Council, honing and developing new skills and learning about different service areas. There have been many positives from this new way of working and the Council's internal recovery will be focused on harnessing and embedding the benefits that have been seen throughout this period.
- 6.17. The Council's IT division has responded will to a surge in demand for IT support, adopting a new flexible working model of support to staff and rapidly deploying laptops to priority services. New technology has been effectively rolled out across the organisation to support remote working.
- 6.18. Likewise, HR policy and guidance has been rapidly reviewed and updated to support new ways of working, guiding managers on the best way to communicate and support teams remotely. We have established a staff support hub providing wellbeing support and guidance for all Council and partner employees. The support hub collates a range of mental health and wellbeing guidance and directs staff to services they can access if they need support.
- 6.19. HR policies and IT provision is currently being reviewed and adapted to suit the ongoing needs of the organisation as we move out of lockdown and into a transition phase, in which the majority of staff will continue to work from home.

7. Financial implications

- 7.1. Financial implications of COVID-19 are set out in paragraphs 6.9 - 6.12 of this paper. In overview, the Council's financial commitments are currently not wholly inconsistent with the budget as, while there are significant changes at this time, the Council continues to operate its usual services and is receiving government funding for the additional and unplanned impact of COVID-19. A revised budget in the autumn may be necessary to confirm the position at that time for the remainder of the financial year.
- 7.2. Taking the estimated costs and lost income considerations of the Covid 19 response and additional support from government into account, the Council has sufficient reserves to meet these financial commitments at present. While the impact of the Covid 19 response may reduce the Council's financial resilience to face future shocks, it is the section 151 officer's assessment, along with the Head of Paid Service and the

Monitoring Officer, that the circumstances do not require consideration of a section 114 notice at this time.

8. Legal implications

- 8.1. The Coronavirus Act 2020 received Royal Assent on 25th March this year. It gives the Government emergency powers to combat the COVID 19 pandemic. The provisions of the Act are time-limited for two years, though this period may be shortened by ministerial direction. In addition the Act is subject to Parliamentary review every 6 months.
- 8.2. The Act enables the Government to restrict or prohibit public gatherings, control or suspend public transport, order businesses such as shops and restaurants to close, temporarily detain people suspected of COVID-19 infection, suspend the operation of ports and airports, enrol medical students and retired healthcare workers in the health services, relax regulations to ease the burden on healthcare services, and assume control of death management in particular local areas.
- 8.3. Many of its provisions are specific to local government. For example the Act temporarily suspends local authorities' legal duty to meet the care needs of all people who are eligible under the Care Act 2014. Instead, councils will have a duty to provide care only if necessary to avoid breaching a person's rights under the Convention of Human Rights (ECHR). However as set out in the report, the Council has not sought to rely on any of the easements to the Care Act allowed in the Coronavirus Act.
- 8.4. The Act also makes provisions for elections and annual general meetings to be deferred and for council meetings to be held remotely.
- 8.5. A number of directions have been made to legislative provisions using the Coronavirus provisions. For example, the Secretary of State issued a direction on 31 March 2020 to Ofqual about the calculation of students' GCSE, AS and A level results and on 9 April in respect of technical qualifications though many of the government's intentions for local government have been expressed through non statutory guidance. Whilst having no statutory force, the Council would be well advised to have regard to this guidance, and only departing from it with good reason, particularly bearing in mind that the Secretary of State retains the power to issue directions if necessary.
- 8.6. Under Section 17 Crime and disorder Act 1998 the Council has a duty in the exercise of its functions to consider the impact of all their functions and decisions on crime and disorder in their local area.
- 8.7. Section 12 of the Health and Social Care Act inserted a new section 2B into the NHS Act 2006 to give a local authority a new duty to take such steps as it considers appropriate to improve the health of the people in its area. The steps in this report are consistent with that duty.
- 8.8. Under S3 Local Government Act, 1999 the Council must make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. This duty remains even in these exceptional circumstances.

