



AGENDA

MAYOR AND CABINET

Date: WEDNESDAY, 10 MARCH 2021 at 6.00 pm

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

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

MEMBERS

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

Members are summoned to attend this meeting

**Kim Wright
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Wednesday, 10 March 2021**



INVESTOR IN PEOPLE

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

ORDER OF BUSINESS – PART 1 AGENDA

Item No		Page No.s
1.	Declaration of Interests	1 - 4
2.	Minutes	5 - 20
3.	Matters Raised by Scrutiny and other Constitutional Bodies	21 - 24
4.	Lewisham's Climate Emergency Action Plan	25 - 44
5.	Main Grants Extension	45 - 84
6.	Small Sites Study Supplementary Planning Document	85 - 328
7.	Building for Lewisham Programme Requirements Part 1	329 - 352
8.	Top up of the NCIL Borough Wide Pot and additional Borough wide priority	353 - 366
9.	Statement of Community Involvement [ceasing temporary Covid changes to the scheme of delegation]	367 - 380
10.	Acceptance of Football Foundation Capital Grant - Riverside Youth Club Part 1	381 - 390
11.	Governing Body Proposal - future of St Mary Magdalen's Catholic Primary School	391 - 452
12.	Learning Disability Framework - request to procure a contract for Supported Living Part 1	453 - 467
13.	Contract Extension - Parks and Open Spaces Management	468 - 475
14.	Exclusion of Press and Public	476
15.	Building for Lewisham Programme requirements Part 2	477 - 485
16.	Learning Disability Framework - request to procure a contract for Supported Living Part 2	486 - 490
17.	Acceptance of Football Foundation Capital Grant - Riverside Youth Club Part 2	491 - 495



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

RECORDING AND USE OF SOCIAL MEDIA

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

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

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

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

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

MAYOR & CABINET		
Report Title	Declarations of Interests	
Key Decision	No	Item No. 1
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: 10 March 2021

Declaration of interests

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

1 Personal interests

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

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

2 Disclosable pecuniary interests are defined by regulation as:-

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

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

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

(3) Other registerable interests

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

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

(4) Non registerable interests

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

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

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

(6) Sensitive information

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

(7) Exempt categories

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

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

Agenda Item 2

MAYOR AND CABINET		
Report Title	Minutes	
Key Decision		Item No.2
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: March 10 2021

Recommendation

It is recommended that the minutes of that part of the meetings of the Mayor and Cabinet which were open to the press and public, held on February 3 & February 10 2021 (copies attached) be confirmed and signed as a correct record.

MINUTES OF THE MAYOR AND CABINET

Wednesday, 3 February 2021 at 6.01 pm

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

ALSO PRESENT: Councillor Bill Brown, Councillor Pat Codd, Councillor Liam Curran and Councillor Jacq Paschoud.

428. Declaration of Interests

Councillor Jacq Paschoud declared a personal interest in Item 5 as the mother of a child who had been in receipt of a number of Social Care packages.

429. Minutes

RESOLVED that the minutes of the meeting held on January 13 2021 be confirmed and signed as a correct record.

430. Matters Raised by Scrutiny and other Constitutional Bodies

Referral from the Sustainable Development Select Committee on Climate Change

The referral was presented by Councillor Liam Curran, the Chair of the Sustainable Development Select Committee.

RESOLVED that a response be considered at the March 10 meeting of Mayor & Cabinet.

Referral from the Public Accounts Select Committee on Budget Cuts

The Cabinet accepted a suggestion from the Mayor that this be considered in conjunction with Item 4.

RESOLVED that a response be considered as part of Item 4 on the agenda

Referral from the Public Accounts Select Committee on the Budget 2021-22

The Cabinet accepted a suggestion from the Mayor that this be considered in conjunction with Item 5 and a response be given then for reporting to the Select Committee.

RESOLVED that a response announced at the meeting be minuted and reported to the Select Committee.

431. Budget Cuts

The Mayor began by recounting that in every year since 2010 when he joined the Council cuts in services had been imposed. He observed the budget was about half of what it was ten years ago with 1000 fewer members of staff compared to 2010. In real terms, the budget had gone from just over £400 million to just over £240 million.

He said COVID-19 had only made the situation worse for local authorities. The Government's failure to provide Lewisham with the funding required, combined with the financial impact of COVID-19 forced further cuts. £40m worth of cuts were being imposed on Lewisham over the next three years. £28m of those cuts were required for the next year. As 71% of the budget was spent on social care and public health, the rest of our council's services were under severe financial strain.

The Mayor reminded the Cabinet that setting a legal budget was the first duty for public representatives. The alternative would be a budget set by Robert Jenrick and Boris Johnson in Westminster. Setting a balanced budget was seen as the only way to protect the Council's finances in the long-term.

The Mayor made a commitment to continue campaigning for an end to austerity and lobbying the Government to deliver the funding Lewisham needed, working with local MPs, other Labour local authorities, and the Labour Mayor of London, Sadiq Khan.

The Budget Cuts was then presented by Councillor Amanda De Ryk. She acknowledged framing a legal budget had been challenging given the level of cuts required. She confirmed the impact of austerity and the levels of cuts already made and still required.

The Chair of the Public Accounts Select Committee, Councillor Pat Codd next addressed the Cabinet. He outlined the considerations offered by all six Select Committees and concluded that he accepted the need for cuts in order to pass a balanced budget.

A response to the written comments of the Select Committees on Budget Cuts was tabled at the meeting. A proposal to report the response to the Select Committee was carried by 10 – 0 in a recorded vote under the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, with the following result:

In favour of reporting the response to the Select Committee – 10

Mayor Egan, Councillors Barnham, Bell, Best, Bonavia, Dacres, McGeevor, Reid, De Ryk, & Slater.

Against reporting the response to the Select Committee – nil

Abstaining in reporting the response to the Select Committee – nil

The Mayor next invited Dr Tony O'Sullivan, the Chair of the Save Lewisham Hospital Campaign, to address the Cabinet. Dr O'Sullivan made an impassioned plea for any cuts affecting CAMHS to be reconsidered. In response Councillor Barnham acknowledged good quality mental health services were vital and he pointed out funding had risen over the previous three years albeit from a historically low base. He reported a ring fenced £250,000 under Council control has been earmarked to underpin the SLAM contract should demand rise. The Mayor added that campaigning work on mental health issues would continue and that the Council shared campaigners concerns.

The Mayor concluded consideration of the item by laying out a series of proposals as reflected in the decisions below. The proposals were subject to a recorded vote under the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, with the following result:

In favour of the recommendations – 10

Mayor Egan, Councillors Barnham, Bell, Best, Bonavia, Dacres, McGeevor, Reid, De Ryk, & Slater.

Against the recommendations – nil

Abstaining on the recommendations – nil

Having considered an officer report, and presentations by the Cabinet Member for Finance and Resources, Councillor Amanda De Ryk, the Chair of the Public Accounts Select Committee, Councillor Pat Codd and by Dr Tony O'Sullivan of the Save Lewisham Hospital Campaign, the Mayor and Cabinet, for the reasons set out in the report and appendice, in a recorded vote of 10-0

RESOLVED that:

- (1) following a review the cuts proposals presented in Section 7 and Appendices 2 to 7, totalling £12.965m, the following proposals be approved;
- (2) Authorise officers to carry out consultations where staff consultation is necessary in relation to proposals: A-09, A-11, A-13, C-10, C-11, C-30, and F-15A and delegate the decision to the relevant Executive Director for the service concerned.
- (3) Authorise officers to carry out consultations where public consultation is necessary in relation to proposals:, B-11, C-12, C-13, C-15, C-22, C-26, C-28, F-20, F-22 and F-24, and ask officers to report back to the Mayor with the outcome, for a decision to be made. This includes the proposal on NHS CAMHS with work to be done on a contingency arrangement alongside the consultation, and brought forward in a future report to Mayor and Cabinet.

- (4) Agree that where no consultation is required, agree the following proposals: A-01A, A-10, A-12, A-14, A-16, A-17, A-18, B-12, B-13, C-09, C-14, C-16, C-17, C-21, C-23, C-24, C-29, D-09, E-01A, E-08A, E-11, F-19, F-21, and F-23

(2) the comments of the Public Accounts Select Committee of the 2 February 2021 incorporating the views of the respective select committees be received and the tabled response be endorsed for reporting to the Select Committee;

432. Budget 2021-2022

Councillor Amanda De Ryk presented the report and confirmed earlier discussion that this would be a cuts budget. She pointed out the Local Government Financial Settlement did not meet the known needs of Lewisham residents. The cuts she described would help set a balanced budget without any call being made on reserves. She praised Finance Officers for their efforts in constructing a workable budget.

Councillor Pat Codd, Chair of the Public Accounts Select Committee presented written comments prepared after the previous evening's meeting of his Committee. Councillor Codd explained his Committee acknowledged the difficult circumstances facing the Council and it commended the work of officers in responding to the pandemic while also managing critical services and identifying additional cuts to budgets. The Committee believed that the hard work and dedication of Council officers in developing the 2021-22 budget should be recognised and praised.

Councillor De Ryk responded formally by endorsing fully the comments made by the Select Committee. She praised the thematic approach taken in formulating cuts which reflected a one Council approach. She moved that her response be reported to the Select Committee. The A proposal to report the response to the Select Committee was carried by 10 – 0 in a recorded vote under the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, with the following result:

In favour of reporting the response to the Select Committee – 10

Mayor Egan, Councillors Barnham, Bell, Best, Bonavia, Dacres, McGeevor, Reid, De Ryk, & Slater.

Against reporting the response to the Select Committee – nil

Abstaining in reporting the response to the Select Committee – nil

RESOLVED that the response laid out in the minutes be reported to the Select Committee

The Cabinet was next addressed by Councillor Jacq Paschoud who highlighted the work of the People's Parliament. The actions she described were echoed by the Mayor who encouraged support for the ongoing activities

of the People's Parliament. The Executive Director for Community Services welcomed the feedback given as he believed the People's Parliament created an opportunity for vulnerable people to be heard.

The Mayor concluded by moving the recommendations stating that in difficult times a balanced budget was being presented which fully reflected Labour values.

Having considered an officer report, and presentations by the Cabinet Member for Finance and Resources, Councillor Amanda De Ryk, the Chair of the Public Accounts Select Committee, Councillor Pat Codd and by Councillor Jacq Paschoud, the Mayor and Cabinet agreed in a recorded vote carried by 10-0 under the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, with the following result

In favour of the recommendations – 10

Mayor Egan, Councillors Barnham, Bell, Best, Bonavia, Dacres, McGeevor, Reid, De Ryk, & Slater.

Against the recommendations – nil

Abstaining on recommendations - nil

RESOLVED that

(1) the comments of the Public Accounts Select Committee of 2 February 2021 be received and a minuted response be provided to the Select Committee and notes that Mayor and Cabinet decisions on the budget report will then be taken formally with the budget update report on the 10 February,

(2) having considered the views of those consulted on the budget, and subject to consideration of the outcome of consultation with business ratepayers and subject to proper process, as required, the Mayor and Cabinet approved the following budgetary decisions:

General Fund Revenue Budget

2.3 notes and asks Council to note the projected overall variance of £3.2m (or 1.3%) against the agreed 2020/21 revenue budget of £248.714m as set out in section 6 of this report and that any year-end overspend will be met from corporate reserves and provisions;

2.4 endorses and asks Council to endorse the budget cut proposals of £28.016m as per the Mayor and Cabinet meetings of the 9 December 2020 and 3 February 2020, as set out in section 6 of the report and summarised in Appendix Y1 and Y2;

2.5 agrees and asks Council to agree the allocation of £6.500m in 2021/22 be set aside and use of £1.500m reduced contribution for concessionary fares for corporate risks and pressures;

2.6 agrees and asks Council to agree the allocation of £19.685m of corporate risks and pressures, social care precept, new homes bonus, social care grant, lower tier grant and legacy s31 monies in 2021/22 to be invested in funding quantified budget pressures and opportunities, both recurring and once-off as set out in section 6;

2.7 agrees to recommend to Council that a General Fund Budget Requirement of £243.100m for 2021/22 be approved;

2.8 asks Council to agree to a 4.99% increase in Lewisham's Council Tax element. This will result in a Band D equivalent Council Tax level of £1,379.96 for Lewisham's services and £1,743.62 overall. This represents an overall increase in Council Tax for 2021/22 of 5.91% and is subject to the GLA precept for 2021/22 being increased by £31.59 (i.e. 9.5%) from £332.07 to £363.66, in line with the GLA's draft budget proposals;

2.9 notes and asks Council to note the Council Tax Ready Reckoner which for illustrative purposes sets out the Band D equivalent Council Tax at various levels of increase. This is explained in section 6 of the report and is set out in more detail in Appendix Y4;

2.10 asks that the Executive Director for Corporate Resources issues cash limits to all Directorates once the 2021/22 Revenue Budget is agreed;

2.11 notes that the Executive Director for Corporate Resources Section 25 Statement will be presented in the Budget Update Report on the 10 February 2021 for approval;

2.12 agrees and asks Council to agree the draft statutory calculations for 2021/22 as set out at Appendix Y6;

2.13 notes and asks Council to note the prospects for the revenue budget for 2021/22 and future years as set out in section 6;

2.14 agrees and asks officers to continue to develop firm proposals to redesign and transform services and bring them forward in good time to support the work towards a cuts round to help plan early and meet the future forecast budget shortfalls;

2.15 notes and endorses the Council's withdrawal from the discontinued London Business Rates Pool for 2021/22.

Other Grants (within the General Fund)

2.16 notes and asks Council to note the adjustments to and impact of various specific grants for 2021/22 on the General Fund as set out in section 7 of the report;

Fees and charges

2.17 approves and endorses the approach to setting 2021/22 fees and charges for chargeable services in section 8 of the report and attached at Appendix Y8;

Dedicated Schools Grant and Pupil Premium

Schools Block

2.18 notes and recommends that Council notes that the provisional Dedicated Schools Grant allocation of £222.769m be the Schools' Budget (Schools Block) for 2021/22;

2.19 notes that following the Schools Forum meeting on the 19 January, submission has been made to the Department for Education with regards to school funding formula, recommending the application of the National Funding Formula (including unit values) allowing for a 2% uplift in Minimum Funding Guarantee (MFG);

2.20 notes that after the funding allocation to schools there is a one-off remaining amount of Dedicated Schools Grant of £2.3m for 2021/22;

2.21 agrees and recommends that Council agrees, (as recommended by Schools Forum) the once-off transfer £1.068m of Dedicated Schools Grant to the High Needs Block and the set aside of £1.24m to support schools through measures such as the growth fund and the falling rolls fund;

Central Schools Services Block (CSSB)

2.22 notes, and asks Council to note, the construct and allocation of £4.261m for the CSSB block allocation for 2021/22;

2.23 notes an increase of £2.65 per pupil unit resulting in a net increase of £68.7k in the "pupil-led" funding element of the block;

High Needs Block (HNB)

2.24 notes, and asks Council to note, the provisional High Needs Block £62.4m to support the Council's statutory duty with regards Special Education Needs. This is a net increase of £5.99m relative to 2020/21;

2.25 notes that the HNB is expected to overspend by between £4-5m in 2020/21;

2.26 notes that the Schools Forum has agreed to transfer £1.068m to the block to support the Council to meet its statutory functions;

Early Years Block (EYB)

2.27 notes, and asks Council to note, the provisional Dedicated Schools Grant allocation of £24.17m to the block;

2.28 notes that the Department for Education increase in funding for "3 and 4 year old" from £5.70, to £5.76 (i.e. 6p per hour), and hourly rate for 2 year olds increase from £6.58 to £6.66 (i.e. 8p per hour) for 2021/22.

2.29 notes that the maintained nursery supplementary funding allocation for

September 2021 to March 2022 is subject to change and has not yet been finalised;

Pupil Premium

2.30 notes, and asks Council to note, that the pupil premium will continue in the 2021/22 financial year. The funding rates in the year will be same as 2020/21 but the census date has changed to January.

Housing Revenue Account

2.31 notes the consultation report on service charges to tenants' and leaseholders in the Brockley area, presented to area panel members on 16 December 2020, as attached at Appendix X2;

2.32 notes the consultation report on service charges to tenants' and leaseholders and the Lewisham Homes budget strategy presented to area panel members on 17 December 2020 as attached at Appendix X3;

2.33 sets an increase in dwelling rents of 1.5% (an average of £1.46 per week) – as per the formula rent calculations outlined in section 9 of this report;

2.34 sets an increase in the hostels accommodation charge by 1.5% (or £0.53 per week), in accordance with formula rent calculations;

2.35 approves the following average weekly increases/decreases for dwellings for:

2.35.1 service charges to non-Lewisham Homes managed dwellings (Brockley) to ensure full cost recovery and 2.1% inflationary uplift for 2021/22;

- caretaking 2.10% (£0.66)
- grounds 2.10% (£0.80)
- communal lighting 2.10% (£0.06)
- bulk waste collection 2.10% (£0.03)
- window cleaning 2.10% (£0.00)
- tenants' levy 0% (£0.00)

2.35.2 service charges to Lewisham Homes managed dwellings:

- caretaking 1.99% (£0.13)
- grounds 1.94% (£0.04)
- window cleaning 26.00% (£0.02)
- communal lighting 2.55% (£0.03)
- block pest control 2.20% (£0.04)
- waste collection 23.20% (£0.11)
- heating & hot water 1.62% (£0.17)
- tenants' levy 0% (£0.00)
- bulk waste disposal 0.00% (£0.00)
- sheltered housing 0.00% (£0.00)

2.36 approves the following average weekly percentage changes for hostels and shared temporary units for;

- service charges (hostels) – caretaking etc.; no change

- energy cost increases for heat, light & power; no change
- water charges increase; no change

2.37 approves an increase in garage rents by 1.1% (£0.17 per week) for Brockley and Lewisham Homes residents;

2.38 notes that the budgeted expenditure for the Housing Revenue Account (HRA) for 2021/22 is £226.1m, split £112.1m revenue and £114.0m capital, which includes the decent homes and new build programmes;

2.39 agrees the HRA budget strategy cut proposals in order to achieve a balanced budget in 2021/21, as attached at Appendix X1;

2.40 agrees to write off forty-one cases of Former Tenants' Arrears as set out in section 9 and Appendix X7, totalling £655,329.76;

Treasury Management Strategy

2.41 approves and recommends that Council approves the prudential indicators and treasury indicators, as set out in section 10 of this report;

2.42 approves and recommends that Council approves the Annual Investment Strategy and Creditworthiness Policy, set out in further detail at Appendix Z2;

2.43 approves and recommends that Council approves the update to the Investment Strategy as set out in section 10 of this report, namely to allow investment in UK building societies with a minimum credit rating of BBB- from Fitch (or equivalent) for up to 3 months, and no more than £10m per institution;

2.44 notes and asks Council to note that the Capital Strategy 2021/22 will be brought forward during the year;

2.45 approves and recommends that Council approves the Minimum Revenue Provision (MRP) policy as set out in section 10 of this report;

2.46 agrees and recommends that Council agrees to delegate to the Executive Director of Corporate Resources authority during 2021/22 to make amendments to borrowing and investment limits provided they are consistent with the strategy and there is no change to the Council's authorised limit for borrowing;

2.47 approves and recommends that Council approves the overall credit and counterparty risk management criteria, as set out at Appendix Z2, the proposed countries for investment at Appendix Z3, and that it formally delegates responsibility for managing transactions with those institutions which meet the criteria to the Executive Director for Corporate Resources;

2.48 approves and recommends that Council approves a minimum sovereign rating of AA-for non-UK investments;

Capital Programme

2.49 notes the 2020/21 Quarter 3 Capital Programme monitoring position and the Capital Programme potential future schemes and resources as set out in section 11 of this report;

2.50 notes the significant proposed rise in prudential borrowing of more than £275m by 2023/24, primarily to fund the Building for Lewisham programme capital plans;

2.51 recommends that Council approves the 2021/22 to 2023/24 Capital Programme of £517.5m, as set out in section 11 of this report and attached at Appendices W1 and W2.

The meeting closed at 7.16pm

MINUTES OF THE MAYOR AND CABINET

Wednesday, 10 February 2021 at 6.00 pm

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

ALSO PRESENT: Councillor Bill Brown.

Apologies for absence were received from Councillor Joani Reid.

433. Declaration of Interests

None were made.

434. Matters Raised by Scrutiny and other Constitutional Bodies

Response to the Children & Young People Select Committee - children in temporary accommodation and 6 month update

The report was presented by Councillor Barnham who was joined by Councillor Bell in thanking the Select Committee for the vital work they had done on this issue.

Having considered an open officer report, and a presentation by the Cabinet Member for Children's Services and School Performance, the Mayor and Cabinet:

RESOLVED that the response be approved and reported to the Select Committee.

435. 2021-2022 Budget Update

The report was presented by Councillor De Ryk who confirmed that there would be a maximum Council Tax increase of 4.99%. She added that since the Budget had last been considered, the Council had received the welcome news that it had made a successful application to bid for S31 grant funding of up to £3.2m from the Government's Public Sector Decarbonisation Scheme.

Having considered an officer report, and a presentation by the Cabinet Member for Finance and Resources, Councillor Amanda De Ryk, the Mayor and Cabinet, the proposals were subject to a recorded vote under the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, with the following result:

In favour of the recommendations – 9

Mayor Egan, Councillors Barnham, Bell, Best, Bonavia, Dacres, McGeevor,

De Ryk, & Slater.

Against the recommendations – nil

Abstaining on the recommendations – nil

RESOLVED that:

(1) the changes to the 2021/22 to 2023/24 Capital programme be noted and Council be recommended to approve the 2021/22 to 2023/24 Capital Programme of £556.3m, as set out in section 5 and Appendix A;

(2) Council be recommended to approve a Band D Council Tax for 2021/22 of £1,379.96 for the Council's element, an increase of 4.99% (including a social care precept of 3%), based on a General Fund Budget Requirement of £243.100m for 2021/22;

(3) Council be asked to note the Greater London Authority (GLA) precept being increased by £31.59 to £363.66 (Band D equivalent), a 9.5% increase from its 2020/21 level;

(4) Council be asked to approve an overall total Band D Council Tax for 2021/22 of £1,743.62, a 5.91% increase, to include the GLA precept;

(5) Council be recommended to approve on 3 March 2021, the statutory calculation of the Budget Requirement for Lewisham for 2021/22, as at Appendix B;

(6) Council be recommended to approve on 3 March 2021, the motion on the budget, as at Appendix C, including any modifications made to the proposals published in the 2021/22 Budget Report;

(7) the provisional and estimated precept and levies from the GLA and other bodies as detailed in Appendix D be noted and authority be delegated to the Executive Director for Corporate Resources to include any changes to these in the report for Council;

(8) the final settlement figure for 2021/22 is being debated in parliament on 10 February and authority be delegated to the Executive Director for Corporate Resources to include any change to the provisional settlement of £123,304,020 in the report for Council with any difference covered from provisions and reserves as necessary;

(9) there was no response from Business Rate payers to the consultation on the draft Budget which took place from 11 January 2021 to 1 February 2021. With further information as provided in section 5;

(10) the revised 2021/22 to 2023/24 prudential borrowing numbers be noted as laid out in tables six to eight;

(11) the Section 25 Statement from the Chief Finance Officer be endorsed as

attached at Appendix E;

(12) the work being undertaken with respect of cut proposal C-22 be noted with a further report to return to Mayor and Cabinet;

(13) the Council's application to bid for S31 grant funding of up to £3.2m from the Government's Public Sector Decarbonisation Scheme be approved; and

(14) Authority be delegated to the Executive Director for Housing, Regeneration and Public Realm the procurement and delivery of Public Sector Decarbonisation Scheme works in consultation with the Executive Director for Corporate Resources for the inclusion of this within the capital programme for 2021/22.

436. Modern Slavery Statement 2021

The report was presented by Councillor Dacres who stated that should worldwide ILO figures be extrapolated for Lewisham there could be up to 700 cases prevalent. The Mayor said he found this figure alarming and he urged the public to report any behaviour they thought suspicious.

Having considered an officer report, and a presentation by the Cabinet Member for Safer Communities, Councillor Brenda Dacres, the Mayor and Cabinet, for the reasons set out in the report:by a vote of 9-0:

RESOLVED that:

(1) the potential impact of the adoption of Lewisham's Modern Day Slavery and Human Trafficking Statement for 2021-2022 on current and future arrangements, including with partners as set out be noted; and

(2) the Modern Day Slavery and Human Trafficking Statement for 2021-2022 be approved.

437. Lewisham Homes for Next Steps Accommodation Programme

The report was presented by Councillor Bell who praised the Director of Housing and her staff for moving so rapidly on a project which secured accommodation for the homeless. He believed such projects were the very ethos of the Council and displayed a core humanity.

Having considered an officer report, and a presentation by the Cabinet Member for Housing & Planning, Councillor Paul Bell, the Mayor and Cabinet, for the reasons set out in the report by a vote of 9-0

RESOLVED that authority be delegated to the Executive Director for Housing, Regeneration and Public Realm, in consultation with the Director of Law, Governance & HR, to grant a lease of the Sydney Arms to Lewisham Homes Limited should this be required and to agree the final terms of the lease and all associated documentation.

438. Lewisham Determined Admissions Arrangements

The report was presented by Councillor Barnham who said the Pan London arrangements continued to operate successfully and that he was particularly pleased to say there was growing parental confidence in Lewisham's Primary and Secondary offers.

Having considered an officer report, and a presentation by the Cabinet Member for Children's Services and School Performance, Councillor Chris Barnham, the Mayor and Cabinet, for the reasons set out in the report by a vote of 9-0:

RESOLVED that:

- (1) The admissions arrangements for mainstream community nursery, primary, secondary schools and sixth forms be approved as set out in Appendix A to G.
- (2) The Published Admissions Number (PAN) for each community mainstream school in the borough as detailed in Appendix H including the reductions to the PAN for Lucas Vale, Sir Francis Drake Primary schools and Forest Hill School be approved; and
- (3) The pan London Admissions Schemes for reception and secondary transfer and a local scheme for in year admissions as detailed in Appendix I be approved.

439. Highways and Traffic Works Partnering Contract

Having considered an officer report, and a presentation by the Cabinet Member for Environment & Transport, Councillor Sophie McGeevor, the Mayor and Cabinet for the reasons set out in the report by a vote of 9-0:

RESOLVED that:

- (1) the strategy for highway service delivery via works contracts as set out be approved;
- (2) the current Highways Maintenance & Planned Works procurement exercise be ceased;
- (3) a one year extension of the current Highways Maintenance & Planned Works, to March 2022 be approved to align the end date with the Highways Footway works Contract (*Footway works*) and the Highways Resurfacing Works Contract (*Carriageway Works*) at a cost of £2.8 million; and
- (4) a new procurement of a new consolidated Highways Works Partnering Contract be approved for a period of 8 years, with the option to extend for a further 2 years.

The meeting closed at 6.29pm

MAYOR AND CABINET		
Report Title	Report Back On Matters Raised by the Overview and Scrutiny Business Panel or other Constitutional bodies	
Key Decision	No	Item No.
Ward		
Contributors	Head of Business & Committee	
Class	Open	Date: March 10 2021

Purpose of Report

To report back firstly on any matters raised by the Overview and Scrutiny Business Panel on February 16 2021 or on other matters raised by Select Committees or other Constitutional bodies between March 2 and March 9

- 3.1 Comments of the Overview & Scrutiny Business Panel on Covid Vaccine



Mayor and Cabinet

Comments of the Overview & Scrutiny Business Panel on Covid

Date: 10 March 2021.

Key decision: No.

Class: Part 1.

Ward(s) affected: All.

Contributor: Overview & Scrutiny Business Panel

Outline and recommendations

This report informs the Mayor and Cabinet of the comments and views of the Overview & Scrutiny Business Panel

Mayor and Cabinet is asked to receive the views of the Overview & Scrutiny Business Panel and ask Officers to prepare a response for Mayoral consideration

1. Summary

- 1.1. On Tuesday 16 February 2021, the Overview & Scrutiny Business Panel considered a report from officers on . Following questions to officers, the Panel agreed to refer its views to Mayor and Cabinet.

2. Recommendation

- 2.1. Mayor and Cabinet is asked to receive the Panel's referral and ask the Executive Director for Community Services to prepare a response for Mayoral consideration.

3. Overview & Scrutiny Business Panel referral

- 3.1. The Panel request the Council via Mayor & Cabinet to ask the Department of Health and Social Care to-
 - 1) Guarantee a firewall that prevents any information governed by the NHS being used for Test & Trace being used for immigration enforcement
 - 2) End all hostile environment measures in the NHS, including charging for migrants, to combat the fear and mistrust these policies have created
 - 3) Provide specific support for all GP surgeries to register everyone including under-documented and undocumented migrants and those without secure accomodation and ensure that all other routes to vaccination are accessible to everyone
 - 4) Fund a public information campaign to ensure that communités impacted by their hostile enviroment are aware of their rights and access to the vaccine.

4. Financial implications

- 4.1. There are no direct financial implications arising from the implementation of the recommendations in this report. However, there may be implications arising from the implementation of the Panel's recommendations. These will need to be considered as part of the response.

5. Legal implications

- 5.1. The Constitution provides for select committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

6. Equalities implications

- 6.1. 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.
- 6.2. 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.
- 6.3. There may be equalities implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

7. Climate change and environmental implications

- 7.1. There are no direct climate change or environmental implications arising from the implementation of the recommendations in this report. There may be climate change and environmental implications

Is this report easy to understand?

Please give us feedback so we can improve. Page 23

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

arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

8. Crime and disorder implications

- 8.1. There are no direct crime and disorder implications arising from the implementation of the recommendations in this report. There may be implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

9. Health and wellbeing implications

- 9.1. The Director of Public Health will be asked to contribute to the Mayoral response given that health related concerns are central to the Business Panel's referral.

10. Background papers

<https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=121&MId=6110&Ver=4>

11. Report author and contact

- 11.1. If you have any questions about this report then please contact: Sarah Assibey, Committee Officer (sarah.assibey@lewisham.gov.uk)

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

Date of Meeting	10 MARCH 2021	
Title of Report	Lewisham Climate Emergency Action Plan update 2020/21	
Originator of Report	Martin O'Brien	Ext. 4605

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

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



Signed:

Sophie McGeevor, Cabinet Member for Environment and Transport

Date 1st March 2021



Signed:

Kevin Sheehan Executive Director for Housing, Regeneration and Environment

Date 1st March 2021

Control Record by Committee Support

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

To be Referred to Full Council	
--------------------------------	--



Mayor and Cabinet

Lewisham Climate Emergency Action Plan update 2020/21

Date: 10 March 2021

Key decision: No

Class: Part 1

Ward(s) affected: Type here, Arial size 11

Key decision: No

Contributors: Executive Director Executive Director for Housing, Regeneration and Public Realm, Executive Director for Corporate Services

Outline and recommendations

This report provides Mayor and Cabinet with an update on delivery of Lewisham's Climate Emergency Action Plan and sets out the approach proposed for the next 12 months. Mayor and Cabinet is invited to note the update on progress and future plans and agree the proposed response to the 3 February 2021 referral from the Sustainable Development Select Committee.

Timeline of engagement and decision-making

In February 2019 Lewisham councillors agreed a motion to declare a 'Climate Emergency' and asked Mayor and Cabinet to adopt an action plan by the end of 2019/20 with the aim of making the borough carbon neutral by 2030.

<https://councilmeetings.lewisham.gov.uk/documents/s62942/Motion%20%20proposed%20Cllr%20Anwar%20seconded%20Cllr%20Krupski.pdf>

Mayor and Cabinet agreed Lewisham's Climate Emergency Action Plan on 11 March 2020.
<https://councilmeetings.lewisham.gov.uk/documents/s72555/Climate%20Emergency%20Action%20Plan.pdf>

Sustainable Development Select Committee received an update on the Climate Emergency Action Plan on 17 January 2021.

1. Summary

- 1.1. This report provides Mayor and Cabinet with an update on Lewisham's Climate Emergency Action Plan, which was published in March 2020.
- 1.2. COVID19 has affected delivery of the Action Plan, but the reasons for and the urgency of the need for action on climate change remain unchanged. This report:
 - Provides an update on Lewisham's Climate Emergency Action Plan;
 - Restates the need for action and outlines the focus of our work to respond to the Climate Emergency in the context of COVID19;
 - Outlines priorities for the coming 12 months;

2. Recommendations

- 2.1. Mayor and Cabinet is invited to:
 - 2.1.1. Note the update on progress and future plans for delivery on Lewisham's Climate Emergency Action Plan; and
 - 2.1.2. Agree the proposed response to the 3 February 2021 referral from the Sustainable Development Select Committee set out below in Section 6.

3. Policy Context

- 3.1. In 2016, the UK Government ratified the Paris Agreement, part of the United Nations Framework Convention on Climate Change, which commits countries to taking action to prevent the global average temperature increasing 2°C above pre-industrial levels. In 2017 the Government published its Clean Growth Strategy setting out its approach to delivering on greenhouse gas emission targets and in 2019 the Climate Change Act 2008 (2050 Target Amendment) Order 2019¹ committed the UK to a legally binding target of net zero emissions by 2050. In December 2020 the Government's Energy White Paper provided more details on the UK's planned trajectory to net zero, with further proposals promised in the run up to the 2021 United Nations Climate Change Conference (COP26) hosted by the UK, which has been deferred to November 2021.
- 3.2. Lewisham's Corporate Strategy priority 'Making Lewisham Greener' includes the following commitments relating to energy:
 - We will maximise opportunities for energy efficiency in all council buildings and new developments;
 - We will explore working with publicly owned not-for profit energy suppliers that do not penalise poorer residents using prepay meters.
- 3.3. The actions and the values of Lewisham's Climate Emergency Action Plan support delivery across the Corporate Strategy, in particular:
 - 'Tackling the housing crisis' and improved standards across all housing sectors;
 - 'Building an inclusive local economy' and supporting the growth of a thriving local economy;
 - 'Making Lewisham greener' and the increased use of environmentally friendly transport as well as better care for our local environment and planet.

4. Background

- 4.1. The social, economic and environmental risks associated with a rise in global temperatures above 1.5°C are well established², but the international community has,

¹ <https://www.legislation.gov.uk/ukdsi/2019/9780111187654>

² <https://www.ipcc.ch/sr15/>

so far, struggled to deliver on commitments to reduce carbon emissions. 'Climate Emergency' has been a community-level response to the perceived lack of action at international and national levels. By the end of 2020 70% of UK local authorities, including 26 London Boroughs, had declared a Climate Emergency and set local targets to cut emissions.

- 4.2. In February 2019 Lewisham Councillors approved a motion declaring a Climate Emergency and setting the ambition for Lewisham to be carbon neutral by 2030³. Lewisham's Climate Emergency Action plan was developed over the course of 2019 through an internal working group, discussions with residents and with community groups, and input from the Sustainable Development Select Committee. The Action Plan was also informed by a detailed study to identify and cost a trajectory that met the ambition to be carbon neutral by 2030⁴. Lewisham's Climate Emergency Action Plan was approved by Mayor and Cabinet on the 11 March 2020⁵.
- 4.3. The Action Plan identified the following priorities:
 - The scale of the climate crisis requires us to be ambitious;
 - The Council should demonstrate leadership in terms of its own operations;
 - Action on climate change is action on social justice;
 - Action on climate change also has the potential to deliver benefits in relation to skills and employment; health and wellbeing and wider environmental programmes;
 - The target cannot be delivered by the Council alone. Lobbying central government, partnership working with partners locally and resident engagement must be at the heart of our approach.
- 4.4. The Action Plan set out 143 actions across the following 5 delivery areas:
 - Leading by Example;
 - Sustainable Housing;
 - Decarbonised Transport;
 - Greener Adaptive Lewisham;
 - Inspiring, Learning and Lobbying.
- 4.5. An assessment of progress against each action is included as an annex to this report.

³ <https://councilmeetings.lewisham.gov.uk/documents/s62942/Motion%20%20proposed%20Cllr%20Anwar%20seconded%20Cllr%20Krupski.pdf>

⁴ <https://councilmeetings.lewisham.gov.uk/documents/s72556/Annex%20C%20Routes%20to%20Carbon%20Neutral%20Report.pdf>

⁵ <https://councilmeetings.lewisham.gov.uk/documents/s72555/Climate%20Emergency%20Action%20Plan.pdf>

5. Restating the need for action on climate change

- 5.1. The risks and impacts of a changing climate will not fall equally, and without significant and sustained action the consequences will exacerbate poverty and health inequalities globally and locally.
- 5.2. In addition, given the fundamental nature of the changes needed, there are considerable risks that the actions taken to limit carbon emissions could in themselves disadvantage low income and vulnerable individuals and communities. For example, COVID19 has resulted in a substantial decrease in global energy demand⁶, a cut in carbon emissions that has come at huge social and economic cost. This impact underlines the need for the UK Government to break the links between economic prosperity and carbon, and that locally, our strategy should be to address climate change as an issue of social justice with a focus on our low income and vulnerable individuals and communities.
- 5.3. The Council's contribution to the carbon footprint of the borough has been calculated as being just 3%, but it is right that we seek to be ambitious. Taking positive steps to cut carbon emissions and adapt to a changing climate offers opportunities for wider benefits for health and wellbeing, skills and local jobs and other social and environmental outcomes.
- 5.4. It is important to recognise that delivery of the ambition to be carbon neutral by 2030 goes way beyond the resources and functions of the Council as a local authority. The trajectory analysis informing Lewisham's Action Plan estimated the cost as being at least £1.6bn. Lewisham Council's Climate Emergency Action plan seeks to balance the need to be ambitious with recognition that delivery is dependent on significant and sustained action by central government and by all sectors and communities responding positively to the need for change. Lobbying central Government for the investment in infrastructure and the legal and fiscal incentives, and engaging with local partners and the wider community remain fundamental priorities if we are to achieve our ambitions on climate change.

6. Referral from the Sustainable Development Select Committee

- 6.1. The Sustainable Development Select Committee considered an update report on the Climate Emergency Action Plan at its meeting on the 14 January 2021⁷. Following that meeting the Committee made the following recommendation to Mayor and Cabinet:

The Committee recommends that the Council puts on its website a climate emergency page, which contains a guide for residents on how to live more sustainably. This would be the most direct practical and visible way of engaging with residents and businesses, therefore leading by example.

- 6.2. The 'Inspiring, Learning and Lobbying' theme within the Council's 2020 Climate Emergency Action Plan includes actions aimed at providing practical advice to residents (action 5.1.3), businesses (5.3.6) and working with local partners (5.3.1; 5.3.5; and others) to support action to cut emissions. COVID19 restricted progress against this actions but, as the borough and the UK emerges from lockdown this will be a key focus of our work.

The Council's website includes information on the Climate Emergency⁸ and a mailing

⁶ <https://www.iea.org/topics/covid-19>

⁷ <https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=136&MId=6313&Ver=4>

⁸ <https://lewisham.gov.uk/myservices/environment/making-the-borough-carbon-neutral-by-2030-climate-emergency-declaration>

list has been set up providing more detailed updates on the Council's work on carbon reduction and climate change. Over 300 residents have signed up to this mailing list.

- 6.3. It is recommended that Mayor and Cabinet approves the recommendation of the Committee. Officers are developing the content of the Council's Climate Emergency webpage and support the Committee's recommendation that this should include practical guidance. Part of the challenge for individuals and organisations is that there is a huge amount of information available from a wide range of sources and officers will aim to use the page to connect residents and local organisations to relevant sources with an emphasis on practical actions. The Council's Climate Emergency webpages will be updated in the first quarter of 2021/22.

7. Progress since March 2020

- 7.1. The 143 actions in the March 2020 Action Plan are divided across the following themes:

- Leading by Example;
- Sustainable Housing;
- Decarbonised Transport;
- Green Infrastructure;
- Inspiring, Learning and Lobbying.

- 7.2. COVID19 has affected delivery, but also reinforces the central underlying principle of the Action Plan: that a changing climate has the greatest impact on our most vulnerable communities, and that taking action on climate should be framed in the context of taking action on social justice.

- 7.3. An annotated list of the set of actions is attached as an annex to this report.

- 7.4. Key achievements since the Action Plan was published in March 2020 include:

- In February 2021 the Council was awarded £2,983,428 funding under the Government's Public Sector Decarbonisation Scheme⁹. This funding will support energy efficiency and zero carbon retrofit work in the following corporate buildings: Town Hall Chambers, The Leemore Centre, Sydenham Community Centre, Brockley Rise Centre, Granville Park Adult Learning Centre, Grove Park Adult Learning Centre and Hither Green Cemetery. It will also enable an expansion of planned capital works at Myatt Garden School.
- In February 2021 the Council was awarded £825,000 funding under the Green Homes Grant Local Authority Delivery funding for round 1b¹⁰, which will deliver insulation and window upgrades to 165 Lewisham Homes properties.
- In 2020/21 Lewisham's South London Energy Efficiency Partnership will support 2,895 low income and vulnerable households with practical advice on staying warm and cutting the cost of energy. The Council secured £435,000 external funding in 20/21 for fuel poverty advice services across South London;
- £175k funding from the Government's Low Carbon Skills Fund¹¹ to assess and develop detailed proposals for zero carbon retrofit work on 10 corporate sites and 5 schools. This funding enabled the successful bid to the Public Sector Decarbonisation Scheme as well as a set of 'shovel-ready' projects available for

⁹ <https://www.gov.uk/government/publications/public-sector-decarbonisation-scheme-psds>

¹⁰ <https://www.gov.uk/government/publications/green-homes-grant-local-authority-delivery-scheme-entering-a-bid>

¹¹ <https://www.gov.uk/government/publications/public-sector-low-carbon-skills-fund>

use when new funding opportunities arise.

- Delivery and publication of energy master-planning¹² and strategic heat decarbonisation studies¹³. This externally-funded work will support the Council's new Core Strategy in shaping the way new development meets zero carbon standards and is intended to create opportunities to bring in further investment to support heat networks;
- Delivery of Lewisham's Community Energy Fund including the Retrofit Action for Tomorrow (RAFT) initiative, an innovative engagement project with St Winifred's School;
- Participation in the London Solar Together scheme¹⁴, promoting a bulk purchasing model to reduce the cost for residents interested in buying solar panels;
- A new Parks and Open Spaces Strategy¹⁵ aligning how green and blue infrastructure in the borough contributes to achieving climate and wider environmental benefits;
- Recognition at the 2020 Community Tree Awards of the Council's work with Street Trees for Living;
- Agreement on a new investment strategy for the Council's Pension Fund which sets a low carbon mandate;
- Upgrades to the Council's fleet to comply with highest standards of emissions;
- A significant increase in digitisation in the way staff work, resulting in big reductions in corporate paper consumption;
- Introduction of 'warm mix' on road resurfacing reducing carbon emissions by 10-15% and improving the efficiency and effectiveness of planned works;
- Active engagement in London Councils' Climate Emergency work.

¹² <https://lewisham.gov.uk/-/media/files/imported/accessible-lewisham-energy-masterplan.ashx?la=en>

¹³ <https://lewisham.gov.uk/-/media/files/imported/accessible-strategic-borough-wide-decarbonisation-strategy.ashx?la=en>

¹⁴ <https://www.london.gov.uk/what-we-do/environment/energy/solar-together-london>

¹⁵ <https://councilmeetings.lewisham.gov.uk/documents/s73570/Parks%20and%20Open%20Space%20Strategy%202020.pdf>

8. Priorities for the next 12 months

8.1. The focus for the next 12 months is:

- Delivery of grant funded works under the Public Sector Decarbonisation Fund and development of further ‘shovel-ready’ projects for the corporate estate and schools;
- Delivery of the Green Homes Grant Local Authority Delivery scheme with Lewisham Homes and development of Lewisham’s Homes’ Asset Management Strategy in line with the Climate Emergency Action Plan;
- Engagement activity with residents, businesses and local partners and in particular development of plans for Lewisham’s Borough of Culture year;
- Continued expansion of the South London Energy Efficiency Partnership providing targeted and practical support to low income and vulnerable households to cut the cost of staying warm and healthy;
- Delivery of the next phase of energy master-planning work funded through the Heat Network Delivery Unit (HNDU) supporting detailed assessments of the potential in Catford, Lewisham and Deptford;
- Development and implementation of Low Traffic Neighbourhoods and similar initiatives once funding from TfL is confirmed;
- Reducing corporate emissions, including from schools, through the planned review of assets for corporate buildings and the Digitisation Strategy;
- De-carbonising the Council’s supply chain through improved procurement policies;
- Reviewing and streamlining the Climate Emergency Action Plan and embedding delivery of the Action Plan as part of local COVID19 recovery planning and the response to the financial pressures the Council faces;

8.2. Officers propose updating Lewisham’s Climate Emergency Action Plan in 2021 to reflect the wider impact of the pandemic on services and the borough, with the aim of creating a more streamlined approach that will sharpen the focus of priorities and reduce the administration of tracking progress. It is suggested that the number of actions could be halved without losing the level of ambition in the plan if the actions are made smarter and the detailed delivery is embedded into wider Council strategies and service plans including the COVID19 recovery plan. Using quantified data and measurable targets in the Action Plan will be one of the key ways to achieving this.

8.3. Lewisham is embedding a strategic approach to transformation through the Assistant Chief Executive’s Division. This work will bring together our strategic drivers for transformational activity, including the climate emergency, and through a more robust Project Management Office approach, is designed to ensure tangible outcomes are identified and delivered. Three new thematic programme Boards will oversee the Council’s strategic transformation activities, with the Climate Resilience Team involved in each but in particular the Ways of Working Thematic Board, driving the culture change required to deliver on the Climate Emergency Action Plan.

8.4. To streamline the current Climate Emergency Action Plan officers propose to review the actions with service teams in 2021 with a focus on the following themes:

Leading by Example	<p>Create a culture of action on climate change within the Council.</p> <p>Deliver the target for Lewisham Council to be carbon neutral by 2030, with an interim target of reducing carbon emissions from our corporate buildings by 50% by 2025.</p>
---------------------------	---

Sustainable Housing	<p>Deliver a new ambition for energy and carbon performance across Lewisham Homes' stock.</p> <p>Support all tenures of housing to cut emissions.</p>
Decarbonised Transport	<p>Support investment in high quality public transport including the Bakerloo Line Extension.</p> <p>Create spaces for walking and cycling.</p>
Greener Adaptive Lewisham	<p>Promote adaptive responses to make Lewisham more resilient to a changing climate now and in the future.</p> <p>Take a holistic approach to the environment and the circular economy making the most of the connections across climate change, clean air, biodiversity, waste & recycling and sustainability.</p>
Inspiring Learning and Lobbying	<p>Work collaboratively with residents and partners from all sectors to inspire action on climate change across Lewisham.</p> <p>Deliver an ambitious programme of transformation that reflects and responds to the diversity of our borough in terms of age, ethnicity, disability and socio-economic background.</p>
Delivering the Plan	<p>Ensure a just transition to transforming carbon emissions in Lewisham.</p> <p>Action Plan implementation.</p>

- 8.5. Due to the number of Council staff currently redeployed on COVID19 work the work to review and update the Action Plan is not expected to complete until March 2022.

9. Financial implications

- 9.1. The delivery of an ambitious programme to cut emissions across the Council's corporate estate and the borough as a whole has potentially significant cost implications. Work undertaken to support the development of Lewisham's Climate Emergency Action Plan estimated a minimum cost of £1.6bn over 10 years.
- 9.2. Lewisham Council's funding from government has been hugely cut since 2013/14, while at the same time, the Council has faced increased costs through population growth, changes to government policy and in 2020 the COVID19 pandemic. Considering the minimum cost required to achieve the action plan, there is a need to find creative ways to find the resources needed to support this work.
- 9.3. Already the Council is in the process of securing funding of up to £3.2m under the Government's Public Sector Decarbonisation Scheme, which will support energy efficiency and zero carbon retrofit work in 7 corporate buildings. No match funding is required.
- 9.4. In addition, external funding of approximately £1.4m has been secured for a number of projects as detailed in paragraph 7.4 above.
- 9.5. Responding to the Climate Emergency is about making better use of resources and creating an alternative to a high-carbon consumer economy. In this context there is a clear connection between delivering on a low carbon agenda and the Council's need to cut expenditure and secure greater financial stability. The budget cuts approved by Mayor and Cabinet on the 9 December 2020 and 3 February 2021 include a number of strands with potential to deliver financial and carbon reduction benefits.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 34

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

10. Legal implications

- 10.1. The report refers to the Climate Change Act 2008 and regulations under that Act. The Act establishes a legal framework that underpins the UK's commitment to tackling climate change, including reducing CO2 emissions and addressing climate risks. The provisions of the Act apply at central government level, at least at the moment.
- 10.2. Local authorities can use their own powers to take actions. The relevant powers are likely to include the wide general power of competence under Section 1 of the Localism Act 2011 which allows local authorities to do anything that individuals generally may do. The existence of the general power is not limited by the existence of any other power of the Council which (to any extent) overlaps the general power.
- 10.3. The report refers to the current and forthcoming actions which will contribute to the delivery of the Plan. As set out at paragraph 6.3 above, 'Officers will also need to have due regard to procurement legislation and the Council's Constitution in relation to information on specific goods or services', and also take into consideration the specific local authority powers which are relevant to those actions.
- 10.4. The matters considered in this report are not key decisions. The implementation of various matters referred to in this report may be key decisions and if so will be addressed through the appropriate mechanisms when those decisions arise.
- 10.5. The Council has a public sector equality duty (the equality duty or the duty - The Equality Act 2010, or the Act). 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. 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.
- 10.6. 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 above. The weight to be attached to the duty will be dependent on the nature of the decision and the circumstances in which it is made. This is a matter for the decision maker, bearing in mind the issues of relevance and proportionality. The decision maker 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.
- 10.7. The Equality and Human Rights Commission (EHRC) has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance. The Council must have regard to the statutory code in so far as it relates to the 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 on the EHRC website.

- 10.8. The EHRC has issued five guides for public authorities in England giving advice on the equality duty. The 'Essential' guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice.

11. Equalities implications

- 11.1. There are no specific equalities implications arising directly from this report but it should be noted that the risks and impacts of a changing climate will not fall equally, and without action the consequences will exacerbate poverty and health inequalities globally and locally.
- 11.2. In addition, given the fundamental nature of the changes needed, there are considerable risks that the actions taken to limit carbon emissions could, in themselves, disadvantage low income and vulnerable individuals and communities. Further work is needed to fully identify the equalities implications of climate change for Lewisham residents.

12. Climate change and environmental implications

- 12.1. The environmental implications of the climate crisis are summarised in the Action Plan. Further work is needed to embed action on the climate within the Council's strategies and operational functions, particularly in relation to wider environmental activity including in relation to air quality, waste and recycling, biodiversity, flood risk and sustainable transport and air quality.

13. Crime and disorder implications

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

14. Health and wellbeing implications

- 14.1. Lewisham's Climate Emergency Action Plan will deliver a range of health and wellbeing benefits to residents, including actions to improve air quality, increased participation in active travel as well as support for low income and vulnerable households to cut the cost of staying warm in winter.

15. Background papers

- 15.1. Declaration of a Climate Emergency at Full Council (February 2019)
<http://councilmeetings.lewisham.gov.uk/documents/s62942/Motion%20%20proposed%20Cllr%20Anwar%20seconded%20Cllr%20Krupski.pdf>
- 15.2. Lewisham's Climate Emergency Action Plan (March 2020)
<https://councilmeetings.lewisham.gov.uk/documents/s72555/Climate%20Emergency%20Action%20Plan.pdf>

16. Report author and contact

Martin O'Brien: Climate Resilience Manager; martin.o'brien@lewisham.gov.uk; 07736 900 214

Legal implications: Stephanie Fleck: Principal Solicitor Commercial, Education and Employment; Stephanie.fleck@lewisham.gov.uk

Financial implications Shola Ojo: Principal Accountant Corporate Resources; shola.ojo@lewsham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve.