9. Equalities implications

- 9.1. There is emerging evidence that suggests a disproportionate impact of COVID-19 on groups with protected characteristics. National research shows there are significant health inequalities affecting Black African and Caribbean communities, which are perpetuated by inequalities in the wider determinants of health such as housing, employment and education. These have been exacerbated by COVID-19 and may underpin some of the excess deaths in these populations.
- 9.2. Lewisham Council and Birmingham City Council are partnering to conduct a review

gather insights on health inequalities within Black African and Caribbean communities in Birmingham and Lewisham asking ‘how do we break the cycle of inequality?’. The Council has also submitted evidence to the Women and Equalities Committee about the different and disproportionate impact that the Coronavirus – and measures to tackle it – is having on people with the protected characteristics under the Equality Act.

- 9.3. The Council plans to supplement this work with an extensive impact assessment of COVID-19 on the borough, with a focus on those with protected characteristics.
- 9.4. 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.
- 9.5. 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
- 9.6. 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 in the paragraph above.
- 9.7. 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 members, bearing in mind the issues of relevance and proportionality. They 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.
- 9.8. 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>
- 9.9. 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
- 9.10. The essential guide provides an overview of the equality duty requirements
- The essential guide to the public sector equality duty
 - Meeting the equality duty in policy and decision-making
 - Engagement and the equality duty
 - Equality objectives and the equality duty
 - Equality information and the equality duty
- 9.11. The essential guide provides an overview of the equality duty requirement 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>

10. Climate change and environmental implications

- 10.1. There are no direct climate change and environmental implications arising from this report.

11. Crime and disorder implications

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

12. Health and wellbeing implications

- 12.1. There are no direct health and wellbeing implications arising from this report, however it should be acknowledged that COVID-19 presents a serious threat to the health and wellbeing of Lewisham's residents, as it does across the world. The Council's response and recovery objectives are rooted in promoting good public health and safety for Lewisham's residents.

13. Background papers

- 13.1. [Overview and Scrutiny Committee 5 May 2020 - Scrutiny of the Council's COVID-19 Response](#)
- 13.2. [Overview and Scrutiny Committee 26 May 2020 - Scrutiny of the Council's COVID-19 Response](#)
- 13.3. [Mayor and Cabinet report 10 June 2020 - Council's response to Covid 19 - Financial update](#)

14. Glossary

Term	Definition
Council Gold	A gold/silver/bronze command structure is a hierarchy used by the emergency services and other public sector organisations (including local authorities) to manage the response to major incidents. Gold command is responsible for formulating a strategy for dealing with the incident and has overall control of resources.
COVID-19	Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. The two main symptoms of COVID-19 are a high temperature and a new, persistent cough, but peopl
Overview and Scrutiny Business Panel	<p>Lewisham has two Business Panels (sub-committees of the Overview and Scrutiny Committee).</p> <p>Overview & Scrutiny Business Panel is made up of the chair and vice-chair of the Overview and Scrutiny Committee, the chair of each of the Select Committees, and two other non-Executive councillors.</p> <p>The main functions of Business Panel are reviewing key decisions once they have been taken (potentially “calling in” key decisions that have been made but not yet implemented); coordinating and approving the overall scrutiny work programme; and allocating scrutiny work in the event that it crosses the remit of more than one scrutiny body.</p> <p>Three parent governors and two diocesan representatives sit on the Education Business Panel, alongside the councillors that make up the regular Business Panel. The Education Business Panel reviews.</p>
Personal Protective Equipment (PPE)	PPE is equipment that will protect the user against health or safety risks at work. It can include items such as safety helmets, gloves, eye protection, high-visibility clothing, safety footwear and safety harnesses. It also includes respiratory protective equipment (RPE).
Shielding	Those who are at the greatest risk of severe illness and have been advised to shield by the NHS.

15. Report author and contact

- 15.1. If there are any queries about this report, please contact Charlotte Parish, Principal Officer – Policy, Service Design and Analysis, by phone (020 8314 6101) or by email charlotte.parish@lewisham.gov.uk.



Overview and Scrutiny Business Panel

Key Decision Plan

Date: 23 June 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive / Head of Business and Committee

Outline and recommendations

Members are asked to receive a draft copy of the statutory Key Decision Plan and an explanatory appendix

1. Recommendation

It is recommended that the Business Panel receives and comments on the draft Key Decision Plan

FORWARD PLAN OF KEY DECISIONS

Forward Plan July 2020 - October 2020

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

Anyone wishing to make representations on a decision should submit them in writing as soon as possible to the relevant contact officer (shown as number (7) in the key overleaf). Any representations made less than 3 days before the meeting should be sent to Kevin Flaherty 0208 3149327, the Local Democracy Officer, at the Council Offices or kevin.flaherty@lewisham.gov.uk. However the deadline will be 4pm on the working day prior to the meeting.

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

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

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
May 2020	Learning Disability Services - Request for Specific Contract Extensions	23/06/20 Overview and Scrutiny Business Panel	Joanne Lee, Contracts Monitoring Officer and Councillor Chris Best, Deputy Mayor and Cabinet Member for Health and Adult Social Care		
May 2020	Contract for Family Support with Core Assets Ltd	09/07/20 Mayor and Cabinet	Catherine Bunten, Commissioning Manager and Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services		
May 2020	Building for Lewisham Programme Update	09/07/20 Mayor and Cabinet	Karen Barke, Head of Strategic Development and Councillor Paul Bell, Cabinet Member for Housing		
May 2020	Final Outturn 2019/20	09/07/20 Mayor and Cabinet	Selwyn Thompson, Head of Financial Services and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
February 2020	Sports pitch leases - TenEmBee Sports Club and Abbotshall Healthy Lifestyle Centre	09/07/20 Mayor and Cabinet	James Lee, Director of Strategy, Partnerships and Improvement, Director of Culture and Community Development (jobshare) and Councillor Andre Bourne, Cabinet member for Culture, Jobs		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			and Skills (job share)		
January 2020	Settlement on outstanding litigation case regarding non-payment of an affordable housing contribution at 99 Plough Way Parts 1 & 2	09/07/20 Mayor and Cabinet	Emma Talbot, Head of Planning and Mayor Damien Egan, Mayor		
May 2020	Besson Street Business Plan update	09/07/20 Mayor and Cabinet	Monique Wallace, Planning Manager, Strategic Housing and Councillor Paul Bell, Cabinet Member for Housing		
June 2020	COVID19 Response Period Adult Integrated Commissioning - Contract Extension	09/07/20 Mayor and Cabinet	Dee Carlin, Head of Joint Commissioning and Councillor Chris Best, Deputy Mayor and Cabinet Member for Health and Adult Social Care		
June 2020	Former Ladywell Leisure Centre - Update	09/07/20 Mayor and Cabinet	Monique Wallace, Planning Manager, Strategic Housing and Mayor Damien Egan, Mayor		
June 2020	Insurance Update	09/07/20 Mayor and Cabinet	Karen Eaton, Group Manager, Insurance and Risk and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
June 2020	Financial Forecasts 2020/21	09/07/20 Mayor and Cabinet	Selwyn Thompson, Head of Financial Services and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
June 2020	Amending Lewisham Homes Articles of Association	09/07/20 Mayor and Cabinet	Michael Moncrieff, Housing Policy & Partnerships Manager and Councillor Paul Bell, Cabinet Member for Housing		
June 2020	Apprenticeship Training Provider Procurement 2020	09/07/20 Mayor and Cabinet	Charlotte Rowley, Apprenticeship Coordinator and Councillor Joe Dromey, Cabinet Member for Culture, Jobs and Skills (job share)		
June 2020	Catford Regeneration Programme Approval of Phase 1	09/07/20 Mayor and Cabinet	Sandra Plummer, Senior Project Manager and Mayor Damien Egan, Mayor		
	Contract to refurbish premises at 43 and 45 Bromley Road	09/07/20 Mayor and Cabinet	Adam Platts, Project Manager and Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services		
February 2020	Urgency Committee Referral Annual Pay Statement	15/07/20 Council	David Austin, Acting Chief Finance Officer and Councillor Amanda De		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Ryk, Cabinet Member for Finance and Resources		
June 2020	Remote Meetings - Rules of Procedure	15/07/20 Council	Kath Nicholson, Director of Law and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		
June 2020	Sydenham Park Foot Bridge - Single Tender Action	21/07/20 Overview and Scrutiny Business Panel	Gillian Redrup, Senior Engineer and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		
October 2019	Contract Award for Stage 2 of Greenvale School Expansion Project	16/09/20 Mayor and Cabinet	Pauline Maddison, Interim Executive Director Children and Young People and Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services		
April 2020	Sanctuary Strategy	16/09/20 Mayor and Cabinet	Natasha Valladares, Projects and New Supply Strategy Manager and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		
December 2019	Additions of new buildings to Local List St Lukes Church	16/09/20 Mayor and Cabinet	Joanna Ecclestone, Senior Conservation		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Officer and Mayor Damien Egan, Mayor		