Page 36

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

17. Glossary

Term	Definition
Carbon / Carbon dioxide	Carbon dioxide (CO ₂) is a naturally occurring gas fixed by photosynthesis into organic matter and is a by-product of fossil fuel combustion, land use changes and other industrial processes. CO ₂ is the principal greenhouse gas (see below) associated with human activity and climate change (see below) and the reference against which other greenhouse gases are measured. Unless otherwise indicated the terms 'carbon' or 'carbon dioxide' are used in this report to refer to a combined measure of greenhouse gases (CO ₂ e or CO ₂ equivalent), of which carbon dioxide is the most common.
Carbon Neutral	The term "carbon neutral" is used in this report in line with the original declaration of a Climate Emergency in Lewisham. Carbon neutrality balances greenhouse gas emissions with carbon removals. As defined by the Committee on Climate Change, a net-zero or carbon neutral target requires "deep reductions in emissions, with any remaining sources offset by removals of CO ₂ from the atmosphere". In the context of Lewisham's target this means additional carbon removal and storage activity at the borough level or 'carbon offsets' funding an equivalent removal outside the borough.
Carbon Offsetting	Carbon offsetting enables individuals and organisations to compensate for any emissions they cannot avoid by paying for a carbon credit, typically a payment for an equivalent amount of emissions to be reduced or removed elsewhere. These emissions savings are generated through the implementation of a variety of projects such as planting trees and installing solar panels. Offsetting should be seen as an option of last resort and there is no commitment by Lewisham Council to fund carbon offsets to meet the aspiration to be carbon neutral by 2030.
Climate	Climate is usually defined as the average weather, or more rigorously, as a statistical description in terms of the mean and variability of relevant quantities over a period of time ranging from months to thousands or millions of years. The relevant quantities are most often surface variables such as temperature, precipitation, and wind.
Climate Change	Climate change, as used by the United Nations International Panel on Climate Change, refers to a change in the state of the climate that can be identified by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer.
Fuel Poverty	The Government's definition of fuel poverty for England and Wales states that a household is said to be in fuel poverty if: they have required fuel costs that are above average (the national median level), and, were they to spend that amount they would be left with a residual income below the official poverty line. There is a direct link between living in cold and damp conditions and poor health outcomes.
Greenhouse Gases	Greenhouse gases are those gaseous constituents of the atmosphere which absorb and emit radiation at specific wavelengths within the spectrum of thermal infrared radiation emitted by the Earth's surface, by the atmosphere itself, and by clouds. This raises global temperatures with a consequential impact on climate. Water vapour (H ₂ O), carbon dioxide (CO ₂), nitrous oxide (N ₂ O), methane (CH ₄), and ozone (O ₃) are the primary greenhouse gases in the Earth's atmosphere.
Scope 1, 2 & 3 emissions	Scope 1, 2 and 3 emissions are a method of defining, measuring and reporting carbon emissions on an organisational or an area basis. Scope 1 covers direct emissions from owned or controlled sources. Scope 2 covers indirect emissions from the generation of purchased electricity, steam, heating and cooling. Scope 3 includes all other indirect emissions including in particular the supply chain.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 37

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

Ref	Action	Date	Update
1.1.1	The Council's Executive Management Team to oversee delivery of the Climate Emergency Action Plan with an annual update report to Mayor and Cabinet.	2020/21	The Climate Emergency Action Plan was discussed at a meeting of the Council's Executive Management Team on the 6 January 2021.
1.1.2	Publish an annual 'Corporate Use of Resources' statement setting out performance in relation to corporate carbon emissions, energy consumption, water, waste & recycling, paper use, staff travel, procurement, IT (information technology) and other environmental indicators.	2020/21	At the beginning of 2020 new waste and recycling facilities were introduced into the Catford Complex with more precise measurements of waste and recycling streams from these sites. Since mid-March a large proportion of the Council's workforce has been working from home as a result of the COVID19 pandemic, resulting in significant falls in waste and recycling in buildings, staff travel, water consumption, paper consumption and use of stationary and other office equipment. Corporate energy consumption and carbon emission statistics for 2019/20 were published in September 2020 https://councilmeetings.lewisham.gov.uk/documents/s74928/Corporate%20Energy%20Contracts.pdf and these will be reported for 2020/21 by the end of September 2021. Given the disruption to the Council's working practice in 2020 reporting on 'Corporate Use of Resources' will be restarted in 2021.
1.1.3	New programme of climate/carbon literacy training to be rolled out to staff and additional focus on Climate Emergency and carbon literacy in induction for new staff. Use the Staff Climate Forum to identify further opportunities for engagement.	Short term	This work has been put on hold due to the impact of the pandemic. Options for delivery are being explored following the appointment of the new Climate Emergency Officer in November 2020 and the intention is to introduce support and information for staff on climate change and the relevance to the work of service teams as part of the Council's return to a new normal post COVID19.
1.1.4	New policy of only vegan food served at events on corporate sites.	2020/21	This policy was established as part of Mayor and Cabinet's approval of the Climate Emergency Action Plan in March 2020.
1.1.5	Review further opportunities to eliminate single-use plastic from across the Council's operations in line with the Council corporate commitment, including ending single-use plastics at events.	2020/21	New waste and recycling facilities were introduced into the Catford Complex in early 2020. Work to review and eliminate single use plastic across the Council's operations has not been possible in 2020 due to the impact of COVID19 however this will continue to be the approach we will adopt going forward.
1.1.6	Develop a strategic approach to reducing deliveries and servicing vehicles to and from Council buildings, including restricting delivery times to certain hours, learning from good practice elsewhere such as the model being used by Guys and St Thomas hospital at the Deptford Consolidation Centre.	Medium term	This work has been put on hold due to the impact of the pandemic.
1.1.7	Review and reshape the current internal Climate Emergency Working Group to fit with delivery of the Action Plan.	2020/21	This action will be addressed as part of proposals to reshape the current action plan in the context of the impact of COVID19.
1.2.1	Our aim is to be carbon neutral in terms of our corporate emissions by 2030, with an interim target of reducing carbon emissions from our corporate buildings by 50% by 2025 against the 2017/18 baseline.	Medium term	An asset review is underway across all of the council's assets which will help inform the development of a Strategic Asset Management Plan during 2021. This work will include consolidation of office space particularly across the 6 buildings of the Catford Complex. The Council has been awarded £3m funding under the Government's Public Sector Decarbonisation Scheme to fund investment in zero carbon technology in 7 corporate buildings and a school. Externally funded work through the Low Carbon Skills Fund has enabled further 'shovel-ready' projects to be developed for schools and corporate sites which will be brought forward as funding becomes available.
1.2.2	Set out a detailed programme, including milestones, for carbon management in the Council's Strategic Asset Management Plan to 2025.	Short term	An review is underway across all of the council's assets which will help inform the development of a Strategic Asset Management Plan during 2021.
1.2.3	Embed the aspiration to be carbon neutral into the Catford Regeneration Masterplan with an aim for the Council's main corporate centre to achieve a DEC A rating.	Short term	In 2020 the Council published the outcome of energy masterplanning work https://lewisham.gov.uk/-/media/files/imported/accessible-lewisham-energy-masterplan.ashx?a=en that shows the potential role decentralised heating could play in the regeneration of Catford. Further funding from the Government's Heat Network Investment Programme has been accessed to undertake the detailed technical and economic assessments needed to progress this work and underpin the development of the Council's strategic approach to Catford.
1.2.4	Complete an estate lifecycle programme for 80 Council-owned sites to inform the Strategic Asset Management Plan. Outputs will identify works in relation to heating, insulation, lighting, windows and other energy related measures.	Short term	The lifecycle programme has completed and preparatory work is underway to develop the Corporate estate maintenance programme, with the first major works to take place in 2021/22. Urgent health and safety / D1 works are being completed currently. Work is being commissioned through the London Re:FIT framework incorporating the funding from the Public Sector Decarbonisation Fund.
1.2.5	Deliver lighting upgrades and improvements to heating, ventilation and air conditioning in the Old Town Hall, Civic Suite, Catford Library and customer service centre in 20/21.	2020/21	These three projects are on hold due to Covid-19 and are part of a wider corporate asset review which will direct what works may or may not be needed dependent on future use of these buildings.
1.2.6	Review the applicability of ISO 50001:2018 Energy Management System standard as a means to drive improvements in energy efficiency.	Short term	This work has been put on hold due to the impact of the pandemic reducing capacity in the corporate energy team. An assessment of this will take place in 2021.
1.2.7	Build capacity in our capital delivery team in relation to energy and carbon reduction.	Short term	Training sessions with staff in the Capital Programme Delivery Team were delivered in 2020. The Capital Programme Delivery Team will be seeking to ensure that energy efficiency and carbon reduction is embedded in procurement processes for future projects.
1.2.8	Explore new funding mechanisms to use the savings from reduced energy consumption to fund the upfront capital costs of works.	Short term	COVID19 has had a significant impact on Council finances. Budget proposals agreed in 20/21 include savings due to rationalisation of buildings and more efficient working practices. At this point in time it is not proposed to create a separate spend-to-save budget for energy consumption but cost effective measures will be assessed on a case-by-case basis.
1.2.9	Review water consumption across the corporate estate. Identify and publish targets to improve performance as part of the annual use of resources statement described in 1.1.2.	2020/21	Since mid-March a large proportion of the Council's workforce has been working from home as a result of the COVID19 pandemic, resulting in significant falls in water consumption. Given the disruption to the Council's working practice in 2020 reporting on 'Corporate Use of Resources' will be restarted in 2021.
1.2.10	Complete remaining EPC surveys for the 270 sites in the commercial portfolio and assessment against the requirements of the Minimum Energy Efficiency Standards.	Short term	160 of the 250 commercial properties have a completed EPC. Further work on this will be completed in 2021 as part of the planned Strategic Asset Management Plan.
1.2.11	Ensure compliance by 2023 with the Minimum Energy Efficiency Standards (MEES) legislation in relation to those commercial properties identified as falling below EPC E (currently 25 out of 170 EPCs).	Short term	The Council's commercial portfolio will be assessed in the context of the Strategic Asset Management Plan in 2021. Significant challenges remain to raise the EPCs of all sites with many likely to be exempt from MEES on the grounds of the costs involved in meeting the minimum standard.
1.2.12	Identify the actions needed to bring the commercial estate up to EPC Band C by 2025 including opportunities as commercial property leases come up for renewal to implement 'green leases' that incorporates incentives into the lease to operate and manage premises in a sustainable way.	Short term	The Council's commercial portfolio will be assessed in the context of the Strategic Asset Management Plan in 2021. Significant challenges remain to raise the EPCs of all sites with many likely to be exempt from MEES on the grounds of the costs involved in meeting the minimum standard.
1.3.1	Upgrade the basement at Laurence House to remove all car spaces except essential users and improve facilities for cyclists.	Short term	This work was put on hold due to the impact of the pandemic and will be considered as part of the planned review of the Catford Complex.
1.3.2	Renew the corporate bus fleet with 40 new vehicles all with the latest Euro 6 engines.	2020/21	Investment in Lewisham's fleet in 2020 means that all the Council's vehicles are Euro 6 and compliant with the ULEZ.
1.3.3	Upgrade the HGV fleet to Euro 6 standards including all 25 street cleansing and refuse vehicles.	2020/21	By the end of this November all of the new fleet will be delivered commissioned and in operation this will mean that Lewisham's vehicles will all be Euro 6 and compliant with the ULEZ
1.3.4	Install 4 new electric vehicle charging points at the Council's Wearside depot.	Short term	Capacity issues resulting from COVID19 have delayed this work.
1.3.5	Review opportunities for trial of a fully electric 1.5 tonne van and a fully electric refuse vehicle.	2020/21	Internal funding had been secured for this but the impact of COVID19 disrupted the supply chain and this project was not deliverable in 20/21. A 1.5t fully electric light van has been added to the fleet.
1.3.6	Set a baseline for current staff travel by transport mode. Promote active travel and the use of public transport as the default option for all work journeys except where there is a legitimate reason. Extend use of team oyster cards and for journeys where vehicle is unavoidable use of electric pool cars. Seek to gain accredited status in relation to green staff travel.	2020/21	It has not been possible to set a baseline due to the impact of COVID19. This work will be developed as part of the Corporate Use of Resources outlined above in 1.1.2
1.3.7	Embed our response to the climate crisis into corporate service planning.	2020/21	Corporate service planning was significantly disrupted by COVID19 this work will be taken forward through work with the Executive Management Team and as part of the Council's Covid Recovery Plan.

1.3.8	Work with the Council's PFI provider Skanska to review opportunities to convert Lewisham streetlights to LED.	Medium term	Conversion to LED continues to be under review by the PFI provider, however due to current dimming regime the potential savings are in any case reduced. The final decision on LED will be a commercial decision for both authorities as will involve changes to the PFI Contract and considerable capital investment.
1.3.9	Prioritise the procurement and use of electric tools rather than petrol in the parks service.	Short term	20% of machinery (including blowers, hedge & brush cutters and ride on mowers) is now battery operated rather than petrol.
1.3.10	Identify opportunities to reduce the carbon intensity of our resurfacing work including increased use of 'warm mix' and work with the regional officers group, The London Technical Advisers Group (LoTag), to identify and integrate best practice into highway management in Lewisham.	2020/21	In 2020 the Highways Team used warm mix asphalt on the carriageway more extensively reducing CO2 emissions by a forecast 15-30% as well as improving productivity as it takes less time to cool, reducing public disruption through earlier re-opening of the road and improved conditions for the workforce. Additionally on some footways we have reheated the existing asphalt to reform a new surface. In the long term the Council has plans to use, where possible, microsurfacing which is a protective seal which extends the life of the pavement and our intention is to firstly use this on some asphalt footways. The use of recycled materials on the highway is extensive particularly in fill materials to excavations and in the road structure.
1.3.11	Review the Council's outdoor events and identify opportunities to remove avoidable carbon emissions, for example replacing diesel generators with zero carbon alternatives.	2020/21	The Council has identified cuts to events in the budget proposals responding to the impact of COVID19. The Blackheath fireworks display is paused until at least 2023 with further efficiencies sought to the delivery of the Civic events programme through working in partnership with other organisations to attract match funding where possible.
1.3.12	Develop and implement a new document retention policy that minimises hard copy printing and replaces physical storage with scanned copies and standardised approaches to retaining and destroying records to minimise storage requirements. Extend the use of online and electronic processes to replace paper, for example in relation to pay slips.	2020/21	The impact of the pandemic has significantly accelerated digitisation and the move to technology based working replacing the use of physical documents. Pay slips are being issued online. We will seek to support this as teams continue to work remotely and embed this within working practice as we move to a new normal post COVID-19.
1.3.13	Carry out an energy and carbon audit of all Corporate IT functions.	2020/21	The planned Digital Strategy and wider corporate transformation programme will seek to embed the principles of Climate Emergency and set out a range of actions that will deliver carbon reduction alongside improved efficiency and other environmental benefits.
1.3.14	Review planting schemes outside corporate buildings to reduce the use of short term plants chosen for appearances and promote the use of plants with greater climate adaptation resilience and biodiversity benefits particularly for bees, moths, butterflies and other pollinators.	2020/21	The Council's Parks and Open Spaces Strategy 2020-25 includes the following goal: Where new planting is implemented, these will be designed – where appropriate – to be sustainable planting schemes e.g. hardy and drought-tolerant.
1.4.1	Support schools in accessing SALIX funding and other sources of external resources to improve the energy efficiency of buildings and generate onsite renewable energy.	Short term	Energy efficiency will be explicitly included in the specification for the multi-disciplinary consultant leading on the School Minor Works Programme. This consultant role is due to be tendered in mid-2021. In addition funding was accessed from the Government's Low Carbon Skills Fund in 2020 to undertake a detailed assessment of the measures needed to deliver a zero carbon school across a range of archetypes. The outputs from this work form the basis for an application for funding to the Government's Public Sector Decarbonisation Scheme.
1.4.2	Work towards achieving new higher energy standards for schools with the aim for new schools to be DEC A and refurbished schools DEC B.	Medium term	Budget considerations will be a key factor in the feasibility of achieving this objective. But this will be explored on new education projects moving forwards, using the outputs from the Low Carbon Skills Fund assessments identified in 1.4.1.
1.4.3	Support efforts by school staff and pupils to take action on climate change. Put proposals for joined up activity and shared resources to the Schools Forum in 2020 including the scope for increasing climate literacy in school, for example by having a climate change trained teacher in every school. Help schools create their own carbon actions plans.	2020/21	A holistic assessment of St Winnifred's School addressing retrofit issues to the fabric of the school as well as engagement with pupils, teachers, parents and the wider school community was delivered in 2020. This project forms the basis for plans to roll out a similar approach to 4 other Lewisham primary schools in 2021.
1.4.4	Develop new carbon reduction targets for new school designs in the Project Implementation Document (PID) stage and Employer Requirements (ERs) of capital works.	Short term	Contractors are currently required to achieve BREEAM Excellent on new build projects, and BREEAM Very Good on refurbishment projects. They are also required to meet all relevant targets within the London Plan. Budget constraints and grant funding conditions are the key constraints in achieving this action.
1.4.5	Undertake an audit of schools' energy performance designed to share good practice and learn lessons that can be integrated into corporate standards.	2020/21	A holistic assessment of St Winnifred's School was delivered in 2020 with funding from the Lewisham Community Energy Fund. The project addressed retrofit issues to the fabric of the school as well as engagement with pupils, teachers, parents and the wider school community. This project forms the basis for plans to roll out a similar approach to 4 other Lewisham primary schools in 2021.
1.4.6	Assess further improvements to the catering service including: An additional meat free day per week; Increasing the number of vegan options; Future options for procuring the school catering service including insourcing, seeking opportunities to promote local produce, reduce food miles and offer more seasonal menus.	2020/21	In October 2020 M&C approved proposals to go back to market for the school meals service, which is currently in an extension until July 2021. The new contract will run from July 2021 for 4 years (+ 2). The new contract will seek to deliver environmental benefits
1.4.7	Trial food waste collection for school classrooms in 2020 year to assess the potential to roll out for all school kitchens. Review and identify opportunities for further reductions in waste from schools.	2020/21	This has not been possible due to the impact of COVID19 the operation team's priority was to provide the basic collections service with limited resources.
1.5.1	Agree and implement a new strategy for divesting the Pension Fund from high-carbon investments.	2020/21	In February 2020, following the conclusion of the Pension Fund's 2019 triennial valuation, the Pensions Investment Committee agreed a revised investment strategy in line with the funding objectives of the Fund, which will retain a majority passive growth strategy but with an increased allocation to growth assets and a diversification away from fossil fuels. As part of that strategy, the Fund's existing passive equities (value approx. £775m as at 30th September 2020, or 52% of the total Fund) will be transitioned into a low carbon passive-like mandate. In addition the Fund has been part of a Seed Investor Group with the London Collective Investment Vehicle for developing a renewable infrastructure mandate. This fund expects to launch in Quarter 1 2021, and the strategy allows for an allocation of 3-6% of the Fund, or £45m-£90m. This will be funded by a divestment from a traditional diversified growth fund, which invests across multiple asset classes with no specific climate-related objectives. Medium-term, the strategy sets out the intention to divest from the Fund's property fund holdings (approx. £100m, or 7% of the Fund) into a new low carbon property fund, although there are no plans at present to start implementing this in the immediate term.
1.5.2	Review and update existing procurement and social value policies to strengthen the value placed on life-cycle assessment, support the circular economy and reduce carbon emissions across our supply chain. We will assess the introduction of requirements in our contracts for contractors to publicly report their corporate carbon emissions, and including CO2e emissions relating to the good and services we procure as performance metrics in contracts. We will assess the scope to improve the standards in contractor fleet vehicles. We will assess scope for Council Information Technology contracts to adopt the highest standards of efficiency and environmental performance including whole lifecycle costs.	2020/21	In 2020 the Council increased capacity in the procurement team. All procurement is expected to include an assessment of social value of between 5-10%. The Procurement Team are working to identify, deliver and measure the amount of social value outcomes obtained from Council contracts over £50k.
1.5.3	Explore opportunities for a revolving fund that will deliver carbon reduction projects and recoup money through energy savings.	Short term	This has not been progressed due to the impact of COVID19 on the Council's budgets. A further review of funding opportunities will be undertaken by officers in 2021.
1.5.4	Explore partnerships with funders for new carbon reduction infrastructure projects that deliver local value and potential return on investment.	Long term	This has not been progressed due to the impact of COVID19 on the Council's budgets, however funding has been successfully brought in for carbon reduction projects from a number of sources including the BEIS Heat Network Investment Programme and the Government's Low Carbon Skills Fund. A further review of funding opportunities will be undertaken by officers in 2021.
1.5.5	Use the Council's corporate energy procurement to support renewable energy, develop an energy procurement strategy that aligns our Climate Emergency ambitions with the way we procure energy contracts.	2020/21	A decision to purchase 100% renewable electricity back through the industry REGO certification was made in March 2020. https://councilmeetings.lewisham.gov.uk/documents/s72523/Corporate%20energy%20contracts.pdf

2.1.1	Deliver a new Asset Management Strategy that sets out a new ambition for energy and carbon performance across the Lewisham Homes' stock including: The requirements of achieving a minimum of SAP 86 EPC B across the Lewisham Homes stock.; Ensuring new build developments comply with existing and emerging local and national policy and legislation including SAP10.1 methodology (and future upgrades of SAP); Includes a focus on improving property ventilation; Sets out an option appraisal on poorly performing properties.	2020/21	Lewisham Homes has developed a new Asset Management Strategy during 2020 which will be presented for Board approval in Q4 2020 / Q1 2021.
2.1.2	Develop a new strategic approach to decarbonising heating across the stock with the aim of centralising plant and creating opportunities for heat networks. Assess the opportunities and risks of technologies such as heat pumps, and improvements to existing electric heating systems and storage heaters identify the optimum approach to boiler replacements.	2020/21	A new Heating Options Strategy has been in development and is expected in Q3 2021. The outcome from LBL North Lewisham study to establish new future proofing policy for retrofitting/cladding blocks. Funding will be a key constraint in terms of meeting the ambitions of Lewisham's Climate Emergency declaration. An application for funding under the Government's Green Homes Grant Local Authority Delivery scheme was submitted in partnership with Lewisham Council.
2.1.3	Raise standards in existing communal heating systems, ensuring compliance with regulation and installing metering and improved controls to systems. Develop a planned maintenance and investment plan that is informed by the emerging strategic approach to decarbonising heating across the stock.	Short term	The impact of COVID19 has limited potential for works beyond core maintenance to communal heating systems in 20/21 due to COVID. The future approach to communal systems will be aligned with the Energy Masterplanning work published by Lewisham Council and the potential to upgrade systems to benefit from decentralised energy and heat networks.
2.1.4	Review procurement policies to increase the sustainability of major works, including selecting lower carbon materials and reusing structures and construction materials where possible.	Short term	This will be included in the Lewisham Homes Sustainability Strategy (see 2.2.1)
2.1.5	Delivery within the Lewisham Home's major works programme of cladding improvements that deliver improved thermal efficiency combined with the highest standards of building safety.	Medium term	Lewisham Council and Lewisham Homes were successful in a bid for £825k funding under the Government's Green Homes Grant Local Authority Delivery funding that will support window and insulation improvements benefiting 165 Lewisham Homes' properties.
2.1.6	Review and identify the financial, technical, operational and resident satisfaction implications of delivering a new homes programme to a carbon neutral standard, to include a understanding of: Building new homes to Passive House Standards (achieving a SAP rating of 92-100/EPC A); Delivering Energiesprong or similar retrofits; Early adoption of no gas; Meeting the new LETI (London Energy Transformation Initiative) design standard. Use the outcomes from the assessment to push central government and others for additional funding, investment in new technology, regulatory change and other actions that will enable this to be delivered in Lewisham.	Short term	This action will be addressed as part of proposals in the Asset Management Strategy.
2.1.7	Implement lessons learned from good practice elsewhere and the assessment in 2.1.6 into delivery on a scheme-by scheme basis including in relation to: the use of pre-manufactured elements; air / ground source heat pumps; district heat networks; mechanical ventilation heat recovery (MVHR) units; alternative fuels and battery storage; energy efficient heating including underfloor; external shading devices; decentralised heating, green / living roofs and walls; sustainable drainage; AECB (Association of Environmentally Conscious Builders) standards; waste water heat recovery systems; smart water use; procurement and sourcing all materials and products from within 30 mile radius of site.	Medium term	This action will be addressed as part of proposals in the Asset Management Strategy.
2.1.8	Evaluate the application of the 'Soft Landings Framework' to new build projects.	Short term	This action will be addressed as part of proposals in the Asset Management Strategy.
2.2.1	Publish a Lewisham Homes to Sustainability Strategy document setting out an overarching approach to carbon reduction aligned to the Lewisham Homes' Asset Management Strategy. Set out baseline environmental performance metrics	2020/21	A Sustainability Strategy draft has been prepared and will be presented for Board approval in Q4 2020 with Q1 2021 for completion and sign off.
2.2.2	Develop a sustainable working protocol for LHL employees, to include: sustainable staff travel policy, recycling, office etiquette; An updated Employee Code of Conduct; Encouraging vegan catering, local sourcing of supplies; A ban on single-use plastic except where there's a specific health and safety reason.	2020/21	This work is currently on hold. The move to Laurence House was announced following this action's inclusion in the Climate Emergency Action Plan, and further work on this is to be integrated into any new post-covid return to work strategy, or a longer term work from home/agile working strategy. Expect clear directives to enable progression on this by Q2 2021
2.2.3	Ensure the Old Town Hall refurbishment promotes a sustainable office environment, including: Agile working; Improved cycling facilities and changing rooms; A paperless environment; Installation of smart and energy efficient products such as LED lighting, smart meters and water meters.	Short term	This work is currently on hold. The move to Laurence House was announced following this action, and further work on this is to be integrated into any new post-covid return to work strategy, or a longer term work from home/agile working strategy. Expect clear directives to enable progression on this by Q2 2021
2.2.4	Incrementally upgrade the Lewisham Homes' fleet to low emission combustion and hybrid with the aim of becoming fully powered by renewable electricity as soon as is practicable.	Short term	This work will be integrated into the Sustainability Strategy (2.2.1)
2.2.5	Recruit 100 resident 'Eco-Champions'.	2020/21	The Lewisham Homes comms team provided the residents who attended the "climate emergency boot camp" in 2019 with a summary of the discussions held. In-person resident engagement currently on hold, but LH are reviewing opportunities to host similar sessions online going forwards and one idea is to begin recruiting ECO Champions from attendees of the boot camp. A new resident engagement plan needed to properly plan for recruitment and education of resident ECO-Champions to ensure they are given the right tools and platform and with someone to manage internally. Discussion for progression by Q2 2021.
2.2.6	Develop a draft Sustainable Estate Parks and Gardens strategy.	2020/21	In development with a date of Q1 in 2021 for approval.
2.3.1	Assess the actions and investment needed to get all domestic buildings in the borough to an average of EPC Band B and develop more sophisticated methods of identifying which properties are energy inefficient, targeting resource where there will be most impact.	Short term	The council asks for Energy Performance Certificates as part of the licensing process. Officers check all licensing properties for hazards, which include excessive cold. If this is present in the property the works required to retain licence require measures on thermal efficiency.
2.3.2	Inspect all HMOs (house in multiple occupation) in the borough over 5 years, an estimated 6,000 properties, as part of the HMO expanded licensing scheme. Inspections will focus on the eradication of category 1 and 2 hazards on cold and thermal efficiency, especially for vulnerable residents.	Short term	This scheme paused during lockdown and is yet to be restarted. Officers continue to inspect mandatory and existing scheme additional properties.
2.3.3	Apply to the Secretary of State for a borough-wide licensing scheme with the intention of rolling out licensing to all 26,000 privately rented properties. Inspections of these properties will be conducted on a risk basis including analysis of potential poor standards in the stock, with a particular focus on damp and cold.	Short term	This is currently paused as a result of the impact of COVID19.
2.3.4	Explore the potential to provide a discount on the licence fee if the landlord takes the EPC rating of their property to C or above and assess whether further discounts could apply for ratings above C.	Short term	The Council is not currently offering this for mandatory or additional properties falling into existing scheme
2.3.5	Use the Council's online presence such as web pages and social media to promote energy efficiency advice to landlords.	Short term	The impact of the pandemic on capacity has reduced scope to do this.
2.3.6	Take enforcement under the Domestic Minimum Energy Efficiency Standards Regulation, which allow us to issue a Community Protection Notice (CPN) for renting accommodation under an EPC rating of E.	Ongoing	Budget proposals agreed by Mayor and Cabinet in December 2020 include plans for a significant and cross-cutting review of all Council enforcement activities be undertaken to deliver more customer-focused, consistent, efficient, integrated and effective enforcement services. This will deliver a target operating model based on intelligence, evidenced demand and priorities and allow effective deployment of resource to deliver improved outcomes for the community. The Government is currently consulting on raising the minimum standard of EPCs.
2.3.7	Engage with landlord accreditation schemes that promote energy efficiency.	Short term	We offer a 20% discount for accredited landlords. This includes the RLA, who are running this campaign and the London Landlord's Accreditation scheme that promotes itself on the basis of being able to assist landlords to obtain grants to improve thermal efficiency (among other things).

2.3.8	Ensure all accommodation used as temporary accommodation by the Council meets the Minimum Energy Efficiency Standards including the current requirement for EPC rating E or above and has all the required gas and electrical certification.	Short term	All properties utilised by the Council for the provision of temporary accommodation have to meet the Council's health and safety compliance requirements. This process involves accommodation providers, producing a number of health and safety documents for properties that they provide to the Council. These documents include an EPC, Gas Safety Certificate and Electrical Installation Condition Report. The Council has also appointed a Compliance Officer, who is solely responsible for monitoring and managing all health and safety documents for the Council's TA portfolio. This includes monitoring when certificates expire and ensuring providers produce in date complaint certificates in the required timeframe.
2.3.9	Support a new PRS renters' union across the sector to provide a forum for renters; allowing us to raise awareness of the Climate Emergency and measures to tackle it and the union to flag up specific concerns to be addressed	Short term	Officers continue to liaise with the lead member for Housing to establish the best way of supporting a PRS renters union, and will use this union to raise the Climate Emergency and measures that can be taken to address this challenge.
2.3.10	Develop a programme to target high risk streets and neighbourhoods with tailored advice including the publication and promotion of initiatives.	Short term	Street surveys are not practical at present owing to the high level of risk assessment and planning that has to go into each property visit to be Covid safe. The Council's Lewisham Healthy Homes, providing practical energy advice to vulnerable residents offers households at risk of fuel poverty free and independent advice and support.
2.3.11	Develop the use of discretionary grant to support home owners. Roll out an active campaign to use this grant to improve energy standards in those properties that require it most.	2020/21	The Grants team recognises fuel poverty contributes to social and health inequities so to ensure we pick up on these households, we make every contact count. All of the team are trained to identify hazards which contribute to poor energy efficiency. When our surveyors inspect properties where applications have been made for discretionary assistance such as Emergency Home Repairs Grant (EHRG) and Home Repairs Grants (HRG) an assessment is carried out to ensure the heating in the property is sufficient, no damp is present, adequate ventilation exists and windows are checked to ensure they are effective during an Housing, health and Safety rating system (HHSRS) inspection. Grant officers identify and eliminate Category 1 and 2 hazards most of which contribute to poor energy efficiency. Where it is identified there may be a problem we offer a free gas check and provide boiler works up to £500. Our Health and Housing Coordinator who works from University Lewisham Hospital provides a referral pathway for those who attend or are admitted to hospital, suffering ill health due to a cold home.
2.3.12	Actively participate in a pan-London 'Setting the Standard' initiative that will support inspections of the worst standard of accommodation B&Bs, working to support enforcement action taken in Lewisham and other boroughs to drive up property standards.	Short term	LBL is one of 31 boroughs that has signed up to the pan London framework 'Setting the Standard'. LBL has a key contact that has been a part of all of the working groups and is up to date with all STS requirements. The project is currently in the provider on boarding stage and LBL is engaging with its providers to encourage them to sign up to the STS portal. LBL has set the PSHA group email as the contact to receive any Category 1 hazards identified, with a key contact who will allocate each notification to the appropriate enforcement officer.
2.3.13	Introduce new technology and approaches to identifying cold houses, such as external surveying tools or internal monitoring equipment and including collaboration with a MHCLG funded Greenwich pilot.	Short term	We are building partnerships with other teams and organisations to identify household with poor Energy Performance Certificates (EPC) ratings E, F or G in order to offer owners grant assistance. Linking into existing partnerships and developing new partnerships to develop new referral pathways – by using the New digital Economy Act 2017 powers to access data of households in Lewisham suffering from fuel poverty for the purpose of alleviating it. Raising awareness amongst frontline workers in Adult Social Care and Hospital Staff, GP Surgeries and schools will also ensure that vulnerable households are identified and targeted. All of our Surveyors carry hydrometers to ensure where damp is identified they have the tools to measure how severe the damp is.
2.3.14	Work with the GLA, London Councils and other London Boroughs to support the development of an offer to 'able to pay' home owners to increase home retrofit projects and to build trust and a joined-up approach in the supply chain to promote and respond to demand for home retrofits, such as affordable and independent whole-house audits.	Short term	Lewisham Council is part of 'Retrofit Together' a new platform that will offer home owners access to independent advice on home retrofit and access to suppliers that can deliver accredited works.
2.3.15	Explore potential for working with local community organisations to support bulk purchasing schemes that reduce the costs to homeowners of home energy improvements.	Short term	The Council is working with the Greater London Authority on future rounds of the pan-London solar together initiative and supports the work of South London Community Energy on community energy schemes. Officers have promoted the Mayor of London's Community Energy Fund to local groups.
2.3.16	Investigate ways to ensure Lewisham grants are advertised on the government 'save energy' platform and promote the schemes available through the platform to residents.	Short term	The Housing team works closely with the Climate Resilience Team who lead on the South London Energy Partnership in order to promote our grants. This allows us to link in with or top up existing government energy schemes to ensure home owners in Lewisham have energy efficient properties.
2.3.17	Apply minimum insulation and efficiency standards to works undertaken at homeowners' properties.	2020/21	The Disabled Facilities Grant team will use grant agreements to raise the thermal efficiency of properties including meeting minimum energy efficiency standards.
2.3.18	Engage local registered social providers to encourage sharing of practice on carbon reduction and supporting all RPs to take meaningful action in relation to their stock in the borough.	2020/21	COVID19 has disrupted partnership engagement but officers have recently introduced a more regular liaison process with registered providers to address strategic concerns and to share best practice around housing issues in Lewisham. This group will be used as the vehicle to open up discussions on this action, from where activity against this action will become a more ongoing concern.
2.3.19	Officers within the Private Sector Housing Agency team will use public transport for all routine inspections.	2020/21	At present this cannot be implemented without a potential impact on officer health and safety and so is currently not in force.
2.4.1	Expansion of the South London Energy Efficiency Project led by Lewisham, providing practical support to vulnerable residents in south London. Support 1,600 households in 2019/20. Seek external funding and partnerships to deliver the same in 2020/21.	2020/21	Lewisham Council leads the South London Energy Efficiency Partnership covering 12 South London Boroughs. The partnership has accessed funding to deliver the South London Healthy Homes programme from a wide range of sources including the Greater London Authority, the Ofgem Redress Funds, British Gas Trust, UK Power Networks and boroughs. The South London Healthy Homes programme expects to support 2,895 households in 20/21.
2.4.2	Support low income and vulnerable residents in accessing external sources of funding for heating, insulation and ventilation.	2020/21	This action is being delivered as part of 2.4.2 and figures for funding accessed and measures installed will be reported at the end of 20/21
2.4.3	Undertake an assessment of the equalities implications of climate change and of the actions at national, regional and local level to reduce carbon and work with partners to find additional ways to support affected groups to mitigate the impact. Review the use of the Climate Just tool to understand the impact across different communities in the borough.	2020/21	Budget has been secured from once off funding but the work has not progressed due to pressures from COVID19.
2.5.1	Adopt a new Local Plan for the borough with Climate Emergency embedded within the document and development management policies supporting delivery of the ambition to be carbon neutral including achieving the London Plan policy for major developments to be zero carbon. We will seek that proposals for new self-contained major and minor residential development achieve the BRE Home Quality Mark and that proposals for major residential domestic refurbishment achieve a certified 'Excellent' rating under the BREEAM Domestic Refurbishment 2014 scheme, or future equivalent; and that proposals for new non-residential development of 500 square metres gross floor space or more, including mixed-use development, achieve an 'Excellent' rating under the BREEAM New Construction (Non-Domestic Buildings) 2018 scheme, or future equivalent. We will seek that development proposals for major non-residential refurbishment, including mixed-use development, achieve a certified 'Excellent' rating under the BREEAM Non-Domestic Refurbishment scheme, or future equivalent.	2020/21	The plan was approved at Council in November 2020 and public consultation (the Regulation 18 stage) is now underway.
2.5.2	Monitor and report on the transition to a carbon neutral borough through implementation of the new Local Plan through the Authority Monitoring Report process to regularly assess performance against our strategic planning objectives.	2020/21	Data has been provided as part of the Authority Monitoring Report process.
2.5.3	Ensure that developments which cannot meet onsite carbon targets comply with policy through payment into Lewisham's carbon offset fund. The Fund will be used to drive local innovation and investment in ways that meet our objective to ensure our Climate Emergency responds to the needs of vulnerable residents. Annex B sets out further details of the approach we propose.	Short term	Engagement with developers has continued through 2020 with the aim of seeking to maximise the level of onsite delivery to meet planning policy but where this cannot be achieved the use of the Lewisham Carbon Offset Fund.
2.6.1	Work with Veolia to implement the joint memorandum of understanding agreed with the Council to deliver opportunities to utilise unused heat from the SELCHP facility to supply local homes.	Short term	Officers are supporting Veolia's work to deliver the funding they have received to connect Convoys Wharf and the SELCHP facility.

2.6.2	Work with Lewisham Homes to evaluate the potential for connecting properties to a network supplied with heat from SELCHP.	Short term	Officers completed an externally funded study assessing potential for connecting existing blocks in the north of Lewisham and making recommendations to future proof Lewisham Homes cladding works to facilitate connections as heat networks develop. This work will inform Lewisham Homes Asset Management Strategy.
2.6.3	Carry out a borough-wide energy masterplanning study to assess opportunities for clusters of heat demand and identify the potential low carbon solutions to meeting that demand. This masterplan will inform planning guidance, development of the Council's new building housing programme and refurbishment plans for the Council's existing housing. The masterplan will be completed in 2020.	2020/21	In 2020 the Council published the outcome of energy masterplanning work https://lewisham.gov.uk/-/media/files/imported/accessible-lewisham-energy-masterplan.ashx?la=en that shows the potential role decentralised heating could play in Catford, Lewisham and the north of the borough. Further funding from the Government's Heat Network Investment Programme has been accessed to undertake detailed technical and economic assessments needed to progress this work and underpin the development of the Council's strategic approach.
2.6.4	Use new development management policies from the Local Plan and the borough-wide masterplanning to direct new connections and support viability of new heat networks.	Short term	A key output from the energy masterplanning and strategic heat decarbonisation study completed in 2020 is a greater geographical focus on ensuring that new developments fully contribute to areas of opportunity for decentralised energy. This will be further reinforced by the new Lewisham Local Plan.
3.1.1	Work with TfL to review the scope to realign existing regional transport targets to 2041 with the 2030 ambition to respond to the Climate Emergency. Evaluate the implications of any realignment in terms of funding, existing and planned programmes and the development of the next version of Lewisham's Local Implementation Plan.	Short term	COVID19 has significantly affected the funding at a London level for local transport work. This action can realistically only be progressed as and when the next Mayoral Transport Strategy and associated Local Implementation Plan comes forward. The timescales for this are uncertain, with further uncertainty due to TfL funding pressures as a result of COVID.
3.2.1	Complete the Deptford Parks Liveable Neighbourhoods programme supporting healthier streets, improved air quality and support for walking and cycling. The works include a new pedestrian and cycle route along Surrey Canal Road, improvements to existing walking/cycling routes, road closures and play area outside a school and improved crossing points. The scheme is due to complete in 2021.	Short term	Work on the Deptford Park Liveable Neighbourhoods scheme was suspended in spring 2020 due to financial pressures at TfL arising as a result of COVID. However, the installation of a number of Copenhagen crossings had been completed just prior to lockdown, as well as feasibility/design work on the other components of the scheme. As part of the London Streetspace scheme, a temporary modal filter/school street has been implemented at Scaven Road, which was one of the original DPLN proposals. We understand that TfL is seeking to recommence work on the Liveable Neighbourhoods programme, and we await further detail on the funding to be allocated to Lewisham and if this will remain at previous levels.
3.2.2	Implement a Healthy Neighbourhoods programme to reduce traffic congestion, improve air quality and encourage sustainable modes of travel. Proposals are informed by discussions with residents and key stakeholders living within the neighbourhood area. Areas prioritised by the current programme include Lewisham and Lee Green, East Sydenham, Telegraph Hill, and Bellingham. The intention is to implement a rolling programme across every area of the borough by 2030.	Short term	Prior to lockdown, officers had completed an engagement exercise in Lee Green and were in the initial stages of engagement in East Sydenham. TfL subsequently suspended borough LIP funding for the project, and so work on the programme was paused. However, as part of the London Streetspace scheme a Low Traffic Neighbourhood has been delivered in Lee Green, as well as a number of stand alone modal filters across the borough. Officers are currently reviewing monitoring of the current LTN before deciding on next steps for further LTNs.
3.2.3	Engage more schools in the STARS accreditation process by developing a School Travel Plan, with a target of 50% of primary schools participating by 2021. A range of initiatives led by the school will be developed to encourage walking and cycling to school. Implement a programme of School Streets and Play Streets outside schools, whereby the road is closed to traffic at school pick up and drop off. Offer schools support to arrange Play Street events throughout the year.	2020/21	The School Travel Plan programme has been paused due to TfL suspending LIP funding and the need to focus resources on development of the school street programme. 10 school streets have been delivered so far this year, with another 16 to be delivered by January. A further 2 schools will receive other measures such as footway widening outside the school entrances to facilitate social distancing, as well as footway stickers and road safety messaging for motorists. There is scope for further school streets to be delivered, subject to funding.
3.2.4	Deliver a programme of local transport improvements to provide a better walking environment along Lewisham High Street.	Short term	COVID19 has significantly affected the funding at a London level for local transport work. This action can realistically only be progressed as and when the next Mayoral Transport Strategy and associated Local Implementation Plan comes forward. The timescales for this are uncertain, with further uncertainty due to TfL funding pressures as a result of COVID.
3.2.5	Implement a programme of local transport improvements to support and encourage cycling in the borough, including more Cycleways, cycle hangars, cycle parking, dockless bike hire scheme and the introduction of contraflow lanes to one-way routes. Consult locally on reallocating road/parking space to achieve these outcomes where there are opportunities to do so.	Short term	Cycleway 4 (along Evelyn Street) was put on hold at the start of lockdown due to financial pressures at TfL arising from COVID. However, officers have been working with TfL to develop a temporary scheme as part of the London Streetspace scheme. It has not been possible to deliver this yet, and further news is awaited from TfL on anticipated delivery timescales. The borough has also been investigating the feasibility of a number of temporary 'pop up' cycle lanes. To date, no schemes have been delivered as part of this project due to challenges in meeting the TfL criteria regarding minimum cycle lane widths as a result of constraints on carriageway widths and also a need to avoid significant civil works. Prior to lockdown, officers had also been working on the development of a number of other Cycleway routes which were to be delivered in tandem with the Healthy Neighbourhood programme. This will be reconsidered as part of discussions on a revised LIP programme. The borough had a planned programme of cycle parking and cycle hangar installations prior to lockdown, which had to be paused. However, officers are looking to recommence this programme as soon as possible. The rollout of a dockless bike hire scheme was also imminent prior to lockdown, however, the provider had experienced delays in the manufacture/delivery of the bikes due to COVID, and officers await further news.
3.2.6	Develop proposals for Healthy Street corridors to secure additional funding to implement: The Lewisham Spine/A21 Healthy Streets corridor working collaboratively with TfL to support better connections between the south and north of the borough. The proposals also include a major public realm improvement scheme at Deptford's Church Street. Work in partnership with TfL to transform the A2/New Cross Road, including improvements to the pedestrian and cycling environment, without detriment to bus journey times, and rebalance the dominance of vehicles. Improvements to public realm in the Ringway Corridor to provide better active travel and public transport links through reallocation of road space between Southend Lane and Whitefoot Lane.	Long term	The A21 Outcome Definition Study carried out in conjunction with TfL is complete. Any further work has been paused due to financial pressures at TfL as a result of COVID. A21 development study being progressed by the Council and a temporary scheme put in place. A2 work also paused due to TfL financial pressures. No further work progressed on other components due to suspension of LIP funding. Design work on Deptford Church Street being progressed to support implementation of a segregated cycle route on Deptford Church Street when the Thames Tideway project has completed.
3.2.7	Reflect the Council's transport and public realm aspirations in the emerging masterplan for Catford, including the realignment of the South Circular (A205), and better pedestrian and cycling routes and facilities.	Short term	In September 2020 details of the Catford Town Centre Framework were published including ambitions for wider public realm and transport including increasing the accessibility of the town centre and promoting walking and cycling.
3.2.8	Deliver a programme of measures to reduce road danger including traffic calming measures to support compliance with the 20 mph speed limit across the borough and other measures to reduce the dominance, speed and number of the most dangerous vehicles on the borough's roads.	Short term	A number of schemes have been delivered, however further work paused at the start of lockdown due to the need to focus resources on the LSP programme.
3.2.9	Extend the programme to promote healthier lifestyles and active travel options in the borough, including cycle training for adults and children, cycle loan scheme, travel planning for schools, activities with communities to encourage walking and cycling and address real or perceived barriers to the take-up of active travel in the borough.	Short term	Cycle training and bike loan scheme scaled back during COVID, with the focus being on key workers initially, but gradually expanded back out as funding became available. Scope exists to increase this back to pre COVID levels for remainder of year, subject to further discussions on LIP.
3.2.10	Explore opportunities and seek funding to improve cycling provision on other distributor routes (approx. £500k-1m per corridor depending on length and types of measures required)	Medium term	This is a medium term action in the Local Implementation Plan and has not been a focus of work in the service in 2020.
3.3.1	Progress aspirations in the Council's Vision for Rail including: Providing sufficient capacity between the borough and east London employment areas; Increase rail access to and from Lewisham's growth areas; Improve rail connectivity and services, especially east-west links in the south of the borough; Enhance the quality of stations and provide step-free access at all stations in the borough; Improve the connectivity between stations and their local area.	Long term	This is a medium term action in the Local Implementation Plan and has not been a focus of work in the service in 2020.
3.3.2	Work with partners locally, regionally and nationally to secure the investment needed to implement the Bakerloo Line Extension into Lewisham. Achieving this will be of huge strategic importance to achieving decarbonised transport in the borough.	Long term	A consultation by TfL in the autumn received over 8,000 responses with 89% supporting the plan to extend the tube line from Elephant & Castle to Lewisham. TfL have reiterated that it and the Mayor of London remain committed to delivering the Bakerloo line extension but the Bakerloo project remains dependent on putting together a viable funding package. In December 2020 the Government announced plans to issue safeguarding directions for the Bakerloo line extension, preventing premature development on sites required to deliver the project.

3.3.3	Work with partners to secure the other infrastructure investment fundamental to achieving the outcomes of the Mayor's Transport Strategy and the Council's ambition to be carbon neutral by 2030 as set out in the 'Council's Rail Vision' including Lewisham Station & Strategic Interchange, Brockley Interchange, New Bermondsey Station, and the creation of step free and accessible public transport across the network.	Long term	COVID19 has significantly affected the funding at a London level for local transport work. This action can realistically only be progressed as and when the next Mayoral Transport Strategy and associated Local Implementation Plan comes forward. The timescales for this are uncertain, with further uncertainty due to TfL funding pressures as a result of COVID.
3.3.4	Work with TfL to secure improvements to the reach and frequency of the bus network alongside improvements to bus journey times.	Long term	Not currently feasible to progress given TfL financial pressures and officer resources being focused on delivery of LSP programme.
3.4.1	Work with partners to achieve an ambition of at least one electric vehicle charging point within a 500m walk of every resident, to support the extension of the ULEZ by 2021.	Short term	The EV programme has continued through 20/21 with a number of charging points installed.
3.4.2	Work with TfL to bring more low emission buses into Lewisham, enabling the target for all new single deck buses to be zero emission	2020/21	Not currently feasible to progress given TfL financial pressures and officer resources being focused on delivery of LSP programme.
3.4.3	Implement the Council's 2020 Parking Policy Update, including an emissions-based charging scheme for residents, business and staff permit holders, and an increase in the Pay and Display tariff.	Short term	Completed.
3.4.4	Review the Council's Controlled Parking Zone (CPZ) policy to support alignment of strategic decisions on parking with delivery of the Healthier Neighbourhoods Programme.	Short term	The parking policy review completed and CPZ consultation questionnaires reframed to align with Healthier Neighbourhood objectives and to invite residents to express their interest in having cycle hangars and/or EV points on their street as part of the CPZ implementation. On the 9 December 2020 Mayor and Cabinet agreed proposals to extend CPZs borough wide as part of a package of savings.
3.4.5	Develop more radical approaches to workplace parking levies supported by travel planning, with LBL leading by example as well as retail/leisure centre parking levy. Review potential for all money raised to be reinvested into transport improvements.	Short term	Lewisham is participating in a feasibility study with a number of other London boroughs to investigate if a workplace parking levy is likely to be a viable option within the borough.
3.4.6	Support a modal shift away from individual car ownership through the creation of a new floating car club permit for operators which seeks to expand provision and availability of car club vehicles across the borough.	Short term	Programme paused due to COVID
3.4.7	Commence implementation of powers to enforce against idling vehicles. This will be supported by ongoing campaign work on this issue, including working closely with schools, which will be a priority area for enforcement.	2020/21	Work outside schools limited by the impact of the pandemic but a new idling enforcement number was launched by the Council in 2021.
4.1.1	Use an evidenced-based approach to increasing tree stocks, tree canopy and linear metres of hedgerow. Explore 'self-funding' models proposed by local community organisations. We will work with local community organisations to develop the concept of a new Lewisham Climate Emergency Tree initiative. We will carry out a scoping exercise in partnership with the Healthy Neighbourhoods programme to identify new potential locations for trees and to identify the right kind of tree for the right location seeking to increase street tree canopy cover in areas with a deficiency of street trees. We will advise developers on the right kind of trees for new developments to maximise the ecological and adaptive benefits.	2020/21	Street Trees for Living partnership with Lewisham Council won the Community Tree Awards at the prestigious London Tree and Woodland Awards 2020. The award recognised the work making Lewisham greener and raising awareness of the positive impacts of trees. Since 2012 the project has raised over £200,000, enough to plant a 1000 trees in Lewisham. A forecast of 112 school street trees are being planted around Lewisham schools this winter thanks to fundraising through the schools and with local businesses. Prior to COVID-19 an initial meeting was held with the Woodland Trust to seek their guidance in drafting a Climate Emergency Tree Strategy. This work was paused as a result of the pandemic, and we will seek to resume as soon as possible.
4.1.2	Review Lewisham's Flood Risk Management Strategy to promote sustainable drainage solutions including new flood storage areas in green spaces, flood risk mitigation interventions at areas at high risk and development of tree pits and other storage solutions for surface water flooding.	2020/21	Capacity issues arising from COVID delayed this work. The review of Lewisham's Flood Risk Management Strategy is now underway and due to complete in summer 21.
4.1.3	Develop highways-based Sustainable Urban Drainage solutions to reduce the risk of surface water flooding reduce pressures on highways drainage.	Short term	This action will be taken forward as part of the development of the updated Flood Risk Management Strategy above in action 4.1.2
4.1.4	Refuse requests for installation of crossovers on the footway to accommodate parking on new front driveways unless there is evidence that planning consent is obtained and the driveway is permeable and/or drainage discharges to a soft landscaped area.	2020/21	Requests for crossovers will be refused where there is evidence that they add risk to surface water flooding. In practice however this is difficult to enforce.
4.1.5	Where appropriate and safe to do so, reduce the amount of waste transported to recycling centres by managing waste in the park it was generated in e.g. use dead leaves as mulch on shrub beds.	2020/21	The Council's new Parks and Open Spaces Strategy will report in an annual review monitoring report on recycled mulches as part of monitoring sustainable planting across the Council's parks.
4.1.6	Work with local user groups to support the implementation of projects designed to benefit locally appropriate biodiversity and engagement.	2020/21	A range of proposals in the Council's new Parks and Open Spaces Strategy will promote locally appropriate biodiversity and the ongoing work with user groups. At Cobbs Corner roundabout a maritime planting scheme has been introduced designed to be climatically robust.
4.1.7	Develop an integrated approach to green infrastructure across the public realm across our work on parks, highways, regeneration, housing and through our planning function.	Short term	The Council's new Parks and Open Spaces Strategy agreed was agreed by Mayor and Cabinet in June 2020.
4.1.8	Review and develop the Council's response to prolonged period of high temperatures to inform and support the Council's emergency response process. This will include 'cool' refuges in public buildings, identifying at risk groups and implications for relevant service teams.	2020/21	Lewisham Council contributed to a London-wide mapping exercise to identify suitable locations for public refuge during prolonged hot weather.
4.1.9	Adopt a new Local Plan that will seek to ensure that all development proposals identify and retain existing habitats and features of biodiversity value. Use the new Local Plan to drive positive gains for biodiversity, particularly in areas that are deficient in public access to nature conservation.	2020/21	The plan was approved at Council in November 2020 and public consultation (the Regulation 18 stage) is underway.
4.2.1	Introduce the Clean Air Neighbourhoods where communities can cooperate in measures that will reduce carbon with the aim of being an approved 'Clean Air Neighbourhood', allowing them to influence future development and businesses into their area.	Short term	The concept of Clean Air Neighbourhoods is aligned with Healthier Neighbourhoods to reflect a holistic approach to traffic management and promotion of walking and cycling as well as other local environmental benefits. Further delivery is dependent on the Mayor of London's Transport Strategy and further funding decisions on Lewisham's Local Implementation Plan.
4.2.2	Develop joint public engagement on air quality and climate change to raise awareness and create additional impetus for action.	2020/21	Communication and engagement work has been significantly effected by COVID19 but the intention remains to join up this activity in raising awareness of the need for action on local air quality and climate change.
4.2.3	Consider future alternative permitting arrangements for ice cream vans for example only permitting electric ice cream vans from trading on Lewisham land but also investigate more radical solutions such as avoiding vehicles altogether creating opportunities for local mobile vendors using carts instead of a vehicle.	2020/21	All ice cream vans are required to comply with anti idling restrictions.
4.3.1	Investigate the possibility of opening a re-use shop within the borough. A full project plan will be created with an aim to divert waste from incineration or recycling and encourage the reuse of items as directed by the waste hierarchy.	Short term	Discussions were held with Greenwich Council but paused due to COVID 19 impact.
4.3.2	Identify and develop proposals to make Lewisham's Reduction and Recycling Strategy a fully carbon neutral strategy on waste.	Short term	In December 2020 Mayor and Cabinet agreed proposals for a new Waste Strategy aimed at reduction, reuse and recycling. Further work is needed to understand and cost the implications as well as the opportunities of a carbon neutral waste strategy.
5.1.1	Implement an integrated communications plan, reviewed and updated on a rolling basis. The Lewisham Climate Emergency Working Group and staff forum will support this work by identifying gaps and opportunities for developing further initiatives.	2020/21	Communications and engagement work was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.1.2	Identify and implement opportunities to engage, inspire and learn from groups reflecting the diversity of our borough in terms of age, ethnicity and socio-economic background.	2020/21	Communications and engagement work was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.1.3	Publish a practical guide to action on carbon reduction for residents.	2020/21	The Government's Simple Energy Advice website https://www.simpleenergyadvice.org.uk/ provides some generic information including updates on the latest Government funding from the Green Homes Grant. Communications and engagement work on the Climate Emergency was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.1.4	Develop the proposals within Lewisham's Borough of Culture programme to create new innovative ways to engage with residents on climate change through culture and collective action. Our plan is that 2021 becomes a year of concerted action on carbon reduction across Lewisham.	Short term	Lewisham Borough of Culture has now been deferred to 2022 as a result of the pandemic. The climate emergency will continue to be one of the key strands of the programme and the additional preparation time will provide the opportunity to build a greater awareness and consensus within the borough, whilst we also explore partnerships with national and international artists and organisations.

5.1.5	Work with Lewisham's Young Mayor to support and grow existing action by young people in the borough on climate change. Work to ensure the views of young people are integrated within the Council's approach to action on climate change.	2020/21	Communications and engagement work was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.1.6	Undertake a survey to inform the Council's understanding of residents' attitudes to climate change, priorities for action and further develop the Council's lobbying of Government and others.	2020/21	Timing delayed due to delays to recruitment of officer arising from COVID.
5.2.1	Complete grant agreements under the Lewisham Community Energy Fund and publicise delivery showcasing good practice and finding opportunities to share learning.	2020/21	Grant agreements completed. Delivered projects include a holistic assessment of how to make St Winnifred's School carbon neutral, LED lighting, solar and other projects on community buildings and schools. Some funded works have been delayed by the impact of COVID19 but we are working to complete expenditure by the end of the financial year.
5.2.2	Work with community partners to develop further funding opportunities to support local community energy projects.	Short term	Details of the Mayor of London's Community Energy Fund R4 were circulated to local groups. However significant progress on this action have been affected by COVID.
5.3.1	Establish a Lewisham Climate Commitment supported by local partner organisations to agree a common purpose, promote joint working and improve transparency on carbon emissions across key organisations in the borough.	2020/21	A Lewisham Climate Summit with a wide range of local and regional stakeholders planned for the 18 March was cancelled due to the pandemic. Communications and engagement work was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.3.2	Work with London Councils, the GLA and other London boroughs to develop and present a coherent case for change at national level to deliver the investment, legislation, fiscal incentives and leadership needed to respond to the climate crisis.	2020/21	The London Council's London Environment Directors Network is coordinating cross borough working and Lewisham has participated in a number of thematic groups identifying pan London good practice and solutions to delivering on Climate Emergency ambitions.
5.3.3	Work with local education and skills providers and with local businesses to develop the supply chain for building retrofit and carbon reduction technologies. Support local people to gaining the accredited skills needed to gain employment and ensure Lewisham's economy benefits from growth in the carbon reduction sector. Integrate energy, carbon and climate activity into Lewisham's Inclusion and Growth Strategy.	Short term	The impact of COVID19 has restricted the scope of this work. Officers participated in a (online) breakfast meeting with the South East Chamber of Commerce and the intention is to integrate this strand into the Council's COVID recovery plan.
5.3.4	Work in partnership with neighbouring boroughs on flooding, and green linkages to address sub regional environmental issues.	Short term	This work will be taken forward as part of the update of Lewisham's Flood Risk Strategy (4.1.2) but in 2020 officers have works with counterparts in the Environment Agency, Thames Water, Bromley, Lambeth and Southwark.
5.3.5	Create a public sector network in the borough to share good practice and support on carbon reduction.	2020/21	A Lewisham Climate Summit with a wide range of local and regional stakeholders planned for the 18 March was cancelled due to the pandemic. Communications and engagement work was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.3.6	Publish a practical guide to action on carbon reduction for local businesses.	2020/21	The Government's Simple Energy Advice website https://www.simpleenergyadvice.org.uk/ provides some generic information including updates on the latest Government funding from the Green Homes Grant. Communications and engagement work on the Climate Emergency was paused due to the impact of the pandemic, but remains a significant part of the strategy for achieving the ambition to be carbon neutral by 2030.
5.4.1	Create a lessons-learned log from day one of delivering the Action Plan to capture new ideas, contacts, improvements and changes that are needed to try and keep Lewisham engaged and active at the forefront of action on the Climate Emergency.	2020/21	This has been done. Although the impact of the pandemic on delivery of the Action Plan could not be foreseen.
5.4.2	Commit to an annual public review of our Climate Emergency work to be held on or near the anniversary of the original declaration of a Climate Emergency (27 February 2019)	2020/21	Updates on the Climate Emergency Action Plan at the Sustainable Development Select Committee and at Mayor and Cabinet will be held in public, but due to capacity issues in communications and elsewhere as a result of the impact of the pandemic it is proposed to review the current set of actions in 2021 and then use a reshaping of the Action Plan as the basis for a public discussion on priorities.
5.5.1	Lewisham's Mayor to write to London Councils and the GLA to set out the Council's full set of lobbying points and seek wider support.	2020/21	This was not possible following launch of action plan, however the Lewisham Climate Emergency Action Plan lobbying points were provided to London Councils and have informed a set of London lobbying points they have developed. This work will continue as part of wider engagement activity and partnerships with London Councils and others in 2021.
5.5.2	Officers to support a pan-London approach to lobbying through London Councils, the Association of Local Energy Officers in London and through other fora.	2020/21	The London Council's London Environment Directors Network is coordinating cross borough working and Lewisham has participated in a number of thematic groups identifying pan London good practice and solutions to delivering on Climate Emergency ambitions.
5.5.3	Seek to agree a joint statement with local MPs, Climate Action Lewisham, Extinction Rebellion and other local lobbying environmental groups to the UK Prime Minister setting out our call for action and seeking to influence 26th UN Climate Change Conference of the Parties (COP26).	2020/21	COP26 was delayed as a result of COVID19 and is now taking place in 2021. Lewisham Council will work with London Councils, the GLA and others to push the UK Government to accelerate the pace of change on cutting carbon and to empower and resource local authorities to deliver on the Climate Emergency.


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

Date of Meeting	10 March, 2021	
Title of Report	Main Grants Extension	
Originator of Report	Winston Castello, Community Engagement Manager/Sakthi Suriyaprakasam, Community Development Service Manager Sohagi Patel, Legal Services Chris Goddard, Financial Services	Ext. 47729/ 43310

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

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

Signed: 
 Cllr Jonathan Slater - Cabinet Member for Community Sector
 Date: 26/2/2021

Signed: 
 Tom Brown - Executive Director for Community Services
 Date: 26/2/2021

Control Record by Committee Support

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



Mayor and Cabinet

Main Grants Extension

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Contributors:

James Lee, Director of Communities, Partnerships and Leisure

Sohagi Patel, Commercial and Employment Lawyer on behalf of Director of Law, Governance and HR

Chris Goddard, Principal Accountant - Financial Services on behalf of Head of Finance

Recommendations

This report seeks approval from Mayor and Cabinet on a recommendation to extend a further year's Main Grants funding to eight organisations whose Main Grants funding was only initially agreed until 31 March 2021. The extension will enable them to operate for a further year to bring all organisations currently funded by the Main Grants programme into line in recognition of similarities in delivery and outcomes for all organisations notwithstanding the application process they pursued.

It is recommended that Mayor and Cabinet agree that a total of £155,815 be granted to the organisations in question to enable them to continue to deliver crucial Covid-19 -related and recovery services to Lewisham residents. This extension will also put them in a position to continue their core services and continue work towards achieving their original targets, previously disrupted by the Covid-19 crisis, until the start of the new Main Grants programme in April 2022.

Timeline of engagement and decision-making

Main Grants funding allocations agreed by Mayor and Cabinet via initial decision paper – 24/04/19

<https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=139&MId=5440&Ver=4>

1. Summary

- 1.1. Main Grants core and project funding was originally granted in April 2019 and delivery began in August 2019, running until 31 March 2022 for core funded organisations and 31 March 2021 for those funded as projects.
- 1.2. All organisations, whether awarded core or project funding, were required to demonstrate by the end of their defined funding period that their grant funded activities had developed to a degree which would allow them to become more sustainable by attracting future funding from alternative sources. The aim was to reduce future reliance on direct Council grant funding.
- 1.3. Core funded community activities were awarded funding to the end of March 2022 and projects to the end of March 2021.
- 1.4. Both core and project-based Main Grants funded services have continued to provide valuable services to Lewisham residents over the last 18 months. At the same time, they have demonstrated considerable agility in gearing activity to address the unforeseen circumstances introduced by the emergence of the Covid-19 pandemic.
- 1.5. As the funding period has progressed, it has become clear that the differences between core and project-based services are less great than originally anticipated and much of the difference relates to the administration of the application process rather than actual delivery on the ground. In the main, this has been because project work, which was originally envisaged as being lighter-touch and more related to “proof of concept” has become more embedded than expected. For example, partnership working, which was a central requirement of core service applications, has become central to the delivery of projects as well as core services. This is in part due to the requirements placed on organisations by covid and partly by organic changes in delivery.
- 1.6. However, inevitably, the pandemic resulted in some changes and delays to original plans for delivery. This means that project-based services are approaching the end of their funding period without having had the opportunity to consolidate the findings of their activities to maximise their potential for attracting alternative funding. All Main Grants organisations have been impacted by the Covid-19 crisis and have been required to a greater or lesser extent to repurpose their services to meet the current needs of service users. They have all made

significant changes to their delivery to incorporate emergency Covid-19 requirements but have continued in most cases to provide services to their core users throughout the pandemic period.

2. Recommendations

- 2.1. It is recommended that Mayor and Cabinet agree that a sum of £155,815 be granted to eight organisations to extend their delivery period under the current Main Grants programme to 31 March 2022. This will allow all organisations that have been granted funding under the Main Grants programme to continue delivery of crucial Covid-19 recovery-related services to Lewisham residents. This extension will also ensure that all organisations are enabled to continue delivery of essential community activities and work towards sustainability in light of previous disruptions resulting from the Covid-19 crisis, until the start of the new Main Grants programme in April 2022.

3. Policy Context

- 3.1. The eight organisations in question and the Main Grant Programme 2019 to 2022 as a whole contribute to one or more of the corporate priorities set out in Lewisham's Corporate Strategy 2018-2022. This sets out the borough's ambitions through seven corporate priorities which are:
 - Open Lewisham - Lewisham is a welcoming place of safety for all where we celebrate the diversity that strengthens us.
 - Tackling the housing crisis - Everyone has a decent home that is secure and affordable.
 - Giving children and young people the best start in life - Every child has access to an outstanding and inspiring education and is given the support they need to keep them safe, well and able to achieve their full potential.
 - Building an inclusive local economy - Everyone can access high quality job opportunities, with decent pay and security in our thriving and inclusive local economy.
 - Delivering & defending: Health, Social Care and Support - Ensuring everyone receives the health, mental health, social care and support services they need.
 - Making Lewisham greener - Everyone enjoys our green spaces and benefits from a healthy environment as we work to protect and improve our local environment.
 - Building safer communities - Every resident feels safe and secure living here as we work together towards a borough free from the fear of crime.
- 3.2. Lewisham has a strong history of working with the voluntary and community sector and empowering residents and communities. Lewisham is fortunate to have a strong and thriving sector which ranges from very small organisations with no paid staff through to local branches of national charities. The sector includes charities, not for profit companies limited by guarantee, faith organisations, civic amenity societies as well as social enterprises. There are estimated to be around 800 community and voluntary sector organisations in the borough.
- 3.3. What all these organisations have in common is their ability to bring significant additional value to the work that they do through voluntary support and raising funds from sources not available to other sectors such as charitable trusts. In addition they often provide services that the Council cannot easily provide; create

links between communities and people; and give people a voice.

- 3.4. As well as being directly involved in delivering services to citizens in the borough, third sector organisations also provide the essential infrastructure to allow the sector as a whole to develop and support individual citizens to be able to play an active role within their local communities.
- 3.5. Although the third sector's role within the commissioning of local public services continues to grow the Council recognises that there continues to be a need for grant aid investment for the following reasons:
 - A recognition of the importance of maintaining an independent sector that can act as a critical friend to challenge public sector policy and delivery.
 - A recognition that the third sector is often better placed to understand local communities and develop innovative assets based programmes that avoid the need for expensive, and sometimes unwelcome, statutory interventions at a later date.
 - A recognition that some people may feel more able to access voluntary sector groups due to suspicion, or negative experiences, of statutory services.
 - A recognition of the key role that the sector plays in building civic participation, providing a voice for seldom heard residents and providing community intelligence.
 - A recognition of the great diversity of the sector and the need to engage with small and emerging groups as well as large established organisations.
 - A recognition of the sector's potential to take risks and innovate which does not sit easily within commissioning frameworks.
 - A recognition that third sector organisations have been key delivery partners within Lewisham, including for a wide range of targeted short term initiatives. Grant aid provides a level of security for organisations ensuring that there is a strong sector able to address local need, attract significant additional resources and be ready to work in partnership with us.

4. Background

- 4.1 Under the Main Grants programme, both core-funded and project-based services are now demonstrating their strengths in terms of reaching and supporting Lewisham residents and demonstrating their ability to attract sustainable future funding.
- 4.2 For example, the Millwall Community Trust was originally funded to deliver a primarily football-focused social inclusion project. As a result of the Covid-19 crisis, it has extended its reach to a far wider community, working with partners to deliver food, promote healthy living, provide volunteers and build an online community. This activity exemplifies the potential for attracting wider funding for all organisations with shorter term funding, affected by both the disruption and opportunities created by the Covid-19 crisis.
- 4.3 Organisations funded under the Core strand of the Main Grants programme, on the other hand, have been eligible for a longer funding period from the outset. Although no less affected by the pandemic and having made similar adjustments to activity to reflect the disruption of Covid-19, they have been in a better position to plan for developing sustainability solutions over a longer planning horizon, placing them in a position of more certainty.

- 4.4 Given the achievements of project-based services such as the Millwall Community Trust in the last 18 months, partly because of and partly despite the impact of the Covid-19 pandemic, it is in Council interests to recognise these achievements and fund the activity required to demonstrate them properly in order to build a sustainable future for these activities in continuing to improve the lives of Lewisham's residents as we hopefully emerge into the post-Covid-19 crisis period.

5. Organisational information

- 5.1. The organisations that are being proposed for a 12 month extension of funding offer a wide range of activities. This section provides a summary of the analysis that has been undertaken of their work from August 2019 when they were awarded their grants up to the start of the Covid-19 pandemic; during the pandemic when they largely re-purposed their work and their proposed activities in the coming year which continues to have a focus on Covid-19 recovery but also includes focus on achieving their original targets.
- 5.2. **Millwall Community Trust**
- 5.3. Millwall Community Trust delivers a variety of free projects and activities, annually supporting over 1100 youths aged 7-19, school children and adults. Aiming to reduce youth violence, knife crime and anti-social behaviour, social isolation and increase health and well-being and enhance employment opportunities.
- Accredited Training: football coaching, safe-guarding and first Aid
 - 5 Primary and secondary school football tournament
 - Over 35's football sessions
 - Match funding from the premier league charitable trust
- 5.4. During the pandemic, activities and delivery have been repurposed. Health and wellbeing of clients has been at the heart of delivery which has been both proactive and reactive in line with changing needs. Activities delivered online, face to face and remotely include:
- Football and sports activities online for young people and parents
 - Weekly check-in with clients
 - Online healthy meals recipes
 - Podcasts to share stories of participants
 - Onsite delivery of essential educational and physical activities for children of keyworkers
 - Distribution of 300 food packages for children and families of Conisburgh College
 - Grocery delivery and social distance catch-ups
 - Online/e-learning courses including finance and trading
 - Volunteers supported Voluntary Services Lewisham's befriending project
- The value of Millwall's Community Trust's annual grant is £25,000.
- 5.5. **Lewisham Refugee Welcome**
- 5.6. Lewisham Refugee Welcome provides support and assistance to refugees and their families including befriending, ESOL provision and volunteering

Is this report easy to understand?

Please give us feedback so we can improve.

Page 50

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

opportunities to enable people to settle into their new home and community.

- 5.7. They have extensive links and support arrangements for service users both locally and with the Refugee Council.
- 5.8. During the pandemic, service were repurposed quickly and positively. Adapting services and delivery in response to service user feedback and using funding raised to ensure that families were not isolated during lockdowns. Support included:
- Arranging Wi-Fi access to enable access to essentials like online education, foodbank parcels and education packs
 - Regular online catch-ups to ensure individuals and families were not isolated
 - Building cross-borough partnerships to support their clients with Lewisham foodbank, schools partnership and to enable clients to volunteer and work in the community

The value of Lewisham Refugee Welcome's annual grant is £20,000.

5.9. **London Sports Ltd**

- 5.10. The aim of London Sports is to increase mass participation in boxing, as a recreational tool or in competition for those who wish to engage. All activities are used to increase the health and well-being of Lewisham residents.
- 5.11. The organisation was funded to enable a Boxing Development Officer to identify facilities to increase the boxing offer across the borough, with the aim of improving the health and well-being of all communities but with a specific focus on BAME communities.
- 5.12. There are a variety of boxing activities and sessions for recreation, fitness, training and competition to increase health and wellbeing of participants, including:
- Provision of hub boxing sites in the community
 - Female only boxing sessions
 - Development of older adults boxing provision
 - Accreditation and qualification for coaching and boxing leaders
 - Development of 2 newly affiliated amateur boxing clubs
- 5.13. Following receipt of their Main Grant funding, the organisation had started to leverage in funding from other sources, including £20,000 from the Fulcrum Group to deliver "Jab, Don't Stab" workshops in schools and were in advanced discussions with Bellingham Leisure Centre to establish a community hub. The organisation had also delivered two boxing shows, generating revenue of £3,200, and were preparing for a third.
- 5.14. Face-to-face activity was necessarily put on hold during lockdown, although the organisation did deliver online mental health and anti-racism workshops to boxing coaches. Despite the necessary limits on boxing activity, the "Jab, Don't Stab" funding and establishment of community partnerships during lockdown place the organisation in an excellent position to work towards its Main Grant outcomes with renewed vigour if its grant is extended. Without the grant extension, the organisation will be unable to deliver a proposed boxing programme in the south of the borough for which they have already raised £3,000.

The value of London Sports Ltd's annual grant is £15,000.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 51

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

5.15. **London Thunder Basketball**

5.16. London Thunder Basketball offer a range of basketball activities to improve fitness, health and well-being with over 1000 participants each year. Activities include:

- After school physical and study
- Community basketball
- Wheel chair basketball
- Women's only fitness
- Coaching and referee accreditation
- Sessions for children and young people with additional needs
- Volunteering and work experience opportunities

5.17. During the pandemic the organisation repurposed activities online and remotely. Providing a range of methods to continue activities and to stay in contact with both individuals and groups. Demand has increased to join activities during and after the lockdowns. Activities include:

- Online training camps
- Online podcasts
- Various basketball training videos – Homework Hoops, Basketball training, skills and tips, downloadable record and instruction sheets
- Face to face activities during half-term where possible

The London Thunderball Basketball's annual grant is £25,000.

5.18. **The Front Room, St Lukes, Downham**

5.19. The Front Room Club is a cafe style drop in for those who are experiencing or at risk of social isolation and provides a safe, welcoming and supportive place to grow. The club is a place to meet people, access support and advice, develop social and practical skills, and talk about mental health challenges. The objectives are to:

- reduce isolation and the negative impact it causes to people's mental and physical health
- provide accessible advice and support services for the isolated
- encourage people to take an active role in society.

5.20. Whilst the café is closed during the pandemic, the service has been repurposed to provide support as the team had been available to provide a food/activity parcel or for practical assistance. The Front Room has good links with Lewisham Local and the Lewisham Foodbank to access food and additional services.

The value of Front Room's annual grant is £12,715.

5.21. **THYSF - Platform Cricket in Lewisham**

5.22. Platform Cricket provides children with the opportunity to participate, learn new skills and compete whilst improving their health and physical well-being. The aim is for children to become part of a team and interact with children from local schools within their area. Sixteen hubs have been set up at local schools and activities include:

- In school cricket clubs
 - Inter-school competitions
 - Competition cricket hubs across a 2-3 wards
 - Pop-ups at local events
- 5.23. During the pandemic some community programmes have been delivered with additional activities held during October half-term at 9 out of 16 hubs. Easter and summer holiday programmes are currently being arranged to roll out in accordance with Covid guidelines if feasible. It is envisaged that demand for programmes will be high following a sustained period of inactivity for most children. Community provision has exceeded targets during the pandemic as it has had a flexible approach to delivery.

The value of THYSF's annual grant is £25,000

5.24. **Wheels for Wellbeing**

- 5.25. Wheels for Wellbeing provide inclusive cycling activities including a drop-in cycling sessions for disabled people and their families, carers or friends, from three bases in south London. Qualified instructors and volunteers help participants try out cycles to find a good fit for the rider and ongoing support is provided.

- 5.26. During the pandemic services were quickly repurposed, providing vital support and assistance in partnership with local community organisations to ensure that basic needs were met:

- Weekly contact with carers supporting relatives with dementia
- Providing delivery service to support the Irish Community Centre and Catford Fridge hot meals service to elderly and isolated residents
- Collection and delivery of medication to shielding residents
- Socially distanced befriending service to carers
- Cycles for use by the Lewisham Community Response

The value of Wheels for Wellbeing's annual grant is £29,350.

5.27. **The Grove Centre**

- 5.28. The Grove Centre, Sydenham provides a Coffee Bar and Lunch provision Monday to Friday for elderly members of the local community. The organisation host a diverse range of activities to meet local need and is home to a children's nursery.

- 5.29. The luncheon service was immediately repurposed at the start of the pandemic with 20 meals each day being delivered. This was increased as the lockdown continued to 25 meals. The Centre established links with the Co-op to make use of 'Best before' stock – allowing all recipients to receive additional food bags with deliveries. Ongoing surveys of users ensure that the service continue to address the needs and requirement of recipients.

The value of the Grove Centre's annual grant is £3,750.

6. Financial implications

- 6.1. This report seeks approval to extend funding to the voluntary and community sector organisations as set out in paragraph 5. The total proposed funding of £155,815 will be cover the period 1st April 21 to 31st March 22. The proposed grants can be contained within the 21/22 base budget allocated to the Main

Grants Programme in the 2021-22 financial year.

7. Legal implications

- 7.1. Under S1 of the Localism Act 2011 the Council has a general power of competence to do anything which an individual may do unless it is expressly prohibited.
- 7.2. The giving of grants to voluntary organisations is a discretionary power which must be exercised reasonably, taking into account all relevant considerations and ignoring irrelevant considerations.
- 7.3. The report sets out the reasons for offering a further 12 months grants to the eight organisations.
- 7.4. Decisions on making a grant or giving assistance to a voluntary organisation require the approval of Mayor and Cabinet where the level of a grant is over £10,000 (Mayoral Scheme of Delegation section Q). Those decisions will be key decisions (Constitution Article 16(c)(xiii)).
- 7.5. The Equality Act 2010 (the Act) contains a public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

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

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

7.6 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

7.7 The Equality and Human Rights Commission has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled 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:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-actcodes-ofpractice- and-technical-guidance/>

Is this report easy to understand?

Please give us feedback so we can improve.

Page 54

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

7.8 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
- Equality objectives and the equality duty
- Equality information and the equality duty

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

<http://www.equalityhumanrights.com/advice-and-guidance/public-sectorequalityduty/guidance-on-the-equality-duty/>.

8. Equalities implications

8.1. There are no specific equalities implications arising from these recommendations. However, a full equalities assessment was undertaken at the time the grants were let, in April 2019. Please see Appendix 1.

9. Climate change and environmental implications

9.1. There are no specific climate change or environmental implications.

10. Crime and disorder implications

10.1. There are no specific crime and disorder implications.

11. Health and wellbeing implications

11.1. The projects address the Communities that Care and Wider Access to Sports and Arts themes and all make a contribution towards health and wellbeing.

12. Background papers

12.1. Appendix 1 – Main Grants Programme

<https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=139&MIId=5440&Ver=4>

13. Glossary

Term	Definition
Main Grants programme	A funding programme operated by Lewisham Council, providing support to a range of voluntary and community organisations working with vulnerable residents and contributing to the borough's key priorities

Term	Definition
Voluntary and Community Sector	Independent not-for-profit organisations, often registered with the Charity Commission, working towards social objectives

14. Report author and contact

14.1. Sakthi Suriyaprakasam, Community Development Service Manager

Sakthi.suriyaprakasam@lewisham.gov.uk

020 8314 3310

Is this report easy to understand?

Please give us feedback so we can improve. **Page 56**

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

MAYOR AND CABINET			
Report Title	Main Grants Programme 2019-22		
Key Decision	Yes	Item No.	
Ward	All		
Contributors	Executive Director for Community Services, Executive Director for Resources and Regeneration, Head of Law		
Class	Part 1	Date:	24 April 2019

1. Purpose and summary of the report

- 1.1 This report seeks agreement for the allocation of the Main Grant programme 2019 – 22. The report details the recommended grant allocations that Mayor and Cabinet are asked to agree following the initial assessment of all applications and the appeals process for organisations unhappy with officer recommendations.
- 1.2 Lewisham’s main grant programme was last fully let in 2015 following a full public consultation on the revised framework which was agreed by Mayor and Cabinet (Contracts) on 12 November 2014.
- 1.3 These grants are due to expire at the end of July 2019 and this paper details the process that has been undertaken to re-let the programme through to March 2022.
- 1.4 The paper sets out the process that has been undertaken to re-let the programme and makes recommendations for the allocation of the budget for the new programme.
- 1.5 The recommendations contained within this report take account of an annual budget cut of £600,000 to the programme.

2. Recommendations

- 2.1 It is recommended that Mayor and Cabinet agree:
 - the proposals to fund voluntary and community sector groups, as set out in Appendix 1, for the period 1 August 2019 – 31 March 2022 unless otherwise stated
 - that organisations recommended for funding in excess of £100,000 be subject to more rigorous monitoring and scrutiny requirements, with note of critical indicators, including a review of their current governance arrangements

3. Policy Context

- 3.1 Lewisham’s Corporate Strategy 2018-2022, sets out the borough’s ambitions through seven corporate priorities are:
 - Open Lewisham - Lewisham is a welcoming place of safety for all where we celebrate the diversity that strengthens us.
 - Tackling the housing crisis - Everyone has a decent home that is secure and affordable.

- Giving children and young people the best start in life - Every child has access to an outstanding and inspiring education and is given the support they need to keep them safe, well and able to achieve their full potential.
 - Building an inclusive local economy - Everyone can access high quality job opportunities, with decent pay and security in our thriving and inclusive local economy.
 - Delivering & defending: Health, Social Care and Support - Ensuring everyone receives the health, mental health, social care and support services they need.
 - Making Lewisham greener - Everyone enjoys our green spaces and benefits from a healthy environment as we work to protect and improve our local environment.
 - Building safer communities - Every resident feels safe and secure living here as we work together towards a borough free from the fear of crime.
- 3.2 The strategy recognises the importance of the community and voluntary sector in all areas of public life. It recognises that the sector plays a significant part in Lewisham's ongoing success and states that 'it is only through strong and effective partnership working that we will deliver better outcomes for our citizens.
- 3.3 Lewisham has a strong history of working with the voluntary and community sector and empowering residents and communities. Lewisham is fortunate to have a strong and thriving sector which ranges from very small organisations with no paid staff through to local branches of national charities. The sector includes charities, not for profit companies limited by guarantee, faith organisations, civic amenity societies as well as social enterprises. There are estimated to be around 800 community and voluntary sector organisations in the borough.
- 3.4 What all these organisations have in common is their ability to bring significant additional value to the work that they do through voluntary support and raising funds from sources not available to other sectors such as charitable trusts. In addition they often provide services that the Council cannot easily provide; create links between communities and people; and give people a voice.
- 3.5 As well as being directly involved in delivering services to citizens in the borough, third sector organisations also provide the essential infrastructure to allow the sector as a whole to develop and support individual citizens to be able to play an active role within their local communities.
- 3.6 Lewisham was the first London Borough to develop a Compact with the third sector in 2001. The compact seeks to support a positive relationship between the sector and key statutory partners. It includes expectations around the management of grant aid as well as broader partnership working principles. The compact was further developed in 2010 with the addition of guidelines for commissioning with the third sector in recognition of the important contribution that the third sector should play in identifying needs as well as potentially delivering service solutions. The Compact has been followed throughout the letting of the programme.
- 3.7 Although the third sector's role within the commissioning of local public services continues to grow the council recognises that there continues to be a need for grant aid investment for the following reasons:
- A recognition of the importance of maintaining an independent sector that can act as a critical friend to challenge public sector policy and delivery.
 - A recognition that the third sector is often better placed to understand local communities and develop innovative assets based programmes that avoid the need for expensive, and sometimes unwelcome, statutory interventions at a later date.

- A recognition that some people may feel more able to access voluntary sector groups due to suspicion, or negative experiences, of statutory services.
- A recognition of the key role that the sector plays in building civic participation, providing a voice for seldom heard residents and providing community intelligence.
- A recognition of the great diversity of the sector and the need to engage with small and emerging groups as well as large established organisations.
- A recognition of the sector's potential to take risks and innovate which does not sit easily within commissioning frameworks.
- A recognition that third sector organisations have been key delivery partners within Lewisham, including for a wide range of targeted short term initiatives. Grant aid provides a level of security for organisations ensuring that there is a strong sector able to address local need, attract significant additional resources and be ready to work in partnership with us.

4. Background

- 4.1 Lewisham's Main Grant programme was last fully let in 2015 following a full public consultation on the revised framework which was agreed by Mayor and Cabinet (Contracts) on 12 November 2014.
- 4.2 The allocations for 2015-2018 were agreed by Mayor and Cabinet (Contracts) on 13 May 2015. Funding was provided over four themes:
- strong and cohesive communities
 - communities that care
 - access to advice services
 - widening access to arts and sports
- 4.3 Due to the overall financial position of the Council Mayor and Cabinet agreed to reduce the funding to the grants programme by £1m from 1 April 2017. This equated to around 25% of the overall main grants budget.
- 4.4 Following formal consultation and meetings with all funded groups, officers developed funding recommendations which were agreed by Mayor and Cabinet (Contracts) on 7 December 2016, following appeals. A total of 60 grants were recommended for funding, the majority with a flat cut of 15.3% (pro-rata the amount after some groups were defunding and extra funding from elsewhere secured). Four organisations were de-funded. This funding position represents the starting point for the current re-letting process.
- 4.5 In order to inform the criteria and priorities for the full re letting of the programme a three month public consultation was undertaken between 25 July and 25 October 2018 with two public meetings held on 17 September and 17 October.
- 4.6 The outcome of this consultation led to a number of revisions to the criteria for funding and a new application process (detailed below in section 5), along with the extension the current grants through to 31 July 2019 to allow for the application process to be completed and a full three months' notice given to all groups regarding the change of funding arrangements. The criteria, application process and grant extensions were agreed by Mayor and Cabinet on 21 November 2018.

5. Funding criteria and application process

- 5.1 The full application form and criteria agreed by Mayor and Cabinet on 21 November 2018 are attached as Appendix 2 with an overview provided in paragraphs 5.2 and 5.3 below.

5.2 There was strong support for retaining the 4 themes that had been the basis of the programme in 2015. These are:

Strong and Cohesive Communities – this theme seeks to develop and maintain strong communities and build a more inclusive and cohesive borough. With the reduction in statutory resources, residents and communities are being asked to do more for themselves. This theme seeks to ensure that there is an infrastructure across the borough that can encourage and capitalise on active citizenship, supporting grass roots activity. The theme also funds services that provide equalities support to ensure equal access to services.

Communities that Care – the overall intention of this theme is to fund a range of organisations that together provide support to vulnerable adults to assist them in accessing services, prevent their needs from escalating, reduce the burden on statutory services and provide links between statutory services, VCS and communities in relation to working together to support vulnerable adults. The activities funded through this theme form an important part of the borough's preventative strategy.

Access to Advice Services – the advice sector provides an essential service to some of the borough's most vulnerable residents. Advice organisations provide independent, high quality advice to individuals to ensure that they receive the benefits they are entitled to, are supported to manage debts, address financial exclusion and deal with housing issues. Statutory services work closely with the advice sector as addressing these issues are of mutual benefit.

Widening Access to Arts and Sports - this theme seeks to ensure that the rich and diverse contribution that the borough's Arts and Sports organisations make to the quality of life of residents is maintained. The Arts and Sports sectors are adept at attracting resources from external funding, earned income and volunteers. However, the sectors still require a level of core funding to enable them to continue to attract these resources that would otherwise be lost to the borough. The focus of our support is on increasing participation particularly by those who are less able to participate due to disability, economic disadvantage and age.

5.3 Beyond these the consultation provided significant support for the following to be incorporated into the application and assessment process:

- a split between 3 year grants that provide core funding and 2 year grants that fund direct project activity
- project funding be limited to £35,000 to target towards smaller groups (although smaller groups are also encouraged to consider core funding which has no overall limit)
- organisations and projects in areas with relatively little provision be given priority within the assessment process
- track record, efficiency and effectiveness to form a key part of the assessment criteria overall the assessment process
- core funding bids to be assessed and monitored at an organisational level with project funding assessed against specific activity
- demographic targeting supported with applications relating to addressing inequalities. Disability, age and race were highlighted as particular areas of concern in the consultation but the council should welcome applications across all protected characteristics
- networking and partnership building support across the sector included as a requirement for all groups applying for core funding

- specialist legal, financial and governance support be the focus of the infrastructure offer
- a bespoke approach to Advice services based on the work of the Advice Lewisham partnership with the clear expectation that this work continues to strive to improve access for all groups
- increased focus and weighting towards funding collaboration and the partner profile within the assessment process (these will be considered alongside assessments of track record of delivery, efficiency and effectiveness outlined above)
- areas of provision excluded from the criteria in 2015, as they were commissioned or delivered elsewhere, remain so with this be made explicit as part of the application process¹.

5.3 The application process was launched on 3rd December 2018 with a deadline for applications of midnight on Sunday 3rd February 2019.

5.4 The re-letting of the programme is taking place with an annual budget cut of £600,000.

6. Overall response rate and assessment process

6.1 As with previous application rounds there was huge interest in the Main Grants programme with requests for funding that significantly exceeded the available budget. 92 applications were received requesting annual funds of £5,869,223 against an available budget of £2,562,102 - a subscription rate of 229% i.e. for every £1 available £2.29 was requested.

6.2 In this context officers worked to ensure that funding recommendations were made for those submissions which most closely met the criteria as outlined above, were detailed and comprehensive in their responses and contributed to a strategic spread of services for Lewisham. However, it remains a fact that many projects are not recommended for funding or for much less than they applied for.

6.3 In assessing each application officers applied a 0-5 scoring criteria across a number of questions, with 0 representing an absent answer and 5 covering all expected areas with significant innovation and added value. Detailed assessment guidance that was issued to officers is attached as Appendix 3.

6.4 These scores were then moderated before being passed to a second round of assessment that considered the quality of applications in a range of different groups including service type, geographical spread and equalities implications.

6.5 All applicants were considered together to ensure that the overall programme provided the most appropriate coverage of needs across the borough given the quality and scope of applications and the available budget. Finally, groups were given the opportunity to appeal to Mayor and Cabinet against their draft allocation with the outcome of these appeals forming part of the final recommendations outlined in this report.

¹ The overall theme criteria were agreed by Mayor and Cabinet on 12 November 2014 with the subsequent grants being let at Mayor and Cabinet on 13 May 2015. It was agreed that employment and skills provision was to be provided through locally held Job Centre Plus budgets and related regional commissioning activity. The focus for youth activity within the main grants programme was confirmed as cultural provision as the Youth Service through both its direct and commissioned services provides for generic youth work.

- 6.6 Taken together this overall assessment process led officers to recommend 44 groups for funding, with two recommended for transition funding (see Section 12) with the remaining 46 not recommended. This is a significant reduction on the current programme which provides funding to 60 groups and is in response to the feedback from the consultation which supported funding fewer organisations to a higher level (just over 62% of respondents) over spreading funding across more organisations with each getting less (just over 36%).
- 6.7 The recommendations also reflect the consultation feedback that funding should be targeted at efficient, effective and well run organisations that are able to demonstrate the ability to attract other funding to the borough. Typical consultation responses included phrases such as "those funded should display excellence, accountability and best value for money" and "some organisations are wholly dependent on Lewisham funding and yet fail to prove efficacy and reach."
- 6.8 Overall this means that 10 currently funded groups are not recommended for funding with a further two receiving only transition funding. The remaining reduction in the number of groups recommended is accounted for by a consortium bid by the Advice Lewisham partnership under the Access to Advice theme and 2 of the currently funded groups not applying for funding due to a change in their priorities or the nature of their relationship with the council.
- 6.9 This reduction in the number of funded groups, and the on-going quality of the majority of the current grant recipients, meant that it was difficult for new groups without a strong track record in the borough to respond strongly enough to be recommended for funding. Notwithstanding this 4 groups who have not previously received a Main Grant are recommended for funding.
- 6.10 Despite this rigorous, robust and targeted assessment process the groups recommended for funded are, in the majority of cases, still receiving significantly less than they applied for. Officers were minded of the level of possible scaling that organisations identified within their applications and attempted to stick to these levels wherever possible but the overall budgetary constraints meant that this was not always possible.
- 6.11 In recognition that a bespoke response to individual applications was not always possible officers also sought to draw parallels between applications providing a similar type and scale of service and apply a flat rate of grant for transparency and equity. This type of flat rate was applied to the neighbourhood community development groups (£25,000), the borough-wide equalities co-ordination services (£35,000) and a number of the organisations involved in sports coordination and promotion (£25,000).
- 6.12 Overall the approach was designed to ensure a varied and equitable spread of services best able to meet the theme criteria set out as part of the application process. In order to ensure equity of access borough-wide services (Age UK, Advice Lewisham etc) tended to be given slight priority over local delivery and community development services that enable communities to work together to make best use of existing assets were given priority over direct provision that is particularly reliant on on-going council funding.
- 6.13 These approaches, along with the Equalities Assurance Assessment (EAA) – attached as Appendix 4 – that was undertaken in tandem with the application assessments sought to deliver a pattern of provision delivering Best Value for the council overall and minimises the negative equalities impact of the cut to the budget. However, it is important to acknowledge that it was impossible to wholly mitigate the impact of a £600,000 (19%) reduction in funding.

6.14 Sections 7 -10 below details both the groups recommended for funding and those who have not been successful as well as a brief overview of the rationale for these decisions. The full assessment reports for each application are available on request.

7. Strong and Cohesive Communities

7.1 This theme is designed to fund services that develop and maintaining strong communities and building a more inclusive and cohesive borough through the provision of VCS infrastructure and equalities support. In order to achieve this, the recommendation is to fund organisations that provide both strategic, borough wide support and local community development support.

7.2 Organisations recommended for funding under this theme:

Organisation	Amount Requested	Current funding	Recommendation	Ward/Area
Community Development/Infrastructure Support				
Lewisham Local (RGTB)	£182,000	£76,266	£212,000	Borough-wide
Bellingham Community Project	£34,000	£27,032	£25,000	Bellingham
Goldsmiths Community Association	£33,500	£20,338	£25,000	Whitefoot
Lee Green Lives	£36,000	£15,600	£25,000	Lee Green
Somerville	£51,621	£20,338	£25,000	Telegraph Hill/New Cross
The 2000 Community Action Centre	£100,000	£0	£25,000	Evelyn
St Luke's Downham (Front Room)	£21,192	£0	£12,715	Downham
Equalities				
Lewisham Pensioners Forum	£68,235	£33,896	£35,000	Older People
LRMN	£190,134	£74,503	£35,000 ²	Refugees/migrants
Lewisham refugee welcome	£48,300	£0	£20,000	Refugees
Stephen Lawrence Charitable Trust	£53,000	£34,586	£35,000	BAME
Metro	£34,951	£28,247	£35,000	LGBT/Overall co-ordination
TBC	£0	£0	£35,000	Disabilities
LEAN	£37,000	£32,201	£35,000	Young People (WATAS)

NB – current funding levels are included for background information and are not material in the recommendations within this report.

7.3 Rushey Green Timebank is recommended for funding as the strategic voluntary and community sector support organisation delivering support to organisations and encouraging greater collaboration across the sector; working with individuals to increase volunteering and the giving and exchanging of time and skills; engaging with business in promoting giving to local communities and causes.

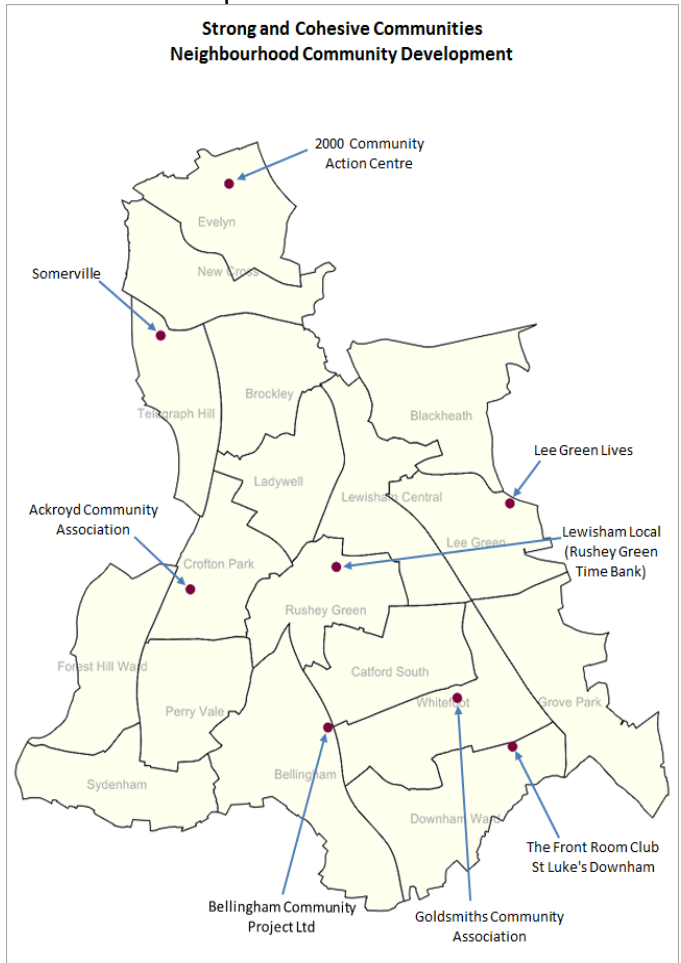
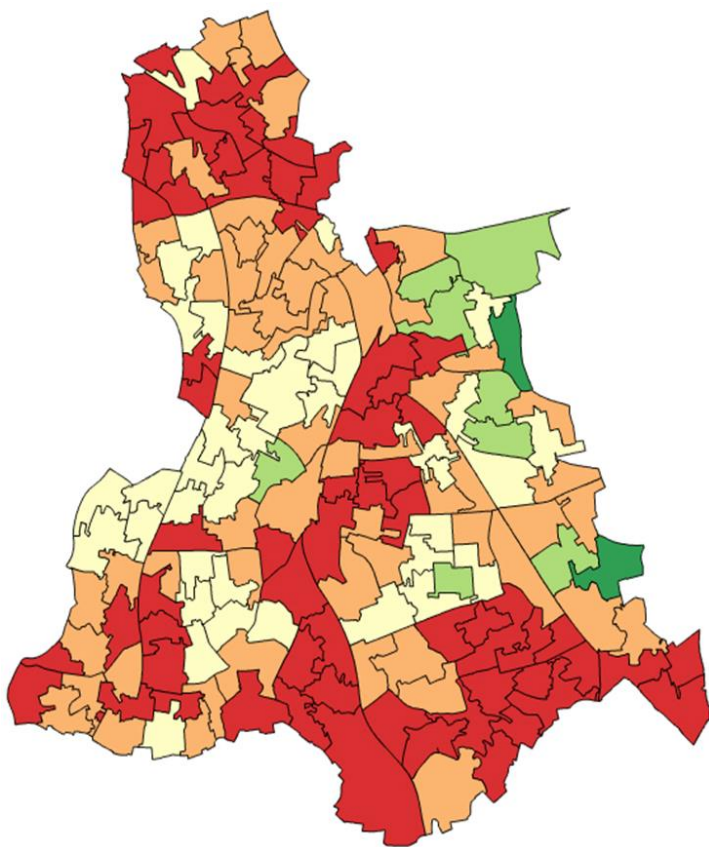
7.4 The approach, put forward under the banner of Lewisham Local, builds on existing good work undertaken through this initiative and is favoured due to its positive a radical approach to capacity building. Strong bids were also received from Voluntary Action Lewisham and Community Waves but overall the Lewisham Local bid was felt to be the most innovative and forward looking. One area that was lacking in the bid however was specialist support for organisations in crisis so officers are recommending a further £30,000 to allow for this work to be included within the service offer.

² LRMN will receive a minimum of £71,000 including Advice Lewisham funding

- 7.5 A network of organisations, all funded at a level of £35,000 p.a. to take a lead in identifying and addressing barriers to engagement of communities that do not traditionally access services or have a disproportionate representation within particular services. Organisations recommended for funding are:
- Metro Centre to provide a strategic equalities lead as well as working with LGBT communities
 - Stephen Lawrence Centre to work with black and minority ethnic communities
 - Lewisham Refugee and Migrant Network to work with refugee and migrant communities³
 - Lewisham Pensioners Forum to work with older people
 - Lewisham Education Arts Network (LEAN) to work with young people (in recognition that the focus of services for young people within the programme is access to cultural activities)
- 7.6 In attempting to recommend a comprehensive network of organisations to coordinate activity across a number of the protected characteristics assessed through the Equalities Analysis Assessment officers were mindful that no applications were received in this area from Disability Groups. This was identified as a potential gap in the new programme representing a disproportionate impact on disabled people, partially due to the closure of the Lewisham Disability Coalition at the end of 2018. As such officers have recommended that a commensurate allocation of £35,000 be held back pending the establishment of the Accessibility Commission, which will be led by disabled people that is committed to in the Council's Corporate Strategy 2018-22. It is hoped that the Commission will identify both priorities and delivery partners for whom this funding will be appropriate. As this funding is unlikely to be allocated until April 2020 the appeals meeting held on 27th March has recommended that it is used for short term support for Lewisham Community Transport Scheme – see paragraphs 8.5 - 8.8 and Section 12.
- 7.7 Neighbourhood Community Development organisations mainly focussed around the borough's most deprived wards each receiving £25,000 p.a. These organisation will work with individuals, groups and the local assembly to coordinate responses to local issues. Organisations recommended for funding are:
- 2000 Community Action Centre (Evelyn)
 - Bellingham Community Project (Bellingham)
 - Goldsmiths Community Association (Whitefoot)
 - Lee Green Lives (Lee Green)
 - Somerville Youth and Play Provision (Telegraph Hill/New Cross)
 - The Front Room Club (Downham) – funded at a lower level due to the nature of the project
 - Ackroyd Community Association also received community development funding as part of their overall allocation under Communities that Care but this was at a lower level recognising the overall pattern of their delivery and associated economies of scale.
- 7.8 As can be seen below these service correlate reasonably well with the most deprived areas of the borough (the dark red areas in the map on the left represent areas amongst the 20% most deprived in the country using the Index of Multiple Deprivation) providing an excellent network of support for local individuals and groups who wish to mobilise local assets to address emerging needs. The main outlier in this network is Lee Green Lives which is not located in an area of significant deprivation. However,

³ Lewisham Refugee Welcome are also recommended for project funding under this theme and the expectation is that they work in partnership with LRMN and other services to provide a comprehensive service offer. However, as Refugee Welcome provide volunteer led direct support rather than coordination and oversight services this funding is recommended at a lower level.

in recommending funding for this group officers have recognised the paucity of other services in this area and that Lee Green Lives has also been highlighted as a site for outreach provision by the Advice Lewisham Partnership – see section 9.



- 7.9 Of those not recommended for funding under this theme four (Urban Synergy, Young Lewisham Project, BeEve UK and For Jimmy) were applying to deliver services for young people although not linked to the Widening Access to Arts and Sports theme. The application guidance clearly states: *[in 2014] the focus for youth activity within the main grants programme was confirmed as cultural provision as the Youth Service through both its direct and commissioned services provides for generic youth work. Despite the changes in the funding landscape since 2014 our recent consultation confirmed that the current themes remain the correct ones so these [employment and training being the other] areas remain excluded from the programme.*
- 7.10 However, officers have passed the application form to commissioners with the Children and Young People (CYP) department that the current (and future) services offers are considered as part of the 'Early Help' review due to be undertaken during 2019.
- 7.11 The application from New Cross and Deptford Families First has also been passed to CYP Commissioners as the services proposed, while to an extent working with parents as well as children, again sits as part of the wider review being undertaken during the course of the coming year.
- 7.12 Voluntary Action Lewisham and Community Waves presented alternatives to the Lewisham Local offer as outlined at paragraph 7.3.

- 7.13 The Ubele Initiative put forward a positive application but it was considered too similar to that put forward by the Stephen Lawrence Centre to be recommended. The bids by WE Women and Forest Hill Community Library (along with that by Eco Communities under Communities that Care) all related to aspects of the day to day running of library buildings which was not specifically included as part of the funding criteria.
- 7.14 Noah's Ark Children's Venture put forward a strong application. However, the overall assessment was that it did not respond clearly enough to the Main Grants themes and a range of other applications provided a stronger response and given the continued pressures on the Council's budget and the subsequent reduction of the grants budget, priority needs to be given to those applications.
- 7.15 Pepys Community Forum put forward a number of different initiatives but the main provision related to the provision of advice services but these were not linked to the Advice Lewisham Partnership as was specifically required under the application process – see section 9. Finally Lewisham Plus Credit Union failed to make a compelling case regarding the impact that Main Grant funding would have in improving their offer to Lewisham's most vulnerable residents.
- 7.16 As such the organisations not recommended for funding under this theme are:

Organisation	Amount Requested	Current funding	Ward/Area
The Ubele Initiative	£22,000	£0	BAME
Urban Synergy	£35,000	£0	YP
Voluntary Action Lewisham	£200,000	£210,000	Borough-wide
WE Women	£35,000	£0	Evelyn
Young Lewisham Project	£40,000	£0	YP
BelEve UK	£30,000	£0	YP
Community Waves	£179,670	£0	Borough-wide
For Jimmy	£65,000	£0	YP
Forest Hill Community Library	£15,000	£0	Forest Hill
Lewisham Plus Credit Union	£75,000	£0	Borough-wide
New Cross and Deptford Families First	£25,000	£0	New Cross/Evelyn
Noah's Ark Children's Venture	£36,000	£36,156	Borough-wide
Pepys Community Forum	£77,493	£0	Evelyn

NB – current funding levels are included for background information and are not material in the recommendations within this report.

- 7.17 Voluntary Action Lewisham and Noah's Ark Children's Venture appealed against these recommendations but the special meeting of Mayor and Cabinet held on 27th March 2019 to consider their submissions did not recommend any change to these proposals – see Section 12

8. Communities that Care

- 8.1 The overall intention of the Communities that Care theme is to fund a range of organisations that together provide support to vulnerable adults to assist them in accessing services, prevent their needs from escalating, reduce the burden on statutory services and provide links between statutory services, the VCS and communities to work together to support vulnerable adults. In the previous application round this area considered of 5 sub themes but these were removed this time to allow for applications that cut across traditional delivery boundaries.

- 8.2 There were a significant number of extremely strong applications from existing grant recipients under this theme but also a number from organisations who have not adequately responded to the clear message given by the council that there was a need to diversity income streams and attempt to move away from over-reliance on local authority funding. A number of these organisations are not recommended for funding in line with the consultation informed policy approach highlighted at paragraph 6.7 above.
- 8.3 Of the organisations recommended for funding listed below the majority fall into the former category although the recommendation to fund Stanstead Lodge Seniors Club comes with a requirement to engage with support to develop its governance and delivery model as this remains weak – see paragraph 8.8 for further details.

Organisation	Amount Requested	Current funding	Recommendation
Ackroyd Community Association	£45,320	£41,523	£38,000
Age Exchange	£33,000	£27,541	£24,750
Age UK Lewisham and Southwark Ltd	£110,346	£417,350	£428,455.5 ⁴
Contact	£65,382	£60,606	£49,100
Deptford Methodist Mission Disabled People Contact	£30,000	£6,144	£15,000
Entelechy Arts (also WATAS)	£33,800	£33,896	£33,800
Heart N Soul (also WATAS)	£58,472	£58,472	£53,600
Lewisham Mencap	£30,000	£30,000	£30,000
Lewisham Speaking up	£73,441	£73,441	£66,100
Stanstead Lodge Seniors Club Ltd	£50,000	£38,669	£30,000
Sydenham Garden	£45,500	£33,147	£36,400
The Albany (also WATAS)	£268,020	£267,290	£195,000
Voluntary Services Lewisham	£220,000	£161,474	£144,000
Wheels for Wellbeing	£34,941	£28,925	£29,350

NB – current funding levels are included for background information and are not material in the recommendations within this report.

- 8.4 The recommendation for Age UK Lewisham and Southwark will be funded via resources made available through the Better Care Fund/Improved Better Care Fund which is jointly managed by the Council and Lewisham Clinical Commissioning Group. This is an extension of the current arrangements which provides £250,000 to the Main Grants budget for 2018/19 and recognises the importance of the Community Connections and SAIL services to the prevention of costs in health and adult social cares services and their keystone role in the developing Social prescribing model in the borough.
- 8.5 Ageing Well in Lewisham, Lewisham Community Transport Scheme and the Grove Centre were originally not recommended for funding as they broadly fell into the category of organisation who have not effectively developed their governance and financial model as set out in paragraph 8.2 above.
- 8.6 These organisations are heavily reliant on local authority funding which is essentially directly funding the provision delivered with little extra resource secured on the back of the council's support. As such officers did not initially recommended on-going funding for these groups but suggested officer support to allow them to seek partnerships with more established organisations who can assist in taking forward aspects of the delivery for which there is an on-going need.

⁴ Additional funding made available via the Better Care Fund/Improved Better Care Fund

8.7 However, following the appeals process, as set out in Section 12 of this report, these recommendations were revised. All three organisations highlighted their intention to raise significant funds from alternative sources and were worthy of ongoing support to assist with their move to self-sufficiency albeit just for the remaining 8 months of 2019/20 in the case of LCTS and for 2019/20 and 2020/21 for the Grove Centre – see below table.

8.8 These recommendations also address issues highlighted in the Equalities Assurance Assessment (which was completed ahead of the appeals meeting to help inform the process), that both the Grove Centre and Ageing Well are in areas with large populations of older people and defunding them may have a disproportionate impact on those groups. This is also one of the reasons for the recommendation to fund Stanstead Lodge Seniors Club who, despite a relatively weak application, have begun to develop their funding model in recent times. However, the below funding is also recommended as part of this report following the appeals process and this should ensure that the south of the borough continues to be well serviced by provision for older people.

8.9 It is recognised that the level of funding to these services is reducing but officers have considered the move of the Age UK services to Bellingham, the on-going support for Community Development support in Whitefoot and Downham and the continued support for Entelechy Arts who are developing their 'Meet me' model in the south of the Borough as potential mitigation. However, officers will continue to work with Lewisham Pensioners Forum and the Positive Aging Council to monitor the impact of these recommendations during the life of the programme.

Organisation	Amount Requested	Current funding	Recommendation
Ageing well in Lewisham - LCC	£28,945	£25,637	£4,000
Lewisham community transport scheme	£75,000	£40,675	£35,000*
The Grove Centre	£13,482	£16,524	£7,500#

* For 2019/20 only (pro-rata)

For 2019/20 (pro rata), £3,750 for 2020/21, £0 for 2021/22.