February 2020	Approval to proceed with Procurement - Digitisation of Records - Council Wide	16/09/20 Mayor and Cabinet	David Austin, Acting Chief Finance Officer and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		
February 2020	Renewal of Pension Administration IT System	16/09/20 Mayor and Cabinet	Ian Andrews, IT Procurement and Supplier Manager and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		
October 2019	Preferred Tender for Travel and Transport Programme	16/09/20 Mayor and Cabinet	Mark Bursnell and Councillor Brenda Dacres, Cabinet Member for Safer Communities		
November 2019	Approval to appoint operator for concessions contract at the lake, Beckenham Place Park	16/09/20 Mayor and Cabinet	Alison Taylor, Project Manager, Capital Programme Delivery and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		
April 2020	Adoption of the Housing Strategy 2020-26	16/09/20 Mayor and Cabinet	Michael Moncrieff, Housing Policy & Partnerships Manager and Councillor Paul Bell, Cabinet Member for		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Housing		
April 2020	Revised Statement of Licensing Policy	16/09/20 Mayor and Cabinet	Lisa Hooper, Crime, Enforcement & Regulation Manager and Councillor Andre Bourne, Cabinet member for Culture, Jobs and Skills (job share)		
October 2019	Adoption of the Catford Regeneration Masterplan Framework	16/09/20 Mayor and Cabinet	Kevin Sheehan, Executive Director for Housing, Regeneration & Environment and Mayor Damien Egan, Mayor		
February 2020	Award of London Borough of Culture Programme Delivery Partner	16/09/20 Mayor and Cabinet	Liz Dart, Head of Culture and Community Development and Councillor Andre Bourne, Cabinet member for Culture, Jobs and Skills (job share)		
April 2020	Adoption of the Homelessness and Rough Sleeping Strategy	16/09/20 Mayor and Cabinet	Michael Moncrieff, Housing Policy & Partnerships Manager and Councillor Paul Bell, Cabinet Member for Housing		
June 2020	Conversion Sites	16/09/20 Mayor and Cabinet	Julie Nash and Councillor Paul Bell, Cabinet Member for Housing		
June 2020	Options appraisal of the	16/09/20	Chris Damri, SGM Asset		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	security contract	Mayor and Cabinet	Strategy and Technical Support and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
June 2020	Procurement strategy and possible appointment new purchasing body for one or more corporate utility contracts	16/09/20 Mayor and Cabinet	Martin O'Brien, Climate Resilience Manager and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		
December 2019	Approval of the draft Lewisham Local Plan for public consultation	30/09/20 Council	Kevin Sheehan, Executive Director for Housing, Regeneration & Environment and Mayor Damien Egan, Mayor		
April 2020	Approval of the Local Development Scheme (Update)	30/09/20 Council	David Syme, Strategic Planning Manager and Mayor Damien Egan, Mayor		
February 2020	Revised Statement of Licensing Policy	30/09/20 Council	Lisa Hooper, Crime, Enforcement & Regulation Manager and Councillor Eva Stamirowski		
December 2019	Friendship Agreement Pokhara	30/09/20 Council	David Austin, Acting Chief Finance Officer and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
June 2020	School meal provision	08/10/20 Mayor and Cabinet	Fiona Gavin, Senior Contracts Officer and Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services		
June 2020	School kitchen equipment maintenance contract	08/10/20 Mayor and Cabinet	Fiona Gavin, Senior Contracts Officer and Councillor Chris Barnham, Cabinet Member for School Performance and Children's Services		
June 2020	Extension of Resurfacing and Footways Contract	28/10/20 Mayor and Cabinet	Tom Henry, Engineering Manager, Transport Division and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		
June 2020	Highway term Contract tender award	28/10/20 Mayor and Cabinet	Tom Henry, Engineering Manager, Transport Division and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		
April 2020	Refugee Resettlement Support Service Contract Award	18/11/20 Mayor and Cabinet	Madeleine Jeffery, Director of Housing and Councillor Kevin Bonavia,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Cabinet Member for Democracy, Refugees & Accountability		
October 2019	Mayow Road Supported Living Service Parts 1 & 2	09/12/20 Mayor and Cabinet	Tom Brown, Executive Director for Community Services and Councillor Chris Best, Deputy Mayor and Cabinet Member for Health and Adult Social Care		
June 2020	Climate emergency action plan update	03/02/21 Mayor and Cabinet	Martin O'Brien, Climate Resilience Manager and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials

1. Learning Disability Services – Request for Specific Contract Extensions

A report asking for extensions to a number of learning disability contracts because of COVID-19

2. Contract for Family Support with Core Assets Ltd

This report seeks Mayor and Cabinet approval to give notice on the contract for Family Support with Core Assets Ltd in order to develop in house provision.

3. Building for Lewisham Programme Update

London is in the grip of a severe housing shortage. In Lewisham alone, there are currently more than 2000 families in temporary accommodation, of which over 700 people are in nightly paid accommodation. Launched in January 2020, the Building for Lewisham Programme will help to address this by delivering new social homes across the borough. This report provides an update on the schemes considered within the programme and proposes additional and replacement schemes to be included. The report will also detail the emerging new internal governance procedures being used to mitigate risk across the programme. Part 2 of the report will update on the financial position and seek recommendations to extend certain budgets and approve new budgets for additional schemes to be added to the programme.

4. Final Outturn 2019/20

The financial outturn position of the Council's services for 2019/20. This includes the service directorates, the HRA, Schools and the Capital Programme'

5. Sports Leases - TenEmBee Sports Club and Abbotshall Healthy Lifestyle Centre

This report sets out the terms and conditions for the letting of leases for two sports grounds in the Borough to community organisations - TenEmBee Sports Club in Downham and Abbotshall Healthy Lifestyle Centre in Catford South.

6. Settlement on Outstanding Litigation Cases Regarding Non-Payment of an Affordable Housing Contribution at 99 Plough Way

The Council have been pursuing a case of non payment of c.£1.5m of affordable housing Section 106 (S106) monies from a scheme at 99 Plough Way which was approved in 2003. The Owner applied for voluntary liquidation and the Council are now dealing with the appointed liquidator.

The Council have received an offer via the liquidator for the purchase of the freehold of the site with the Council receiving a sum to go towards the unpaid S106 from that sale. The report summarises the options available and seeks approval to accept the offer.

7. Besson Street Business Plan Update

This Besson Street Business Plan Part 2 report is to provide Members with an update of the financial position and progress over the past year and in light of the

covid 19 pandemic, and the intentions going forward. The update will also include changes to the JV Board members in light of Madeline Jefferies recent retirement.

8. Covid-19 Response Period Adult Integrated Commissioning Contract Extension

This report seeks approval from Mayor and Cabinet to extend a number of contracts for a range of Adult Integrated Commissioned services where re-procurement has been unable to proceed because of the impact of Covid-19. The requested extension will be until 31st March 2022 as officers have not had sufficient time to undertake some of the required information and data collection tasks before the procurement exercise can be started ie: soft market testing, site visits, provider information sessions and service user consultations that was scheduled within the first 3 months of the 2020/21 financial year. Given the longer term impact of COVID-19 it is necessary to delay procurement and extend the contracts with to ensure that we factor in COVID-19 protection measures to the programme and contracts.

9. Former Ladywell Leisure Centre – Update

This report will include Ladywell S105, appropriation for planning purposes, registering of the land/stopping up and the recognition of scheme to allow submission for Planning along with a Procurement approach for Tendering the contracts.

10. Insurance Update

To advise Mayor & Cabinet of changes in the insurance markets and concerns that we may not be able to achieve renewal within tolerances. It will seek approval to delegate to the Acting Chief Finance Officer the ability to renew outside of tolerances if this still demonstrates VFM in the current market and seeks approval to procure in the event we can't renew on a VFM basis (or within tolerances) and approves delegation to the Acting Chief Finance Officer to award.

11. Financial Forecasts 2020/21

This report will set out the financial forecasts for 2020/21 as at the end of May 2020, noting any exceptional items to the end of June 2020 and projected to the year end.

12. Amending Lewisham Homes Articles of Association

A report seeking approval from Mayor & Cabinet to make a number of changes to the Articles of Association by which Lewisham Homes is incorporated. This includes but is not limited to changes in how the board is composed and governed, some changes in terminology and definition and other procedural matters.