8.10 The organisations not recommended for funding under this theme are listed in the table below:

Organisation	Amount Requested	Current funding	Recommendation
Action for refugees in Lewisham	£83,500	£0	£0
Asian elders and carers group	£6,800	£0	£0
Bromley Lewisham and Greenwich MIND Ltd	£34,570	£29,579	£0
ECO Communities CIC	£70,000	£33,896	£0
Lewisham Parent and Carer's Forum	£18,000	£0	£0
Lewisham Parent and Carer's Forum	£10,800	£0	£0
MOSAC	£40,000	£0	£0
Parent support group (South East)	£7,500	£4,271	£0
Quo Vadis Trust	£66,120	£0	£0
REAP Community	£33,005	£0	£0
Rural Urban synthesis society (RUSS)	£35,000	£0	£0
South London Counselling	£150,000	£0	£0
T4H Therapy 4 Healing	£126,312	£0	£0
Thames Reach charity	£34,944	£16,948	£0
The Bike Project	£24,734	£0	£0

WE matter UK	£35,000	£0	£0
--------------	---------	----	----

NB – current funding levels are included for background information and are not material in the recommendations within this report.

- 8.11 A number of organisations (Mind, Thames Reach, MOSAC and Lewisham Parent and Carer's Forum) were not recommended as their service offer falls more directly in line with commissioning structures across the council. As with the services detailed at paragraphs 7.7 – 7.9 those suggested by MOSAC will be considered by CYP commissioners as part of the 'Early Help' review and Mental Health and homelessness commissioners have been advised of the nature of the bids from Mind and Thames Reach respectively.
- 8.12 Action for Refugees in Lewisham submitted an interesting application but large parts of it were ineligible for consideration as it significantly exceeded the word limit and overall the established services provided by Lewisham Refugee and Migrant Network supplemented by the newly funded Lewisham Refugees Welcome were assessed as providing preferred support in this area.
- 8.13 The application from the Asian Elders and Carers Group, REAP Community and WE Matter were reflective of the small scale of the organisations and failed to adequately address the theme criteria. The submission from the Parent Support Group was stronger but still felt short of describing the depth of provision required and officers have recommended alternative possible funding sources to the group.
- 8.14 South London Counselling and Therapy 4 Healing both made interesting bids that were strong elements. However, there were significant gaps relating to the details of operational delivery in both applications and the level of funding requested would have recognised a huge increase in turnover for the groups so officers have assessed that these applications represent too great a risk for funding at this time.
- 8.15 Rural Urban Synthesis Society (RUSS) submitted an application that clearly detailed an innovative programme of work and a very good track record of fundraising. However, the proposed programme does not directly fit the Main Grants criteria and therefore is not recommended for funding. A mental health recovery Café proposed by Quo Vadis Trust was also considered an interesting proposal but insufficient detail was provided to give officers the confidence that the delivery model was sustainable and, again, this is not recommended for funding.
- 8.16 Finally, in line with other bids outlined at paragraph 7.12, the application for funding by Eco Communities to assist with the running costs for community libraries is not recommended for funding as this was not an area highlighted as a priority in the application criteria. Given that funding is not currently available for this purpose officers felt that the impact of not recommending this funding was overstated in Eco's application form and will meet with representatives of the organisation as a key delivery partner to ensure that existing services are sustainable. Eco Communities appealed against this recommendation but it was upheld by Mayor and Cabinet at their meeting on 27th March 2019 – see section 12.
- 8.17 Taken together, while some very difficult decisions had to be made given the funding constraints, it is felt that the recommendations under the Communities that Care theme continue to represent positive coverage across the borough supported by significant borough-wide coordination resource through Community Connections and SAIL.

9. Access to Advice

- 9.1 The application criteria under this theme were significantly more prescriptive due to programme of work that has been underway since the letting of the current Main Grants agreements.
- 9.2 In May 2015, the agreements were set by Mayor and Cabinet on the condition that the advice agencies be subject to a formal review of their provision as there was some concern that the pattern of provision was inequitable and presented barriers to access.
- 9.3 The subsequent review indeed found there the model at the time had a number of flaws including:
- the fixed geographical nature of the services which meant that certain areas of the borough were woefully underserved
 - the lack of coordination of the service offer which meant that all providers could be operating at the same time with other times completely uncovered which again presented barriers to access for those not available during those periods
 - the lack of coordination meant that there was no joint work and sharing of resources which could lead to queues out of the door at one service while another was relatively quiet
 - a lack of any triage based on need and a first come first served service that had to be queued for on the day meant those unwilling or unable to present early or stand for long periods missed out on service regardless of the seriousness of their needs
 - no coherent data collection was undertaken to give an indication of what needs were being seen at different services and at what scale – this presented a major barrier to the effective development of services
 - this lack of data also meant that the skill mix of staff required was almost impossible to determine
 - there was a lack of clear information available to the public about what was available, and where, and the majority of people who accessed services did so due to the proximity of the service to their home
- 9.4 In December 2015, the review recommended:
- single Advice Lewisham Freephone telephone number for residents to call to access advice or information or to make an appointment to see a caseworker in one of the advice agencies if the issue could not be resolved over the phone
 - A single Advice Lewisham website
 - drop-in advice and information at a limited number of main venues across the borough so that residents can, in an emergency, see someone face to face and be triaged appropriately. The continued availability of drop-ins meets the needs of those residents who are unlikely to use the internet or the phone but restricting the locations may mean that we are making maximum use of resources
 - Freeing up resources to provide more generalist and specialist casework for more complex needs
- 9.5 On the basis of these recommendations work to effectively integrate the service officer to ensure a seamless and truly borough-wide pattern of services has been ongoing. During the consultation there was strong support for funding to protect the advice infrastructure developed through the work of the Advice Lewisham partnership with 54% of respondents in overall support with only 16% opposed. The overall results were: Strongly Support 16%, Support 38%, Neither support or oppose 21%, Oppose 14%, Strongly Oppose 2% and Not Answered 9%.
- 9.6 As such the application criteria made it clear that all bids under this theme should seek to maintain the key element of the existing partnership including:
- freephone advice line as the principal point of access to the service
 - telephone-based triage of calls by assessors

- provision for face to face appointments for individuals whose first language is not English
 - centralised appointment booking system, intended to book people into appointments with a specialist adviser most relevant to their need
 - home visits for advice appointments especially for the elderly or disabled
 - drop-in service
 - referral service from professionals, including social workers and GPs
 - limited case work provision for more complex cases requiring representation and/or appeals
 - referral arrangements for individuals requiring debt and money advice
- 9.7 In addition applications were required to detail how they would continue to develop the current service model to ensure it continues to meet the needs of the most vulnerable while continuing to develop closer links to meet current service challenges. This would include addressing the following challenges:
- how to better coordinate the extensive range of community organisations involved in providing support to local residents
 - how to better link services with those offered by statutory providers, including the developing service offering a single point of access to care and health
 - how to further develop the service with other voluntary sector provision which provides advice and support to vulnerable residents
- 9.8 During the application process officers held a specific application workshop with the specialist advice agencies at which it was made clear that applications could be made collectively or individually but that it was important that they addressed the key issue of service coordination and the effective prioritisation of need.
- 9.9 In the event just 2 applications were received under this theme, one from the Advice Lewisham Partnership of 170 Community Project, Age UK Lewisham and Southwark, Lewisham Multi-lingual Advice Services and Citizens' Advice Lewisham who also acted as the lead agency and one from the Evelyn 190 Community Trust.
- 9.10 The Advice Lewisham application was very strong and addressed the key aspects of the theme requirements. It included proposals to further develop the service and increase capacity, working with up to 30,000 residents per year. The partnership also outlines significant information on mobilising community and financial assets.
- 9.11 The application included an outline strategy for making links with a range of statutory provision, particularly services relating to housing advice and working with vulnerable residents. Key in this is a proposal to develop referral arrangements with the borough's Housing Options Service in order to further increase capacity and to work towards reducing the number of individuals becoming homeless. The partnership's work to develop a law centre will further boost employment law support and provide high quality and qualified advice. The application also highlighted a specific agreement with Lewisham Refugee and Migrant Network who will supply specialist immigration advice to the partnership under a direct funding arrangement with the partnership.
- 9.12 The service provided details of the locations of the different aspects of the service provision (see below map) which included a reasonable spread of locations notwithstanding the need to develop a presence in the south west of the borough.

Advice Lewisham



Figure 1: Face-to-Face Advice Locations

- 9.13 Overall, this was considered a very positive application and is recommended for funding. It is proposed that officers work with the organisation to develop a mobilisation plan which will develop outreach facilities in areas of the borough, based on resident needs. The plan should also include arrangements for developing more formal referral arrangements with relevant statutory organisations and will specifically include an approach for addressing the needs of people with disabilities given the recent closure of Lewisham Disability Coalition.
- 9.14 The application from the Evelyn 190 Community Trust was less strong and outlined a specialist housing and employment advice service working with up to 1000 people per year. While there were several references to supporting the Advice Lewisham Partnership there was very little detail about how this would be done in practice or how this might link with the organisation's own needs assessments or triaging mechanisms.
- 9.15 It was also clear from the Advice Lewisham Partnership bid that no formal arrangement had been reached regarding this partnership (as was referenced in relation to LRMN) and the scale of the two bids suggested that this work would be

additional to that of the partnership which was not considered an appropriate recommendation given the scale of the funding reductions.

- 9.16 Furthermore, as with the services highlighted at paragraph 8.6 and 8.7 the financial position of the Evelyn 190 Community trust gives cause for concern, with only limited levels of reserves and an over-dependence on Main Grants funding over several years.
- 9.17 Overall the application does not demonstrate that it has sought additional strategic partnership links which would help support vulnerable people across the borough in a holistic manner and is not recommended for direct funding.
- 9.18 However, funding for Advice services are being maintained at a significant level via the Advice Lewisham Partnership and the partnership may wish to engage the organisation to deliver some specialist element of the overall service offer. Regardless of the outcome of conversation between Evelyn 190 and the Advice Lewisham Partnership it is clear that the organisation needs to undertake an urgent review of their current finances to ensure that they are solvent in the short-term. Officers will work with the staff and trustees at Evelyn 190 to ensure that the impact of this funding recommendation on current service users are kept to a minimum.
- 9.19 Evelyn 190 appealed against this decision but this was unsuccessful. Full details of the appeal process are detailed at Section 12.
- 9.19 The funding recommendations for this themes are set out below:

Organisation	Amount Requested	Current funding	Recommendation
Recommended			
Citizens Advice Lewisham	£995,000	£468,720	£866,732
Not Recommended			
Evelyn 190 Community Trust	£175,000	£175,129	£0

NB – current funding levels are included for background information and are not material in the recommendations within this report.

10. Widening Access to Arts and Sports

- 10.1 The intention of this theme is to fund organisations or consortiums of organisations that will take a strategic approach to increasing the number of people who participate in the arts and sport in Lewisham. This will particularly involve addressing barriers and providing opportunities for those who are less able to engage. Applications were expected to demonstrate how they will:
- a. Increase participation, particularly including people who are less able to participate due to disability, economic disadvantage and age (young people and older people).
 - b. Nurture talent and provide progression pathways, including developing outreach links into other settings such as schools.
- 10.2 The theme is split into two strands:

Widening Access to Arts

Through this theme the expectation is to fund a network of organisations that will deliver activities that:

- Provide opportunities for people of all ages to engage with the arts as active participants and members of an audience

- Provide opportunities for people of all ages to explore and develop their creativity and acquire new skills
- Increase awareness and enhance the reputation of Lewisham as a place to spend leisure time
- Capitalise on funding and other support opportunities from regional and national bodies.

Widening Access to Sports

Officers recommend that the Council works with a range of voluntary sports clubs and organisations to develop a more coordinated and partnership driven approach to sports provision in the borough in order to make the best possible sporting offer available to the residents of Lewisham. In this context we expect to fund partnerships or single organisations that will take a lead in facilitating partnerships to develop & deliver borough wide, development plans for specific sports. Applications will be expected to show how they will meet the general criteria for this fund (a and b above) and also respond to the following questions:

- Can you demonstrate high levels of demand or growing demand for your sport within Lewisham?
- How will you make the best use of the borough's current and emerging facilities?
- How will you capitalise on funding and/or other support opportunities from regional and national bodies?
- How will you provide activities that encourage people to participate in recreational sport and physical activity?

- 11.3 Within the **Arts** strand there were a large number of excellent submissions that strongly addressed the criteria.
- 11.4 Overall officers felt that this was the theme that was most directly oversubscribed in terms of quality bids that could have been recommended for funding without such tight budget constraints.
- 11.5 As such the assessments tended to favour organisations with a strong track record of delivery in the borough and no new applicants are recommended for funding under this element of the theme. Several organisations are recommended for significantly less funding they applied for and three are recommended for defunding. Teatro Vivo are not currently funded under this theme but have historically provided a borough wide community development and engagement support under the Strong and Cohesive Communities Strand. While this provision has been excellently received and is well used by the Local Assemblies team amongst others it was not considered the highest priority for this theme during the final assessment round.
- 11.6 Both Montage Theatre Arts and Sydenham Arts are unfortunate not to be recommended for funding. Montage is well run and delivers excellent activities in the borough. However, Lewisham benefits from a wealth of organisations providing similar activities and it is not possible for the Council to support all of them financially. Sydenham Arts were seeking to address their sustainability through their bid but the exceptionally strong competition within the arts theme means that it is not possible to recommend this application for funding.
- 11.7 As with the 2015 there is a reasonably good geographical spread of organisations and activities, although the north of the borough is over represented. This is slightly corrected by the fact that GLYPT will be based at the Fellowship Inn in Bellingham during the life of this funding.

11.8 Across the **Sports** strand there were again a range of very strong bids and there was a desire to slightly rebalance the funding within the overall theme to correct historic (relative) underfunding of this area. This has allowed a very positive application for Cricket development from Platform Cricket which will provide new provision for the borough. Other than this there is on-going funding recommended for all other existing sports group

11.9 Those groups recommended for funding under the Widening Access to Arts and Sports theme are:

Organisation	Amount Requested	Current funding	Recommendation
Deptford X	£20,000	£8,474	£8,500
Greenwich and Lewisham Young People's Theatre (GLYPT)	£70,000	£68,530	£35,000
IRIE Dance Theatre	£39,999	£21,105	£21,105
Lewisham Education Arts Network	£37,000	£32,201	£35,000 ⁵
Lewisham Youth Theatre Ltd	£43,000	£36,559	£35,000
Second wave centre for youth arts	£46,142	£45,017	£35,000
The Midi Music Company	£45,000	£44,092	£38,200
Trinity Laban Conservatoire of Music and Dance	£88,400	£76,831	£60,000
London Sports Ltd	£17,700	£15,000	£15,000
London Thunder Basketball	£35,000	£21,185	£25,000
Millwall Community Trust	£34,775	£21,185	£25,000
Saxon Crown Swimming Club	£15,500	£6,667	£7,750
South East London Tennis	£59,837	£25,140	£25,000
THYSF - Platform Cricket	£33,600	£0	£25,000

NB – current funding levels are included for background information and are not material in the recommendations within this report.

11.10 As previously noted the vast majority of the organisations not recommended for funding under both aspects of this theme scored highly on their assessments and would be considered worthy of funding had the budget constraints not been so tight. As highlight at paragraph 11.5 above the main reason for the final recommendations related to the desire to protect established provision rather than direct concerns regarding the new applicants.

11.11 GLYPT, Sydenham Arts and Montage Theatre Arts all appealed the initial recommendation. Mayor and Cabinet re-iterated the initial officer recommendation reports that found that all of this applications were of high quality and worthy of funding had the overall budget position allowed it. However, the only additional funding that is recommended following these appeals is £1,000 per annum for Montage Theatre Arts who stated that they would appreciate a small sum in order to demonstrate the council's endorsement of their programme to other audiences – detailed in the below table.

Organisation	Amount Requested	Current funding	Recommendation
Montage Theatre arts	£13,500	£8,474	£1,000

⁵ This is the same allocation referenced in Section 7 – LEAN will receive £35,000 in total

11.12 The organisations not recommended for funding under this theme are:

Organisation	Amount Requested	Current funding	Final Allocation
BOW Arts	£29,992	£0	£0
Hartslane	£39,000	£0	£0
Horniman museum and garden	£27,516	£0	£0
Magpie Dance	£7,040	£0	£0
Max media arts CIC	£11,800	£0	£0
Penny Dreadful productions	£35,000	£0	£0
Sounds Like Chaos	£57,583	£0	£0
South East London Arts Network	£25,000		£0
South London Art Map	£6,000	£0	£0
South London Art Map	£12,000	£0	£0
Sydenham Arts	£34,353	£8,474	£0
Teatro Vivo	£31,200	£29,377	£0
The Maypole project	£19,620	£0	£0
The Royal society for blind children	£29,969	£0	£0
THYSF - Platform cricket (Core application)	£66,667	£0	£0

NB – current funding levels are included for background information and are not material in the recommendations within this report.

11. Core and Project funding

11.1 One of the innovations of this round of the programme was the council's commitment to providing core funding to support key partners to realise their ambitions in the borough as well as project funding for specific activities.

11.2 This meant that funding was made available for 'back office' functions such as administration, fundraising, central management and office costs that others funders are reluctant to finance. This was intended to allow other funding bids to concentrate on project delivery offering better value for money and increasing the success rates of bids and therefore the overall income for the organisation and the borough.

11.3 For this funding the council was seeking to evaluate the magnitude of the step change that the core funding will realise across the whole organisation so applicants were made aware that applying for this funding would mean they have de facto agreed to the council considering their whole output as part of the grant making process.

11.4 However, there was a mixed response from applicants to the challenge set out in through the application process with a number of applicants describing the details of the services that would be funded rather than how core funding would transform delivery models.

11.5 As such officers will work with recommended groups to better understand how Lewisham funding can be used to transform deliver models and increased the value realised by this funding.

11.6 This approach will also be taken with those recommended for project funding despite this funding initially only being recommended until the end of March 2021. The recommended groups who applied for project funding are:

- Lewisham refugee welcome

- London Sports Ltd
- London Thunder Basketball
- Millwall community trust
- The front room club - a project of St Luke's Downham
- THYSF - Platform cricket
- Wheels for wellbeing

11.7 Metro also applied for project funding but officers are recommending that they convert this to a core grant to ensure that this provision is brought fully into line with the other coordination services funded under the Strong and Cohesive Communities theme.

12. Scrutiny and appeals process

12.1 All organisations were written to on Thursday 28 February 2019 to inform them of the draft recommendation of their funding level. This letter also acted as five months' notification of a change of funding for all current grant recipients. The letters inform the organisations that unless otherwise stated the recommended award is for 2 years and 8 months (see section 11 above) until 31 March 2022. The letter highlights that all council expenditure is subject to annual review in light of central government cuts to LB Lewisham but any changes to grant funding will be subject to formal consultation. Finally the letter brings applicants' attention to the fact that the new Grant Conditions include a commitment to moving all staff, including subcontractors, to London Living Wage by 2021.

12.2 As part of the main grants process organisations are given the opportunity to appeal against officers' recommendations. The organisations were given until 20th March to write to the council disputing their funding recommendation with the appeals considered at a special meeting of Mayor and Cabinet on Wednesday 27th March where organisations also had the opportunity to present their case in person.

12.3 14 formal appeals were received although 3 of these related to matters of accuracy or related to issues that have been addressed by officers directly leading to the withdrawal of the appeal. These were:

- Lewisham Asian Elders and Carers Group
- Platform Cricket
- Lewisham Pensioners' Forum

12.4 Of the remaining 11 organisations, Contact requested that their submission be considered without further representation while 10 exercised their right to present their case to the meeting in person. Each organisation had 3 minutes to present their case followed by questions and clarification from the Mayor and Cabinet.

12.5 The appeal meeting was a formal meeting of Mayor and Cabinet in public and full details of the appeals, the amount applied for, current grant level (where applicable) and draft officer assessments and recommendations are available at:

<http://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CIId=139&MIId=5473>

12.6 Following the consideration of all the appeals it is proposed that a number of the recommendations as detailed throughout this report should be amended. The details of the proposed outcome in relation to each of the appeals is set out in the table

below. Where it is proposed that the outcome is to provide some financial support, that proposal is included in Appendix 1.

Organisation	Outcome of appeal
Voluntary Action Lewisham	Uphold draft recommendation. Officers to broker formal meeting with Rushey Green Timebank to seek to protect existing expertise and the City Bridge Trust funding recently awarded to VAL.
Evelyn 190	Uphold draft recommendation. It is anticipated that funding for specific work is likely to be available via the Advice Lewisham partnership.
Sydenham Arts	Uphold draft recommendation – letter of support offered. Officers to work with Sydenham Arts on the use of the Sydenham Centre.
Montage Theatre Arts -	£1,000 annual award as an indication of on-going Council endorsement. Letter of recommendation from Mayor as required. Officers to work with Montage on the use of the Sydenham Centre.
Greenwich and Lewisham Young Peoples Theatre	Uphold draft recommendation. There was a clear recognition of the scale of the ambition displayed by GLYPT and this was applauded. Officers to work with GLYPT to support them in realising their aims.
Eco Communities	Uphold draft recommendation. Officers to continue to work with Eco to develop their business plan and address accommodation issues where possible.
Ageing Well in Lewisham	£4,000 annual award. This funding is conditional on the development of a business plan, including fundraising strategy, by Ageing Well.
The Grove Centre	£7,500 (pro rata) for 2019/20, £3,750 for 20/21, £0 for 21/22. This funding is to support the Grove Centre on their journey toward self-sufficiency.
Noah's Ark Children's Venture	Uphold draft recommendation but with specific meeting to discuss ways in which links to borough can be maintained.
Lewisham Community Transport Scheme	£35,000 pro-rata for final 8 months of 2019-20 (£23,334). In total this represents £36,892 for the whole of 2019-20 including the ongoing funding to 31 July 2019. This is one off funding to allow LCTS to develop their business model and develop a funding structure to be self-sustaining going forward. Conditions – must engage in positive dialogue with VSL (this will be a condition for VSL as well) and produce a report outlining their approach and support for disabled people.
Contact	Uphold draft recommendation with an acknowledgement that the querying of value for money in the original assessment form was erroneous and that the quality and range of deliver is recognised.

12.7 The funding for Montage Theatre Arts, Ageing Well and the Grove Centre comes from the overall contingency held within the draft recommendations while the one off funding for Lewisham Community Scheme is possible due to the delay in the allocation of the flat rate £35,000 for coordination of Disability work – see paragraph 7.5.

- 12.8 In addition to this process the recommendations were considered at the Safer Stronger Committees Select Committee who requested that '*organisations recommended for funding in excess of 100,000 be subject to more rigorous monitoring and scrutiny requirements, with note of critical indicators, including a review of their current governance arrangements, and that confirmation of funding be subject to this*'.
- 12.9 This was considered by Mayor and Cabinet alongside the appeals on 27th March 2019 and was endorsed to be included as a formal recommendation in this report.

13. Financial Implications

- 13.1 This report seeks approval for the proposals to fund voluntary and community sector groups, as set out in Appendix 1, for the period 1 August 2019 – 31 March 2022 unless otherwise stated. The full year cost of £2,990,558 will be funded from the main programme grants budget (£2,562,102) and BCF/iBCF (£428,456). In a full year the proposals will achieve the agreed annual saving of £600k on the grants budget. However as the new programme starts in August 2019 and the existing programme has been extended for the first four months of the financial year, the saving in 2019/20 will only be £400k. The remaining pressure of £200k will be addressed in the context of the overall directorate budget.

14. Legal Implications

- 14.1 Under S1 of the Localism Act 2011 the Council has a general power of competence to do anything which an individual may do unless it is expressly prohibited.
- 14.2 The giving of grants to voluntary organisations is a discretionary power which must be exercised reasonably, taking into account all relevant considerations and ignoring irrelevant considerations.
- 14.3 The report sets out the process carried out, including in relation to consultation and appeals. In relation to any consultation exercise sufficient reasons must be given for any proposal, adequate time must be given for consideration and response and the outcome of the consultation must be conscientiously taken into account by the decision maker. The report sets out that the provisions of the Voluntary Sector Compact have been taken into account and complied with.
- 14.4 Decisions on making a grant or giving assistance to a voluntary organisation require the approval of Mayor and Cabinet where the level of a grant is over £10,000 (Mayoral Scheme of Delegation section Q). Those decisions will be key decisions (Constitution Article 16(c)(xiii)).
- 14.5 The Equality Act 2010 (the Act) contains a public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

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.

14.6 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

14.7 The Equality and Human Rights Commission has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled 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:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-actcodes-ofpractice-and-technical-guidance/>

14.8 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
- Equality objectives and the equality duty
- Equality information and the equality duty

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

<http://www.equalityhumanrights.com/advice-and-guidance/public-sectorequalityduty/guidance-on-the-equality-duty/>

15. Crime & Disorder Implications

15.1 There are no direct crime and disorder implications arising from this report. Some of the recommended main grant organisations deliver services and projects which help to reduce the fear of crime.

16. Equalities Implications

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

16.2 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.
- 16.3 The Council's Comprehensive Equality Scheme 2016-20 identifies 5 priorities
- tackle victimisation, discrimination and harassment
 - improve access to services
 - close the gap in outcomes for all residents
 - increase mutual understanding and respect within and between communities
 - increase citizen participation and engagement
- 16.4 The assessment of each individual application included a range of equalities elements including how well the individual services will seek to engage those who do not traditionally access services.
- 16.5 An overarching Equalities Analysis Assessment (Appendix 4) was then undertaken against the entirety of the draft recommendations with a number amended to ensure that the spread of services recommended for funding under the main grants programme was considered to be fair and equitable and did not disproportionately affect any one particular group. The awarding of grants to a wide variety of organisations that work with and support Lewisham's diverse communities will help to promote equal opportunities.
- 16.6 The £600,000 reduction to the grants programme from 1 August 2019 was analysed in terms of equalities impact, and whilst the recommendations for future funding sought to minimise direct impact on service delivery; individual assessments of the protected characteristics most affected by each funding recommendations led to a number of revisions. Officers will continue to work with individual groups and as well as those funded to provide a coordination function to mitigate specific impact of funding reductions.

17. Environmental Implications

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

18. Conclusion

- 18.1 The Council recognises the important part that the voluntary and community sector plays in the lives of our residents and the main grants programmes seeks to support this provision.
- 18.2 The continued awarding of main grant funding will enable these organisations to continue to deliver much needed services across the borough.
- 18.3 This paper sets out the process for letting the programme for 2019-22 and the recommendations for the allocation of funding. The pattern of services recommended provide an innovative and diverse network of provision and the organisations recommended for a Main Grant have demonstrated that they bring significant added value to Lewisham and deliver a level of service above and beyond that which could be directly funded.

If there are any queries on this report please contact James Lee, Head of Culture and Community Development - james.lee@lewisham.gov.uk, 020 8314 6548.

Appendices

Appendix 1 – List of organisations recommended for Main Grant funding for 2019-22

Appendix 2 – Application form and guidance

Appendix 3 - Assessment guidance

Appendix 4 – Equalities Assurance Assessment

Appendix 1 – List of organisations recommended for Main Grant funding for 2019-22

Organisation	Amount Requested	Current funding	Final recommendation	Notes
Ackroyd Community Association	£45,320	£41,523	£38,000	
Action for refugees in Lewisham	£83,500	£0	£0	
Age Exchange	£33,000	£27,541	£24,750	
Age UK Lewisham and Southwark Ltd	£110,346	£336,000	£428,456	via BCF/iBCF
Ageing well in Lewisham - LCC	£28,945	£25,637	£4,000	
Asian elders and carers group	£6,800	£0	£0	
BelEve UK	£30,000	£0	0	
Bellingham community project	£34,000	£27,032	£25,000	
BOW Arts	29992	0	0	
Bromley Lewisham and Greenwich Mind	£34,570	£29,579	£0	
Citizens Advice Lewisham	£995,000	£468,720	£866,732	
Community waves	£179,670	£0	0	
Contact	£65,382	£60,606	£49,100	
Deptford methodist mission disabled people contact	£30,000	£6,144	£15,000	
Deptford X	£20,000	£8,474	£8,500	
ECO Communities CIC	£70,000	£33,896	£0	
Entelechy Arts (also WATAS)	£33,800	£33,896	£33,800	
Evelyn 190 Community trust	£175,000	£175,129	£0	
For Jimmy	£65,000	£0	0	
Forest Hill community library	£15,000	£0	0	
Goldsmiths Community Association	£33,500	£20,338	£25,000	
Greenwich and Lewisham young peoples theatre (GLYPT)	£70,000	£68,530	£35,000	
Hartslane	39000	0	0	
Heart N Soul (also WATAS)	£58,472	£58,472	£53,600	
Horniman museum and garden	27516	0	0	
IRIE Dance theatre	£39,999	£21,105	£21,105	
Lee Green Lives	£36,000	£15,600	£25,000	
Lewisham community transport scheme	£75,000	£40,675	£35,000	Allocation for 2019/20 only (pro-rata)
Lewisham education arts network	£37,000	£32,201	£35,000	
Lewisham Local (Rushey Green Time Bank)	£182,000	£76,266	£212,000	
Lewisham Mencap	£30,000	£30,000	£30,000	
Lewisham parent and carer's forum	£18,000	£0	£0	

Lewisham parent and carer's forum	£10,800	£0	£0	
Lewisham pensioners forum	£68,235	£33,896	£35,000	
Lewisham plus credit union ltd	£75,000	£0	0	
Lewisham refugee and migrant network	£190,134	£74,503	£35,000	
Lewisham refugee welcome	£48,300	£0	£20,000	
Lewisham Speaking up	£73,441	£73,441	£66,100	
Lewisham Youth theatre Ltd	£43,000	£36,559	£35,000	
London Sports Ltd	£17,700	£15,000	£15,000	
London Thunder Basketball	£35,000	£21,185	£25,000	
Magpie Dance	7040	0	0	
Max media arts CIC	11800	0	0	
Metro	£34,951	£28,247	£35,000	
Millwall community trust	£34,775	£21,185	£25,000	
Montage Theatre arts	13500	8474	£1,000	
MOSAC	£40,000	£0	£0	
New Cross and Deptford families first ltd	£25,000	£0	0	
Noah's Ark children venture	£36,000	£36,156	0	
Parent support group (South East)	£7,500	£4,271	£0	
Penny Dreadful productions	35000	0	0	
Pepys community forum	£77,493	£0	0	
Quo Vadis Trust	£66,120	£0	£0	
REAP Community	£33,005	£0	£0	
Rural Urban synthesis society (RUSS)	£35,000	£0	£0	
Saxon Crown Swimming club	£15,500	£6,667	£7,750	
Second wave centre for youth arts	£46,142	£45,017	£35,000	
Somerville	£51,621	£20,338	£25,000	
Sounds Like Chaos	57583	0	0	
South East London Arts Network (trading as arts network)	25000		0	
South East London Tennis	£59,837	£25,140	£25,000	
South London Art Map	6000	0	0	
South London Art Map	12000	0	0	
South London Counselling	£150,000	£0	£0	
Stanstead lodge senior club ltd	£50,000	£38,669	£30,000	
Stephen Lawrence Charitable Trust	£53,000	£34,586	£35,000	
Sydenham Arts	34353	8474	0	
Sydenham Garden	£45,500	£33,147	£36,400	
T4H Therapy 4 Healing	£126,312	£0	£0	
Teatro Vivo	31200	29377	0	
Thames Reach charity	£34,944	£16,948	£0	
The 2000 community action Centre	£100,000	£0	£25,000	
The Albany (also WATAS)	£268,020	£267,290	£195,000	
The bike project	£24,734	£0	£0	
The front room club - a project of St Luke's Downham	£21,192	£0	£12,715	
The Grove Centre	£13,482	£16,524	£7,500	Allocation reduces to £3,750 in 20/21

				and £0 in 2021/22
The Maypole project	19620	0	0	
The midi music company	£45,000	£44,092	£38,200	
The Royal society for blind children	29969	0	0	
The Ubele initiative	£22,000	£0	0	
THYSF - Platform cricket	£33,600	£0	£25,000	
THYSF - Platform cricket	66667	0	0	
Trinity Laban conservatoire of music and dance	£88,400	£76,831	£60,000	
Urban synergy	£35,000	£0	0	
Voluntary Action Lewisham	£200,000	£210,000	0	
Voluntary Services Lewisham	£220,000	£161,474	£144,000	
WE matter UK	£35,000	£0	£0	
WE Women	£35,000	£0	0	
Wheels for Wellbeing	£34,941	£28,925	£29,350	
Young Lewisham Project	£40,000	£0	0	
Contingency	£0	£0	£2,500	
	£5,882,223	£3,053,780	£2,990,558	
		BUDGET	£2,562,102	
		BCF/iBCF	£428,456	
		TOTAL	£2,990,558	

NB - all allocations are pro-rata for 8 months in 2019/20

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

Date of Meeting	10 March 2021	
Title of Report	Small Sites Study Supplementary Planning Document	
Originator of Report	Karen Barke	Ext. 49588

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

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



Signed:
 Cllr Paul Bell Cabinet Member for Housing and Planning
 Date: 28/02/2021



Signed:
 Kevin Sheehan Executive Director for Housing, Regen and Public Realm
 Date: 22/02/2021

Control Record by Committee Support

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



Mayor and Cabinet Report

Small Sites Study Supplementary Planning Document

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: All wards within London Borough of Lewisham

Contributors: Executive Director for Resources and Regeneration

Outline and recommendations

This report is asking for permission to take the Small Sites Supplementary Planning Document forward to consultation in order to engage with the residents and stakeholders of the London Borough of Lewisham to get comments and feedback prior to its consideration for adoption.

Timeline of engagement and decision-making

30 th April 2019	Local Plan update to Sustainable Development Select Committee reporting on the Housing Capacity Fund Grant from the GLA.
27 th -29 th July 2020	Early stage presentation to Ward Councillors
14 th December 2020	Strategic Environmental Assessment (SEA) Screening responses received
Winter 2020	Pre-Production Consultation led by consultants
3 rd March 2021	Draft document presented to Sustainable Development Select Committee for comment.

1. Summary

- 1.1. This report seeks approval to consult on the draft Small Sites Supplementary Planning Document (SPD). The Small Sites SPD will provide advice and guidance for developing small sites, aiming to increase the supply of high quality, affordable homes in the borough of Lewisham.
- 1.2. This report explains why there is a need for guidance on small sites, summarises the contents of the draft SPD and provides detail on the nature of consultation.
- 1.3. The requirements for consultation on Supplementary Planning Documents (SPD's) were updated with the December 2020 Addendum to the Statement of Community Involvement (SCI) meaning the Council is now only required to carry out statutory consultation on SPD's. However, as the work for this SPD commenced prior to this Addendum, officers are proposing the consultation follows the original Statement of Community Involvement consultation process.
- 1.4. The draft SPD is to be considered at a meeting of Sustainable Development Select Committee held on 3rd March 2021 and any comments from the SDSC will be set out in an Addendum to this report and tabled prior to this report being considered by Mayor and Cabinet.

2. Recommendations

- 2.1. Mayor and Cabinet are recommended to:
 - a) Consider any comments received from the meeting of Sustainable Development Select Committee held on 3rd March 2021; and
 - b) Approve the content of the draft Small Sites SPD for public consultation in accordance with the Council's original Statement of Community Involvement consultation process.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 87

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

3. Policy Context

3.1. Planning Policy

3.1.1. Both the London Plan and the Local Plan contain planning policy in relation to small sites. The specific adopted policies are set out in para 3.1.2 – 3.1.5. These are the adopted policies that the SPD relies upon in policy terms. In addition the SPD seeks to provide further guidance in relation to these policies to support the development of small sites:

3.1.2. Policy H2 within 'The Publication London Plan' December 2020 By the Greater London Authority (GLA) states:

Boroughs should pro-actively support well-designed new homes on small sites (below 0.25 hectares in size) through both planning decisions and plan-making in order to:

- 1) *significantly increase the contribution of small sites to meeting London's housing needs*
- 2) *diversify the sources, locations, type and mix of housing supply*
- 3) *support small and medium-sized housebuilders*
- 4) *support those wishing to bring forward custom, self-build and community-led housing*
- 5) *achieve the minimum targets for small sites set out in Table 4.2* as a component of the overall housing targets set out in Table 4.1.**

**these tables correspond with the GLA's housing targets mentioned in paragraph 4.2 of this report.*

3.1.3. The GLA's Good Quality Homes for All Londoners Housing Supplementary Planning Guidance (SPG) is a suite of documents giving further guidance on the London Plan. Module B Pre-consultation Draft: Small Housing Developments, Assessing Quality and Preparing Design Codes focuses on small sites. It states:

*Good growth across London requires high quality residential development at all scales of delivery. Londoners living in existing communities deserve to experience the benefits of growth and change irrespective of its scale. Community support for intensification of existing neighbourhoods through conversion, extension, additional development on underused land, and demolition and redevelopment on brownfield land, will only be achieved at scale if boroughs enable character-specific, good quality design and construction. Where borough planning policy and design guidance is clear and up to date, development on small sites can realise the incremental growth needed within existing neighbourhoods, whilst offering developers and communities increased sight of and certainty about planning outcomes.**

- * *Guidance relates to the following policies within the New London Plan (Greater London Authority, 2019): Policy D1: London's form, character and capacity for growth, Policy D2A: Infrastructure requirements for sustainable densities, Policy D3: Optimising site capacity through the design-led approach, and D4: Delivering good design (Policy H2: Small Sites).*

3.1.4. Lewisham's current Development Management (DM) Local Plan adopted 26 November 2014 is the base for which the Small Sites Study guidance is written. DM Policy 33 gives general principles for development on certain sites:

Is this report easy to understand?

Please give us feedback so we can improve.

Page 88

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

- a. Infill Sites
- b. Backland Sites
- c. Back Gardens
- d. Amenity Areas

3.1.5. With the exception of Back Gardens the policy gives general principles for possible development on these types of sites. The Small Sites SPD gives guidance and clarification on these.

3.2. **Council strategies**

3.2.1. The Council's Corporate Strategy (2018-2022) outlines the Council's vision to deliver for residents over the next four years. Building on Lewisham's historic values of fairness, equality and putting our community at the heart of everything we do, the Council will create deliverable policies underpinned by a desire to promote vibrant communities, champion local diversity and promote social, economic and environmental sustainability. Delivering this strategy includes the following priority outcomes that relate to the adoption of the Small Sites SPD:

- **Tackling the Housing Crisis** – Providing a decent and secure home for everyone;
- **Building an Inclusive Economy** – Ensuring every resident can access high-quality job opportunities, with decent pay and security in our thriving and inclusive local economy; and
- **Making Lewisham greener**- Everyone enjoys our green spaces and benefits from a healthy environment as we work to protect and improve our local environment.

3.2.2. Lewisham's Housing Strategy (2020-2026), includes the following themes that relate to the adoption of the Small Sites SPD:

- Delivering the homes that Lewisham needs;
- Preventing homelessness and meeting housing need;
- Improving the quality, standard and safety of housing;
- Supporting our residents to live safe, independent and active lives; and
- Strengthening communities and embracing diversity.

3.2.3. The Small Sites SPD addresses the above by providing guidance on developing and building more homes in the borough. It suggests using local networks and encourages existing residents to develop themselves or as a group. It provides advice on creating greener more sustainable developments helping to improve our local communities.

4. Background

- 4.1. The work on the Small Sites SPD has been funded by the GLA's Homebuilding Capacity Fund to directly increase the delivery of new homes within the borough.
- 4.2. The current draft London Plan has an annual target of 1,667 new homes of which 379 per annum are forecast from small windfall sites (0.25 hectares or below). This would require nearly 4,000 homes to be delivered through small sites in the next 10 years. The fundamental aim of this SPD is to help Lewisham achieve this target.

5. Pre-production Consultation

- 5.1. The consultants appointed to support this work have carried out consultation throughout the production of the draft SPD. The consultation webpage used to date can be found at <https://lewisham.smallsites.london/>.

- 5.2. This web presence gathered almost 60 responses from a range of people and organisations including homeowners, self-builders, small developers and architects. Alongside this the consultants set up a selection of group discussions with Architects, Developers, Housing Associations, and the team at Community Led Housing supported by the Mayor of London.
- 5.3. Throughout the production of this work the consultants held a selection of discussions with LBL planning officers including those from Development Management, Conservation, Highways, Trees, Sustainability and Policy.
- 5.4. SPDs do not require Sustainability Appraisals but may in exceptional circumstances require a Strategic Environmental Assessment (SEA) if they are likely to have significant environmental effects that have not already been assessed during the preparation of the Local plan or other development plan documents.
- 5.5. A Strategic Environmental Assessment (SEA) screening has therefore been undertaken on the Small Sites SPD. It demonstrates that any effects resulting from higher tier planning documents including the 'parent policies' relevant to this SPD have already been considered and assessed by a separate full SEA through the Development Plan process. Screening was completed at the end of October 2020 with time given until early December for statutory consultees to respond.
- 5.6. Having received no objections from the statutory consultees, the planning service have determined that an SEA is not required. This is based on the fact that the SPD does not propose any new policies, or the amendment of existing adopted policies, and will not allocate resources or direct other higher level plans and programmes.
- 5.7. The SEA Screening Report is shown in Appendix 4.

6. Small Sites SPD Summary

- 6.1. The Small Sites SPD gives guidance on developments on sites under 0.25 hectares to enable them to deliver a higher number of better quality well designed homes.
- 6.2. The SPD aims to encourage the delivery of small sites to:
 - Deliver more homes, including those that are **genuinely affordable**;
 - Ensure that Lewisham hits its **annual housing targets** and meets the government's Housing Delivery Test;
 - Ensure Lewisham continues to receive significant income from **New Homes Bonus**;
 - **Diversify who is delivering Lewisham's housing supply** to make it more resilient – Lewisham is currently heavily reliant on large strategic sites;
 - **Encourage local builders and developers** to build within Lewisham thus stimulating the local economy and creating local jobs;
 - Increasing density/critical mass within Lewisham' suburbs to help **support local centres**; and
 - Help co-ordinate the delivery of infrastructure within the south of the borough through the collection of **CIL and S106**.
- 6.3. The SPD is intended as design guidance that informs applicants of best practices helping to de-risking the planning process and to guide first time applicants. The document aims at reaching a wider audience than previous planning documents, with language and diagrams to support less experienced developers and landowners whilst

Is this report easy to understand?

Please give us feedback so we can improve. Page 90

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

also directing local and experienced developers with constrained and complex sites.

6.4. The SPD is split into three main chapters; Guidance, Toolkits and Site Types, with sub headings as follows:

1) Guidance

- Context of the document
- Planning Policy Areas
- Permitted Development
- Development Flowchart
- Design and Access Guide
- Small Sites Sustainability
- FAQ's

2) Toolkits

- Design Principles
- The Good Design Toolbox
- The Green Toolbox
- The Inside Out Toolbox
- The Placemaking Toolbox
- Advantages of developing own land
- Advantages of developing in a group
- Working with green space
- Mixed Use Developments
- Sustainability
- Heritage

3) Site Types

- Type Selection
- Infill development
- Backlands
- Other Types

6.5. The SPD is the second of three documents. The first, the Small Sites Vision (Development Strategy Document), sets out the vision and context of small sites in Lewisham. This is supporting information for the SPD and will not be consulted on. See Appendix 1

6.6. The third document shown as appendices to the SPD include mapping and research completed in the process of creating the SPD. See Appendix 3

7. Consultation

7.1. Should the recommendation in this report be approved, the consultation process for the draft SPD be carried out in accordance with the Council's original Statement of Community Involvement and not the Addendum published in December 2020. This is

Is this report easy to understand?

Please give us feedback so we can improve.

Page 91

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

because the work on this SPD commenced prior to the Addendum being approved.

- 7.2. The consultation process will run for six weeks and will involve:
- Consulting (by digital mail-out) specific Consultation Bodies, General Consultation Bodies and Other Consultees (to the extent that the Council considers the proposed subject matter affects that body). This would include specific community groups and local organisations.
 - Ensuring that the SPD and the other material required to support it are accessible on the Lewisham website, and posted to selected online forums and groups to access as many Lewisham residents as possible. The SPD and other material will be accessible at suitable libraries should Covid restrictions allow.
 - In addition to the above we will aim to consult as broadly as possible with the community by arranging online virtual sessions to discuss and comment on the guidance.
- 7.3. After the 6 week consultation period, all representations received will be considered and a final version of the SPD will be prepared for consideration at the future meeting of Sustainable Development Select Committee and reported for adoption by Mayor and Cabinet. An indicative programme to adoption is shown at paragraph 8.2.

8. Timetable to adoption

8.1. This report is recommending Mayor and Cabinet approve the consultation of the Small Sites SPD. Following the consultation, the proposal is for the SPD to be adopted and become a material planning consideration in the determination of planning applications. The timeline to that is as follows:

8.2. Forward Programme

Action	Indicative Date
Proposed consultation	20 th March 2021 – 1 st June 2021
Review of feedback and revisions	Spring-Summer 2021
Further review by the Sustainable Development Select Committee (SDSC)	Summer 2021
Adoption approval by Mayor & Cabinet	Autumn 2021

9. Financial implications

- 9.1. There are no direct financial implications arising from this report. The SPD will be published electronically on the Council's website and only limited hard copies will be produced, these being funded from within the agreed Planning Service budget.
- 9.2. All costs for the development of the SPD and the consultation have been funded by the GLA Homebuilding Capacity Fund.

10. Legal implications

- 10.1. The Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the main steps in the procedure for the production and adoption of planning documents, as explained in the report.
- 10.2. Section 9D of the Local Government Act 2000 states that any function of the local

Is this report easy to understand?

Please give us feedback so we can improve. Page 92

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

authority which is not specified in regulations under subsection (3) is to be the responsibility of an executive of the authority under executive arrangements. The Local authorities (Functions and Responsibilities (England) Regulations 2000 specifies that certain functions relating to Development Plan documents are by law the responsibility of the Council. No specific reference is made to the preparation of an SPD in the Regulations and as it is not a Development Plan Document it is therefore an executive function

- 10.3. 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.
- 10.4. 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.
- 10.5. 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 at 12.4 above.
- 10.6. The weight to be attached to the duty will be dependent on the nature of the decision and the circumstances in which it is made. This is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. The Mayor must understand the impact or likely impact of the decision on those with protected characteristics who are potentially affected by the decision. The extent of the duty will necessarily vary from case to case and due regard is such regard as is appropriate in all the circumstances.
- 10.7. 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>
- 10.8. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
 2. Meeting the equality duty in policy and decision-making

- 3. Engagement and the equality duty: A guide for public authorities
 - 4. Objectives and the equality duty. A guide for public authorities
 - 5. Equality Information and the Equality Duty: A Guide for Public Authorities
- 10.9. The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:

<https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty-guidance#h1>

11. Equalities implications

- 11.1. The Council's Comprehensive Equality Scheme for 2016-20 provides an overarching framework and focus for the Council's work on equalities and helps ensure compliance with the Equality Act 2010.
- 11.2. The Small Sites SPD does not have any direct equalities implications.

12. Climate change and environmental implications

- 12.1. As outlined in the SEA Screening Opinion, there are no direct environmental impacts arising from this report.

13. Crime and disorder implications

- 13.1. There are no direct implications relating to crime and disorder issues.

14. Health and wellbeing implications

- 14.1. There are no direct implications relating to health and wellbeing issues.

15. Background papers

- 15.1. Development Management Local Plan
<https://lewisham.gov.uk/myservices/planning/policy/adopted-local-plan/development-policies/development-policy-documents>
- 15.2. The Publication London Plan December 2020 <https://www.london.gov.uk/what-we-do/planning/london-plan/new-london-plan/publication-london-plan>
- 15.3. Good Quality Homes for All Londoners Housing SPG Consultation Draft October 2020
<https://consult.london.gov.uk/good-quality-homes-for-all-londoners>
- 15.4. Sustainable Development Select Committee report dated 30th April 2019. Reference Local Plan Update to the Council's award of funds from the Homebuilding Capacity Fund can be found at paragraph 9.3 in the report here:
<https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=136&MId=5561&Ver=4>

16. Glossary

- 16.1. Glossary of some key terms used in the report. There is a more detailed glossary of terms within the design guidance itself.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 94

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

Term	Definition
Small Site	A potential development site of 0.25 Hectares or less (roughly 1/3 of a football pitch) as defined by the GLA in the draft London Plan.
Supplementary Planning Document	A guidance document produced to aid planning's direct management officers that gives guidance to help applicants adhere to policies within the adopted local plan.
Genuinely Affordable Homes	Homes that meet the average household earnings for residents of a certain area, in the borough of Lewisham this is deemed as Social Rent or London Affordable Rent.
SPD	Supplementary Planning Document https://lewisham.gov.uk/myserVICES/planning/policy/adopted-local-plan/spds
GLA	Greater London Authority

16.2. See further terms:

<https://www.london.gov.uk/what-we-do/planning/london-plan/current-london-plan/london-plan-annexes/annex-six-glossary>

<https://www.gov.uk/guidance/national-planning-policy-framework/annex-2-glossary>

17. Report author and contact

17.1. David Syme, David.syme@lewisham.gov.uk

17.2. Tom Atkinson, Thomas.atkinson@lewisham.gov.uk

17.3. Monique Wallace, Monique.wallace@lewisham.gov.uk

18. Comments for and on behalf of the Executive Director for Corporate Resources

19. Shola Ojo Principal Accountant, Corporate Resources

19.1. 02083147778 - Shola.Ojo@lewisham.gov.uk

20. Comments for and on behalf of the Director of Law, Governance and HR

20.1. Katherine Kazantzis, Principal Lawyer

20.2. 020 83147937– Katherine.Kazantzis@lewisham.gov.uk

21. Appendices

21.1. Appendix 1 – Small Sites Vision – Development Strategy Document PDF

21.2. Appendix 2 – Small Sites SPD Draft Document PDF

21.3. Appendix 3 – Small Sites Study – Appendices PDF

21.4. Appendix 4 – SEA Screening Report Word Document

21.5. Appendix 5 – Comments from SDSC on March 3rd 2021 Word Document. (these will be attached late as dispatch is prior to the SDSC meeting)

Is this report easy to understand?

Please give us feedback so we can improve.

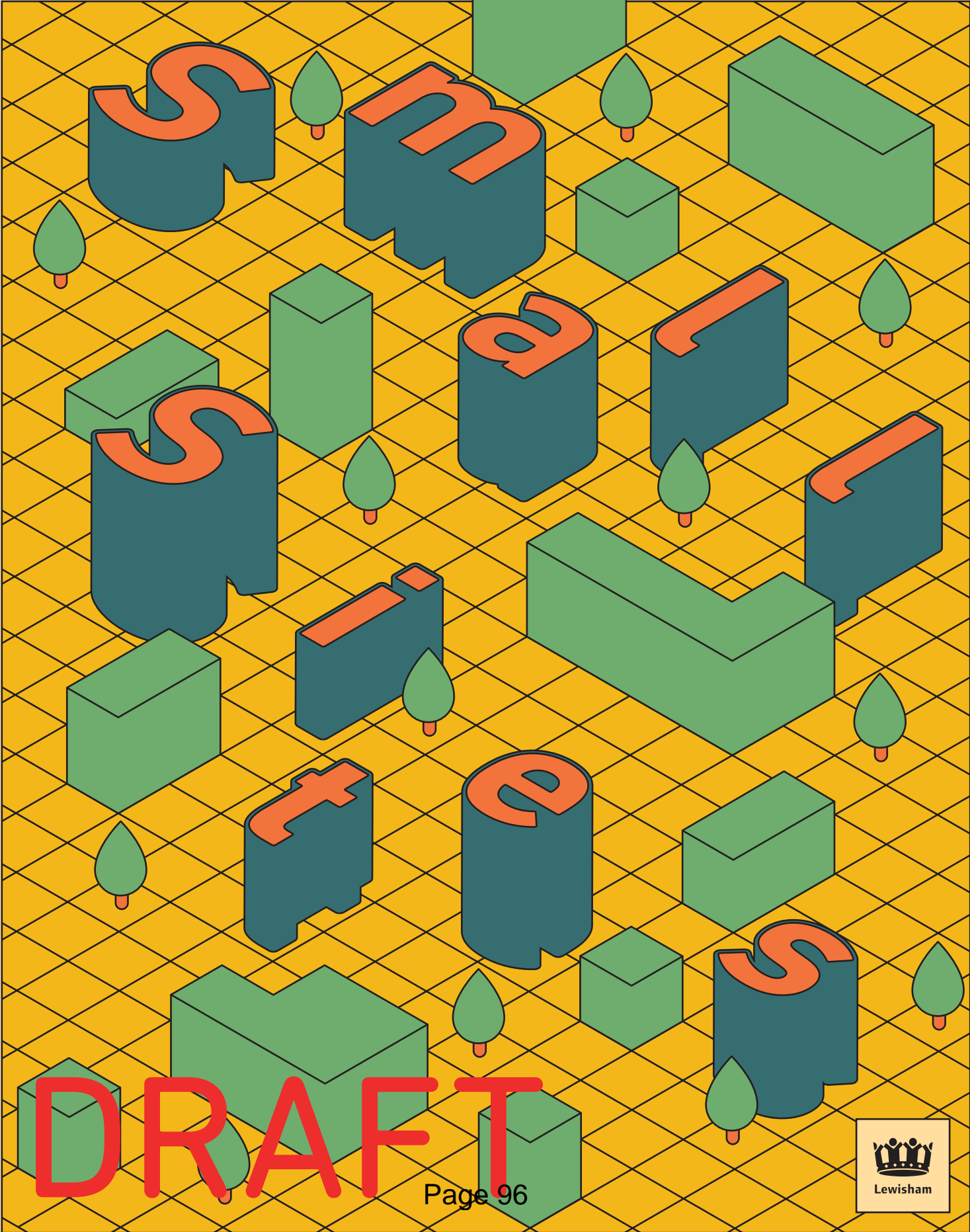
Page 95

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

Small Sites Vision

Development Strategy Document

Draft March 2021





**London Borough of Lewisham
Small Sites Vision
Development Strategy Document**

This document is a development strategy for small sites developments in the London Borough of Lewisham. It is the first of three documents in this series, all of which can be found on Lewisham Council's website.



Researched and written by Ash Sakula (Cany Ash and Robert Sakula) and RCKa (Russell Curtis, Lee Jesson and Robin Turner) with support from Melissa Merryweather, Catherine Croft and the London Borough of Lewisham (Thomas Atkinson, Monique Wallace, David Syme). Graphic Design by RCKa (Zack Wellin).



Published TBC

This is a draft version for comment.

Some images in this document are placeholders awaiting new photography that will be incorporated ahead of issuing for consultation.