13. Apprenticeship Training Provider Procurement 2020

To aid in our continued efforts to achieve the Mayors manifesto commitment and to relaunch the Apprenticeship programme post lockdown, we are planning to launch a 100 in a 100 days campaign in order to achieve commitments from both Council and partners to provide new Apprenticeship opportunities to both support our target objectives but to also create as many new opportunities for Lewisham residents. As

well as the normal individual requests for Apprenticeships, we plan to run 3 cohorts, in leadership and management, data analysts and project management. We are seeking to procure 1 training provider to deliver the training for all 3 cohorts.

14. Catford Regeneration Programme Approval of Phase 1

Proposal 1: Thomas' Lane Yard

Enabled by £1.65m from the GLA Good Growth Fund to support social integration, with equivalent match funding the project restores and integrates the CCC building and garden with a new workspace hub focused around a public yard on Thomas' Lane car park. It combines old and new, it will produce a full study and proposals to link outside spaces and offer a rich mix of workspace, retail and community uses for Catford at street level, providing up to 100 new homes at upper level in new buildings.

Proposal 2: Catford Stations Links

The Catford Road footpath between the two stations and the subway below are widened for a safer arrival experience, and sundecks are placed over the river to create additional amenity space away from traffic. This package of improved 'links' will enhance accessibility and legibility and create and animate a new park setting for Catford, delivering a missing link in Lewisham's green chain of parkland on Catford's doorstep.

15. Contract to refurbish premises at 43 and 45 Bromley Road

This report is to seek agreement to tender a contract to refurbish Council premises at nos. 43 and 45 Bromley Road in order to reinstate a young care leavers' facility and a training and support base for Lewisham's foster carers. 43 and 45 Bromley Road are large Victorian semi-detached properties. The young care leavers' facility will be a dedicated hub for care leavers to attend. The Support and Training Hub for foster carers will be used as a facility which will support the recruitment, training and retention of foster carers. The contract opportunity will be advertised through the London Tenders Portal.

16. Urgency Committee Referral of Annual Pay Statement

To ratify the recommendations made by the Urgency Sub-Committee in April 2020 in respect of the Annual Pay Statement.

18. Sydenham Park Footbridge

That the Executive Director for Housing, Regeneration and Environment gives approval to a single tender action to appoint CML Ltd as lead contractor, with Topbond PLC as a subcontractor, for the replacement of the main span of Sydenham Park Footbridge, CML Ltd hold a Network Rail Principal Contractor License which is necessary to obtain access railway to undertake the replacement.

19. Greenvale School Expansion Project

The report seeks approval from Mayor and Cabinet to enter into a construction contract for the expansion of Greenvale Special School onto an annexe site in

Mayow Road. As well as containing the financial information relating to the land to be transferred.

20. Sanctuary Strategy

This report presents Lewisham's Sanctuary Strategy for approval. The Strategy and approach, draw from the principles of City of Sanctuary and the Council's equalities duties and processes to form a cohesive approach which will see action plans developed across Council services to deliver sanctuary across the business. The strategy sets out the equalities perspective of the sanctuary work. Sanctuary is thematic equalities issue – it relates to a group of individuals who will all have at least one protected characteristics under the Equality Act 2010, and who often have intersectionality of protected characteristics. Sanctuary is ultimately about reducing the marginalisation of refugees, asylum seekers and migrants.

22. Approval to proceed with Procurement – Digitisation of Records - Councilwide

This report seeks the approval of Mayor and Cabinet to proceed with full procurement of a Council-wide scanning and storage solution, via an already approved National Framework Agreement for Document Management Services (preferred procurement option). The contract is scheduled to spend over a stated sum (with an estimated value); subject to scrutiny in the Full Business Case to be presented to Lewisham Executive Management Team once the contract has been awarded to the preferred Supplier

23. Renewal of Pension Administration IT System

This report seeks to establish a new contract for the critical Pensions Administration system, including the additional Member Self-Service functionality with the incumbent Heywoods Limited whose current contract expires in October 2020 . The recommendation is to establish the new contract for an additional five year period.

24. Preferred Tender for Travel and Transport Programme

A procurement exercise was undertaken over October – November 2019, to select a preferred contractor for the Travel and Transport Programme on a 'payment by the savings achieved' basis. The outcome of the tendering process was that only one bid was received. The moderation meeting convened to evaluate the bid concluded that the bid failed to score consistently above the threshold for several of the criteria and that overall, the bid failed to demonstrate value for money for the Council.

A number of options for taking the Programme forward outside of a comprehensive second tendering exercise have been discussed by the officer Transport Board. These have included procuring specific elements of the Travel and Transport Programme, for example e-procurement, where the in-house resource would benefit from external support and help the Council achieve significant savings to achieve a balanced budget for the service.

The advent of the Covid-19 pandemic from March 2020, has meant the suspension of most travel and transport services for children and vulnerable adults and a

redirection of officer resources to other priorities. Consequently, a worked up solution on how to proceed with the procurement for the Programme has not yet been finalised into a proposal that can be considered by the M&C.

25. Approval to Appoint Operator for Concessions Contract at the Lake, Beckenham Place Park

This report seeks the approval of Mayor & Cabinet to award a new five year concession contract for the operation of swimming and boating activities at Beckenham Place Park lake.

26. Adoption of the Housing Strategy

The purpose of this report is to review the responses to the recent consultation on the draft Lewisham Housing Strategy and to agree a new Housing Strategy. The new Housing Strategy is proposed to last from 2020-26, and will shape the direction of the housing service over this period. The strategy will be supported by a regularly reviewed action plan that sets out how the service and partners will achieve the goals of the strategy.

31. Conversion Sites

This report relates to potential opportunities in various locations across the borough for converting properties for use as temporary housing for homeless households. The report sets out the properties, the early design work and the viability based on those designs. The report will request a budget to complete design work, submit planning applications (where applicable) and a budget to complete the work

32. Options Appraisal for Security Contracts

Mayor & Cabinet approved an extension of the current security contract with CIS until Dec 2020 at Oct 2019 M&C, subject to an options appraisal to determine whether to insource or re-tender the contract. The Mayor & Cabinet paper will detail that options appraisal and make a recommendation

33. Corporate utility procurement

Mayor and Cabinet agreed an overall approach to reviewing the procurement of corporate energy contracts on the 11 March 2020 (item 294). As part of that approach to procurement this item is to consideration of the options ahead of any decision to commit to procurement of gas and electricity for a further 12 months through our existing arrangements.

40. Extension of Resurfacing and Footways Contract

The highways major resurfacing and footways contracts are tendered separately to the main highways term contract as these are currently capital funded. Both these contracts expire on the 31st March 2021 but allow for a year's extension to each of these contracts. This report is for the Council to approve the extensions where proposed by Officers .

41. Highway term Contract tender award

The current main highways' term maintenance and planned works contract with F M Conway comes to an end on the 31 March 2021. The Council tendered a new contract for this service for a period of 5 years plus up to 3 years extension, and this report is for the Council to approve the contract award.

44. Climate Emergency Action Plan update

The Climate Emergency Action Plan agreed on the 11 March 2020 (item 282) included proposals for Mayor and Cabinet to undertake an annual review of progress.

Agenda Item 5



Overview and Scrutiny Business Panel

Decisions made by Mayor and Cabinet

Date: 23 June 2020

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive / Head of Business and Committee

Outline and recommendations

Members are asked to consider decisions taken at a meeting of the Mayor and Cabinet held on 10 June 2020 in open session

1. Recommendation

To consider a decision taken by the Mayor on 10 June 2020, which will come in to force on 24 June 2020 unless called in by the Overview & Scrutiny Business Panel on 23 June May 2020.

2. Background

- 2.1 The Mayor and Cabinet considered the following decision 10 June 2020.
- 2.2 The notice of the decision in respect of this report is attached below.
- 2.3 Under the provisions of Standing Orders Part IV E 14, Members may call in an executive decision within 7 days. If this report is not called in, the decision will come into force on 24 June 2020:
 - i. Council's response to Covid-19 - Financial update
 - ii. Proposed temporary changes to the Statement of Community Involvement during Covid-19 Pandemic
 - iii. Parks and Open Space Strategy 2020-2025 – Adoption
 - iv. Excalibur Land Assembly & Construction part 1
 - v. Achilles Street Estate Land Assembly part 1



NOTICE OF DECISIONS MADE BY THE MAYOR & CABINET

The Mayor and Cabinet made the following decisions on 10 June 2020. All recommendations shown were agreed by a 10-0 vote of voting Members in attendance.