Vision Document		
1	Introduction	2
2	What are Small Sites?	4
3	Why Build on Small Sites	8
4	Evolution of the Borough	14
5	Opportunities	16

Small Sites Design Guide (SPD)

Small Sites Appendices

↓

1.1. Executive Summary

This document is the Lewisham Small Sites Development Strategy.

It is Part 1 of three documents which are:

- Part 1: This Small Sites Development Strategy document sets out a high level strategic vision for delivering more homes, including affordable homes, on Lewisham's small sites, underpinned by a series of objectives to achieve this vision.
- Part 2: The Small Sites Design Guide which forms an SPD to guide the delivery of small sites intensification in Lewisham.
- Part 3: Appendices

This Part 1 Development Strategy document:

- Defines what a small site is;
- Identifies a series of site types which align closely with Lewisham's existing key policies;
- Describes why developing small sites is important;
- Targets eight key objectives;
- Examines the national, London-wide and local policy context for delivering small sites;
- Describes Lewisham's suburban growth;
- Identifies potential areas for intensified small sites development.

1.2. Purpose of this document

This document sets out Lewisham's vision for how small sites can help it to meet its housing need.

Encouraging the delivery of small sites will:

- Deliver more homes, including those that are genuinely affordable.
- Help Lewisham meet its annual housing targets.
- Safeguard Lewisham's income from the New Homes Bonus.
- Diversifying away from reliance on large strategic sites
- Support local builders and developers, stimulating the local economy.
- Increase density, and thereby improving viability of local services.
- Improve infrastructure through CIL and S106 contributions.

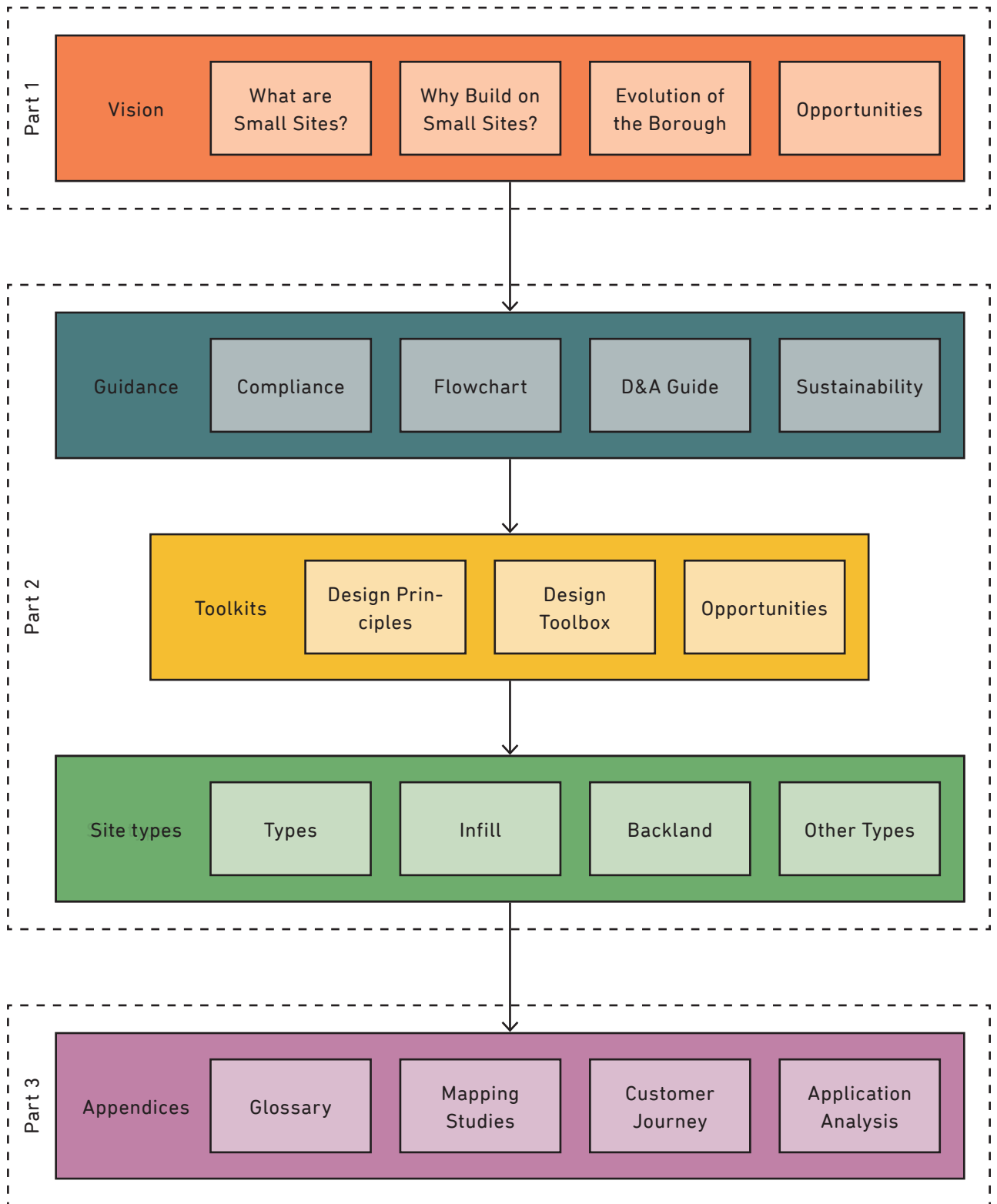


Fig. 1: Structure of the small sites documents. This document constitutes Part 1

2.1. What is a small site?

We can define a small site as being a plot of less than 0.25 hectares, which is 2,500 square metres, or 27,000 sq ft. To visualise this better, it is a square with 50 metre sides, or sides of 165 feet. This is a little more than one third the size of a football pitch.

There is no minimum size, though it is hard to imagine a site of less than, say, 50 square metres being developable.

Carefully designed, and in appropriate locations, a 0.25 hectare site might provide as many as 35 new homes, assuming a density of around 140 homes per hectare. This compares with typical suburban density of around 21 homes per hectare.

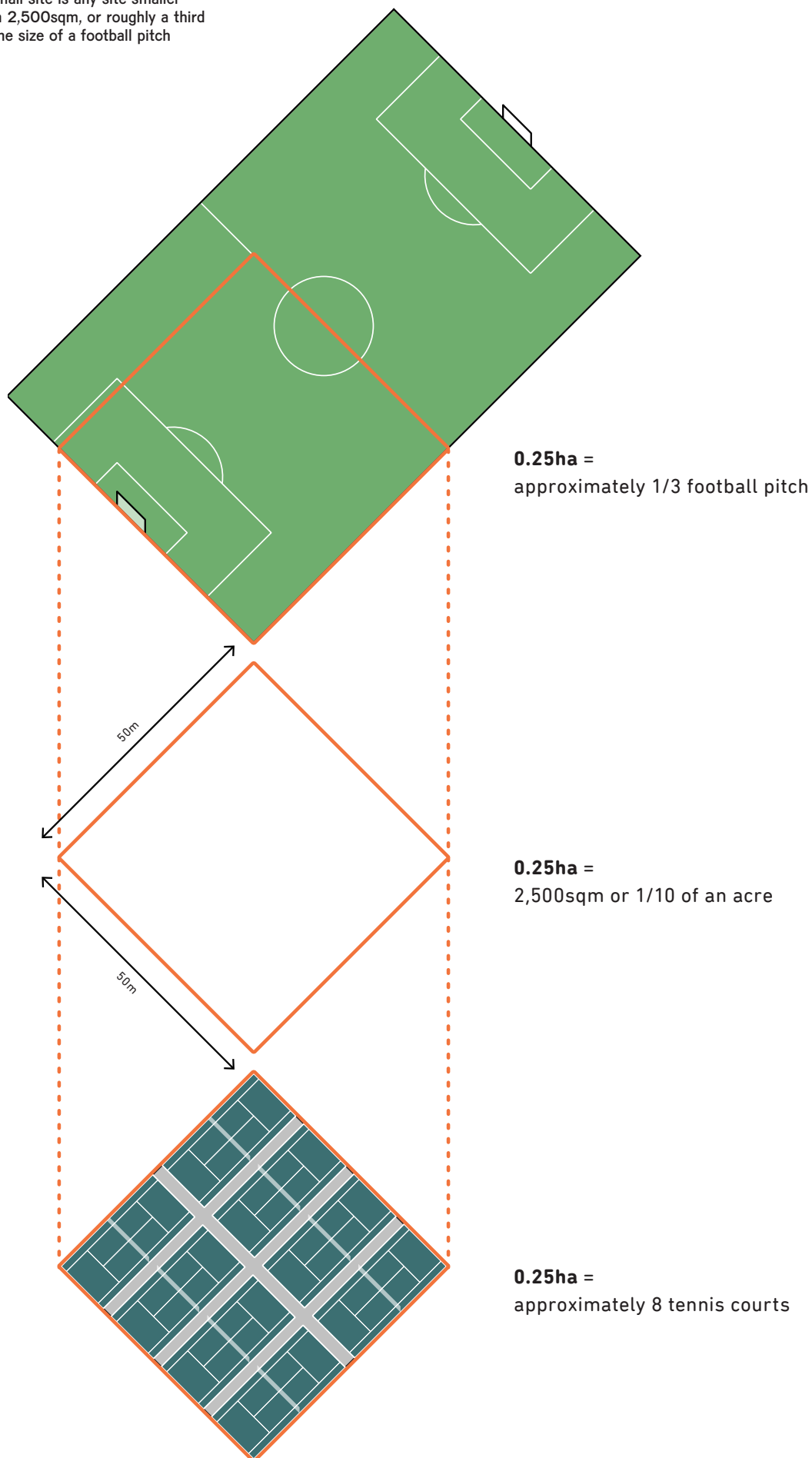
A small site might be:

- An area of low density, for example backlands, where demolition and redevelopment of low-density dwellings or former industrial premises can provide more homes;
- Infill sites, that may never have been previously built upon;
- Extensions and alterations to existing homes, allowing new generations to stay in the communities they grew up in.

Small site development can benefit not just incoming residents, but existing residents too. Suburban intensification through an increase in density can enhance existing places, through new infrastructure and improved local services.

It is worth noting that some of the densest parts of London, including Bloomsbury, Kensington, Knightsbridge, Kensington and Chelsea, are among the most desirable places to live in the capital.

Fig. 2: A small site is any site smaller than 2,500sqm, or roughly a third of the size of a football pitch



2.2. Site Types

Five primary site categories have been identified, drawn primarily from the Local Plan Policy DM11 and the emerging Local Plan Policy QD 11, with the addition of a conversion and extension category. This allows us to better tie the SPD back to Lewisham’s key policies.

The five categories are:

- Infill
- Backlands
- Conversion and extension
- Garden lands/ back gardens
- Amenity

Under each of these categories we have defined site types. The categories have been tested, iterated and refined by running real sites through them to ensure that all potential sites can be matched to a category.

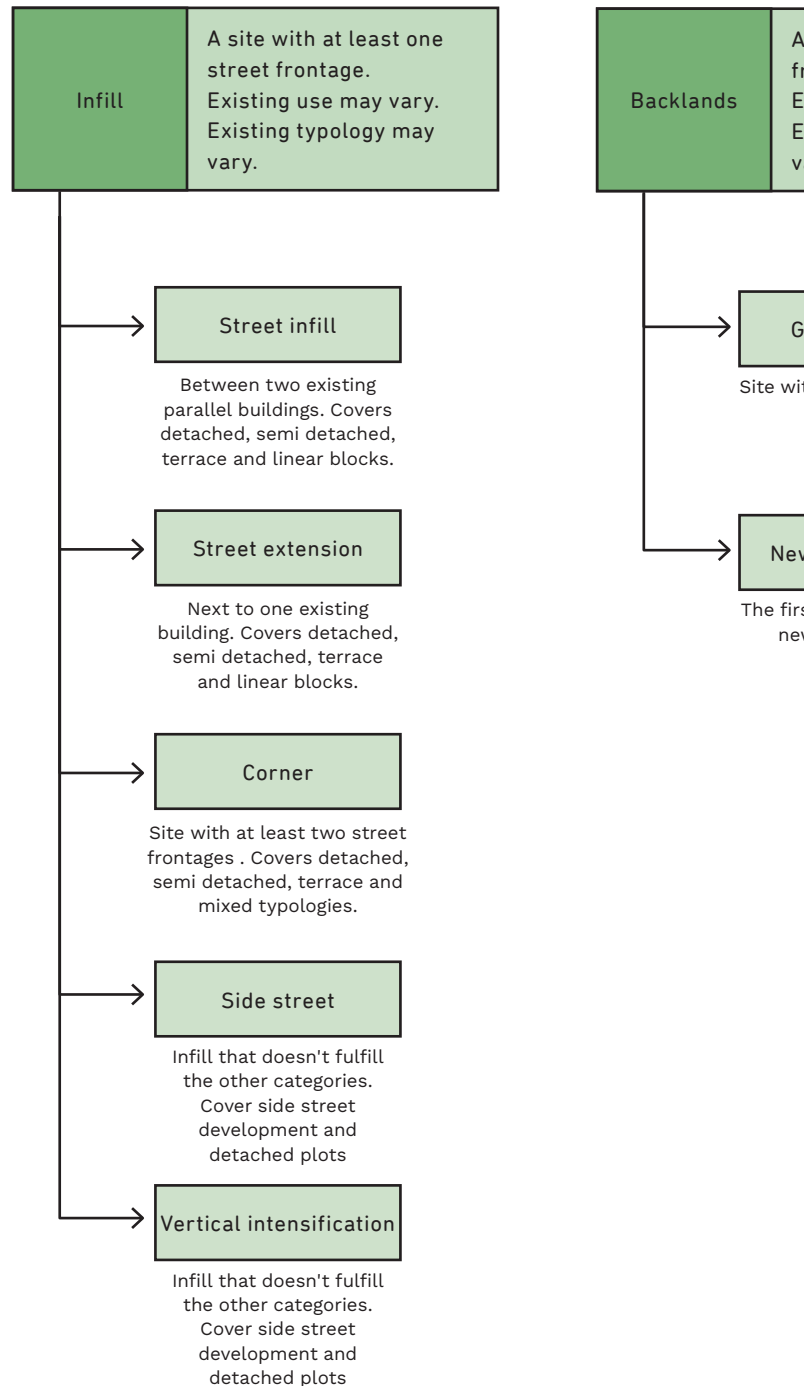


Fig. 3: The five types of small sites that are identified and advised on in this document

site with no street frontages. Existing use may vary. Existing typology may vary.

Garage / yard

with existing vehicular access

Low mews / alley

Best development of a low mews street

Conversion + extension	Retaining an existing structure on site. Change to residential use. Increase in number of homes.
-------------------------------	--

Other type?

When retaining an existing structure on site you should consult the section relevant to the site type

Other guidance

Refer to the Alterations and Extensions SPD

Garden lands / back gardens	Existing usage as a garden. May be hard or soft landscape. May be visible from street.
------------------------------------	--

Other type?

Garden land is not developable, so consider if the site fits another category

Amenity	Existing amenity use. May be green space or other communal facility. Has specific designation.
----------------	--

Redundant amenity

Site has an existing designation as amenity but can be proved to be surplus or redundant and the designation removed

3 Why Build on Small Sites

3.1 Why encourage the delivery of small sites?

Lewisham needs to deliver more new homes, especially affordable homes. In June 2020, 9,000 households were on the housing register. Of these, 2,500 were in temporary accommodation. It is calculated that the borough needs to build 1,667 homes every year for the next ten years with at least 23% of these being provided by small sites of less than 0.25 hectare.

Small site development is required because:

- Government planning policy recognizes the contribution of small sites to housing delivery as important and suggests they should provide 10% of an area’s housing requirement.
- The upcoming London Plan mandates boroughs to meet certain housing targets with small sites playing an essential part. Lewisham’s annual target is 379 new homes on small sites.

Lewisham’s small sites strategy aims to:

- Deliver more homes, including those that are genuinely affordable.
- Diversify who is delivering Lewisham’s housing supply to make it more resilient.
- Encourage local builders and developers, thus stimulating the local economy and providing jobs.
- Increase density, helping to support local centres and infrastructure.

The following pages set out the vision and key objectives underlying this small sites strategy.



Fig. 4: Example of small sites housing



Fig. 5: Aims of the Lewisham Small Sites Vision

Improve the quality of new homes

Encourage applicants to build homes which are sustainable, resilient, healthy to live in and of exemplary design. Ensure they respond appropriately to the character and heritage of their neighbourhood.

Increase Lewisham's supply of new homes

Develop a strategic approach to small site intensification which de-risks the planning process and results in more sites coming forward.

Identify sites and areas for intensification

Identify and publicise those parts of the borough where small site intensification will help make better places for both new and existing residents, by enabling more commerce, services and public transport to develop.

Reduce risk

Provide clear principles for the development and intensification of small sites, minimising planning risk, optimising site capacities and supporting Lewisham's emerging spatial strategy for significant growth in suburban locations.

Fig. 6: Objectives of the Lewisham Small Sites Vision

Learn from elsewhere

Similar studies by other London councils and guidance from the GLA can provide leads. However, Lewisham's approach needs to be specific to its own culture and development needs so as to enthuse residents and ward councillors with a vision they can support.

Engage with local stakeholders

These include Housing Associations, private developers, local contractors, architects and landowners, whose experiences can help shape the strategy and guidance.

Optimise the supply of affordable homes

Reach out to applicants and provide robust advice as to the delivery capacity of each site. Demonstrate a clear understanding of the constraints and opportunities faced by developer partners.

Make advice accessible and easy to understand

Provide printed and online advice which is user-friendly. Avoid jargon, and help applicants successfully navigate the planning policy maze. Aim to widen participation so more people can build.

3.1. Policy Context

This Small Sites Development Strategy document, and its associated Supplementary Planning Document (SPD) provides guidance to applicants proposing small sites development in Lewisham.

A tiered layering of policy documents provides the planning policy context for the Small Sites SPD. The most significant of these are:

- The NPPF
- The upcoming London Plan
- Lewisham's upcoming Local Plan.

3.2. NPPF

The National Planning Policy Framework (NPPF) promotes sustainable development and encourages local planning authorities to **plan positively** for new development and to approve proposals wherever possible. It aims for a genuinely plan-led system to enable local people to shape their surroundings and seeking **high standards of design**.

The NPPF identifies **small and medium sized sites** as able to contribute to housing need. It calls on local planning authorities to identify these sites to accommodate at least 10% of their housing requirement, and support the development of small sites. Nonetheless, they should **resist inappropriate development of residential gardens** where this would cause harm.

To provide maximum clarity and to encourage good design the NPPF encourages definitive plans, **supplementary planning documents**, and visual tools such as **design guides and codes**.

3.3. London Plan

The December 2019 'Intend to Publish London Plan' sees increasing the rate of housing delivery from small sites as a **strategic priority**. It sets out a 'small sites' housing target for every borough as part of its Policy H2 concerning small sites. For Lewisham, this small sites target for the ten-year period from 2019/20 is 3,790 net housing units, or 379 units per year, and makes up roughly 23% of the borough's overall draft London Plan target.

It foresees **incremental intensification** within 800 metres of transport hubs or town centres and recognizes that **local character will need to change over time** in appropriate locations to achieve this.

The Plan hopes to revive the role of **small and medium sized developers**, diversify the locations for development, encourage **custom-build and community-led housing**, support town centre economies and promote **modern methods of construction**.

It recommends that boroughs should provide design guidance in the form of **design codes** to provide clarity for potential applicants and reduce planning risk.

The Plan expects small sites development to contribute to **affordable housing** delivery, either on-site or, more often, as cash in lieu contributions.

3.4. Local Plan

Lewisham's 2014 adopted Local Plan is in process of being superseded by the emerging Local Plan which states Lewisham's aim as not just to meet the draft London Plan small sites target but to exceed it.

It recognizes that small sites provide opportunities to deliver new affordable homes, and can play an important role in addressing local deprivation. For instance, the designated Areas for Regeneration in the south of the Borough, that is Whitefoot, Downham and Bellingham wards, have distinctive characters and urban grain based on historic estate development with a lack of large site opportunities. Small site development could here provide a mechanism for more incremental investment and area improvement and could help to address the underlying causes of deprivation.

The Local Plan will provide the planning policy context for the Small Sites SPD. When determining applications, the Lewisham Local Plan and its policies, along with relevant guidance - including the Small Sites SPD - will be used to reach a balanced decision. Development proposals will be expected to have regard to this planning guidance and show how it informs the development through a design-led approach.



Fig. 7: Example of small sites housing

The upcoming Local Plan contains a number of items relevant to small sites, and section **H02 Optimising the use of small housing sites** addresses them specifically. Relevant points include:

- The Council will safeguard employment sites where possible;
- There is no mention of habitable room separation distances, previously set at 21m;
- A potential infill site should have a street frontage;
- Demand for parking must be considered;
- Development must not overshadow neighbouring back gardens;
- Backland development must provide easy access and avoid gates;
- Generally, the use of garden land for development is to be avoided and will be strongly resisted;
- Small sites should contribute towards affordable housing targets, respond positively to local character, enhance biodiversity, protect local amenity, and be designed to a high quality.
- Incremental intensification may lead to an area's character evolving over time, and this is not necessarily unwelcome.

3.5. The evolution of Lewisham's suburbs

London's suburbs have evolved over the past century and a half, and those in Lewisham form an essential part of this story.

Victorian development was a mix of terraced houses, often along key routes, and estates of large detached houses for a growing middle class.

Later, twentieth century inter-war development saw large areas of suburban housing. Predominantly this used the typology of the ubiquitous semi-detached suburban house, though parts of the Borough, such as Bellingham and Downham, feature suburban terraces.

Since 1945, evolution has continued, through the construction of new homes, often in larger blocks, as well as extensions and alterations to existing homes.

In addition, Lewisham has pioneered different development types, such as the development on infill or backland sites, and on difficult sites such as Walter's Way and Segal Close.

Development proposals coming forward today are part of the on-going evolution of the suburbs. This evolution and growth will continue, whether or not it is planned.

This document sets out a vision for development and intensification of small sites as an intrinsic part of this growth. Its aim is to ensure that the suburbs develop sustainably, and in ways that enhance the quality and character of Lewisham's neighbourhoods.

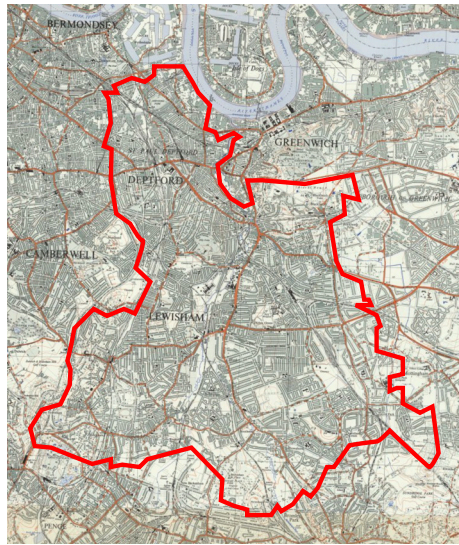
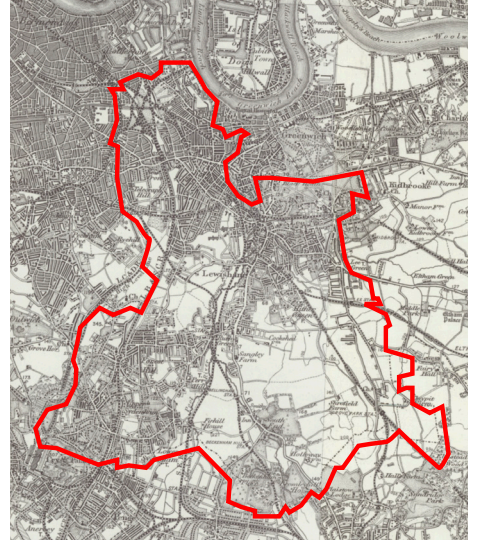
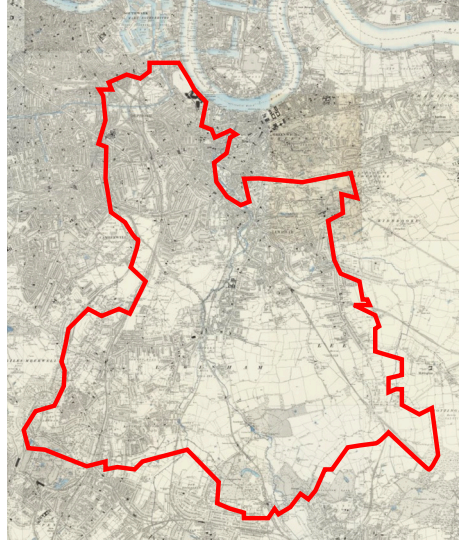


Fig. 8: The growth of Lewisham's suburbs between the 1880s and today



5.1. Area Mapping

We have used a detailed mapping process of the Borough to identify opportunities for intensification.

Further to understanding the borough's areas by wards, character areas and focus areas, the borough has been analysed by typological areas.

Each area has been analysed, leading towards a stronger understanding of typical sites that occur across the borough. Using this mapping and other resources, potential sites for small sites development have been identified and catalogued.

The map opposite, for example, indicates areas which may be appropriate for intensification, based on their connectivity.

Further detail on mapping and identified areas for intensification can be found in Part 3: Appendices.



Fig. 9: Example of small sites housing

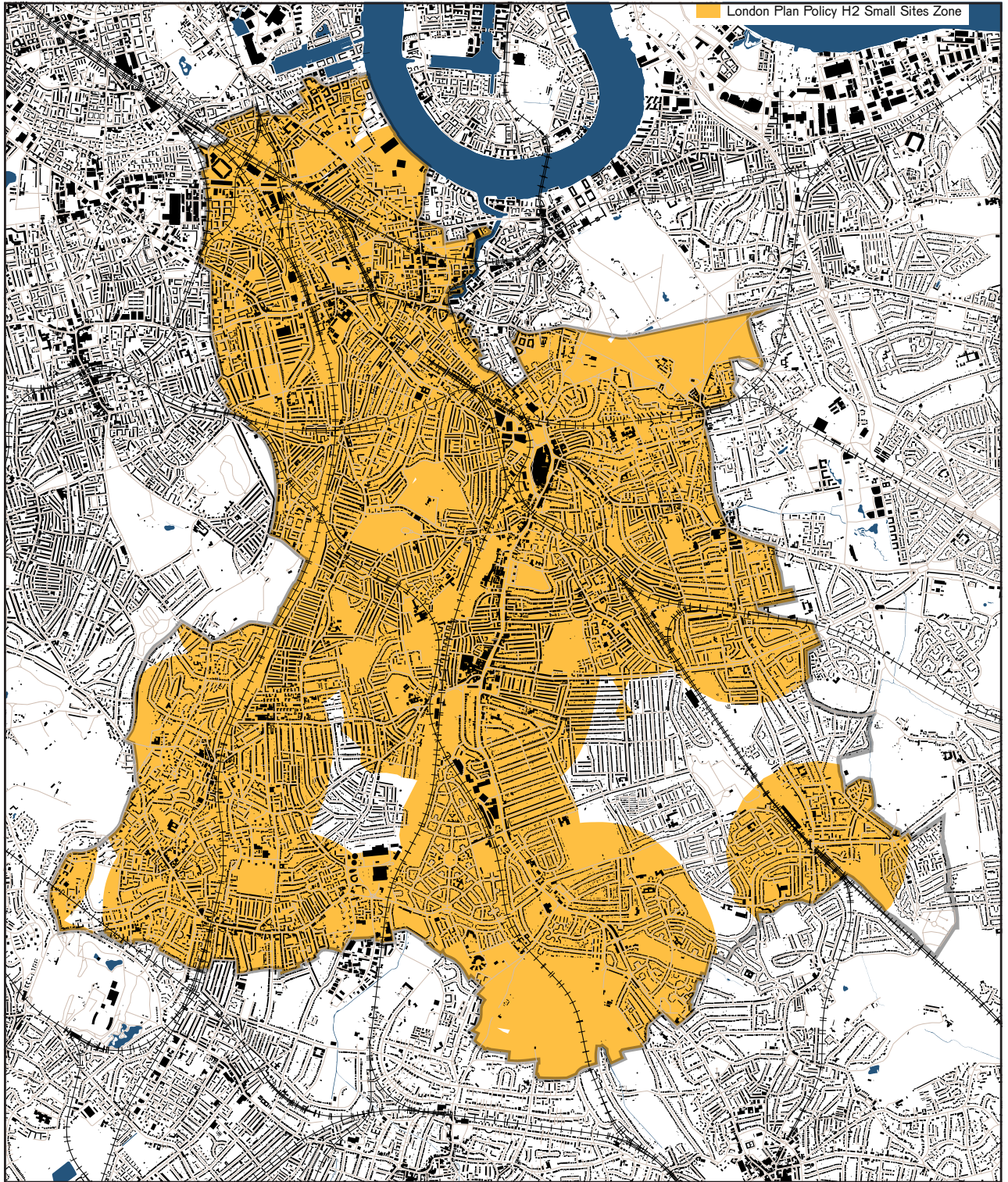


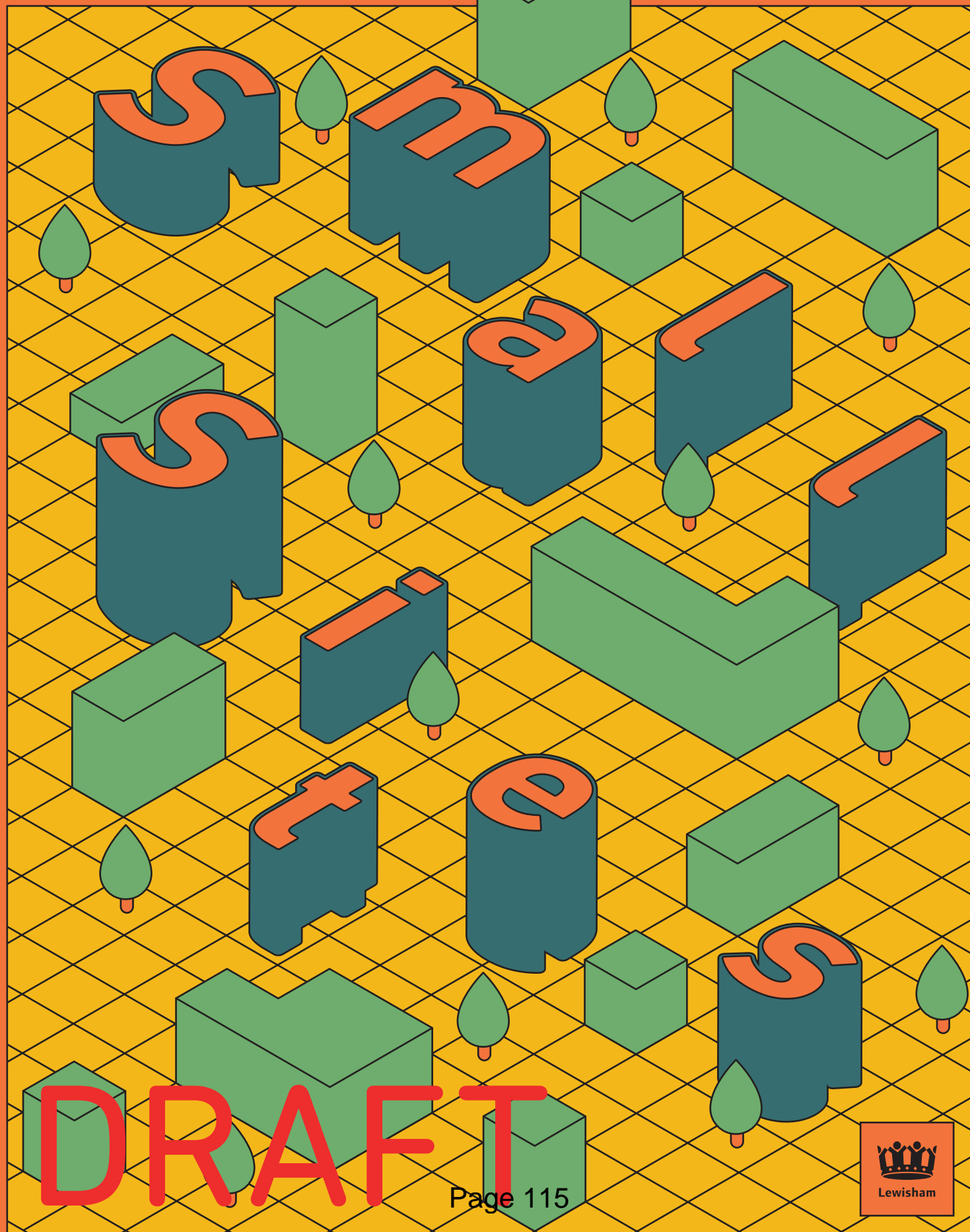
Fig. 10: Map of Lewisham and the surrounding areas showing the Policy H2 area and areas close to a cycleway

Small Sites Design Guide

Supplementary Planning Document

(SPD)

Draft March 2021





**London Borough of Lewisham
Small Sites Design Guide
Supplementary Planning Document**

This document is a design guide for small sites developments in the London Borough of Lewisham. It is the second of three documents in this series, all of which can be found on Lewisham Council's website.



Researched and written by Ash Sakula (Cany Ash and Robert Sakula) and RCKa (Russell Curtis, Lee Jesson and Robin Turner) with support from Melissa Merryweather, Catherine Croft and the London Borough of Lewisham (Thomas Atkinson, Monique Wallace, David Syme). Graphic Design by RCKa (Zack Wellin).

Published TBC
This is a draft version for comment.

Some images in this document are placeholders awaiting new photography that will be incorporated ahead of issuing for consultation.



Small Sites Vision		
Introduction		
1	What is this Document?	2
2	Key Objectives	4
3	The Document and its Structure	6
4	FAQs	8
Guidance		
5	Context of the Document	12
6	Planning Policy Areas	14
7	Conservation areas	20
8	Permitted Development	24
9	Development Flowchart	26
10	Design and Access Guide	36
11	Small Site Sustainability	44
Toolkits		
12	Design Principles	48
13	The Good Design Toolbox	62
14	The Green Toolbox	64
15	The Inside and Out Toolbox	66
16	The Placemaking Toolbox	72
17	Advantages of Developing your own Land	80
18	Advantages of Developing in a Group	82
19	Working with Green Space	84
20	Mixed use Developments	86
21	Sustainability	88
22	Heritage	96
Site Types		
23	Type Selection	102
24	Selecting the right type	104
25	Infill Development	114
26	Street infill	116
27	Street extension	126
28	Corner development	136
29	Side street development	144
30	Vertical intensification	150
31	Backland	158
32	Garages and yards	162
33	New mews and alleys	170
34	Other Types	174
Small Sites Appendices		

1 What is this Document?

1.1. What is this document?

1.1.1. This document is a supplementary planning document (SPD) providing advice and guidance for anyone involved in preparing or reviewing planning applications for residential development on a small site in Lewisham.

1.2. Purpose of this section

1.2.1. This section outlines the purpose of the design guide and the value of good design when developing a small site. It explains how to use the document, its structure, who it is intended for as well as its aims.

1.3. What is a supplementary planning document (SPD)?

1.3.1. A supplementary planning document (SPD) provides advice and guidance on the implementation of policies and proposals contained in Lewisham's Local Plan. SPDs are prepared in line with the National Planning Policy Framework and Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

1.4. What is a Small Site?

1.4.1. Small sites are any site that are below 0.25 hectares in size. That is 2,500sqm, or just under a third of the size of a standard football pitch.

1.4.2. The National Planning Policy Framework states that local authorities should promote small sites developments as "Small and medium sized sites can make an important contribution to meeting the housing requirement of an area, and are often built-out relatively quickly." (NPPF, paragraph 68). Meanwhile the London Plan says that "Boroughs should pro-actively support well-designed new homes on small sites (below 0.25 hectares in size) through both planning

decisions and plan-making" (London Plan, Policy H2a).

1.4.3. Lewisham needs to build on average 16,670 new homes over the next 10 years, with 3,790 of these coming from small sites. These sites vary in character, ownership and existing usage, but they can be found across Lewisham and encouraging them to be developed to provide new homes is vital to meeting these targets.

1.5. Why have an SPD on Small Sites?

- 1.5.1. The SPD has a number of aspirations:
- Deliver more homes, including those that are genuinely affordable
 - Ensure that Lewisham achieves its annual housing targets and meets the government's Housing Delivery Test
 - Diversify our housing supply to make it more open to smaller operators – Lewisham is currently heavily reliant on large strategic sites by large housebuilders
 - Encourage local builders and developers to build within Lewisham thus stimulating the local economy and creating local jobs
 - Increasing density/critical mass within our underdeveloped areas to help support local centres
 - Help coordinate the delivery of infrastructure within the south of our borough through the collection of CIL and S106 contributions
 - The emerging Local Plan is introducing an affordable homes contribution for small sites for the first time which again will help deliver Lewisham's home building programme

1.5.2. In the diagram on the next page are the key objectives that have guided the production of this document. These are expanded on in the Lewisham Small Sites Development Strategy document.

Fig. 1: A small site is any site smaller than 2,500sqm, or roughly a third of the size of a football pitch

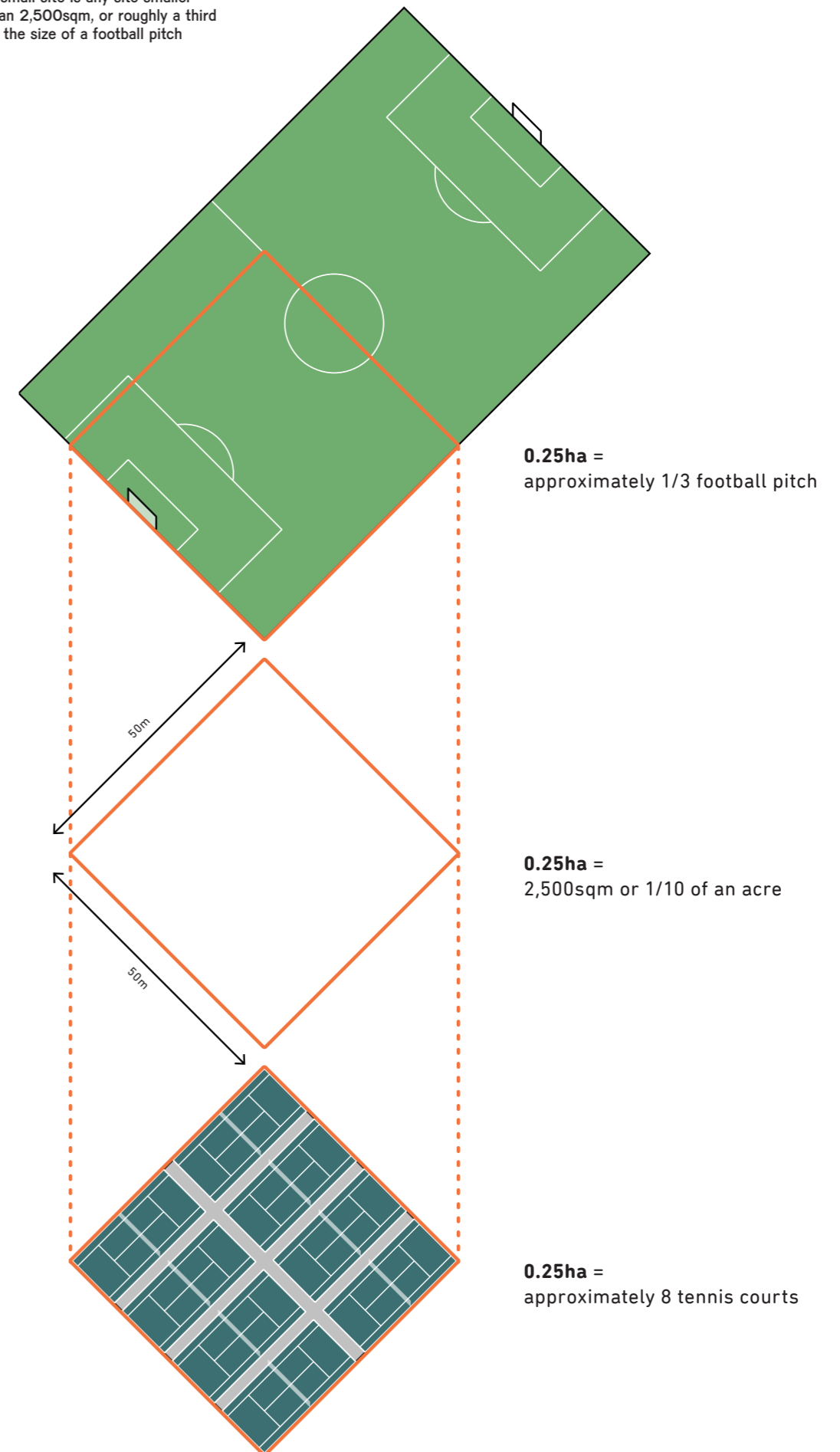




Fig. 2: Objectives of the document

1.6. Who is it for

1.6.1. This design guide is intended to be a design manual and a working tool. It is intended for frequent reference and is an essential tool for all charged with preparing or assessing the quality of planning applications for small sites developments.

- 1.6.2. The design guide should be read by:
- Experienced and amateur developers
 - Homeowner considering development
 - Commercial developers
 - Built-environment professionals
 - Planning officers

has been properly considered. Finally, it includes simple advice on how to ensure your small site development is following sustainable principles.

1.7.3. The second section is the small sites **toolkits** section. All applicants should familiarise themselves with this part as advice from this section is referred to throughout the document. It covers general design principles applicable to most small sites developments and provides a design tool box providing techniques and design methods for optimising the design of small sites developments. It also covers opportunities that can often be overlooked on small sites, as well as some best-practice tips that applicants should familiarise themselves with. Planning applications which optimise development opportunities and adhere to best-practice principles will be looked upon favourably by officers.

1.6.3. Using this design guide will help to de-risk the planning process and speed up the planning process by improving the quality of planning submissions. Following this guidance will provide comfort to smaller developers who are less able to accommodate risk.

1.7. Structure of the SPD

1.7.1. This document is the second in a set of three documents. The first sets out the vision and context of small sites in Lewisham, whilst the third is an appendix with further resources and advice. This structure can be seen on the diagram opposite (figure 3).

1.7.4. The **site types** section identifies a series of typical site types found around Lewisham and provides specific design advice for each one. Applicants should consult this section and identify which site types their site falls under and consult the relevant section early in the design process. It is important to note that real sites may not cleanly fall into one of these generalised site types, and applicants may be able to benefit from the advice in multiple of these site type sections.

1.7.2. This document is the SPD, and is split into three main sections. The first is the small sites **guidance** section and offers general guidance on some of the typical issues that arise when developing small sites. It covers elements of policy that small sites projects will need to comply with, including policy designations and conservation areas. It provides advice on the process leading up to the submission of a planning application, advice on how to prepare a design, the documents required for a small sites planning application that ensures that your application

1.7.5. In order to be concise the SPD covers only the most common site types, issues and opportunities in small site development. An appendix is provided to this document that contains further resources and more specific information.

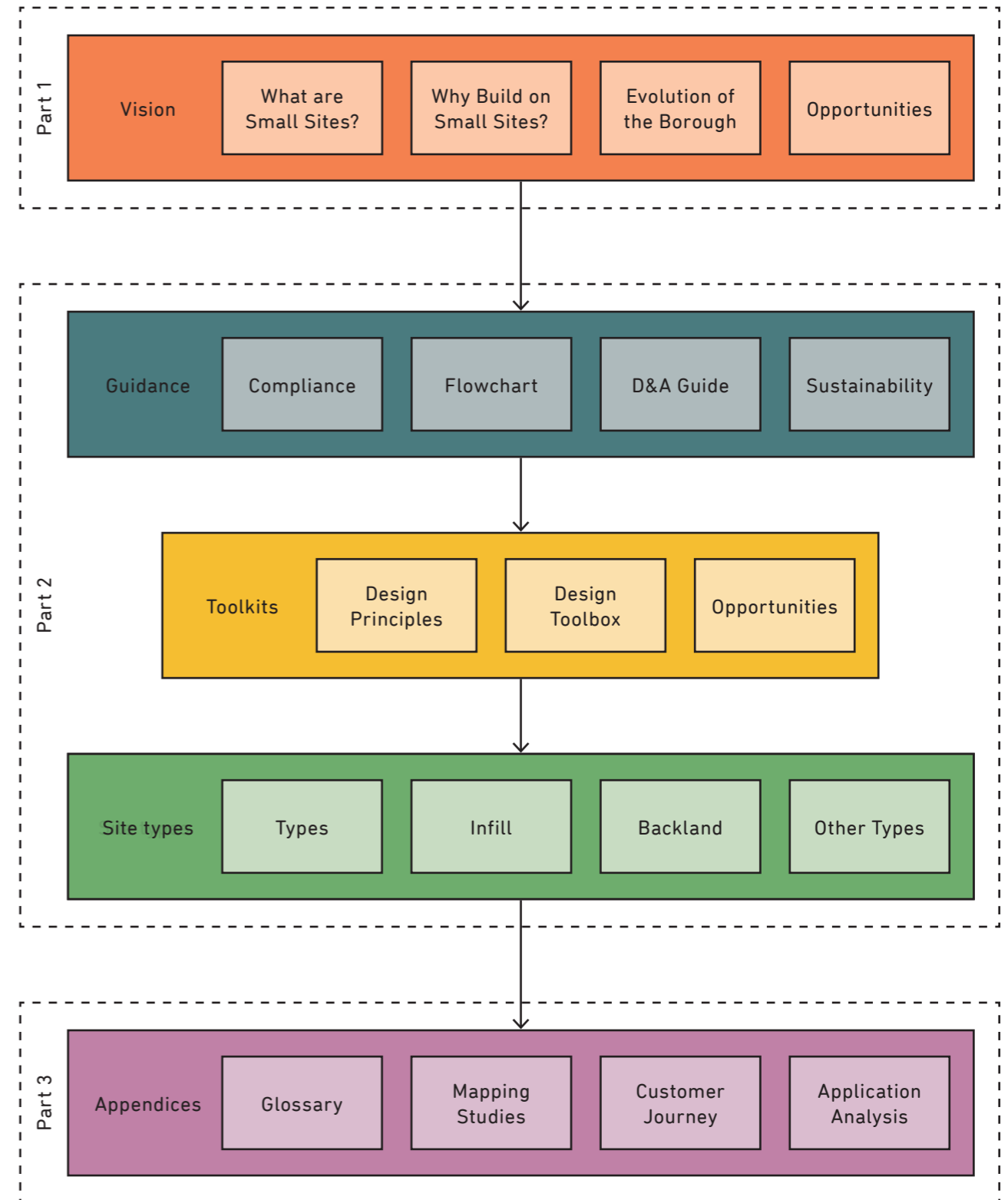


Fig. 3: Structure of the small sites documents. This document constitutes Part 2

A list of some of the questions a small site owner or developer might ask – and a go at answering them.

3.7.1. Surely building on small sites is more trouble than it's worth?

There are lots of good reasons to build on small sites. They can improve the appearance of a messy or overgrown plot. They can add value for the owner or developer, and by enhancing their surroundings they add value to the whole neighbourhood. More people living in an area helps support local services such as shops, schools and public transport. And they help enable Lewisham to meet its housing requirements, including for affordable housing.

3.7.2. Affordable housing: isn't that impossible on small sites?

Lewisham Council will be looking for affordable homes and strategies which keep build costs down and the cost in use low, locking in affordability throughout the life of the buildings. For example, avoiding lifts and shared common parts, providing everyone instead with their own front door will reduce both build costs and keep service charges low on most schemes.

3.7.3. What are the main constraints on small site development?

Size: Many planning application refusals for small sites are on the grounds of over-development, trying to squeeze too much into a small plot in a way which is overbearing, or which negatively affects the amenity of neighbours or of its own future inhabitants. There is no one-size-fits-all rule for what is appropriate on any given site, but a successful development is one which is appropriately scaled to its context.

Overlooking: The architecture of small sites will need often to work harder to protect and achieve privacy and outlook of neighbours and at the same time provide adequate privacy and outlook to the new residents, especially where many homes are proposed. Courtyard houses where the windows look into the centre of the plot might provide a solution in some cases. Elsewhere, angled windows and setbacks can help preserve privacy where outward facing windows are needed.

Shading: There are specific measures that can be done to ascertain the shape, or "envelope", within which one is free to develop. This will depend on orientation, daylight and sunlight changes throughout the year and existing adjacent windows. The resultant envelope might sometimes lead one to propose something unusual: a tall skinny house or a ground-hugging triangular house might solve issues of overlooking or overshadowing. Small sites are often located on leftover plots or backland so constraints will vary considerably, and will often need careful design to overcome.

Access: Small sites always need to provide access to emergency vehicles, refuse collection and deliveries.

3.7.4. Should new development look the same as other buildings in the street?

Not necessarily, but it is worth starting by looking carefully at the context of where you plan to build. Photographing architecture of all ages in the immediate area might well capture the character of the area; some of the more common materials, entranceways, doors, window types, roof shapes, and landscaping which work well in the street. This context will have a certain massing, including the height of particular elements and set-backs from the pavement or garden walls. In planning new homes, proposals should demonstrate an understanding of this built context. The new architecture - whether on the street or set back in the block - should relate to or reference the features of the adjacent existing buildings; its massing and visual appearance either working as a sympathetic addition in the context or working as a counterpoint which adds positively to the identity of the neighbourhood.

3.7.5. What density will Lewisham planners accept?

There are no hard and fast rules about the capacity of small sites for homes. Each application will be considered on its merits, but clever, sensitive design will enable denser development particularly if the proposal has a good mix of sizes and tenures.

3.7.6. Can we remove some trees?

Occasionally smaller trees can be taken down and new ones planted within the site, but mature trees are almost always an asset to their neighbourhood and should be retained and built around. This also helps ensure that net positive biodiversity can be achieved.

3.7.7. Can garden space be shared?

Playstreets, yards and shared allotments and gardens will be welcomed within a new cluster of homes and adjacent lanes but private amenity will still be required at ground level, as balcony spaces or as roof terraces.

3.7.8. What about parking?

Small site developments should be planned to be car free wherever possible. Cycle parking for residents and guests should be convenient to access and front-staged, as it is expected that over the coming years more forms of two wheel transport will come into regular use.

3.7.9. Should we have security gates?

Small site developments should not be gated. They should be treated as part of the streetscape and public realm. Where possible, sites should be made permeable, with through routes for walking and cycling.

Guidance

Compliance p12

Flowchart p26

Design & Access Guide p36

Sustainability p42

6.1. Lewisham’s small sites commitments

6.1.1. As part of the London Plan, each borough is assigned a 10 year housing target for net completions. With the adoption of the new London Plan in 2021, Lewisham’s total housing target is 16,670 homes, of which 3,790 (just under a quarter) will need to be developed on small sites.

6.1.2. Lewisham is committed to meeting and exceeding these target to deliver the housing it needs. Small sites present an opportunity not only for the delivery of overall housing numbers but also to open up the development process to more diverse sources, including home owners, small developers small contractors, community groups and self builders. Lewisham has a proud history of supporting these groups and this document is part of Lewisham’s strategy to build on this legacy.

6.2. Policy context of this SPD

6.2.1. This SPD provides specific advice on the development of new homes on small sites in Lewisham. It sits alongside a series of other SPDs which may also be relevant to your project and you should check the Lewisham website to see what other documents are available. This includes the Alterations and Extensions SPD, which provides advice on working with existing buildings, and the Development Management Local Plan.

6.2.2. It is subsidiary to Lewisham’s Local Plan, the London Plan and the National Planning Policy Framework (NPPF). It therefore draws information from each of these documents and explains how the polices contained in these documents are applied to Small Sites in Lewisham . As such this document will frequently refer to policies in other documents, where the exact wording can be found.

6.2.3. It also sits alongside a series of other documents that include Neighbourhood Plans and Conservation Area appraisals that are important documents when working within or near to the areas that they apply to.

6.2.4. The Small Sites Design Guide SPD has been developed following considerable research into the specific opportunities in Lewisham. Much of this information can be found in the Development Strategy Document and Appendices that sit alongside this document and can be found on the Lewisham’s website.

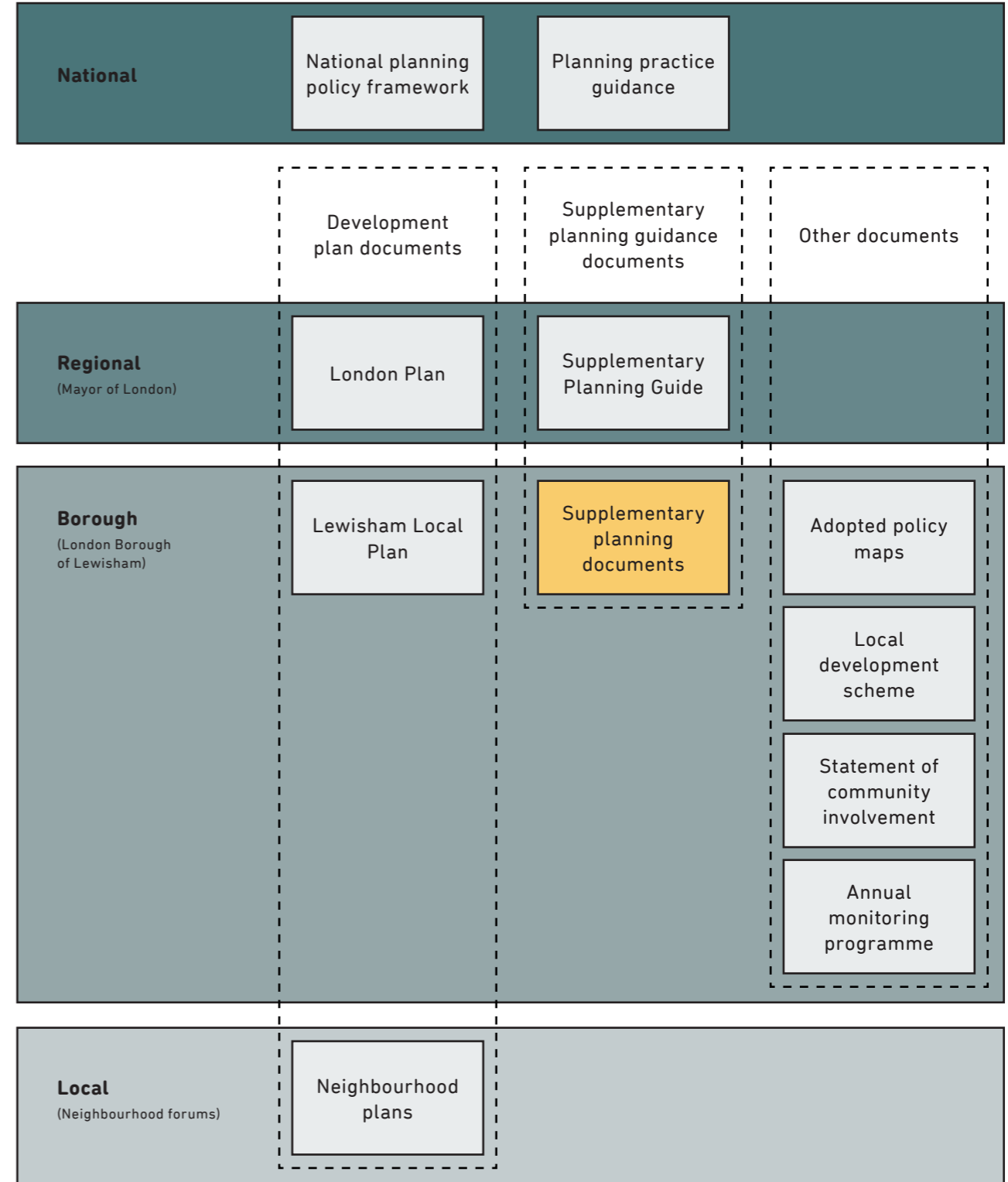


Fig. 4: The planning policy hierarchy

7.1. What are planning policy areas

7.1.1. Planning policy areas are defined zones where additional planning controls exist. These are typically to protect particular qualities or features in an area such as natural habitats, areas of beauty or historical importance and areas that provide important amenity.

7.2. Article 4 Direction / Permitted Development

7.2.1. Article 4 Directions are areas where the rights set out in the General Permitted Development Order have been withdrawn. This means that in these areas some of the types of developments that would typically be classified as permitted development, and therefore not require planning permission, will need to apply for permission.

7.2.2. There are several of these areas in Lewisham, including in some Conservation Areas where they exist to help preserve high quality architectural features and ensure that changes are undertaken sympathetically. There is also a large area in the south of the borough across much of Bellingham, Downham and Grove Park. This is as a result of poor quality houses of multiple occupancy (HMOs) being brought forward through permitted development.

7.2.3. This does not have a significant impact on small sites applications as generally there are advantages to following a planning application route to development even where permitted development rights exist.

7.2.4. You can find out where these areas are by referring to the planning section of Lewisham Council's website.

7.3. Metropolitan Open Land (MOL)

7.3.1. Within the London Plan, land designated as MOL is afforded the same level of protection as the Metropolitan Green Belt. MOL designation is intended to protect areas of landscape, recreation, nature conservation and scientific interest which are strategically important.

7.3.2. Development proposals on land close or adjacent to MOL will be considered in relation to their detrimental impact on visual amenity, character or use of the MOL. MOL designations can be found on within the London Plan or Lewisham's website.

7.4. Sites of Importance for Nature Conservation (SINC)

7.4.1. There are currently 63 Sites of Importance for Nature Conservation (SINC) within the Borough of Lewisham. National and regional planning policy seeks to protect SINC land.

7.4.2. Development proposals on land close or adjacent to SINC will be considered in relation to their detrimental impact on visual amenity, character or use of the SINC. SINC designations can be found on within Lewisham's website.

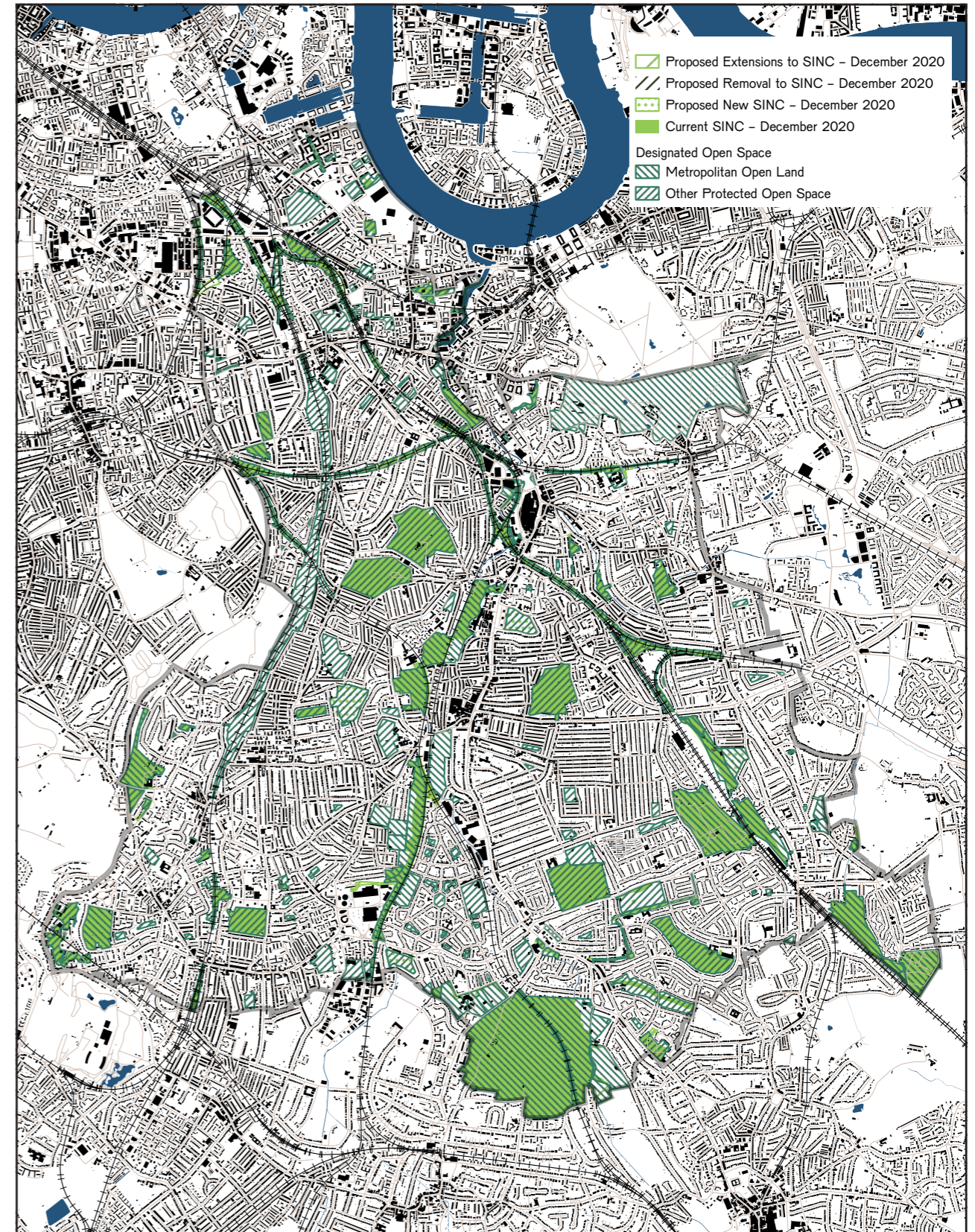


Fig. 5: Map of Lewisham and the surrounding areas showing areas designated as MOL and SINC

7.5. Site allocations

7.5.1. Lewisham’s local plan includes site allocation policies. Site allocations are a mechanism to facilitate development which meets the Council’s strategic objectives, and ensure targets for certain development types and provision are met.

7.5.2. These site allocations typically apply to sites that are larger than 0.25 ha and therefore are not small sites, but for more information on Site Allocations within Lewisham, refer to the planning section of Lewisham’s website.

7.6. Public Transport Accessibility Level (PTAL)

7.6.1. PTAL is a measure of connectivity by public transport. For any selected place, PTAL suggests how well the place is accessible by public transport services. It does not cover trips by car. PTAL values range from 0 to 6, where the highest value represents the best connectivity to public transport and therefore access to local amenities such as town centres and shops.

7.6.2. The London Plan sets out target housing density and parking requirements for the different PTAL ratings. A higher PTAL rating requires higher housing density, and lower parking provision. An interactive map showing PTAL ratings can be found online on the TFL website.

7.7. Policy H2 area

7.7.1. The London Plan sets out that “Incremental intensification of existing residential areas within PTALs 3-6 or within 800m distance of a station or town centre boundary is expected to play an important role in contributing towards the housing targets for small sites”.

7.7.2. The map on the opposite page sets out which areas of the borough fall within these zones set out above and are therefore priority areas for small sites development. As sites in this area are well connected sites, car-free developments should be considered. In addition to this, with the increase of home working and the improvement of cycle infrastructure, car-free small sites developments should be considered where cycle connections are available or proposed.

7.8. Flood zones

7.8.1. The Environment Agency maintains a map of flood risk areas. The risk ranges from Zone 1 (low) to Zone 3 (high). Depending on the flood risk of a site, a flood risk assessment may be required as part of a planning application. Sites in flood Zone 1 and under 1ha generally don’t require a flood risk assessment. More information and an interactive flood zone map can be found on the government website ‘flood map for planning’.

7.8.2. Where required, a flood risk assessment will set-out the risk and management / mitigation measures which you intend to put in place to mitigate the risk of flooding, such as moving sleeping accommodation to upper floors.

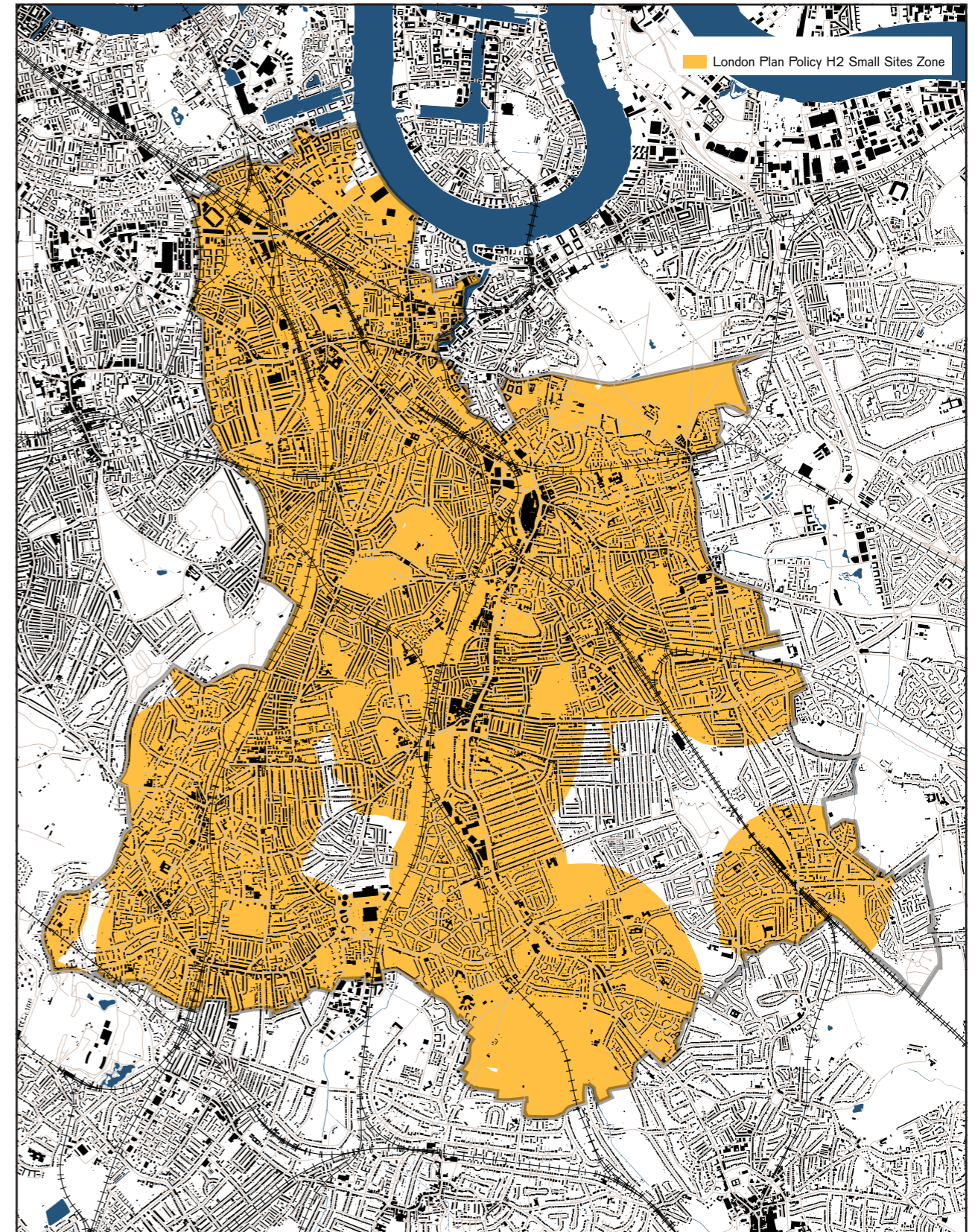


Fig. 6: Map of Lewisham and the surrounding areas showing the Policy H2 area and areas close to a cycleway

7.9. Neighbourhood forums and areas

7.9.1. Local people can influence the vision and planning policies for how they want their local area to develop by producing a Neighbourhood Plan. Parts of Lewisham have already prepared Neighbourhood Plans, these cover specific characteristics of an area and act as additional policy or guidance to the borough wide policy documents.

7.9.2. Neighbourhood areas and plans can be found on within Lewisham's website, and should be consulted if you are developing a site in an area they relate to.

7.10. Archaeological priority areas (APA)

7.10.1. APAs exist in areas where there is important known archaeological interest. They require developments to take extra care to ensure that they are not damaging potential heritage assets but in the most part do not restrict development.

7.10.2. Developers may be required to investigate the potential for significant archaeological deposits where the ground will be disturbed, and archaeological watching briefs, excavations and reports may be required by planning condition.

7.10.3. More information about APAs and where they exist can be found on the Historic England and Lewisham Council websites.

7.11. Conservation Areas

7.11.1. Conservation Areas are a key planning policy areas that small sites developments need to consider as the way we build in conservation areas can be different to other areas.

7.11.2. At the time of writing, there are 29 conservation areas in the Borough of Lewisham. More information on Conservation Areas can be found in section 7.

7.12. Summary

7.12.1. Information relating to the above should be identified early in a project and would typically be identified as part of a desktop review. As per section 9, for small developments this would be best undertaken by a registered architect or planning consultant.

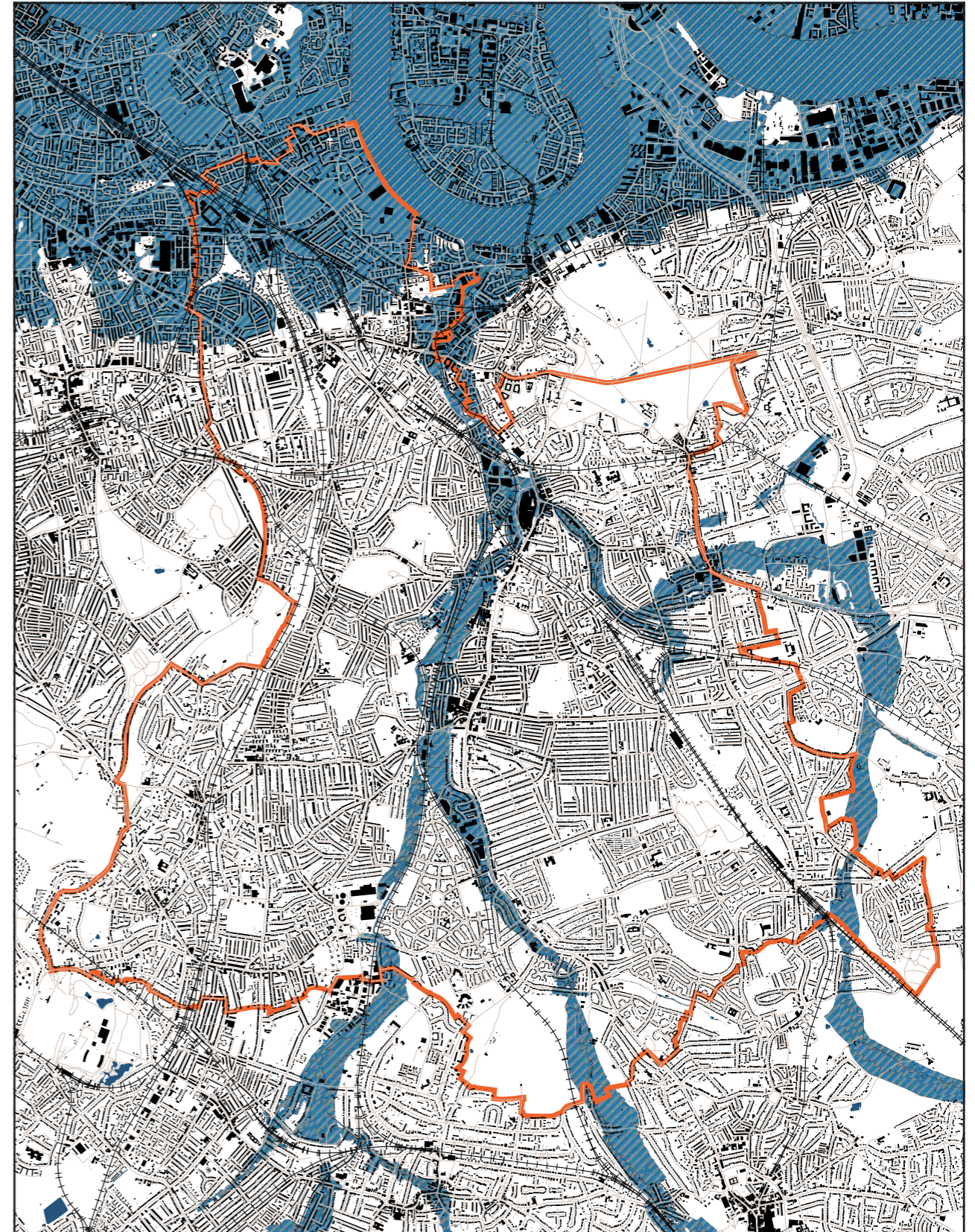


Fig. 7: Map of Lewisham and the surrounding areas showing areas at risk of flood

8.3.2. Conservation Area misconceptions

- New design in a conservation area should always be modest and subservient to what's there already
- There is no scope for new design to positively enhance a conservation area
- Only traditional materials are acceptable in a conservation area
- New developments in a conservation area should always aim to reinstate lost historic features and recreate the past
- It is always important to match the ridge and cornice heights of neighbouring properties
- Surrounding decorative details must be copied exactly and cannot be reinvented

part of a lively on-going dialogue. It is second nature to artists in many fields.

- 8.3.5. Social media can encourage us all to cut and paste, to edit and embellish, for fun, for political or social comment, to create, to enjoy and share. We don't worry that we will feel ignorant if we don't pick up on every single allusion, and we don't see the originality of the final product as being diminished by drawing on what has come before.
- 8.3.6. But when it comes to architecture, inhibitions set in. To reference the past can be seen as having nothing new to say, to lack imagination. Architecture is just beginning to shake off some of these restraints, and become more comfortable with its past. This is great news that's really relevant to how we address infill sites. There will be no one correct solution for any of the sites across the borough.

8.4. Intangible heritage

8.3.3. Architecture struggled with its history throughout the C20 century, but is now experiencing a new freedom to explore tradition, pattern and decoration with a mindful playfulness which has the potential to draw on previous examples creatively where appropriate. The skills are out there both to knit together areas which are clearly fractured or damaged, and to insert new structures comfortably into established neighbourhoods.

8.3.4. Neither music nor fashion would see innovation or referencing the past as an either/or situation. We are totally comfortable with the concept of sampling, or being inspired by the mood of a film, or iconic photoshoot. Quoting patterns, shapes, proportions and rhythms is an acknowledgement that the past is a rich source of cultural expression, to be celebrated, critiqued and reinvigorated as

8.4.1. Local distinctiveness can be intangible as well as physical. A great example in Lewisham is the work of Edwardian developer Ted Christmas, whose eye for design and quality of imaginative detail is rightly cherished. He named his houses (and ensured the longevity of these names by incorporating them in highly decorative stained glass front doors). What is not immediately obvious is that the initial letters of each name along the street spell out "Ted Christmas". To live here and know this, is to be in on a secret story hidden in plain view. Are there opportunities to incorporate similar devices today? Could more be made of the memories of Lewisham's past residents to enrich the sense of local identity?

8.4.2. Famous past inhabitants of Brockley Conservation areas included actress Lilly Langtry and music hall entertainer Marie Lloyd. The Tetley responsible for the world's first teabag lies in a Lewisham church yard. There is scope for new infill projects to

reference these stories and undoubtedly many more, including stories from the more recent past, which could help today's residents stop to ask "what was it like here back then?", and fire an imaginative engagement and sense of belonging.

8.5. Modern lifestyles

- 8.5.1. What we need from our homes has changed. Modern lifestyles have meant that the way that our buildings look is often different.
- 8.5.2. Some things remain constant:
- We want our homes to feel safe and secure
 - We want them to give us privacy and seclusion when we want it, but we also want to get to know our neighbours and feel part of a community

- We want to be warm, dry and free from condensation,
 - We want our homes to be easy to keep clean and smart.
- 8.5.3. All sorts of aspects of day to day life have changed radically from when some of our homes were built:
- Electric car charging points, bicycles, electric bikes, scooters and electric scooters, prams and buggies (now more compact and manoeuvrable).
 - More parcels, secure drop-off when we are not at home, chilled drop-off for supermarket orders, fewer and fewer letters.
 - We want the ability to work from our homes, a greater connection with our gardens and open-plan living.

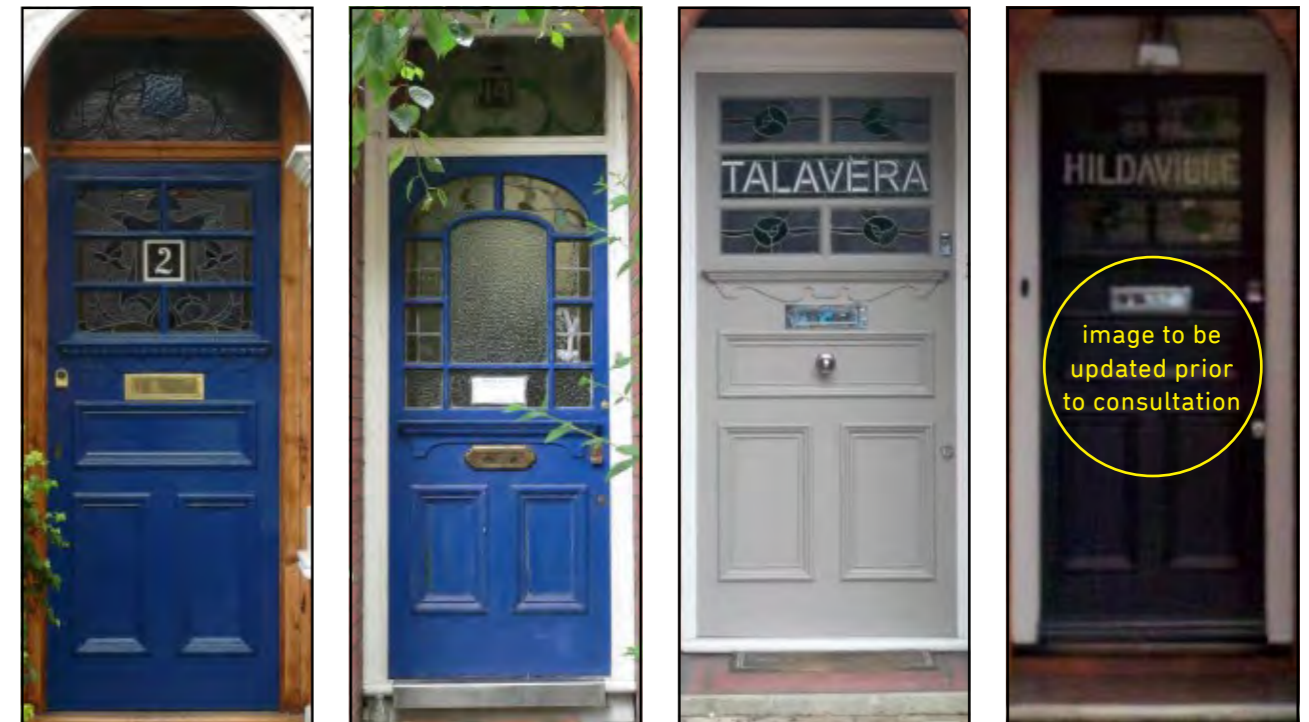


Fig. 9: Examples of stained glass being used in front doors around Lewisham, including on two houses developed by Ted Christmas (Photography: Catherine Croft & TBC)

9.1. What is Permitted Development

9.1.1. You can perform certain types of work without needing to apply for planning permission through "permitted development rights" (PDR). They derive from a general planning permission granted not by the local authority but by Parliament.

9.1.2. Change of use to residential, will require a 'prior approval' application, which allows the local planning authority to review its compliance with permitted development policy. This will generally be in the form of a basic set of drawings and will likely request information on flood risk, parking, waste and recycling, and ground contamination.

9.1.3. Permitted development legislation changes frequently, and what is - and what isn't - considered as such can vary. In general terms, however, the following things are covered by permitted development:

- Some changes of use, for example from offices to residential subject to prior approval,
- Upward extension of an existing building to create additional dwellings, again, subject to prior approval being granted.

9.1.4. Flats, houses converted into flats, maisonettes and listed buildings may not have the relevant permitted development rights and planning permission may be required. In addition, permitted development is limited in some areas through an Article 4 direction. These areas include some Conservation Areas as set out in section 7.

9.1.5. Advice on whether or not planning permission or building regulations approval are required can be found on the Lewisham's website.

9.2. Why a full planning application is usually a better option

9.2.1. Whilst permitted development might seem like an attractive opportunity for delivering new homes, in most cases the potential is limited by the very specific restrictions placed on what is considered permitted development. There are several ways in which a carefully considered full planning application can achieve higher density, better quality, more attractive and more sustainable homes than those approved through PDR.

9.2.2. **Capacity**
It is likely that by seeking approval through formal planning processes, an increased site capacity can be achieved when compared to the limitations of working within the PDR restrictions. Whilst the costs associated with submitting a Prior Approval application are usually lower than that for a formal planning application, a well-designed residential design will usually deliver more new homes than the equivalent permitted development scheme, far outweighing any savings made via the latter route. With a more certain planning outcome enabled with the use of this document, permitted development should not be considered as a fast-track route to approval.

9.2.3. **Higher Quality / Greater Control**
Developments achieved through PDR are often of lower quality when compared with those achieved through formal planning. For example, a change of use achieved through PDR will restrict the changes to an external façade, this could impact locations of windows and doors, leading to poor outlook and light quality. Compare this with the same change of use achieved through formal planning where you can apply for new or amended window openings – the opportunity for change is far greater. Higher quality homes result in higher values, and an improvement of the wellbeing of their occupants.

9.2.4. **Affordability**
As above, whilst seeking approval via PDR will likely cost less than a planning application, this is heavily offset by the opportunities a formal planning approval will offer and the associated uplift in value.

9.2.5. As outlined in section 9, by undertaking a feasibility study at the start of the design process, for a relatively small cost one can establish at the outset what development opportunities an application site possesses.

9.2.6. **Limits of Permitted Development**
Certain types of minor alterations and small extensions to existing houses are covered by permitted development rights. However, even some matters that appear relatively minor (crossovers, trees) may require planning permission.

9.2.7. Flats, houses converted into flats, maisonettes and listed buildings may not have the relevant permitted development rights that individual homes possess and planning permission may be required.

9.3. Use of this document

9.3.1. Most of the advice in this document will apply to all small sites. Even if a formal planning application is not required for development, the guidance set out within this SPD, other relevant planning policy documents and Conservation Area Appraisals will act as good practice guidance to help applicants achieve high quality design and place making.



Fig. 10: Street facing infill development with backlands mews development in Sydenham designed by Nissen Richards Architects (website: www.nissenrichardsstudio.com, photography: NEEDED)

10.1. Introduction

10.1.1. The process of obtaining planning permission for a small sites development can seem both vague and overwhelming to new developers and residents. The following section aims to break this down into a series of steps to help those working on small sites to understand the process and follow a working pattern that reduces the risks involved whilst increasing the quality of the outcome. More experienced developers may have their own processes, but this guidance should still provide a helpful comparison as to the expectations of Lewisham Council. The flowchart to the right (figure 11) provides an outline of the process, whilst the following text breaks down these steps in more detail.

10.2. Preparation

10.2.1. Step 1 - Outline Brief

Small site housing developments come in many forms, from a one-off private house, to a community of self-build homeowners working together to collectively achieve their housing needs. Going into a project it is important that you begin with a clear idea of the type of project you want to pursue. This way you will better be able to find the proper guidance, advice and consultants. Your initial brief is likely to adapt, evolve and become more specific as the project progresses.

10.2.2. If you are not sure where to start with this, lots of built environment professionals offer a service where they can help you to understand what is likely to be possible and therefore help you to define a brief. It is a good idea to consult an architect for this to help you understand the feasibility of your project, the capacity of the site or recommend other suitable professionals if appropriate.

10.2.3. Step 2 - Finding Land / Identifying a Site

Finding land to develop is often one of the key barriers to developing new homes. Small sites offer an opportunity to increase the diversity in housing development by encouraging development of previously unconsidered land.

10.2.4. Some people entering into a small site development will already own their site. If you own any land in Lewisham (even if it already has buildings on it), it may be worth considering if development is an option. Even when demolition of existing dwellings is involved, projects can often be more viable, increasing the overall number of homes. If you do already own the land you will need to consider whether you want to develop the land yourself, or include another developer in your plans.

10.2.5. In addition to developing a site which you own, it may be that your proposal could be of more value if delivered jointly with a neighbouring plot. See section 18 for more information on this.

10.2.6. If you don't already have land there are several options to consider. You may have seen a plot in the local area which you feel would be suitable and would consider purchasing to develop yourself - you can see in the site types section what a typical small site might look like. Land Registry provides a cost-effective service which you can use to identify the current owner of a site. You can obtain both the Title Register (which includes ownership information) and Title Plan (which shows the extent of the site) for no more than a few pounds each. (Beware of third-party sites which offer a similar service as they can be much more expensive).

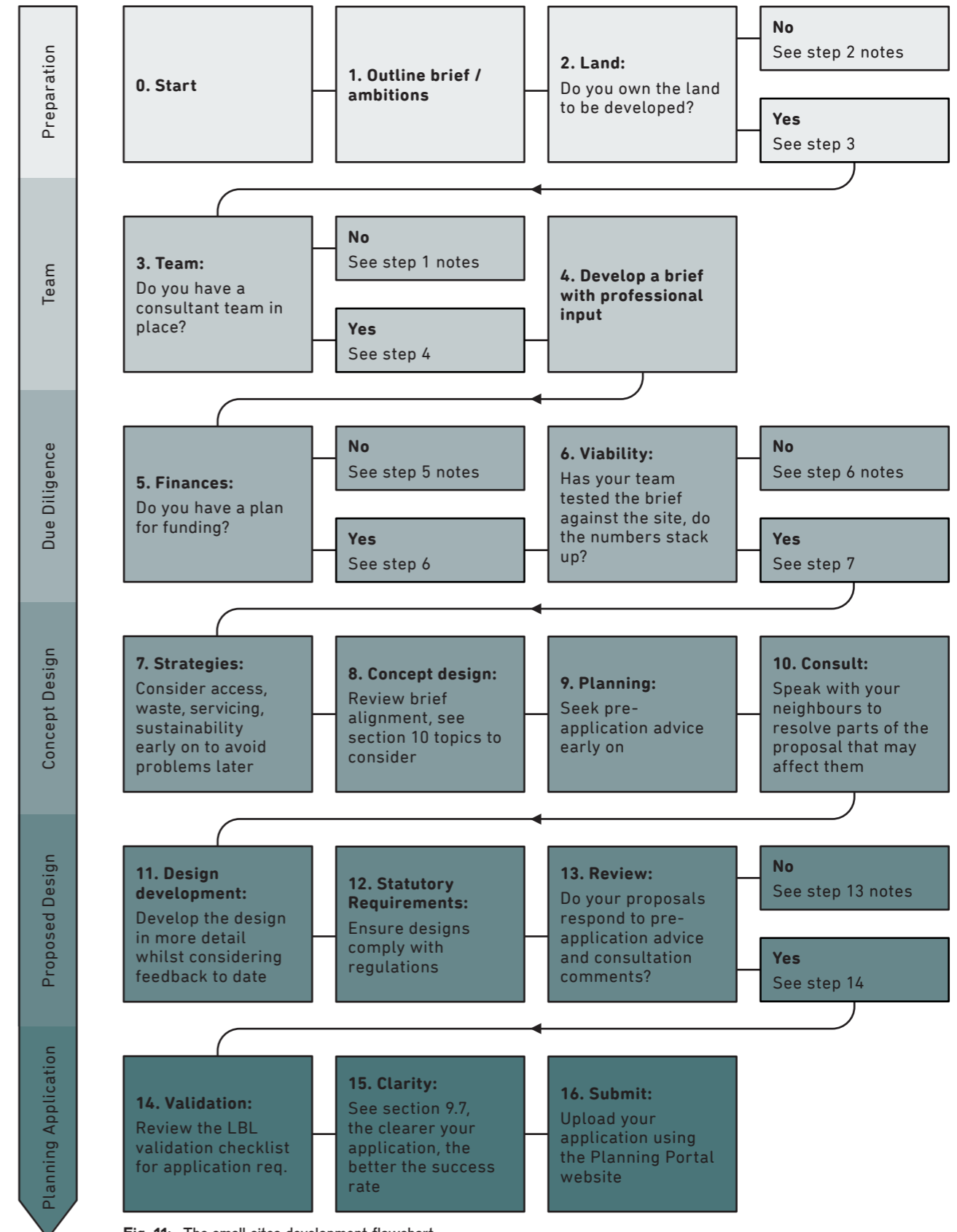


Fig. 11: The small sites development flowchart

10.2.7. Lewisham keeps a number of registers which might help, including a list of brown field land (see glossary) and the Mayor of London, and Community-led Housing London Hub websites offer guidance on alternative housing models including:

- Self-build
- Community Land Trusts
- Co-housing
- Co-operative Housing
- Affordable Housing

10.3. Team

10.3.1. Step 3 - Consultants

To develop a small site for housing, and to ensure a quality outcome, you will likely need to engage a range of professional services. Each site is different, its heritage context, biodiversity, flood risk etc. and as such the information required for a planning application will differ.

10.3.2. Engaging an architect and / or planning consultant will help you to develop a proposal that meets your ambitions whilst also being compliant with the relevant statutory policy and guidance. An architect will also help to identify the types of professional services a project requires and guide you through the development process.

10.3.3. It is advisable to employ a registered architect. Refer to the Architects Registration Board (ARB) or the Royal Institute of British Architects (RIBA) for guidance on selecting a registered architect. Working with reputable professionals with good experience is more likely to achieve a high quality design, increase site efficiency, and reduce planning risk, ultimately increasing the value of a development. Note: appointing a consultant on the basis of a low fee doesn't necessarily save money on a development in the long run. It is recommended that you obtain references from potential consultants and make sure they are a good fit for you.

10.3.4. They should be able to design your proposal in order to respond to any identified constraints and may be able to develop your initial ideas to provide a more creative proposal than you originally envisaged, saving you time, economising your budget and adding value to your property. They will also help to guide you through relevant, up-to-date legislation and regulations.

10.3.5. Depending on your what financial risk you deem acceptable, it's likely secondary consultants will be needed, including a structural engineer (structure), services engineer (water, heating, and electrics), and quantity surveyor (cost). It is usually better to spend money on professional fees and understand the estimated cost of your development prior to progressing to a planning submission, to reduce the risk of getting permission for something you cannot afford to build.

10.3.6. Similarly, appointing a heritage consultant is particularly helpful if your site includes a listed building, is in a conservation area, or next to listed buildings. A heritage consultant can provide the historical context which will enable the planners to determine how your proposal enhances what exists.

10.3.7. Details of accredited Heritage Consultants can be found on the Institute for Historic Building Conservation's Historic Environment Service Provider Recognition website.

10.3.8. Use the planning portal to look at planning applications that have already been submitted where you can find which consultants have been used and their contact details.



Fig. 12: Working with the right consultants is vital to developing a scheme that both complies with policy and works with your brief

10.3.9. **Step 4 - Briefing**
 Regardless the size of the project, a clear written brief is an invaluable tool, especially when working with consultants, and should be developed from the outset in collaboration with the professional team you have employed. It should set out your required outcomes (e.g. floor area, sustainability credentials, sales value), and key constraints (e.g. planning, programme, funding, site access). A project brief will generally be updated and develop as the design of a project progresses.

10.4. **Due diligence**

10.4.1. **Step 5 - Finances**
 Outside of the more traditional methods of securing funding (e.g. business loan, re-mortgage), there are ever-increasing alternatives. The Mayor of London website gives extensive guidance on the resources available to those looking to develop small sites. These exist as both grants and loans and access to them varies depending on the type of development you are looking to bring forward.

10.4.2. **Step 6 - Viability**
 To help reduce the financial risk to a project, feasibility studies can be undertaken at a relatively low cost which will help to identify if your brief is achievable on the site, together with an estimated project cost. This will be an invaluable tool to develop a financial appraisal of a development, how do costs align with your budget, can completion / sales be achieved within your required time frame for funding?

10.4.3. Viability studies go beyond simply understanding a budget, and take into account the potential income a project can provide, as well as the various commitments and fees involved to understand if the project is financially feasible. Small sites play a key role in providing the housing Lewisham needs, and

therefore have an important role in providing affordable homes. Viability studies help developers to understand the best approach to delivering on site affordable homes.

10.4.4. Feasibility studies vary depending on the stage and nature of a project, but would typically be carried out by an architect, who could then work with a quantity surveyor to test for viability.

10.5. **Concept design**

10.5.1. **Step 7 - Strategies**
 There are a number of key strategies that small sites projects need to consider to ensure that they can function. These will vary from site to site as constraints will vary, but these might include optimisation, access and sustainability.

10.5.2. In order to meet housing demand, the London Plan requires planning authorities to assess the efficiency and capacity of proposals, and to resist those which are deemed an under-provision of a site.

10.5.3. Local and regional policy seeks to guide developments to make the most efficient use of land. As per section 9.3, a skilled designer can help to maximise the efficiency of your site, be that increasing the number of dwellings, or creating a larger garden space than you thought possible. Similarly, your proposal may be more successful if delivered jointly with neighbouring landowners. See section 18.3 for design guidance on optimising sites.

10.5.4. A key issue on small sites is ensuring that the new homes can be serviced and provide proper access for the occupants as well as organisations such as waste collection and the emergency services. This can be particularly challenging when working on sites where the new homes do not have a street frontage.



Fig. 13: New Homes at Dacre Park in Lee designed by Pollard Thomas Edwards Architects (website: www.pollardthomasedwards.co.uk, photography: needed)



Fig. 14: Hazelhurst Court in Downham designed by Levitt Bernstein (website: www.levittbernstein.co.uk, photography: TBC)

10.5.5. We are in a climate emergency, and urgently need to reduce carbon emissions. In the UK, 49% of annual carbon emissions are attributable to buildings. All planning applications in Lewisham are required to include a Sustainable Design Statement as part of the submission, setting out how sustainability design principles have been integrated into the design-led approach. Understanding what your strategy to achieving a sustainable, low energy building are early on in the design process helps to achieve these targets in a more cost effective and less disruptive way. Refer to sections 11 and 21 for more information and consider the advice of the Green design tool box in section 14.

10.5.6. **Step 8 - Concept design**

The concept design stage is important in understanding how the scheme is responding to key contextual prompts and how it is addressing the brief. As this stage is developing it is useful to build in an opportunity to review the progressing scheme and therefore de-risk it ahead of taking it forward. Some key topics that should be covered at this stage are set out in section 10 as part of the advice on writing a design and access statement, which is a necessary part of any planning application. Considering these topics early will make the preparation of a design and access statement more straightforward.

10.5.7. **Step 9 - Pre application advice**

Lewisham offers a pre-application advice service. This allows you to discuss your development proposals with a planning officer and receive advice on your potential planning application before you submit it or whilst working through your design to test some of the potentially contentious issues with officers. Applications are more likely to be approved quickly following a positive

pre-application stage. However this does not guarantee the outcome of your application.

10.5.8. Discussing your proposal early on with planning officers can reduce planning risk and helps to identify:

- If the principle of development is acceptable,
- If any changes to the design are necessary,
- What information is needed before you finalise and submit the proposal.

10.5.9. **Step 10 - Consult your neighbours**

It is generally beneficial to consult local residents and anyone else who may be affected by your proposal regardless of the size and location of your proposals.

10.5.10. Talking to people is an opportunity to let them know how you've come to your proposal, and discuss any concerns or interests they may have. A consultation process can highlight issues the proposal might create which you may not have considered, and where relevant, allows the design to develop in response to this.

10.5.11. Neighbours may also write into the council to offer support for your scheme, which could be taken into account in the planning application. Neighbours responding negatively or making objections does not necessarily mean your application will fail.

10.5.12. Consultation should be recorded as part of a planning submission to demonstrate to the planning department how the proposal has evolved and taken into account local feeling and site-specific issues.



Fig. 15: Community engagement workshops run by Archio for new homes for Community Land Trust London in Sydenham. The engagement process led to 107 letters of support being submitted from the local community for the planning application. (website: <https://archio.co.uk>, photography: Archio)

10.6. Proposed design

10.6.1. Step 11 - Design development

Design is an iterative process, and there will likely be several versions of a proposal before you reach a final design. For example, as noted in step 10, a design will usually develop following pre-application discussions in order to align more closely with the planning officers' requirements for your site. The design should develop from your brief, whilst also considering statutory requirements within planning policy and building regulations. See section 10 for more information on what sort of design development information Lewisham expects to see in a design and access statement.

10.6.2. Step 12 - Statutory requirements

All small sites building projects need to comply with the Building Act to ensure that they are safe and of a sufficient standard. The easiest way to do this is usually to follow the requirements set out in the Building Regulations. These regulations include stipulations on spatial parameters as well as elements that might impact the cost and viability of the project and therefore should be considered prior to applying for planning permission.

10.6.3. Understanding the requirements of planning regulations is also important for your scheme to ensure that you are applying for a scheme that can be granted permission by officers. This includes meeting Nationally Described Space Standards as well as the accessibility requirements set out in the London Plan.

10.6.4. Step 13 - Design review

As at step 8, it is important to review your scheme regularly in order to de-risk the process and make sure that the proposal reflects your brief and is likely to receive planning permission. Has the design responded to the pre-application advice

received? Does the design meet your brief and is it financially viable?

10.7. Planning application

10.7.1. Step 14 - Validation

All planning applications have a minimum requirement for the information required in them. If you do not provide this information then your application cannot be validated and the application process cannot begin. Lewisham council's website sets out clearly what these are.

10.7.2. To understand what you need to submit you will need to know what planning designations your site sits within. For example, there are different requirements when working in a Conservation Area or in protected open space. It is important to know these early in the design process as they can have a significant impact on the way the site is designed. Lewisham has an interactive map where you can find out the designation on your site.

10.7.3. Depending on the designation, as well as the type and extent of your proposals, various documents may be required such as a heritage statement or a sustainability monitoring form. For all small sites applications a design and access statement is required. Advice on this is given in section 10.

10.7.4. Step 15 - Clarity

Before submitting your application take time to ensure that the information contained in clear and concise and properly communicates your proposals.

10.7.5. Once your planning application is ready, it should be submitted digitally through the national planning portal. Once this is done, it will be sent automatically to Lewisham's planning officers for to check validation and determine.



Fig. 16: New Homes at Longfield Crescent in Forest Hill designed by Pollard Thomas Edwards Architects (website: www.pollardthomasedwards.co.uk, photography: TBC)

11.1. Design and Access Statements

- 11.1.1. All planning applications that include the provision of new homes require a Design and Access Statement as part of the submission. This document is an opportunity for applicants to demonstrate how their proposal is meeting the various requirements placed on it as well as how it will contribute to the area and create quality new homes.
- 11.1.2. For sites in conservation areas a heritage statement is also required and can be included in the same document. This will likely have some overlap with a design and access statement, such as an understanding of the character of this site and surroundings, including reference to adopted Conservation Area Appraisals.
- 11.1.3. Sites vary, as do the scale and complexity of small sites schemes, so it is not possible to provide guidance for every different circumstance across Lewisham, and each case will be assessed on its own merits. However, the diagram to the right and the following text set out what can be expected within a simple design and access statement and can serve as a checklist when designing your project.
- 11.1.4. As with other information within a planning application, the complexity of the document should be proportionate to the scale of the development. As a minimum all applications should include information on each of the five headings outlined. A good architect or planning consultant will be able to advise you on this.
- 11.1.5. Further guidance on design and access statement can be found in the CABE publication 'Design and access statements How to write, read and use them'.

11.2. Context

- 11.2.1. This section should focus on what already exists around the proposed development site.
- 11.2.2. What is the character of the buildings locally, is it consistent or highly varied and therefore allowing for a more unique, site specific character to be developed? Is there a consistent or dominant building type that should be referenced in the proposal? Is there a consistent building height, parapet, eaves or ridge height? Is there a consistent building frontage / building line (see figure 23)? What materials are used by the buildings around the site? Think about colour, surface texture, how different materials meet.
- 11.2.3. Is there sufficient access to amenity in the area? Will the new homes have suitable access to shops and to open green space? Is there sufficient play space provided in the local area or will your site need to accommodate this?
- 11.2.4. What is the planning policy context for your site? Have you used Lewisham's planning portal to see the types of application that have been approved and refused in the area? Are there any specific designations on your site such as being within a Conservation Area, subject to an article 4 directive or listed as Metropolitan Open Land? Is anything on the site already protected, such as a listed building or a Tree Protection Order? If your site is not within these, is it close to the border of any designations?

Writing a simple design and access statement
 The following 5 headings are an example of how a simple design and access statement can be set out. Under each heading is a series of prompts that are expanded upon in the main text. These are not comprehensive but should give a useful outline of what needs to be considered.

- Context**
- Character of local buildings (layout, types, scale, height, building line consistency, etc)
 - Materials and details in the local area (facade, landscape, roofs, etc)
 - Availability of amenity and public facilities (green space, play space, shops, transport, etc)

- Design development**
- Proposed size, scale and massing of your proposal (and response to the position, mass and height of the surrounding buildings)
 - Design strategies (optimised density, access to daylight and sunlight, privacy and outlook for you + and your neighbours)
 - Choice of layout, detailing and materials. How they relate to nearby buildings
 - Proposed landscaping. (biodiversity, adding trees, amenity)
 - Consultation. (what happened, how has the design adapted)

- Access**
- Access for refuse and emergency services
 - Parking strategy (associated parking / on street / car-free)
 - Cycle storage
 - Inclusive design (Part M compliance level)
 - Safety (overlooking / lighting / legibility)

- Quality**
- Sustainable design techniques
 - High quality living accommodation (good access to daylight / sunlight, positive outlooks in multiple directions, privacy)
 - Positive contribution to the area (quality places to live, shared amenities, affordable homes)
 - Biodiversity (habitats, loss of green, variety, enhancement)

- Planning Policy**
- Utilise planning guidance (site types, design toolkit, other resources in this document)
 - Policy designations (flood, conservation, listing, MOL, Tree Preservation Orders)
 - Proposed uses (differ from the existing, exiting employment use, non residential space)

Fig. 17: The small sites development flowchart

11.3. Design development

- 11.3.1. Whilst you will know the fine details of your proposal, your planning application may be the first time a local resident or planning officer has seen it. The Design and Access Statement is your opportunity to explain to the reader how you arrived at the proposed design, what decisions influenced it, why it is appropriate for the site, how it will be a positive contribution to the local context, and how it aligns with policy requirements.
- 11.3.2. Demonstrate how you arrived at the proposed size, scale and massing of your proposal. How does it respond to the position, mass and height of the surrounding buildings? How have you optimised density on site? Does your design ensure that access to daylight and sunlight is protected for you neighbours and provided to your new homes? Does your design protect the privacy and outlook of your neighbours and provide sufficient levels of privacy for the new homes?
- 11.3.3. Demonstrate how you have arrived at the choice of, layout and detailing of the proposed materials. How do these materials relate to those of the nearby buildings? Are the selected materials and their application robust? Are you utilising reused or otherwise sustainable materials?
- 11.3.4. How does your proposed landscaping improve the scheme and the wider area? Are you increasing the biodiversity of the area? Are you working with and protecting existing trees? If you are removing trees, explain why they cannot be retained. Are you increasing the canopy cover by adding new trees? Is landscaping being used as amenity space? Is the landscaping being used to provide outlook and privacy to homes? How does your landscaping relate to that of the surrounding area?

- 11.3.5. How have you included your neighbours in the design process? State what, if any, consultation has been undertaken. Key issues for consultation include matters relating to access to the development and the relationship to the surrounding buildings. How has feedback from consultation impacted the design of the proposal.



Fig. 18: New homes on a private road on Forbury Road in Blackheath designed by EPR Architects (website: www.epr.co.uk, photography: TBC)

11.4. Access

- 11.4.1. This section focuses on how people and services can get to the proposed dwellings, including the residents, service providers and emergency services. This is particularly important on sites where the new homes do not have a street frontage.
- 11.4.2. Demonstrate how the proposals allow for essential access for emergency services including access for ambulances and the fire service.
- 11.4.3. Explain how the scheme allows for the management of waste and recycling. Do the proposals allow sufficient space to store waste and recycling? Is this well positioned to allow suitable access for both occupants and waste management operatives?
- 11.4.4. How does the proposal deal with parking provision? Should the new homes have associated parking or can they be car-free? If parking is provided is it provided on site street or is there capacity on the street? You may need to commission a parking survey to justify parking proposals.
- 11.4.5. Demonstrate how the proposal allows sufficient, well designed, secure storage for bicycles? At the time of writing the London Plan requires 1 space per one person dwelling, 1.5 spaces for a two person dwelling, 2 spaces for other dwellings as well as additional guest spaces. Explain how many bicycle spaces are provided and where spaces for other things are provided such as mobility scooters and alternative bikes. Have you provided other external spaces for guest bicycles?

- 11.4.6. Does the proposal allow for an inclusive experience, allowing people of differing abilities to use the scheme? What design tools and features have you utilised to make the new homes and landscape more universally accessible? Have you included at least 10% wheelchair accessible dwellings if your development has 9 or more homes? What level of the Building Regulations Part M do the proposed new homes comply with? See section 12.16 for more information.
- 11.4.7. Explain how any specific issues relating to access have been addressed. Has safety been properly considered, including overlooking of spaces and lighting? Has legibility been considered so that visitors can easily navigate the scheme?

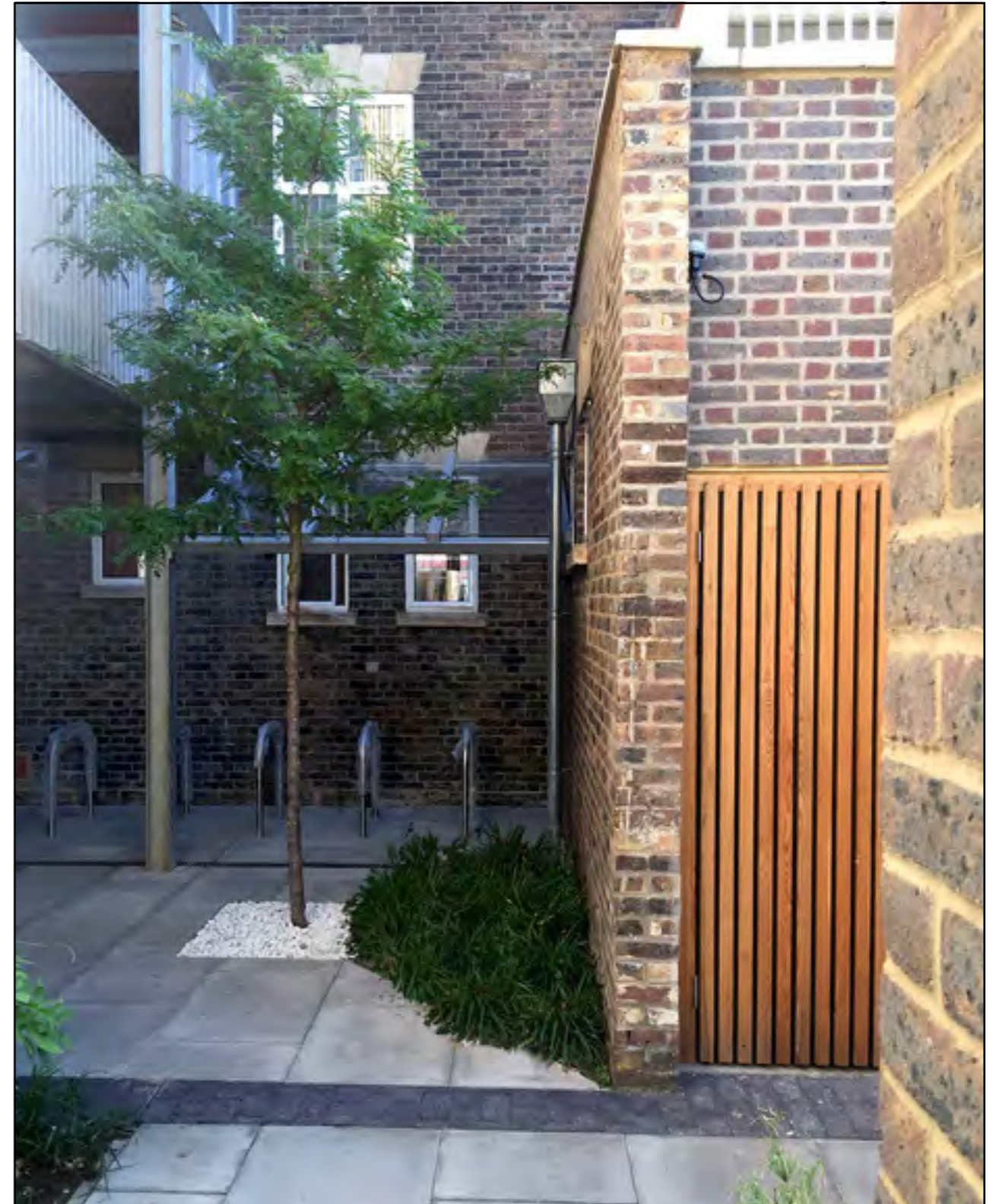


Fig. 19: Courtyard providing access to the new homes at St Paul's House in Deptford with new trees added to the tight space and rich planting, designed by Ash Sakula and Shape Landscape Architects (websites: www.ashsak.com, shape.eu.com, photography: Matthew Rust)

11.5. Quality

- 11.5.1. In this section demonstrate the quality in your proposed scheme, why the homes will be great places to live, how they contribute to the improvement of the area as a whole and where they represent excellence or best practice.
- 11.5.2. Demonstrate how your scheme utilises sustainable design techniques to provide low energy homes. Consult the design toolkit in Section 12.11 for tips on this and section 11 and 21 for further advice. How does the proposal meet policy requirements and where does it go beyond?
- 11.5.3. Demonstrate how your scheme provides high quality living accommodation. Do the new homes and their outdoor spaces receive adequate levels of daylight and sunlight? Are the new homes dual aspect or better, providing cross ventilation and views in multiple directions with a positive outlook and privacy? See the design toolkit in section 12.4.
- 11.5.4. Demonstrate how your scheme positively contributes to the wider area. See the design toolkit in sections 12 and 16.
- 11.5.5. Where does your scheme go beyond policy to provide high quality places to live. Are you providing great shared amenities? Are you providing affordable homes on site in excess of minimum requirements that are affordable in perpetuity? Are you improving the biodiversity of the local area (habitats, loss of green, variety, enhancing etc)?