The decisions will become effective on 24 June 2020 unless called in by the Overview & Scrutiny Business Panel on 23 June 2020.

1. Council's response to Covid 19 - Financial update

Having considered an officer report, and presentations by the Cabinet Member for Finance & Resources, Councillor Amanda De Ryk, and the Chair of the Public Accounts Select Committee, Councillor Jim Mallory, the Mayor and Cabinet agreed that the update be received.

2. Proposed temporary changes to the Statement of Community Involvement during Covi19 Pandemic

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

(1) temporary modifications be made to the Council's Statement of Community Involvement (SCI) to enable the following:

- Threshold for applications being required to go to Planning Committee for decision to be raised from 3 to 5;
- Any application with an amenity society objection to be subject to case review with Chair to determine whether it is referred to planning committee for a decision;
- Any application with 5-9 objections to be subject to case review with Chair to determine whether it is referred to planning committee for a decision;
- Invitations to planning committee meetings and other communications and information (including publication of agendas) relating to planning committee meetings be carried out electronically wherever possible;

- Make it explicit that people wishing to speak at planning committee meetings will need to register to speak in advance of the meeting and will need to submit written copies of their speeches in advance of the meeting;
- A new online format for Local Meetings to be developed and implemented;
- Make any necessary amendments regarding the publication of agendas and decisions
- Above changes to working practices to be reviewed after a 3 month period following introduction.

3. Parks and Open Space Strategy 2020-2025 – Adoption

Having considered an officer report and presentations by the Cabinet Member for Environment & Transport, Councillor Sophie McGeevor, the Chair of the Sustainable Development Select Committee, Councillor Liam Curran, and by Councillors Krupski and Ingleby, the Mayor and Cabinet agreed that the Parks and Open Space Strategy 2020-2025 be adopted into Council Policy and that Officers prepare a response to the views of the Sustainable Development Select Committee.

4. Excalibur Land Assembly & Construction part 1

Having considered an open officer report, and a presentation by the Cabinet Member for Housing, Councillor Paul Bell, the Mayor and Cabinet agreed that:

(1) the progress of the Excalibur Estate Regeneration Scheme as set out be noted;

(2) the rationale be noted for including the land at the former Tenant Management Organisation (TMO) office at 1 Baudwin Road and neighbouring property at 3 Baudwin Road in conjunction with the Excalibur Estate Regeneration Scheme;

(3) the inclusion of the land at the former TMO office at 1 Baudwin Road and neighbouring property at 3 Baudwin Road in conjunction with the Excalibur Estate Regeneration Scheme be approved;

(4) Subject to agreement of the above recommendation and the Phase 3 land being transferred to L&Q, the transfer be approved of the land at 1 & 3 Baudwin Road to L&Q for development subject to the development of Phase 3 going ahead;

(5) Subject to agreement of the above recommendation, authority be delegated to the Executive Director for Housing, Regeneration and

Environment in conjunction with the Director of Law to negotiate and enter into a legally binding agreement with L&Q requiring the land of 1 and 3 Baudwin Road to be used to deliver 3x2 and 1x3 bedroom houses to be let at social rent;

Kim Wright
Chief Executive,
Lewisham Town Hall,
Catford SE6 4RU
June 11 2020

Agenda Item 6



Overview and Scrutiny Business Panel

Exclusion of the Press and Public

Date: 23 June 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive / Head of Business and Committee

Outline and recommendations

Members are asked to note items that will be considered in closed session

Recommendation

It is recommended that 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 paragraphs 3, 4 and 5 of Part 1 of Schedule 12(A) of the Act, as amended by the Local Authorities (Executive Arrangements) (Access to Information) (Amendments) (England) Regulations 2006:-

Decision made by the Mayor and Cabinet on 10 June 2020

- i. Excalibur Land Assembly & Construction part 2
- ii. Achilles Street Estate Land Assembly
- iii. Pre-Tender Authorisation for the Procurement of a supplier to upgrade the CCTV cameras and control room equipment.
- iv. Dry Recyclables Award of Contract

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

Document is Restricted

Agenda Item 8

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

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

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