11.6. Planning policy

- 11.6.1. In this section describe how your scheme relates to planning policy.
- 11.6.2. How does your proposal utilise planning guidance, including the advice in this document? Identify what site type(s) it falls

under and how you have responded to that guidance. Identify how you have used the design toolkit or other resources in this document.

- 11.6.3. How does the proposal meet the requirements of the London Plan? How does the proposal meet the requirements of Lewisham's own policy? Identify where, if anywhere, the proposals do not comply with planning guidance and why.
- 11.6.4. If your site falls within any specific policy designations (flood, conservation, listing, metropolitan open land, etc), demonstrate how your scheme responds to this (if applicable). For listed buildings and buildings in conservation areas, you should provide an explanation of how the historical and architectural importance of the building – in particular its physical features and setting – has been considered when designing the proposed development should also be provided. You should also consider providing this information in your design and access statement when working with locally listed buildings and assets of community value. In more complex and sensitive developments a specific heritage statement will be required.
- 11.6.5. Are there any other protections on site, such as Tree Preservation Orders, and if so how does the proposal respond to this?
- 11.6.6. What are the proposed uses in the scheme, how are they changing from the existing condition, and how have these been designed to work in harmony with one another? If there is an existing employment use on site demonstrate that the number of jobs is being maintained or increased. Do you have any non-residential space associated with the new homes, and if so how is this managed/ designated?



Fig. 20: Park House in Harpenden designed by RCKa (website: www.rcka.co.uk, photography: Jakob Spriestersbach)



Fig. 21: New housing at Nunhead Green, Southwark, designed by AOC Architecture (websites: www.theaoc.co.uk, photography: Needed)

12.1. Benefits

12.1.1. Sustainable development is financially sound development; meeting planning criteria, delivering a better-quality project with direct benefits to occupants and maintaining value better over the long term.

12.1.2. **Direct Benefits to Occupants**
Sustainable buildings deliver good ventilation and better air quality, reduced energy costs and reduced water costs. They are less draughty, reducing mould and indoor toxins, reducing flooding issues on site and maximizing healthy outdoor areas.

12.1.3. **Planning and Regulation benefits**
Lewisham Council has declared a “climate emergency” in 2019 and will want to see projects that are part of the solution. Sustainably-designed projects will be viewed favourably given other aspects of the project are compliant. For small sites, sustainability helps to reduce strain on supplied services, and help with the Borough’s commitment to reduce carbon, as well as maintained or improve biodiversity in Lewisham.

12.1.4. Building Standards are evolving with higher thresholds for energy use expected in the near future. Even smaller sites can take time to develop, so building to high sustainable standards is critical to avoid wasteful re-design and re-fit later on if regulations evolve.

12.1.5. **Investment benefits**

- A building that consumes less energy and is resilient to climate-risk (with less chance of overheating and flooding) is a better investment in the long run: cheaper to run, meeting evolving building standards, attracting a wider pool of tenants and less of a risk for banks and insurers.

12.1.6. For owners who occupy their buildings, the investment benefits are large and include: lower energy and water bills, reduced or no requirements for later refit, improved maintenance, better access to mortgages in the future, higher valuation and designed protection against climate change.

12.1.7. For developers who lease their building, the building will retain or even increase in value compared to other assets, attracting a wider pool of tenants. They are valued well by banks and insurers over the long term, reduce maintenance and are less likely to require costly and time-consuming upgrades later.

12.1.8. For developers selling their investment project, energy efficient properties will be easier to sell and achieve higher valuations. In a competitive market sustainability can be a key differentiator.

12.1.9. **Better sales and rental opportunities**

- Sustainable properties achieve premium rents, have better tenancy retention and have access to the widest pool of potential tenants.

12.1.10. We are entering a decade of transition to a low-carbon economy. Sustainability is one of the leading drivers of innovation in the construction industry today. An increasing proportion of rental tenants are seeking sustainable properties and companies increasingly put sustainability amongst their core objectives.

12.1.11. **Avoiding risk**

- Building to the lowest possible standards risks the property being unlettable, uninsurable and with costly refits in the future.

12.1.12. It is good and common sense to invest in ways that future-proof the property to maintain its value. Upcoming changes in legislation (expected around 2025) will see owners of less energy-efficient properties be required to make improvements before they can let their properties, along with phasing out gas heating. There may be other restrictions introduced, and they may come sooner than expected if the government feels it is not meeting its objectives quickly enough.

12.1.13. Banks and insurers are talking about “stranded assets”, properties that are not sustainable and will require costly and time-consuming refurbishment in future.

12.1.14. Owners should also want to safeguard their properties against medium-term climate change impacts such increased flooding and overheating rather than taking a “wait-later, pay-more” approach.

12.1.15. **Access to green finance**

- Green finance and grants may be available for developments achieving a high level of environmental sustainability.

12.1.16. Banks and insurers are now looking to back built assets that are resilient to both to climate change and to rapidly- changing regulations and planning standards. Financing mechanisms are being developed that will capture green building value and

Owner-occupier	Developer
Healthier living environment	Improve planning case
Reduce sick days	Improve asset value
Improve comfort	Ensure asset will meet increasing regulations
Reduce energy and water bills	Enhance image
Improve image and staff retention	Improve market opportunities
Improve investment quality	Retain tenants and customers
Future-proof investment against climate change	Future-proof asset against climate change
Future-proof investment against increased regulation	Higher rental values

Fig. 22: Tables setting out some of the advantages of developing in a sustainable way for owner occupiers and developers

sustainable projects, with measurable key performance indicators (KPIs), will have access to the broadest range of finance, even at the smaller end of the market. Green mortgages are now being offered for properties with high energy efficiency (with an Energy Performance Certificate of A or B).

12.1.17. Though they are usually limited in scope and timing, it is always worth-while to check to see if any grants are available to switch to greener heating or make other energy-efficiency upgrades.

12.1.18. Applications for small sites have differing requirements in terms of documenting the performance of the proposed development. See section 21 for more information.

Toolkits

Design Principles p48

Design Toolbox p62

Opportunities p80

13.1. Creating new homes on small sites

13.1.1. Although every site is different, each with its own opportunities and challenges, there is a range of general principles which are applicable to all types of small site development: access to natural daylight and sunlight, for instance; a right to privacy; and a home which is comfortable, affordable and sustainable.

13.1.2. On the next few pages we have set out some of the general principles with which new development is expected to comply. Unless stated otherwise, these are intended as a set of guidelines, rather than hard-and-fast rules. However, where significant deviations from these objectives is proposed, it is down to the applicant to demonstrate how the ambitions of the guidance have been achieved in other ways.

13.1.3. Lewisham has a history of innovation and creativity in housing design. All new contributions to Lewisham's built environment should be appropriate, attractive, well-designed, sustainable and pleasant places to live, continuing the spirit of this tradition. The purpose of these guidelines is not to restrict the development of new homes, but to provide applicants with a degree of certainty over whether their proposals are likely to result in a successful outcome.

13.2. Height, massing and layout

13.2.1. All infill development should be considerate to its neighbours, taking into account the effect of new buildings on daylight and sunlight, overshadowing and privacy on adjoining properties.

13.2.2. **Height**
In streets with existing properties that follow a broadly consistent height, infill development within an existing street should generally respect the prevailing building height,

accepting that modern thermal and acoustic requirements may prevent new homes from exactly matching the height of older properties.

13.2.3. Where streets are of varied character, applications with a height of one storey above that of its neighbours will generally be supported. On some sites, depending on the site size and context, it may be appropriate to build more than one storey taller than the context subject to the scheme achieving a high degree of design quality.

13.2.4. For the purposes of establishing existing building heights, existing roofs can be counted as a single floor. Therefore, in most cases a three-storey development adjacent to a two-storey house with a pitched roof would be supported.

13.2.5. In certain cases a new building of more than one storey above the prevailing building height may be acceptable, provided that it achieves exceptional design quality and meets all other relevant aspects of planning policy.

13.2.6. **Massing and layout**
The existing gaps between adjacent houses should generally be maintained with new infill development. An analysis of the existing pattern of development should accompany any planning application to demonstrate how the design responds to its context.

13.2.7. The street-facing principal elevation of new development should generally respect the prevailing building lines established by adjacent properties. Where there is no apparent building line, then any planning application should demonstrate how new development responds to its context.

13.2.8. Secondary building elements, such as bay windows or porches, can project forward of the established building line if there are similar examples of this within the street.

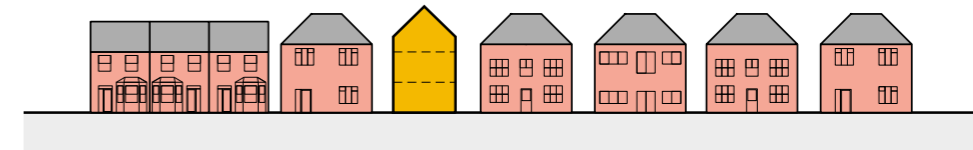


Fig. 23: Where existing building heights are broadly consistent along a street, new infill development should not be significantly taller than the buildings either side of them.

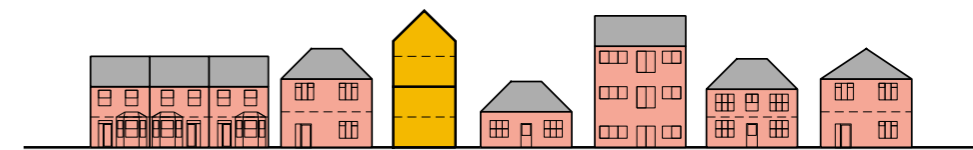


Fig. 24: Where existing building heights are varied, new infill development may be up to one storey taller than its neighbours, provided that it achieves a high degree of design quality.

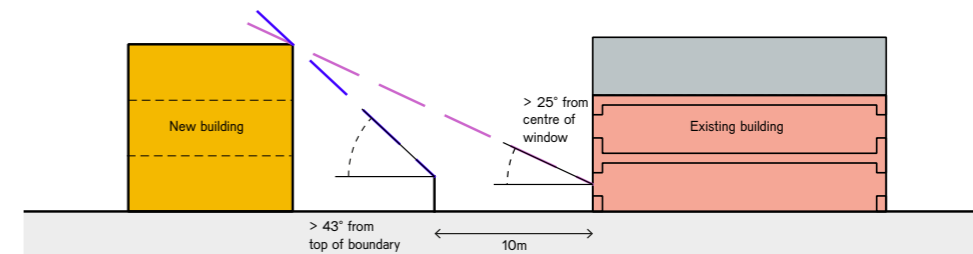


Fig. 25: New buildings should not obstruct a line drawn from the vertical centre of a habitable room window at a 25 degree angle, nor a 43 degree line struck from a point 1.6m above ground level at the boundary, where that boundary is within 10m of the rear of the existing property

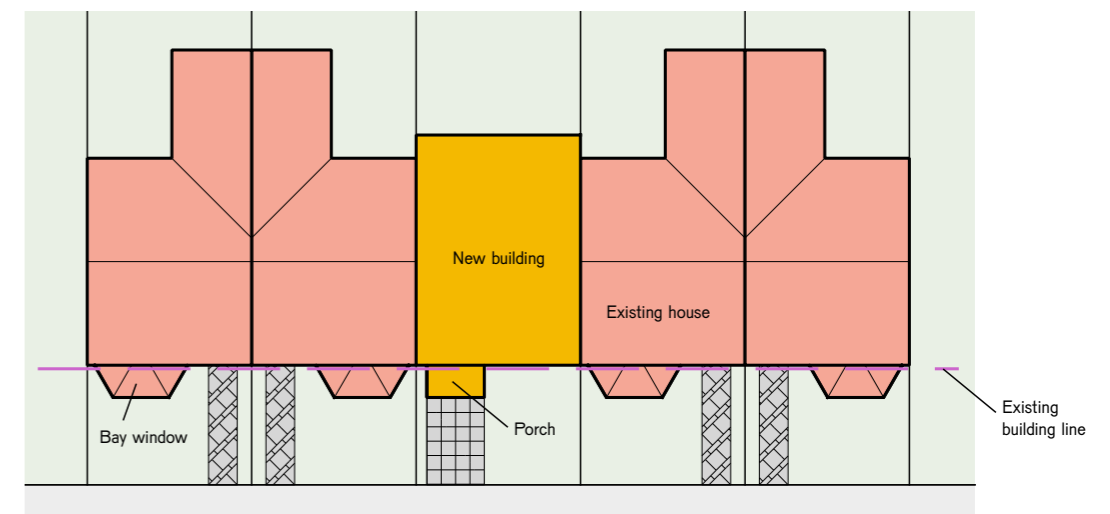


Fig. 26: The prevailing building line is defined by the principal face of an existing building or street facing the public highway. Minor projections, such as bay windows or porches, are excluded.

13.3. Daylight and sunlight

13.3.1. New developments should ensure that both existing and new homes receive an adequate quantity of natural daylight. The principles of the Building Research Establishment (BRE) document "Site layout planning for daylight and sunlight: a guide to good practice" should be applied to new development.

13.3.2. This guidance recommends that new buildings should not obstruct a line drawn from the vertical centre of a habitable room window at a 25 degree angle, nor a 43 degree line struck from the boundary at 1.6m above ground level, where that boundary is within 10m of the rear of the existing property (see figure 22).

13.3.3. The rear gardens of all properties, old and new, should receive adequate levels of direct sunlight. This is defined as at least one half of the available amenity space receiving a minimum of two hours' direct sunlight based on the movement of the sun on 21st March.

13.3.4. Where these principles are not adhered to, a daylight and sunlight assessment may be required to demonstrate that adequate levels of natural daylight and sunlight are achieved.

13.4. Privacy, overlooking and aspect

13.4.1. Lewisham is an inner-London borough, and expectations of individual privacy need to be balanced with the need to achieve appropriate levels of residential density.

13.4.2. The outlook of new homes should respect the privacy of existing ones, bearing in mind that the development of small sites can often necessitate some lessening in levels of privacy where existing homes benefit from large gardens.

13.4.3. Privacy of gardens

In general terms, the privacy of the first 10m of rear gardens (defined as the area of rear garden extending 10m beyond the furthest rear part of the dwelling, for the width of the main part of that property) should be protected from direct overlooking from habitable room windows of new dwellings. To protect these areas, conventional windows (ie. vertically aligned with clear glass) should be located more than 6m from the rear edge of this 10m privacy area.

13.4.4. In instances where this is not possible, windows in new development serving habitable rooms which face towards private amenity space of existing dwellings should take steps to avoid overlooking. This could be through the use of sloping roof windows, obscured glass, or projecting windows that limit direct overlooking by focussing outlook sideways or upwards. The use of such methods should not compromise the quality of outlook of new development, however, and planning applications for new homes which rely on such methods must demonstrate how the quality of new accommodation is not diminished.

13.4.5. Privacy and outlook of rooms

There should be no less than 10m between the blank wall of a new home and an existing principal window serving a habitable room; and no less than 16m between new and existing principal facing windows at upper levels, unless steps are taken to achieve privacy in some other way.

13.4.6. Windows within two walls that are at an angle of more than 30 degrees to one another do not generally count as facing.

13.4.7. Within new developments these distances may be reduced providing that applicants can demonstrate that this will not compromise the enjoyment of their homes to an unacceptable degree.

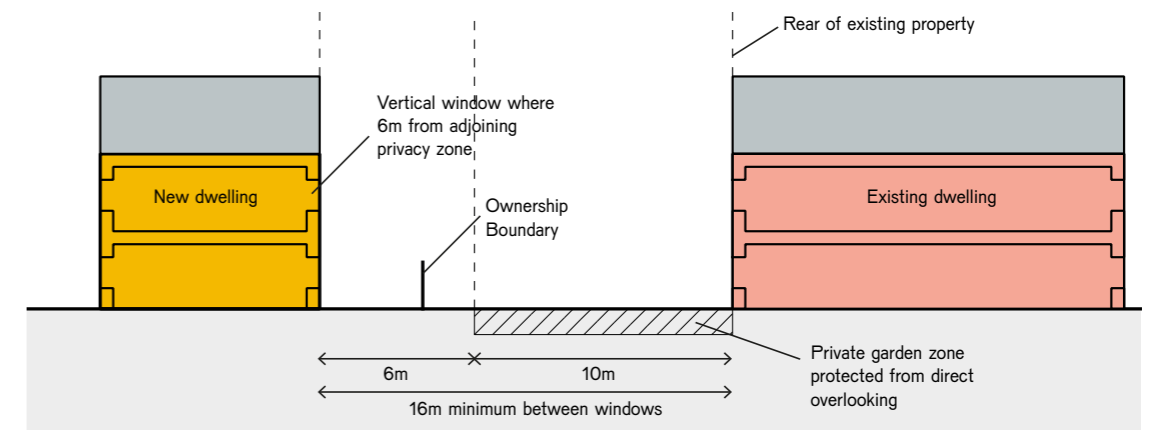


Fig. 27: Conventional windows serving habitable rooms in new dwellings should be at least 6m from the 10m private garden zone

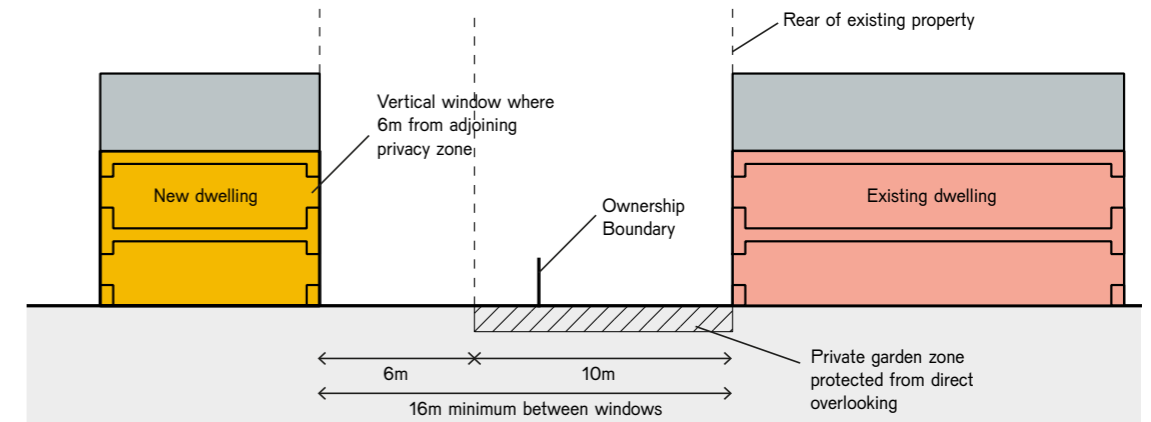


Fig. 28: Where existing gardens are less than 10m deep, new conventional windows serving habitable rooms must still maintain a minimum 6m distance from the private garden zone

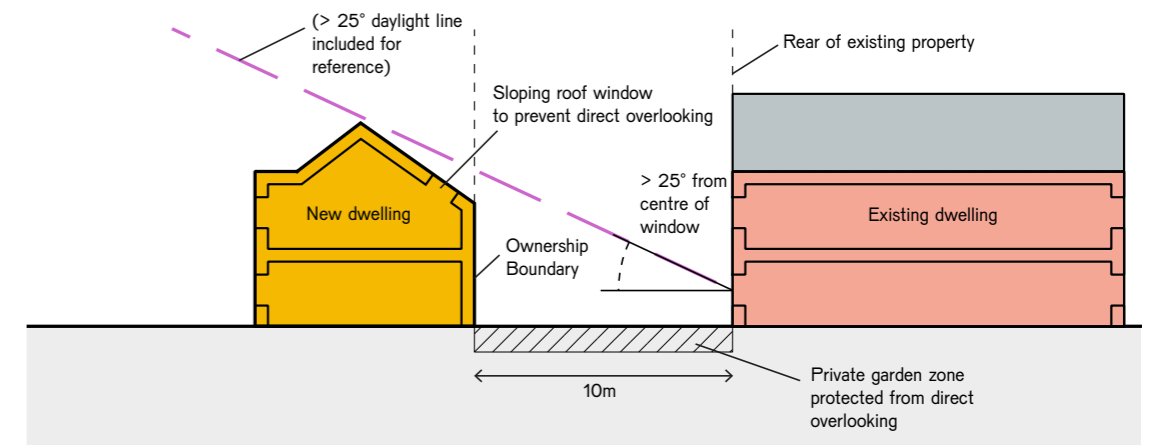


Fig. 29: The use of sloping roof windows can help avoid direct overlooking of neighbouring gardens

13.4.8. The use of projecting windows that limit direct overlooking by focusing outlook sideways can help mitigate the effects of overlooking by preventing direct views between the habitable rooms of different dwellings, or overlooking of adjacent gardens. However, the use of these should be restricted to bedrooms and non-habitable rooms, as living rooms generally require outlook as well as access to natural daylight. Attention should also be paid to achieving sufficient levels of natural daylight when relying on this method.

13.4.9. Single-aspect homes should be avoided where possible, and north-facing single-aspect dwellings will not be supported except in exceptional circumstances, and where it can be demonstrated that direct sunlight will penetrate the dwelling for at least two hours each day.

13.4.10. Care should be taken in the orientation and siting of windows within the boundaries of development sites to avoid prejudicing future development. Permission for new windows within walls on the boundaries with existing properties will not usually be supported.

13.5. Size of new homes

13.5.1. All new homes should meet the minimum internal standards required by the Nationally Described Space Standards and the London Plan (see Figure 27). Homes that are significantly oversized at the expense of overall housing numbers will be resisted.

13.5.2. **Family homes**
The net loss of family housing will be resisted. Where developments involve the demolition and replacement of existing homes as part of a more comprehensive development, any family houses (defined as those providing at least 3 bedrooms) lost as part of the demolition need to be reprovided within the new scheme.

13.5.3. **Unit Mix**
Lewisham needs a mixture of differently sized homes to respond to local housing need. Developments that consist solely of one bedroom or studio flats will be resisted. Flexibility may be allowed on smaller developments in order to achieve an optimum number of homes on a site, but applications which cannot clearly demonstrate why the provision of family-sized homes are not suitable will not usually be supported.

13.6. External Space

13.6.1. Outdoor amenity is a fundamental part of all developments both in supporting residents' wellbeing and the ecology and biodiversity of the local area. All new build homes must have adequate external space. This can be provided at ground floor, as a private garden accessed directly from the dwelling, or as a terrace or balcony on upper floors.

13.6.2. Shared external space is important in building communities. It may be the place you meet your neighbours, where children can play together, or even where an outdoor cinema might be located (figure 28). These should be provided in addition to the required private external amenity space and only in exceptional circumstances will shared outdoor spaces be accepted in lieu of private.

13.6.3. If terraces or balconies are provided, they should avoid overlooking of neighbouring properties and care should be taken to avoid these being located close to the windows of neighbouring bedrooms. Balconies can avoid overlooking through careful orientation, directing views in certain directions and through screening, but these measures should not unacceptably compromise the outlook of the new homes. The impact of overlooking can be reduced when views are oblique.

		Minimum gross internal floor area and storage (sq.m)				Minimum floor area (sq.m)
Number of bedrooms (b)	Number of bed spaces / persons (p)	1 storey dwellings	2 storey dwellings	2 storey dwellings	Built in storage	Private amenity space
1b	1p	39			1	5
	2p	50	58		1.5	5
2b	3p	61	70		2	6
	4p	70	79			7
3b	4p	74	84	90	2.5	7
	5p	86	93	99		8
	6p	95	102	108		9
4b	5p	90	97	103	3	8
	6p	99	106	112		9
	7p	108	115	121		10
	8p	117	124	130		11
5b	6p	103	110	116	3.5	9
	7p	112	119	125		10
	8p	121	128	134		11
6p	7p	116	123	129	4	10
	8p	125	132	138		11

Fig. 30: Required minimum standards for new homes and their amenity as set out in the nationally Described Space Standards

13.6.4. Outdoor amenity should maintain the privacy of the existing neighbours. For example, outside space for upward extensions should be set within the existing building line to minimise overlooking and overshadowing of outdoor space below and should take similar measures to the design of balconies to avoid direct overlooking. Balconies to flats should not have a solely north-facing aspect.

13.6.5. The size of external amenity space should be compliant with London Plan requirements. Where the space is less than 1500mm wide in its narrowest dimension it will not be included in the minimum area sum.

13.6.6. Outdoor space has an important role to play in increasing tree cover and providing biodiverse environments. See section 12.8.

13.7. Playspace

13.7.1. Adequate external space for children to play in is important for the healthy development of young people. Where small site developments comprise more than nine homes, sufficient shared recreational space should be provided in line with London Plan requirements at approximately 10msqm per child.

13.7.2. The GLA Play Space Calculator should be used to determine the estimated number of children a development might house (based on unit mix / size). It may be possible to offset playspace or shared amenity provision with a Section 106 payment provided the local area is well served with open space, parks etc. This should be discussed with planning case officers at a pre-application meeting.

13.7.3. The principles set out in the Mayor of London's Making London Child-Friendly publication are a useful guide on how new development can cater for the needs of Lewisham's young people.

13.8. Biodiversity

13.8.1. Small sites are expected to maintain or increase the level of biodiversity on site. The London Plan sets out that predominantly residential schemes in Lewisham should achieve an Urban Greening Factor (UGF) of 0.4. This means that at least 40% of the site area should be green. Existing green areas that are retained will be counted in this calculation.

13.8.2. As such the use of intensive green roofs, tree planting and the creation of habitats will be encouraged. New external spaces such as courtyards and gardens should employ permeable surfaces and sustainable urban drainage (SuDs) wherever possible.

13.9. Working with existing trees and greenery

13.9.1. Maintaining existing trees and planting is an important strategy, as the qualities provided by mature planting is difficult to recreate with new planting. The value of existing trees, both environmentally and monetarily, is often overlooked.

13.9.2. New developments should seek to increase canopy cover in line with the Mayor of London's aspirations to increase canopy cover in London by 10% by 2050.

13.9.3. See section 19 for further advice on working with green space.

13.10. Heritage + responding to character

13.10.1. The guidance provided within this document applies regardless of whether a site is within a conservation area or not. Applicants should refer to specific conservation area character appraisals to establish whether there is any guidance which relates specifically to the site. Further advice on conservation areas can be found in section 7.

13.10.2. All small sites should seek to respond to the existing character of the context regardless of whether they are in conservation areas or not. New homes should consider how the built and unbuilt character of the area, reinforcing existing positive aspects wherever possible.

13.11. Environmental sustainability

13.11.1. All new homes are encouraged to achieve high levels of environmental sustainability, where possible exceeding the minimum standards required by Building Regulations.

13.11.2. Applications for homes which achieve exceptional levels of environmental performance when measured against recognised standards, such as Passivhaus, will be supported. More information on achieving a sustainable development can be found in section 21.

13.11.3. While not all sustainable design techniques will be available on all small site, for example optimal orientation may not be possible, a wide view of sustainability should be taken into account. Consider:

- Low energy design by reducing the amount of energy required for things like heating,
- Reducing embodied carbon by using sustainable materials in the construction,
- Encouraging sustainable lifestyles, such as reducing the need for cars and,
- Increasing biodiversity and providing habitats for wildlife.



Fig. 31: A child playing at Kaolin Court in Forest Hill, designed by Stolon Studio (website: www.stolon.co.uk, photography: Robert Baker)

13.12. Car parking

13.12.1. Car-free developments

In areas with good transport accessibility, car-free developments are encouraged, and in-curtilage car parking will generally not be supported. Good transport accessibility is considered to be any site with a Public Transport Accessibility Level of 3 or more, a site which is 800m from a station or town centre boundary. See figure 6 in section 6 for a map of these areas.

13.12.2. Car parking

Where parking is required, applications will need to provide it on site, or demonstrate the constraints prohibiting on-site provision, or indeed the improvements to the scheme on-street provision would provide. Where on-street, capacity needs to be demonstrated through a parking survey. The draft London Plan Policy T6.1 Table 10.1 sets-out the required provision.

13.12.3. Parking has the potential to affect the overall quality of a development, and the character of the local context. A successful approach to parking will vary from one area to another. Increasingly developments will be encouraged to reduce parking provision as density increases and public transport infrastructure improves. Due to the limited street frontage of infill sites, even in areas with limited access to public transport, in-curtilage car parking of fewer than 4 spaces will not usually be supported as this can reduce car parking capacity on the street.

13.12.4. Parking for Disabled Persons

As a baseline, for proposals of 10 or more dwellings, 3% of dwellings each require at least one disabled persons parking bay per dwelling. Furthermore 10% of new build homes are to be designated 'wheelchair user dwellings', each able to have their own disabled persons parking bay if required. Proposals siting disabled persons parking on

street are required to make a payment in lieu of on site provision.

13.13. Cycle storage

13.13.1. Secure, covered bicycle parking is required for every new home. The London Plan sets out the requirements for the provision of cycle storage. Storage should be in an area with good overlooking by residents / passers by or add to passive surveillance and located such that residents are not required to carry cycles through their dwelling to access. One cycle space should be provided per 1 or 2 bedroom dwelling and 2 cycle spaces per 3 or more bedroom dwelling.

13.13.2. For houses with their own front door this must be within the curtilage of the home which could be a free-standing structure in the garden, or integrated into the house. Where homes do not have their own front door, storage for bikes can be clustered with one area dedicated to store bikes for multiple homes. Generally these function better as a series of smaller spaces with 2-6 homes sharing one space.

13.13.3. Planning applications must clearly show how storage space for bicycles has been considered within the design of new homes.

13.14. Waste and recycling

13.14.1. Where possible, all waste and recycling should be stored within the curtilage of individual dwellings, and easily accessible from the public highway for collection. Where necessary, a single, dedicated storage area for multiple dwellings in a location accessible to the public highway can be used, however, the siting and design of this must be carefully integrated into the proposed layout. This is particularly relevant in Backland developments, for which further advice can be found in section 31. Planning applications which do not make sufficient consideration



Fig. 32: These new mews houses in Sevenoaks, designed by Morris + Company, smartly integrate waste storage into the building envelope, providing a more friendly and usable public realm (website: www.morrisandcompany.com, photography: Jack Hobhouse)

of waste and recycling storage will not be supported.

- 13.14.2. Dedicated storage for waste and recycling and food waste should be integrated into any design in a visually discrete location so as not to detract from the principal elevation of the proposed building or the adjacent street scene. Where located externally, storage must be screened and integrated within the landscape proposal. Loose bins on the street or within the front gardens of new developments will not be supported. Waste storage can comprise either individual bins for each dwelling, or communal storage which is accessible to all residents. In either case storage for domestic waste and recycling should be secured, easy to clean and accessible.

- 13.14.3. Generally residents should have to carry their waste no more than 30m from their front door to a storage point, and this collection point should be positioned no more than 10m from the public highway. In some cases, where there are a sufficient number of new homes to justify it, safe space to manoeuvre, and a robust road surface, waste collection vehicles can reverse into a site up to 20m from the public highway. Early discussions with Lewisham's waste and recycling department is encouraged to ensure that a robust strategy for the handling of waste is integrated into the design.

13.15. Emergency access

- 13.15.1. Ensuring appropriate access is possible for services including paramedics and the fire brigade is vital on all new homes. This can have a significant impact on the development of small sites, and in particular backland sites that have limited street frontage. Further advice on this can be found in section 31.

13.16. Accessibility

- 13.16.1. In line with the new London Plan objectives, new homes should generally be accessible to those with disabilities.
- 13.16.2. All dwellings with an entrance door at ground floor should benefit from a level threshold from the street, and if the majority of internal accommodation is on the ground floor then they should comply with the Building Regulations Part M4(2) or M4(3) standard. For small site development, dwellings with an entrance above ground floor level do not require level access from the street, but must be compliant with the Building Regulations Part M4(1) standard, up to a maximum of three floors above ground floor level, although lift access is encouraged where possible.

13.17. Road adoption

- 13.17.1. When creating a new road on site, developers need to consider whether this will be a private road, or whether the road could be adopted and become a public highway. Roads in Lewisham fall under 3 categories:
- Public highways (maintainable at public expense)
 - Highways (public has the right 'to pass and repass' over, maintenance is the responsibility of the landowner or frontages)
 - Private (maintenance is the responsibility of the landowner or frontages)
- 13.17.2. Road adoption is a process where a road in private ownership becomes a public road, which is then managed and maintained by the council. For a road to become adopted it must meet certain standards in terms of layout and construction. The council does not adopt all new roads built by housing developers, and it may be in the interest of developers to not pursue road adoption. For example, the width of a road can be narrower if not to adoptable standards. This may provide opportunities

for larger amenity spaces, smaller distances between buildings etc.

- 13.17.3. More information can be found on the Lewisham website. Refer to the Manual for Streets for more information about adoptable standards.

13.18. Safety

- 13.18.1. Safety is a key consideration in all small sites development, particularly backland sites where new publicly accessible circulation areas are being added.
- 13.18.2. **Safety on new roads**
When creating a new vehicular access, they should be designed to consider the safety and

legibility of all users, particularly pedestrians and cyclists.

- 13.18.3. If pursuing an adoptable road standard then applicants will need to follow the council's guidelines that include parameters to make these safe. If not working to adoptable standards then there are more options available, such as shared surfaces and home zones. Applicants will need to demonstrate how the safety of all users has been considered.

- 13.18.4. **Non vehicular roads**
Applicants should follow the principles of Secured by Design to ensure outdoor spaces are conducive with a safe environment, including appropriate lighting, passive surveillance and visibility.



Fig. 33: 'Walk up' houses on Chalsey Road. Four houses, each with their own front doors, but two houses have most of their accommodation on the upper floors. (PHOTO NEEDED)

13.18.5. **Security of buildings**
 The safety of the new buildings themselves is also a key criteria and again the principles of Secured by Design should be followed for this. Your consultant should be able to advise on this or recommend a consultant who can.

13.19. Utilities

13.19.1. The cost of your development will be affected by the access to and availability of utilities. For example if you are developing a backland garage site and no mains sewer connection exists, you will need to allow for the cost of a new connection within your development appraisal / project costing.

13.19.2. Often sites which are currently vacant are empty due to challenging constraints on the site. These may be readily visible, such as protected trees or utilities passing overhead. However they can often be found passing under the site too. Drains and high voltage cables in particular can have major impacts on development, in both their design, programme and cost and therefore should be understood at an early stage.

13.19.3. A consultant team is best placed to advise on commissioning the relevant surveys. A utilities search report will provide information about electricity, gas, water, sewerage, and telecoms.

13.20. Party Wall Act

13.20.1. If you are carrying out works governed by the Party Wall Act you need to serve a party wall notice on your neighbours. You do not need planning permission in place to serve notice and once served you have up to a year to commence work. More information can be found on the website of the Royal Institute of Chartered Surveyors (RICS).

13.21. Access over un-registered or shared land

13.21.1. Occasionally access to a site requires access to be gained over shared or un-registered land (see finding land / identifying a site). For example redeveloping a site at the end of a highway or private road where ownership is either shared across several titles or is unknown.

13.21.2. A planning approval generally requires that access to a new development is via a road which is of an acceptable or adoptable standard. Therefore where existing roads are in a poor condition this can create barrier to permission / development. A developer in this situation may be unable to take on the financial risk of repairing a road in order for planning approval to be considered.

13.21.3. However to mitigate this issue, a 'Grampian condition' should be considered by the local authority such that an agreement is attached to a decision notice that prevents the start of a development until off-site works have been completed on land not controlled by the applicant. Pre-application discussions will help to determine the acceptability of this approach.



Fig. 34: Access into Forest Mews, designed by Stolon Studio, is via a private road which allows soft landscaping to be integrated into the vehicular access (website: www.stolon.co.uk, photography: Robert Baker)

14.1. Introduction

14.1.1. Good, thoughtful design will help you get the best out of your site. It will enhance the lives of its occupants and neighbours, and will provide you with added value. It can also help secure you a planning permission.

14.1.2. But what is good design? Can it be defined with a set of rules? Probably not. There is no single way of designing for a given plot of land. Good design comes from looking hard at a site and its context and responding to its constraints and opportunities. This is how you will create a beautiful and resilient place.

14.1.3. This toolbox of design tools may be useful in helping you think through what is an appropriate way to develop your site. It is in three sections:

- The Green Toolbox, looking at sustainable, planet-friendly techniques.
- The Inside and Out Toolbox, which suggests ways to enhance the design of your development.
- The Placemaking Toolbox which can help your development to not just be beautiful in itself but to also contribute to and enhance its neighbourhood.

Page 147



Fig. 35: Integrated design on a small site

15.1. Introduction

15.1.1. Just as technology is developing to deliver alternative forms of energy, architecture is changing to respond to new ecological challenges. House design is evolving to

reflect a desire to live in more natural surroundings and to live more lightly on the planet, conserving precious resources.

15.2. Vertical greening

15.2.1. Issues of overlooking on small sites mean some building façades may be nearly or completely windowless. Consider clothing these otherwise stark walls with ground-planted, non-invasive vines, such as Boston Ivy. This will:

- Beautify a potentially unfriendly wall;
- Provide seasonal colour;
- Make homes cooler in summer and warmer in winter; and
- Support biodiversity.



Fig. 36: Vertical greening

15.3. Living roofs

15.3.1. Flat roofs can be green, brown or blue (flooded). All of these can be sustainable and enhance biodiversity.

15.3.2. Roofs can be inhabited, providing additional outdoor space on small plots, or for upper-level homes. They are a great place to grow food and learn about plants. Consider a small greenhouse to germinate seeds, composting bin and tap with water butt. Even a small roof will fill a water butt surprisingly quickly.

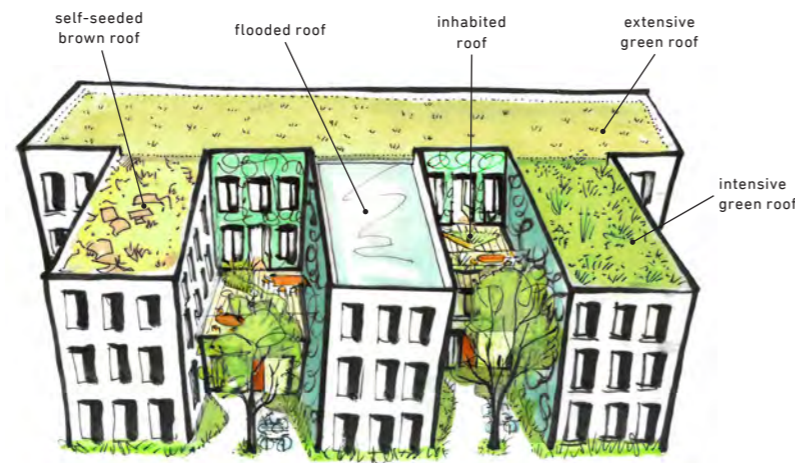


Fig. 37: Living roofs

15.4. Rainwater collection

15.4.1. Consider using inward roof slopes to collect rainwater on site for reuse for gardens or washing pets. You will be following a tradition dating back to the Romans.

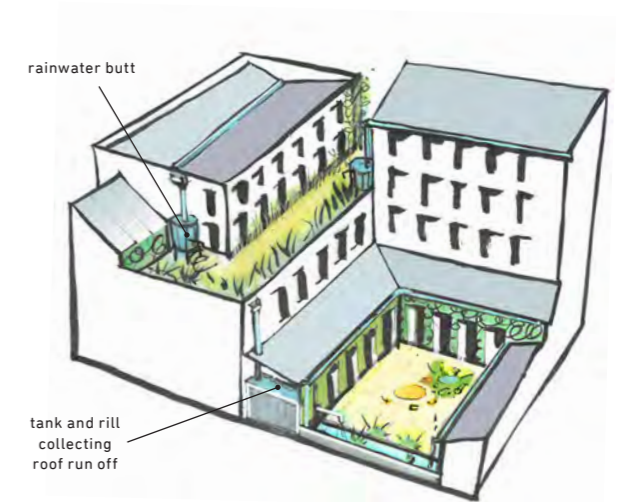


Fig. 38: Rainwater collection

15.5. Use trees to shade and to beautify

15.5.1. Trees and buildings can coexist happily, even in close proximity, and a good tree will always beautify and add value to a plot. They add to biodiversity and can provide useful summer shading.

15.5.2. Therefore design around trees rather than felling them. If there are no trees, plant some, and position them to enhance not just your own plot, but the whole neighbourhood.



Fig. 39: Trees

15.6. Solar panels

15.6.1. South facing roof slopes are great places for PVs (photovoltaic panels). The solar energy they capture will future-proof and heat your home, cut your bills and help save the planet.



Fig. 40: Photovoltaic panels (PVs)

16.1. Introduction

16.1.1. Inside: space doesn't stretch, but good design can make it feel more generous. A large house badly laid out can feel pokey, while a thoughtfully designed smaller home can be made to feel quite grand.

16.1.2. Outside: new homes are often perceived as unwelcome. Good design prevents this.

16.2. Occupancy

16.2.1. How people move through rooms will dictate how and where pockets of stillness can be found for getting on with something, and where the bustle of everyday life needs to be managed. Imagining yourself into all the spaces of the home will spark ideas and create opportunities.



Fig. 41: The life lived

16.3. Courtyard plan

16.3.1. Designing a house around two, three or all four sides of a courtyard avoids the need for windows on the plot perimeter and can make a home feel larger. Bringing the amenity space into the heart of the home, so that you can see from indoors to outdoors to indoors again, creates long views and offers a sense of space.



Fig. 42: Courtyard house

16.4. Terraces, not balconies

16.4.1. Stacked balconies can work well on large blocks, but they work less well on small-scale development. A good alternative is to use set backs in the massing of the building, floor by floor, as terraces for upper storey homes.



Fig. 43: Set backs and terraces

16.5. Half houses

16.5.1. Traditionally-sized houses are often too big for contemporary needs, but they may have the right kind of scale to fit in with an established neighbourhood. Consider designing half houses, where one house provides two or more homes. Give each its own front door. Lower storey homes have a small garden, upper ones a large terrace.

16.5.2. The house can be up to four storeys tall, one duplex above another. Or a duplex above two single storey flats.



Fig. 44: Duplex homes

16.6. Skylights

- 16.6.1. Size for size, skylights give vastly more light than ordinary windows, and can light and ventilate otherwise gloomy spaces in parts of the building where windows are not possible or would not be welcome.



Fig. 45: Skylights over a bedroom



Fig. 46: Skylight over a laundry landing



Fig. 47: Skylights over a bathroom

16.7. Bring daylight to all the right places

- 16.7.1. Needing to turn on a light in the daytime is a failure of design. Many areas of a home might work well with low light levels but entrances, living areas, kitchen worktops, dining tables, and desks need good natural light.
- 16.7.2. Large windows, low window sills, light-coloured walls and ceilings, and light coloured floors all help make rooms brighter.

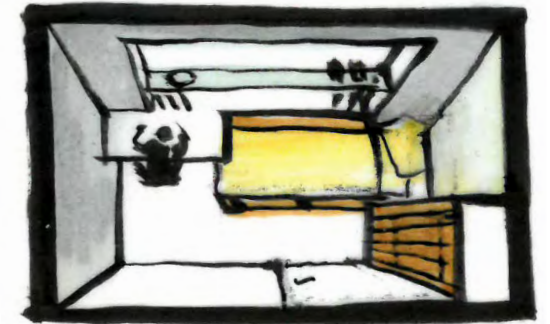


Fig. 48: Child's bedroom with desk space across the window



Fig. 49: High ceiling and large fanlight, good daylight to worktop and desks, well-lit living areas

16.8. Letting the sun shine in

- 16.8.1. Check which way your building faces and decide which spaces need sun most. Design so that low winter sun can shine right through the home, providing light and additional warmth. Skylights can provide unexpected sunlight, though be careful about overheating in summer.

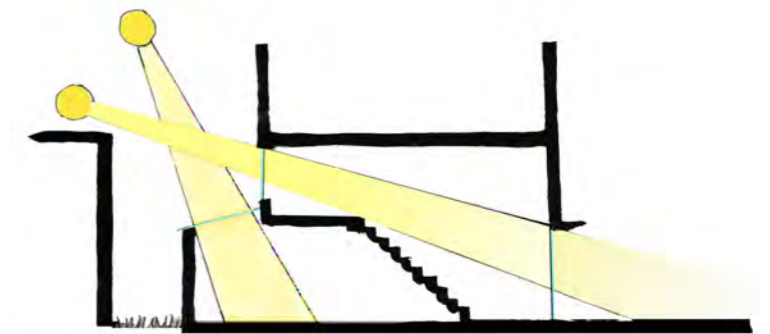


Fig. 50: Sunshine

16.9. Chinese gardens

- 16.9.1. A small garden strip around the house, setting it back from its boundary, enables the provision of windows, provides manageable gardening space and a green outlook, and adds to biodiversity.
- 16.9.2. In tightly laid out Chinese cities a high perimeter wall surrounded each family plot. Often, homes were built hard up against these whitewashed walls with just a small growing space perhaps a metre or so wide in between. Large windows meant these homes were full of light, but perfectly private.
- 16.9.3. An arrangement like this means ground floor rooms can have windows facing nearby existing houses without compromising the privacy of either household.



Fig. 51: Chinese garden

16.10. Reduce bulk

- 16.10.1. People like the intricacy of traditional houses. Modern houses are often described as 'boxy', but pastiche – copying traditional design – rarely works. A good trick is to assemble your building from more than one element. Perhaps a three storey main part intersects with a two storey projection? Or a two storey house with a higher element on the corner?



Fig. 52: Interlocking volumes

16.11. Entrances

- 16.11.1. Whether a door to a single house or to a larger block, entrances send messages to passers-by; friendly rather than forbidding; ordered rather than a chaos of open bins; cramped or with a generosity of space within and without.
- 16.11.2. Traditional front entrances, with their porches, paving, careful joinery, offer a wealth of inspiration for appropriately marking this important point of arrival and departure.
- 16.11.3. Nowadays these are some of the things that need to be considered:
- Mixed use schemes need their separate entrances to different uses clearly demarcated.
 - Level thresholds and generous widths are needed for less mobile users.
 - Sensitively integrated lighting makes entrances safer and easier to use.
 - Poor doors are to be avoided at all costs.



Fig. 53: Objects can accumulate around entrances and dominate the streetscene



Fig. 54: Paired entrances



Fig. 55: A welcoming entrance



Fig. 56: Apartment entrance with integrated bikes and bins

17.1. Introduction

17.1.1. Small backland sites can become little villages. Houses on corner sites can turn into well-loved landmarks. The plainness of an infill house might be the reason you notice the decorative details on the older homes in the street.

17.1.2. Creating more homes in a neighbourhood is a way to add variety and richness to the character of an area. Thoughtful design will be noticed, sometimes immediately and sometimes over time, appreciation developing slowly as thoughtful and sensitive architecture becomes familiar and accepted as an essential part of the street scene.

17.2. Calmness

17.2.1. Architecture often uses proportion, rhythm and repetition to create soothing vistas. Keep things simple, and avoid unnecessary eye-catching features except where there is a need to emphasize, say, an entrance or a corner.



Fig. 57: Simple, decorous architecture

17.3. Diversity

17.3.1. But not everywhere is appropriate for calmness and repetition. Many people like incident, particularity and character in their townscape. Every plot is different, so find reasons to make every home unique, adding not just visual interest but extra value too.



Fig. 58: Variety

17.4. Corners

17.4.1. Street corners are special places, and deserve special treatment. Buildings on corners have more than one front, and can be seen from a distance. Consider upping the scale here, and using both fronts for entrances.



Fig. 59: Street corner

17.5. Gates

- 17.5.1. Gates are appropriate between public and private spaces, but not between public and semi-public spaces. Gated developments should be avoided, but gates can still be useful to demarcate a boundary or to keep children and pets safe.



Fig. 60: Courtyard gate

17.7. Near and far

- 17.7.1. Your development will be seen from many different angles, both near and far. Your design can provide interest and character from multiple viewpoints. Often forgotten is the oblique view from further along the street, where projections, eaves and the depths of window reveals become important.
- 17.7.2. Take the trouble to avoid clunky, jarring details, like projecting bolts on railings or balconies, oversized porch lights, or in-your-face meter boxes. All these can be designed out at little or no extra cost.

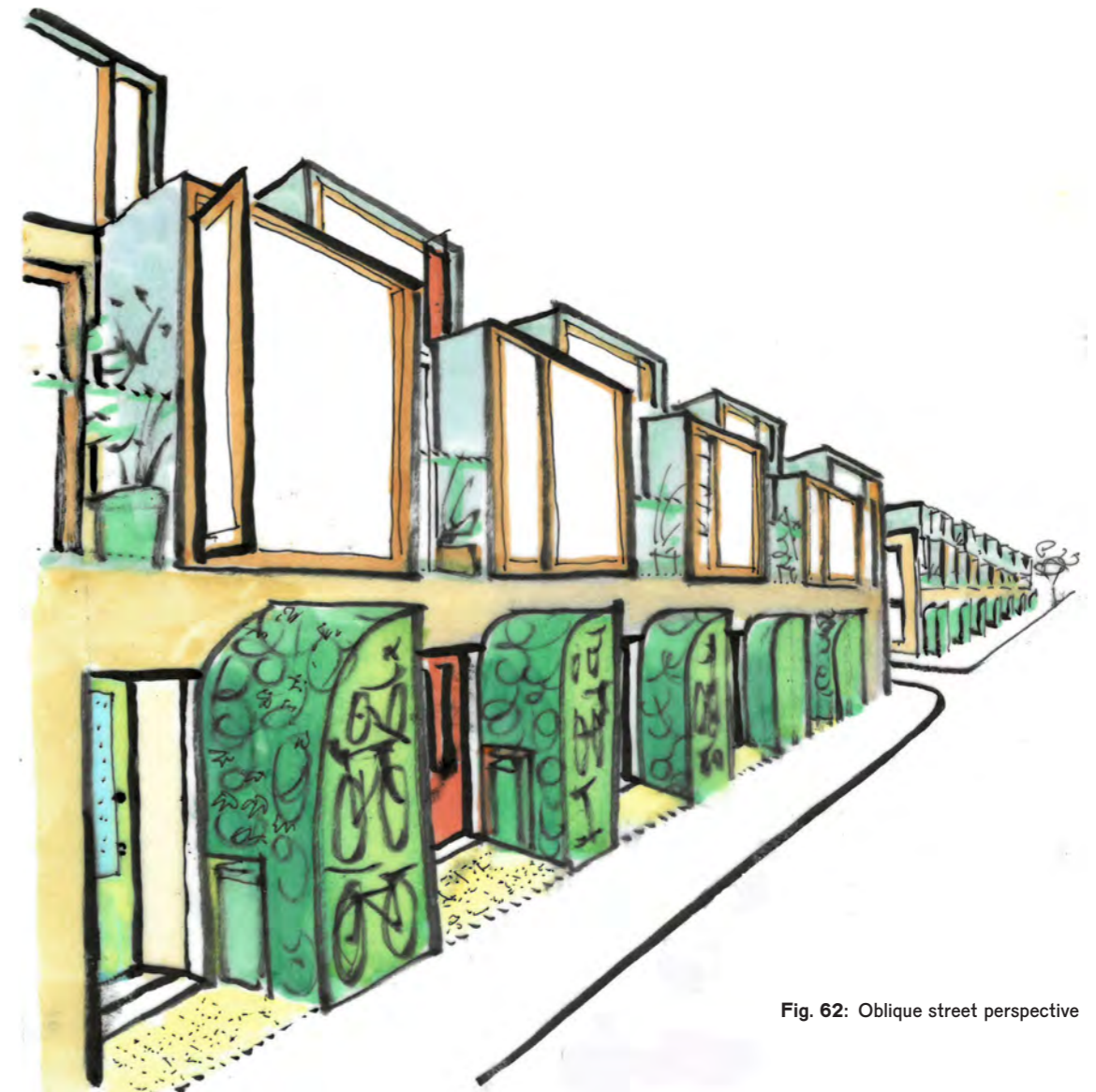


Fig. 62: Oblique street perspective

17.6. Shared yards

- 17.6.1. Urban isolation is a growing problem. Carefully designed communal spaces with seating, play areas and community garden plots can help turn neighbours into a community.



Fig. 61: Shared courtyard

17.8. Foreground and background

- 17.8.1. Generally, residential buildings should be background architecture, avoiding ostentation, leaving grand architectural gestures (porticos, domes, columns) to public buildings. There needs to be a good reason for a building to want to say 'Look at me!'



Fig. 63: Foreground building and background buildings

17.10. Car cluster

- 17.10.1. Do cars always need to be able to park right outside the home? Where it is necessary to provide parking on plot, it will often be best to cluster the cars as close to the street as possible, reserving the rest of the site for pedestrian activity and safe children's play.
- 17.10.2. Just as important as car spaces is plentiful storage for cycles, and well-organized arrangements for refuse and recycling.

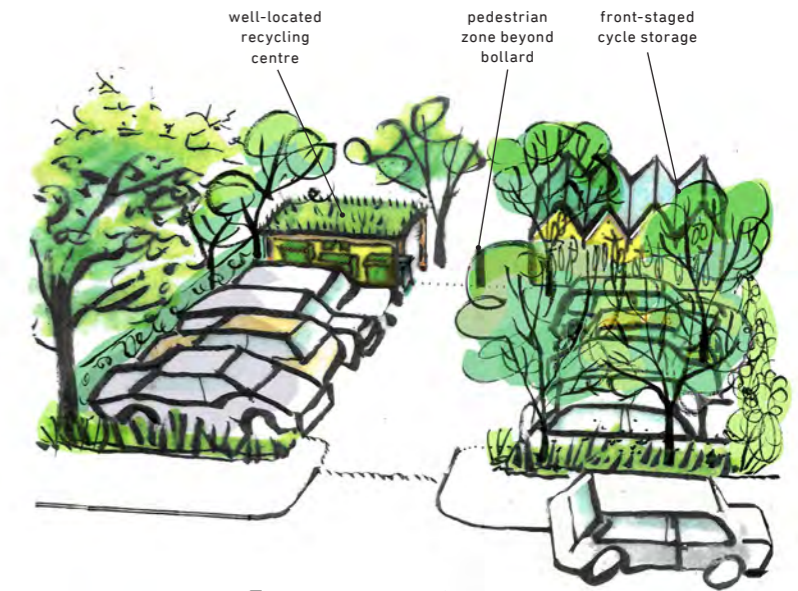


Fig. 65: Parking cluster

17.9. On-street parking

- 17.9.1. Providing a pavement crossover to parking spaces on plot not only inconveniences pedestrians, but it also takes up the space of an on-street parking space. Cars belong on streets, so perhaps they are best parked there too.



Fig. 64: Parking on street

17.11. Back-of-pavement windows

- 17.11.1. Interaction between indoors and out can often enhance the experience of both the resident and the passer by. Window boxes or an outdoor bench can give additional separation where needed, as can slightly raising the level of the indoors.



Fig. 66: Back of pavement

17.12. Tower houses

17.12.1. Tall slender shapes can sometimes be appropriate where more bulky massing would not. Consider the benefits of stacking bedrooms one per floor in a high, narrow tower above a larger ground floor, so as to punctuate a view rather than blocking it.

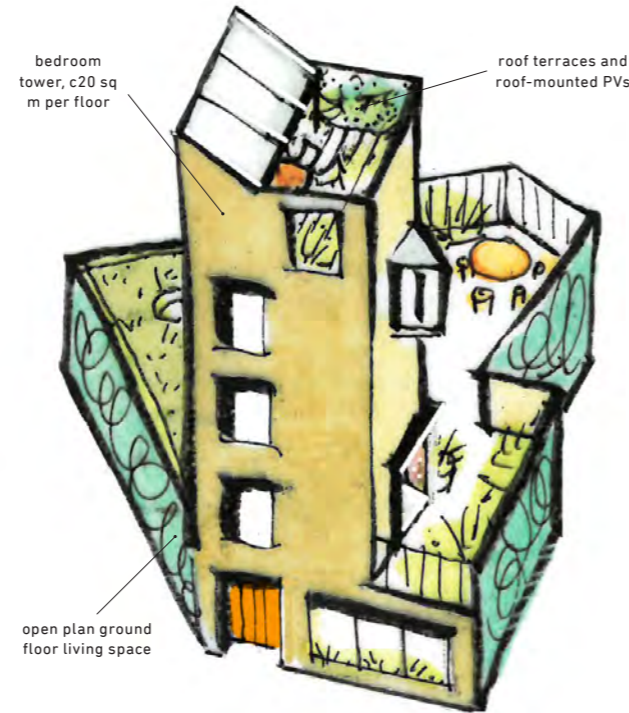


Fig. 67: Tower house

17.14. End-of-terrace

17.14.1. Traditional terraces often end in a blank, unfriendly gable wall. This can be avoided by locating two homes back to back at the end of the terrace. Each home still has through ventilation across its two adjacent façades and can have either a garden, or an upper terrace, or both. The wraparound windows mean eyes on the street and a better looking corner.



Fig. 69: Back-to-backs

17.13. SUDs

17.13.1. SUDs stands for Sustainable urban drainage systems. It encourages the use of permeable surfaces, so that water can filter away naturally rather than going into pipes. This is good for sustainability, reduces the heat island effect of hard, reflective surfaces, and promotes biodiversity. In addition, it makes for attractive places.



Fig. 68: Sustainable urban drainage

18.1. Benefits of developing your own land

18.1.1. Lewisham has a long history of ordinary people developing homes for themselves and their families, and the Council is keen to encourage this tradition to continue.

18.1.2. Depending on your appetite for getting your hands dirty, the level of your involvement in a development project is up to you. Existing homeowners with pockets of land which may be suitable for development can, with relative ease, self-develop to create a new home for themselves, their family or to sell.

18.1.3. It might seem a daunting prospect, but with the right design team to lead you through the project, self-build development can be immensely rewarding. Some of the benefits of self-build development include:

18.1.4. Control

Being the client, and being involved in managing the design and construction of a new home allows you much more control over the end product. Your involvement will allow you to make the decisions that matter to you and the community in which you live.

18.1.5. You may be able to build a larger home - or even more homes - on a site that you already own, as you may accept shorter distances between the windows of habitable rooms compared if that land is being developed by someone who doesn't live nearby.

18.1.6. Quality

Having a long-term interest in the development could result in higher quality when compared with someone else who doesn't have as much invested in the local area. This doesn't mean that you have to be involved in every single decision, or manage every aspect of the project yourself; by appointing a good architect with local knowledge and experience of designing new

homes and who can guide you through the whole process.

18.1.7. For example, developing to the highest levels of sustainability has a greater upfront cost, but can create more enjoyable spaces that cost far less to run and create savings in the long run.

18.1.8. Finance

The financial economy of developing yourself can also allow you to invest in the areas that matter to you, such as architectural style, environmental sustainability, or affordable housing.

18.1.9. Developing a new home for yourself will reduce costs when compared with purchasing a new-build dwelling elsewhere - and as the client you will have complete control over the brief, and able to create a home suited to your individual needs.



Fig. 70: Coach House in New Cross, designed by Selencky Parsons, is developed by one of the original land owner and delivers three flats and a new house (website: www.selenckyparsons.com, photography: Richard Chivers)

18.1.10. Similarly, developing yourself will be more profitable than selling your land to a developer.

18.2. Finding land on which to build

18.2.1. If you're not lucky enough to already own a home with sufficient space around it to develop, you may want to consider finding land yourself on which to build.

18.2.2. Nothing can beat a wander around your neighbourhood to identify potential pockets of land which have yet to be developed. Using this document as a guide to the types of sites which are typically available in Lewisham, look for gaps between houses, disused garages and outbuildings and scraps of under-used space on which you might be able to fit a home.

18.2.3. Combining this with online research tools, such as Google Maps (www.google.com/maps) and the Land Registry (landregistry.gov.uk) you can, with relative ease, identify the owner of such sites and make a direct approach to see if they are interested in selling to you.

18.2.4. An alternative to this is to join one of the Community Land Trusts operating in Lewisham. The council maintains a register of self-builders, and will be able to put you in touch with one of the community housing groups in the area, which you can see on their website. There is more information on finding land on which to build in section 18.

18.3. Choosing an the right consultants

18.3.1. When developing yourself it is important to get the right consultants in place to offer their experience and advice to you. Key amongst these is an architect, who can work with you to understand your brief then recommend other consultants as necessary.

18.3.2. Choosing the right architect is vital to ensuring that your project has the greatest chance of success. A good architect will be able to advise you on every aspect of the design and construction process: how to define your brief; how to design a home which suits your needs; what surveys, reports and specialist consultants you will need; how to navigate your project through the planning process; how to choose a main contractor and how to ensure that the project is completed on time and on budget.

18.3.3. Lewisham has many excellent architects with experience of designing and delivering award-winning residential development projects across the borough. Some of the best examples have been included within this document, together with contact details for each practice.

18.3.4. The Royal Institute of British Architects (RIBA) provides a "Find an Architect" service which can connect you to practices in your area. See www.architecture.com/find-an-architect for more details.

18.3.5. Fees for architects and other consultants vary depending on the practice and the type of project. As an outline figure, on small sites architect's fees are typically around 8-12% of the total construction value of a project. Development is definitely a case of "you get what you pay for", and it is almost certain that a good architect will more than pay for themselves in the added value they will bring to your project. In addition to the architect's fees you should expect to pay a further 5%-10% for other consultants, surveys and planning fees.

Design Principles	Design Toolbox	Opportunities	Guidance
			Toolkits
			Site Types

19.1. Embracing Lewisham's history

19.1.1. Lewisham has an abundance of neighbourhoods that were developed as a result of groups of people coming together to develop a collection of homes. Examples of this can be found across the borough, including at Nubia Way, Walters Way and Segal Close.

19.1.2. This history is an asset to Lewisham and the council is keen to ensure that these types of developments can continue. At the time of writing two new community land trust (CLT) developments have obtained planning permission and will soon start on site.

19.1.3. Church Grove

The Rural Urban Synthesis Society (RUSS) is a CLT which was formed in 2009 with the view of facilitating community led housing, and now has over 800 members.

19.1.4. RUSS has worked with architects Archtype to secured planning for a project on Church Grove in Ladywell which will provide 33 new dwellings. As well as the benefits of high quality, customised homes, the nature of developing as a CLT / group has allowed for other more unusual but highly desirable features:

- Community hall and kitchen
- Generous outdoor amenity
- Allotment space

19.1.5. Braysted Close

Lewisham Citizens (part of Citizens UK) are working with London CLT to bring forward their first direct development on a backland garage site in Sydenham. Residents chose to work with architects Archio following a 'pick an architect' event where residents were able to discuss the project with multiple different practices. The proposed development will provide 11 new, genuinely and permanently affordable homes.

19.1.6. Phoenix Community Housing

One of the borough's main largest housing providers is Phoenix Community Housing, a not-for-profit resident-led housing association with tenants and leaseholders forming the majority of the management board. They manage more than 6000 homes in Lewisham and are currently building new homes, including the recent development at Hazelhurst Court designed by Levitt Bernstein.

19.2. How to form a group

19.2.1. By joining together as a group your collective power is increased, opening opportunities to purchase sites and harness the talents of different individuals. Some of the benefits of this include:

- More control and input in the design
- Collective pool of resource and individual skills
- Increased finance opportunities
- Economy of scale
- Building a long-term community

19.2.2. Working collectively often results in the process taking longer overall, but if successful the benefits usually outweigh these drawbacks.

19.2.3. For further advice on what groups already exist and how to form new groups refer to the Community-led Housing London Hub website.

19.3. Working with neighbours

19.3.1. While individual development of small plots of land is vital to meeting Lewisham's housing need, when adjoining landowners come together it can result in a more efficient development which has the potential to deliver a greater number of homes compared to each owner acting alone. More advice on working collectively can be found throughout the site types section.



Fig. 71: Nubia Way is a self build housing co-operative in Downham built in the 1990's (photography: **NEEDED**)

20.1. Green Space

20.1.1. Green space helps to support the ecology and biodiversity of the borough, and proposals are expected to identify and retain existing habitats and features of biodiversity value. They should also seek positive gains for biodiversity wherever possible through a design-led approach.

20.1.2. Seemingly underused sites may have important biodiversity and ecological functions. Designers should undertake analysis of such sites, supported by professional consultants where necessary. Your architect will be well placed to advise on the selection of ecologists / arboriculturalists.

20.1.3. **Green space as amenity**
As well as the ecological benefits green space provides, it offers invaluable amenity space to residents, supporting their wellbeing, and providing opportunities for play space, sports, and can serve other purposes such as reducing the noise from a busy road or providing shelter from prevailing winds.

20.1.4. **Urban Greening Factor**
The draft London Plan introduces the Urban Greening Factor (UGF) requirement for major development proposals. The UGF is a model used to provide a baseline for the amount of green cover that development will be expected to achieve. Lewisham Council will apply the recommended interim UGF factors for major residential and commercial development as advocated by the London Plan.

20.1.5. **Biodiversity offsetting**
If significant harm resulting from a development cannot be avoided, yet the benefits of development are deemed to outweigh the harm, then mitigation measures will be required. This could include biodiversity offsetting, whereby measures to improve existing habitats or the creation

of replacement habitats helps to offset any damage on the application site and compensates for this elsewhere (locally). This should be seen as a last resort.

20.1.6. If accepted by the local authority, an agreement of the offset measures will be secured by way of planning obligations or planning conditions. For more guidance see:

- Lewisham Local Plan
- New London Plan

20.2. Trees

20.2.1. Trees and the urban forest are an integral part of the Borough's network of green infrastructure and have many beneficial functions. In addition to enhancing local character and amenity, including air quality, they provide extensive areas of habitat for wildlife, which is particularly important in an urbanised setting like Lewisham. Trees also have an important role in climate change adaptation and mitigation.

20.2.2. Development proposals should seek to retain existing trees, as well as the associated habitat, and maximise opportunities for additional tree planting and green infrastructure. This is regardless of Tree Preservation Order status (TPO).

20.2.3. As per Woodland Trust guidance, trees that are removed should be replaced with a greater than 1:1 ratio. Only where removal is unavoidable should trees be removed, providing their removal is outweighed by the benefits the development offers.

20.2.4. **Root protection area**
Developments must avoid compromising and encroaching available space for trees. In addition to the visible part of a tree, designers need to consider the root protection area (RPA) located below ground. British Standards advise a rule of thumb for estimating the RPA by measuring the diameter of the

stem of tree at chest height and multiplying this by 12, although this varies by species. Developments nearby retained trees will require an arboricultural survey and method statement as part of a planning application. Your architect will be able to advise on the selection of an arboriculturalist.

20.2.5. **Benefits**
In addition to the myriad ecological benefits trees provide, they can offer benefits or solutions to the design of developments including:

- Help with overlooking
- Protection from overheating. With leaf cover in the summer, trees provide shade and protection from the sun. Where trees are deciduous, leaves fall, and winter sun is allowed to reach more of the building thus reducing heating demands.

- Provide acoustic buffers to sites nearby busy roads
- Add value to a site

20.2.6. Lots of people enjoy living near trees, and new homes that work with existing mature greenery are desirable. For more guidance on working with trees see:

- Woodland Trust - Residential Developments and Trees
- Urban Tree Manual



Fig. 72: A new home successfully built very closely to existing mature trees. Park House designed by 31/44 Architects (website: www.3144architects.com, photography: TBC)

21.1. Mixed use

21.1.1. There is a forecasted need for 21,800sqm of net additional employment floorspace in the Lewisham before 2038. In order to meet this need, development proposals will be expected to retain or re-provide existing workspace, and deliver net increases wherever possible. A more intensive use of employment land and sites will be necessary to meet future needs for workspace and job opportunities.

21.1.2. Making the best use of land will mean that land is used more efficiently and flexibly. This includes well-integrated, higher density and mixed-use development in appropriate locations.

21.2. Intensifying employment use

21.2.1. Retaining existing employment use needn't necessarily mean the re-provision of floor space like for like.

21.2.2. The existing usage may be able to be intensified through good design, making the provision more efficient whilst also reducing employment floor space, allowing the quantum of jobs to remain the same / increase.

21.2.3. Retaining job provision through change of employment type will generally be unacceptable, e.g. scaffold yard (high area demand per employee) into office space (comparatively low area demand per employee).

21.3. Where change of use is acceptable

21.3.1. Change of use to residential is permissible under Permitted Development with certain existing uses and will require Prior Approval (see section 8), but where possible permitted development and planning applications should seek to retain needed employment use.

21.4. Live / work

21.4.1. Live / work provides a good opportunity to incorporate employment use within residential developments. However there has been a trend of single demise live work units being used solely for residential use. In order to prevent this in future, the local authority will generally refuse single demise live work proposals.

21.4.2. Live work homes can still be achieved and the employment use protected from ad-hoc conversion, by separating the demises. This means applicants can propose separate spaces, with different use classes, for living and working.

21.4.3. Successful strategies for mixing of usage include ensuring each use has its own distinct access from the public realm, ensuring acoustic separation between the different uses and protecting the privacy of the new homes.

21.4.4. For more guidance see:

- The site types section for advice on mixed use in different sites,
- Lewisham Local Plan,
- Planning Portal.



Fig. 73: New homes sit above two commercial spaces in St Paul's House in Deptford designed by Ash Sakula. Access to the homes is kept separate from the commercial units with plenty of opportunity to meet neighbours (website: <https://www.ashsak.com/>, photography: needed)

21.5. Introduction

21.5.1. A sustainable built environment is made of healthy and comfortable places to live and work. Sustainability brings a huge range of benefits to building owners at the same time improving the conditions around them and creating more cohesive neighbourhoods.

21.5.2. Small sites can be exemplars of sustainable development, with benefits including lower operating costs and improved long-term investment. People often think that sustainable projects must have certain kinds of products and technologies to be sustainable, but sustainable design is about good outcomes, not a checklist of products.

21.5.3. In the UK, 49% of all carbon emissions come from the building sector, a much higher proportion of carbon emissions than transport, agriculture or clothing. If we are to transition to a low-carbon economy then all new development should play its part.

21.5.4. The emerging Lewisham Plan outlines key requirements for sustainability in twelve sections under the heading of Sustainable Design and Infrastructure. This SPD explains those requirements in more detail, with a special section on energy use as well as links to further resources.

21.5.5. In this chapter we set out some key strategies to ensure your small site development is a sustainable one. The appendix provides more detailed information including:

- Further guidance around cost and best practices
- A glossary of sustainable building terms and standards
- Specific guidance on Lewisham’s sustainable design policies for small sites
- Useful external resources

21.5.6. Key sustainability issues

- Small sites are ideal candidates for sustainability
- Costs need to be considered long-term
- Requirements can be complex

21.6. What do we mean by Sustainability?

21.6.1. Sustainable Development reduces the use of fossil fuels, conserves water, building with environmentally sound materials, improving biodiversity and flooding management and improving the health and well-being of its occupants with good ventilation, daylight and improved comfort.

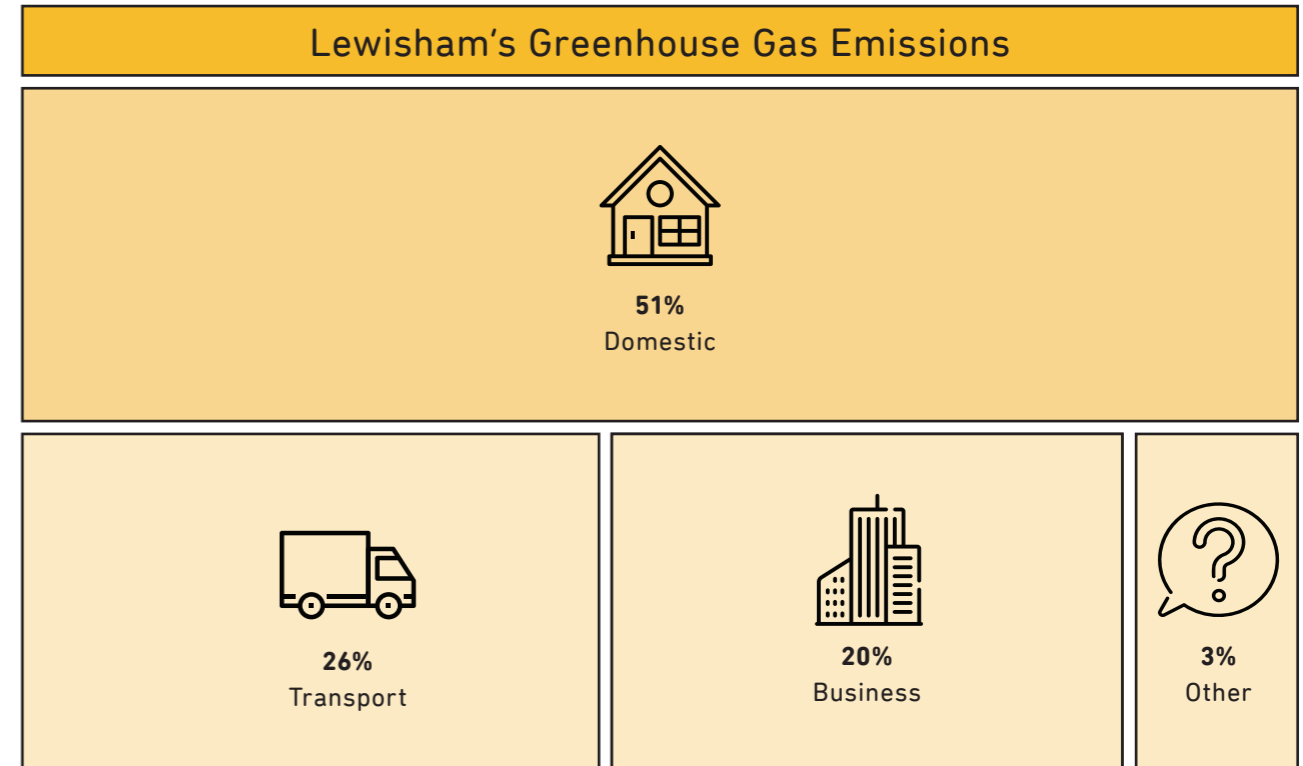


Fig. 74: Diagram showing the sectors responsible for the Lewisham's carbon emissions

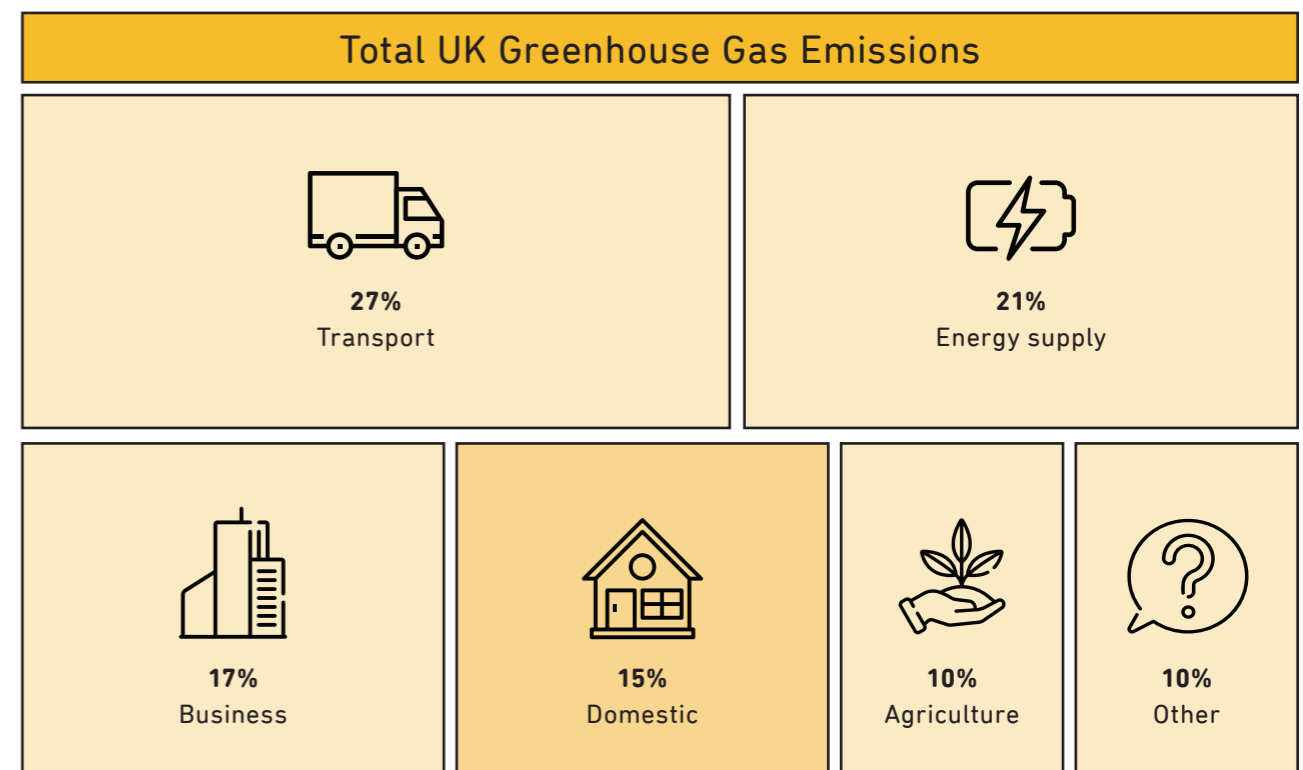


Fig. 75: Diagram showing the sectors responsible carbon emissions across the UK

21.7. Sustainable Development on Small Sites

21.7.1. Projects on small sites can achieve high levels of sustainability. With fewer people in the decision-making chain, good design can take the lead.

21.7.2. In addition, specific compliance requirements for projects under 500sqm, a large proportion of projects on small sites, are fairly simple, leaving owners more flexibility about how they set their own agenda whilst meeting the targets.

21.7.3. Improving biodiversity, flood management and provision for cyclists all benefit the surrounding neighbourhood. For owner-occupiers the return on investment is very strong, both in reduced energy and water bills, and in improved comfort and health.

Developers also maximize asset value and minimize future risk.

21.7.4. At the same time, sustainable requirements can seem unduly difficult for small sites, so how best to maximize the benefits, balance costs and comply with regulations?

21.7.5. The biggest hurdle may be cost, since budgets for small sites are usually limited. The good news is that there are ways to help manage and reduce potential costs, though the best overall approach is to take a longer-term strategy and consider total investment rather than focusing solely on build cost. In many cases there is a clear return on investment, with owner-occupants being better off financially in the long run, and even the medium-term.

21.7.6. For a project owner, it can be difficult to understand what to focus on. Good project planning is key, no matter how small the project, and this means understanding planning requirements from the outset.

21.7.7. It is especially challenging to navigate requirements in the current environment where regulations are changing and becoming much tougher. But this might bring advantages for smaller sites, since there is still some flexibility. Developers of small sites can choose how far to push their project in terms of energy use, material sustainability and so forth. Hopefully this SPD will show some key take-aways to focus on and make the journey that much more clear.

21.8.2. Affordability tips

- Balance capital costs, operating costs and long-term costs
- Focus on key targets with the most long-term benefits
- Let passive design do the “heavy lifting” rather than relying on expensive technology
- Sustainable goals should drive design not be “tacked on” afterwards

21.7.8. Sustainable construction misconceptions

- Green building products are expensive difficult to find and build with
- Green features can be added onto a project in later stages with no extra cost
- Builders don’t understand green building and will price in extra risk
- Build costs far outweigh operational costs so they should take precedence

21.8.3. Costs are falling

The green building market is evolving quickly, offering more choice, with “normal” building products playing a part, and increasingly competitive pricing. Contractors have better knowledge of sustainable construction and therefore reducing the pricing of risk. The benefits of real projects are now widely demonstrated, showing positive return on investment.

21.8.4. Capital costs vs. In-use costs and long-term costs

For small sites especially, up-front or capital costs aren’t the whole picture. There are plenty of sustainable strategies that are free or low-cost, or that increase costs in one place but reduce costs elsewhere.

21.8.5. Others add up-front costs but significantly lower operational costs, making a positive return on investment over time (especially in lowering energy bills). Still others, like investing in more robust materials, making buildings airtight and incorporating better site drainage, reduce future maintenance costs.

21.8.6. It is also worth considering that building regulations are increasing and in only a few years some standard building practices, like

21.8. Affordability

21.8.1. One of the biggest hurdles to sustainable investment is the perceived high up-front cost. As a developer looking at a small site, cost will be one of the most important factors in determining whether a project is viable.



Fig. 76: This new home in Sydenham is designed using Passivhaus principles. It is designed by Ian McChesney Architects. (website: www.mcchesney.co.uk, photography: TBC)

gas heating, will be on their way to becoming obsolete. Buildings are meant to last, and designing sustainably is designing for the long term.

21.8.7. Focus on low-cost passive design to make the biggest energy savings

The cheapest ways to reduce energy use with the most co-benefits for the occupants involve simple, passive design: compact building form and layout, correct window sizing and placement, and building with sufficient insulation to keep occupants warm in winter and cool in summer, all of which improve comfort as well.

21.8.8. Aiming to achieve the same levels of energy use with solar PV is not only impossible in most cases, but also far more expensive to do and with no co-benefits. PV achieves the highest value when it is applied after other energy-saving reductions are already in place.

21.8.9. Key targets

Focusing investment on a few key areas with the biggest benefit for your project can ensure they are delivered in the final building.

21.8.10. For smaller sites, it can help to focus on a few key deliverables, for instance improving insulation and ventilation, and eliminating gas heating.

21.8.11. Sustainable strategy from the get-go

Make sure the architect or builder knows what your sustainability targets are and make sure they collaborate with you to achieve your targets right from the start. There can be several ways to achieve energy savings, each with their own trade-offs. So discussing what you want to achieve right at the start when there is design flexibility will save build cost. It may help to hire an independent specialist to compare different strategies and find the "best value" way of doing things.

21.9. Steps in the Energy Pyramid

21.9.1. Figure 75 sets out a pyramid of hierarchy for sustainable design in small sites. The bottom steps of the pyramid have the lowest upfront cost (and are even sometimes cost free), whilst also having the largest impact on energy saving. The higher up in the pyramid, the more expensive and less impact the strategies have.

21.9.2. All projects should aim to use as many of the strategies in the first step as possible. For schemes to perform at a level of 35% less energy use than building regulations, the first three steps are needed, and to target a zero carbon development all steps are needed.

21.9.3. The strategies in the steps may vary depending on whether your project is a new build or a renovation as follows:.

21.9.4. New Builds

Step 1 - Passive Design

- Ensure the orientation of the building offers protection from weather but ensures natural ventilation flows
- Design spaces to encourage natural ventilation
- Build air-tight (this doesn't mean removing ventilation)
- Windows maximized for daylight and minimized for heat loss or overheating
 - Correct positioning
 - Double-glazing
- External shading or shutters
- Insulate well

21.9.5. Step 2 - Low-carbon heating

- Air-source heat pump are usually the most effective on small sites

21.9.6. Step 3 - Efficient electricity use

- LED light fittings
- Smart metering and connected home
- Energy efficient equipment including white good

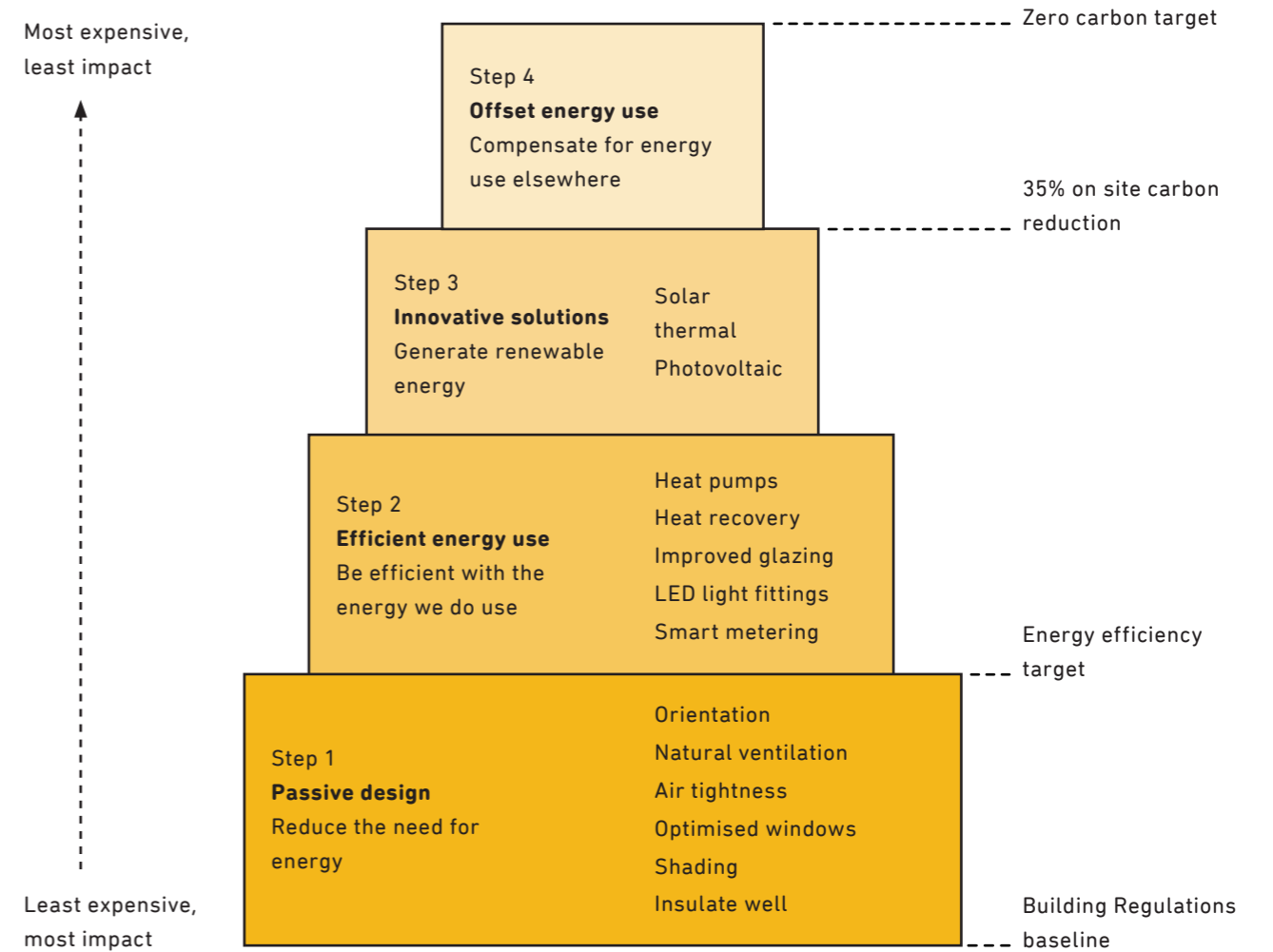


Fig. 77: The Small Sites Energy Pyramid, demonstrating that the least expensive energy-saving methods are the most effective, and increasing capital investment often results in diminishing returns.

21.9.7. Step 4 - Renewables

- Solar panels (photovoltaic) and solar water heating

21.9.9. Step 2 - Switch to Low-Carbon heating

- Replace gas heating with a heat pump

21.9.8. Renovations and Extensions

Step 1 - Passive Design

- External shading or shutters
- Improve daylighting with well designed internal finishes
- Improve air tightness (this doesn't mean removing ventilation)
- Improve insulation
- Upgrade windows and doors

21.9.10. Step 3 - Upgrade to efficient equipment

- Upgrade to LED light fittings
- Install a smart meter

21.9.11. Step 4 - Renewables

- Solar hot water and solar panels (photovoltaic)

22.1. Policy requirements

22.1.1. Some policies have quite different requirements for Small Sites depending on whether they are classified as Minor (under 500sqm) or Major (under 2500sqm). The Borough must support all sizes of project appropriately and requirements for smaller projects are accordingly much simpler in light of smaller project teams and quicker time-lines.

22.1.2. The following tables describe some of these differing requirements. Further background and explanation to the policies outlined in the Sustainable Design and Infrastructure requirements of the Lewisham New Plan can be found in the appendix.

Fig. 78: Tables setting out the requirements of the sustainable development policies for different types of planning applications in the draft Lewisham Local Plan

Sustainable Development and Infrastructure policies for Minor Developments		
Policy	Project Type	Requirement
SD2	Residential new build only	HQM Certification
SD3		None
SD4	All developments	Be able to connect in future to a HN
SD5	All developments	Describe how heat risk is minimised
SD6	In AQ focus areas	Air Quality Assessment
SD7	In Zone 2-3	Flood risk assessment
SD8	All developments	50% reduction in runoff, permeable surfaces
	In critical areas	Meet greenfield runoff rate, permeable surfaces
SD9	Residential only	105L/head/day + 5L external use
SD12	All developments	Adequate refuse storage

Sustainable Development and Infrastructure policies for Major Developments		
Policy	Project Type	Requirement
SD2	All major residential developments	HQM Certification
	All other major developments	BREEAM Certification "Excellent" rating
SD3	All major developments	On site energy reduction of 35% of energy use (compared to Part L) plus minimise non-regulated emissions
	All major developments	If zero carbon cannot be achieved on site, contribute to offset programme
SD4	All developments	Designed for future connection to heat networks
SD5	All developments	Describe how heat risk is minimised
SD6	All major developments	Air quality assessment
SD7	All major developments in Flood Zone 1, 2, 3a, and 3b	Flood risk assessment
SD8	All major developments	Meet greenfield runoff rate, permeable surfaces where possible
SD9	All major developments	No deterioration of watercourse, meet local sewerage capacity
SD10	All major residential developments	105L/head/day consumption + 5L external/day
	All major non-residential developments	BREEAM Excellent achieved for the Water category
SD11	New waste management projects	To be prioritised
SD12	All major developments	Circular economy statement
	All major developments	Adequate refuse disposal

23.1. Opportunities for positive change

23.1.1. Housing, wherever it is situated, needs to deliver more than shelter. It needs to create a sense of place, of belonging and wellbeing.

23.1.2. Lewisham is notable for radical developments which sought to address severe housing problems with bold new strategies (such as the LCC cottage estates and the Walter Segal self-build projects). These were imaginative not just in design terms, but in their positive attitude to fostering new communities, and encouraging residents to gain new skills. It is new schemes which share a forward-looking social agenda, as well as good quality design, which will ensure that the future heritage of Lewisham is equally rich. This could include exploratory building types to address the needs of single parents, single adults living alone, and groups of adults sharing accommodation at different life stages (including co-housing and co-investment opportunities).

23.1.3. A desire to achieve Passivhaus standards in new build, and to improve the environmental performance of existing building stock is also likely to impact on the character of architecture of the next decade, and we should consider how to encourage this to have a positive and legible impact as part of a public commitment to addressing climate change.

23.2. Conservation should not be seen as a barrier to positive change, and a sensitive approach should spread borough-wide

23.2.1. Conservation, at its best, is about enhancing the character of an area, preserving what is of key significance about an area and enhancing these positive qualities, whilst adding richness. It should be a process of gradually adding value, and ensuring that stories of past lives and activities can be read in ways which inspire and enrich the experience of inhabitants and visitors. It should also act as a quality filter, identifying what is a successful and aesthetically pleasing design solution, and encouraging longevity of those structures. These principles should not be restricted to conservation areas, but can benefit all areas of the borough. There are undoubtedly many more areas in Lewisham which could be designated as conservation areas, and this should be seen as a positive way of celebrating local identity, and not a barrier to change.

23.2.2. In conservation areas and adjacent to listed buildings, conservation should be seen as working not to restrict development, but as a lever to ensure quality. The only area of potential conflict worth highlighting is the positive role played by planned open spaces, particularly characteristic of the LCC cottage estates, and mixed development estates of the 60s and 70s. These greens and extended verges are design elements in their own right, making a considerable contribution to the overall character of the area. In some cases management has clearly failed to keep them cultivated as intended, and resources are unlikely to expand, so looking at how to generate more local community participation should be a priority - community orchards, allotments, public barbecue sites, etc could be considered.

23.3. On uniformity—something to be celebrated

23.3.1. Across the borough there are many examples of planned estates where a restricted vocabulary of carefully considered details was very deliberately used to create an overall composition which drew its strength from repetition of elements within a tightly structured syntax — a set of porch designs, distributed according to position of individual housing units in a larger terrace, for instance. In major set pieces of “heritage” architecture, such as the Nash terraces of Regent’s Park, lease controls ensure continuing conformity, but particularly in ex-local authority properties, acquisition of private ownership is often celebrated by stand-out changes, which frequently undermine the strength of the whole. Novelty for novelty’s sake is also disruptive as an approach to infill. Simplicity in terms of detailed design and number of materials used is often a virtue.

23.4. Robust detail and decoration

23.4.1. Many of the best buildings within conservation areas display a successful inclusion of decoration and pattern. It’s worth considering what makes this successful and sustainable. For instance, patterned brickwork or inset terracotta tiles are so much part of the core fabric and construction of a building that they are immensely durable. Joinery will probably be replaced during the life of the building, resulting in loss of detail, so design effort and expense here has less longevity. The most successful historic examples used cheaply mass produced mainstream technologies, so we need to consider what the equivalents are today — laser cut metal balcony panels, glazed tiles etc.



Fig. 79: This new house on Breakspears Road in Brockley Conservation Area, designed by Gruff Architects, carefully references the uniform character of the street on the front facade and utilises a more contemporary design responding to modern lifestyles on rear. (website: gruffarchitects.com, photography: TBC)

23.4.2. Across the borough, poor maintenance, ad hoc alterations and make-do repairs have eroded the quality of the built environment, and we need to ensure that we do all we can to minimise future maintenance problems ensuring that owners place as much care on the outside of their home as they do on the interior.

23.5. High Streets

23.5.1. Post-Covid, the decline of high streets and shopping parades seems likely to accelerate, and changing work patterns will further impact the nature of retail outlets. There will undoubtedly be opportunities for increased residential provision on high streets, with the possibility of building higher here, but with the challenge of providing amenity for residents on what in many cases are heavily trafficked roads, and with proximity of increased cafés bars and take aways.

23.6. Mews locations

23.6.1. Many of the proposed infill sites are variants on the mews/back lane situation. Conflict seems most prevalent where these are perceived as retaining a rural character. Achieving preservation of this seems fundamentally problematic, but there is scope for a positive new typology of modern mews development. New homes fronting on to these mews will inevitably require hard landscaping, but the rural character of some might be retained by encouraging home office type uses in the same ownership as the main properties, or concentrating development at each end of the mews. If development is prohibited, the ramshackle nature of present structures, garages etc. is not going to be sustainable long term—many of these are already in an advanced state of disrepair and, even if they were to be replaced on a like-for-like basis, the character of the mews will

be impacted. It is better to take a proactive stance and consider how these can be made to contribute more to exercise, health and well-being on a long-term basis.

23.7. Corner Sites

23.7.1. Corner sites present specific challenges, often seeking to reconcile development of very different periods on main and side roads. There should be no single solution to address this condition. In some instances this historic disconnect is something to be celebrated, rather than blurred as many developments seek to do: the story of development along arterial route, followed by swathes of infill residential is very characteristic of London as a whole, and Lewisham has a wide variety of types of infill resulting from different scales of development by different types of residential providers. In other cases the right thing to do will be to knot together the adjacent buildings.

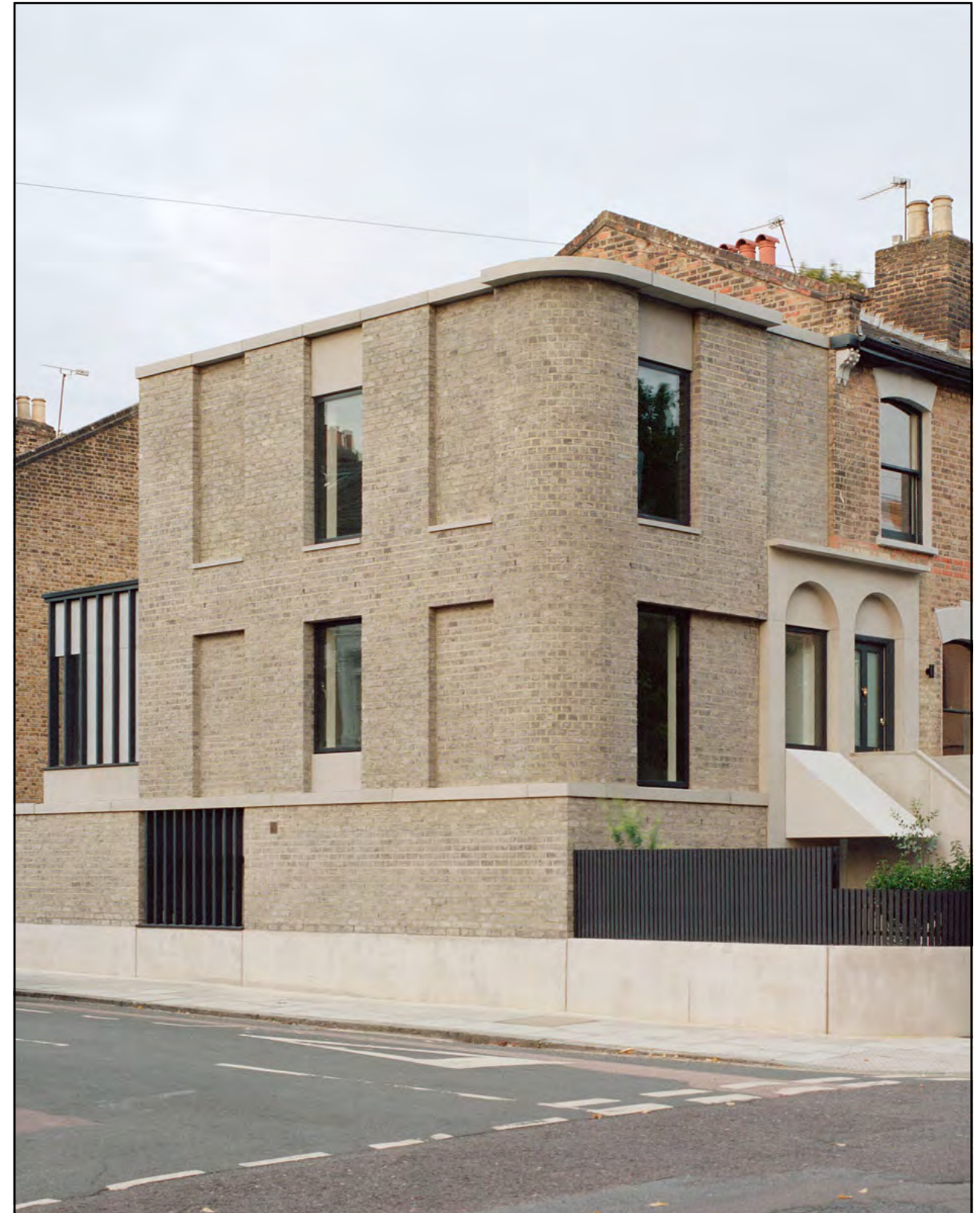


Fig. 80: Corner House by 31/44 Architects extends an existing terrace, with the main frontage onto the primary street, and a secondary frontage onto the side street. (website: www.3144architects.com, photography: TBC)

Site Types

Types p100

Infill p112

Backland p156

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

24.1. Structure of this section

- 24.1.1. This section splits the small sites developments into five types and provides advice on each. Within each site type there are a series of sub-categories, and specific guidance is provided for each.
- 24.1.2. The constraints of each type varies, with differing levels of complexity, and so the level of information provided for each is proportionate to the challenges that are likely to be faced when considering development on each.
- 24.1.3. Everyone working on or considering working on a small site development in Lewisham should use this section to help identify which category their development site falls into and consult this section for specific guidance.
- 24.1.4. The guidance given described some key guidelines for how some homes should be laid out on these sites and some of the key constraints likely to be faced. These guidelines are not hard-and-fast rules and developments may be given permission where advice is not followed if the application demonstrates exceptional design quality or achieves the policy objectives in a creative way. However for the most part, developments that follow the guidelines in this section are much more likely to be supported by planning officers and councillors.

24.2. How the site types work

- 24.2.1. The site types have been defined following extensive mapping of the borough to identify where the majority of potential for small sites development exists. Therefore they are not an extensive list, but rather represent the vast majority of small sites in Lewisham.
- 24.2.2. All sites vary. The site types in this document are generalised versions of real sites, and therefore will not be exact matches for your site, but rather have corresponding qualities and characteristics. It is likely that your site may fall into more than one category. If so, you will benefit from the advice in multiple parts of this section.

24.3. How to navigate this section

- 24.3.1. In the following pages, the key characteristics of each site are described. You should use this to identify what types and subcategories your site falls into. With this information you should then turn to the relative page indicated or click on the icons to link through to the correct pages.

Infill	A site with at least one street frontage. Existing use may vary. Existing typology may vary.
Backland	A site with no street frontages. Existing use may vary. Existing typology may vary.
Conversion + extension	Retaining an existing structure on site. Change to residential use. Increase in number of homes.
Garden lands	Existing usage as a garden. May be hard or soft landscape. May be visible from street.
Amenity	Existing amenity use. May be green space or other communal facility. Has specific designation.

Fig. 81: The five types of small sites that are identified and advised on in this document

25 Type Selection

Selecting the right type

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

25.1. Infill

25.1.1. **Local Plan definition**
 "Infill sites are defined as sites within street frontages such as former builders yards, small workshops and garages, gaps in terraces and gardens to the side of houses. Infill sites may present urban design problems in harmonising the development with the existing built form."

25.1.2. **Is my site an infill site?**
 The main characteristic of an infill site is that it has a street frontage. This may be a side street, a main street, or an established mews street. The site may face one street or could have a frontage onto multiple.

25.1.3. Lewisham has a large amount of perimeter urban blocks, where buildings front streets and enclose garden land behind. Infill sites are often found here, such as in the gaps between existing buildings, or the extension or demolition and renovation of existing buildings.

25.1.4. The advice provided focuses on the street frontage and how it relates to its neighbours. Some sites may be deep, having an area near the front of the site with the characteristics of an infill site as well as a developable area at the back that has the characteristics of a backland site. In these instances advice from both sections should be considered.

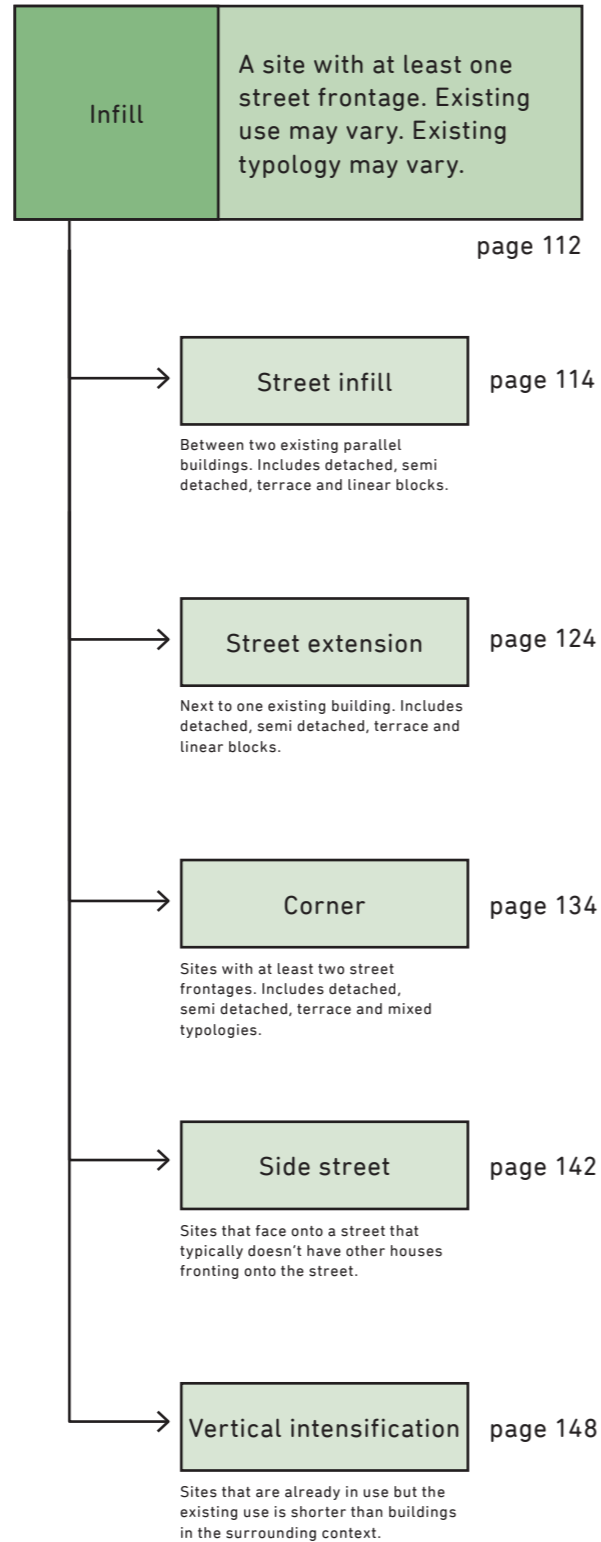


Fig. 82: Characteristics of infill sites and the subcategories that advice is given on in this document



Fig. 83: Infill development on Florence Road in Brockley designed by Harper Downie Architects. (website: www.hdar.uk, photography: **NEEDED**)

25.2. Backland

25.2.1. **Local Plan definition**
 "Backland sites are defined as 'landlocked' sites to the rear of street frontages not historically in garden use such as builders yards, small workshops and warehouses, and garages. They require sensitive treatment and a high quality of design in order to achieve successful development because of the potential for visual and functional intrusion due to the close proximity to existing housing."

25.2.2. **Is my site a backland site?**
 The main characteristic of a backland site is that it either has limited or no street frontage. The site may already have vehicular access into it, but it might not.

25.2.3. Backland sites can often be found in the middle of perimeter blocks, and are often existing or former employment or storage sites such as builder's yards or garages. In much of Lewisham these are sometimes standalone sites with their own access routes, but are often a series of smaller sites that are connected with rough alleys / lanes. The creation of a new mews street is also a form of backland development.

25.2.4. As mentioned in section 24.1, some deeper sites will fall into both the backland and infill site types, with development possible at the front and back of site.

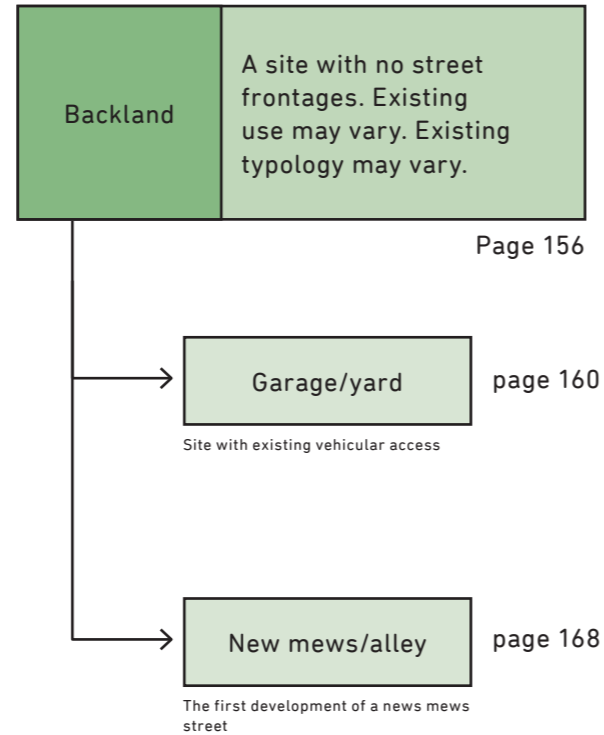


Fig. 84: Characteristics of backland sites and the subcategories that advice is given on in this document

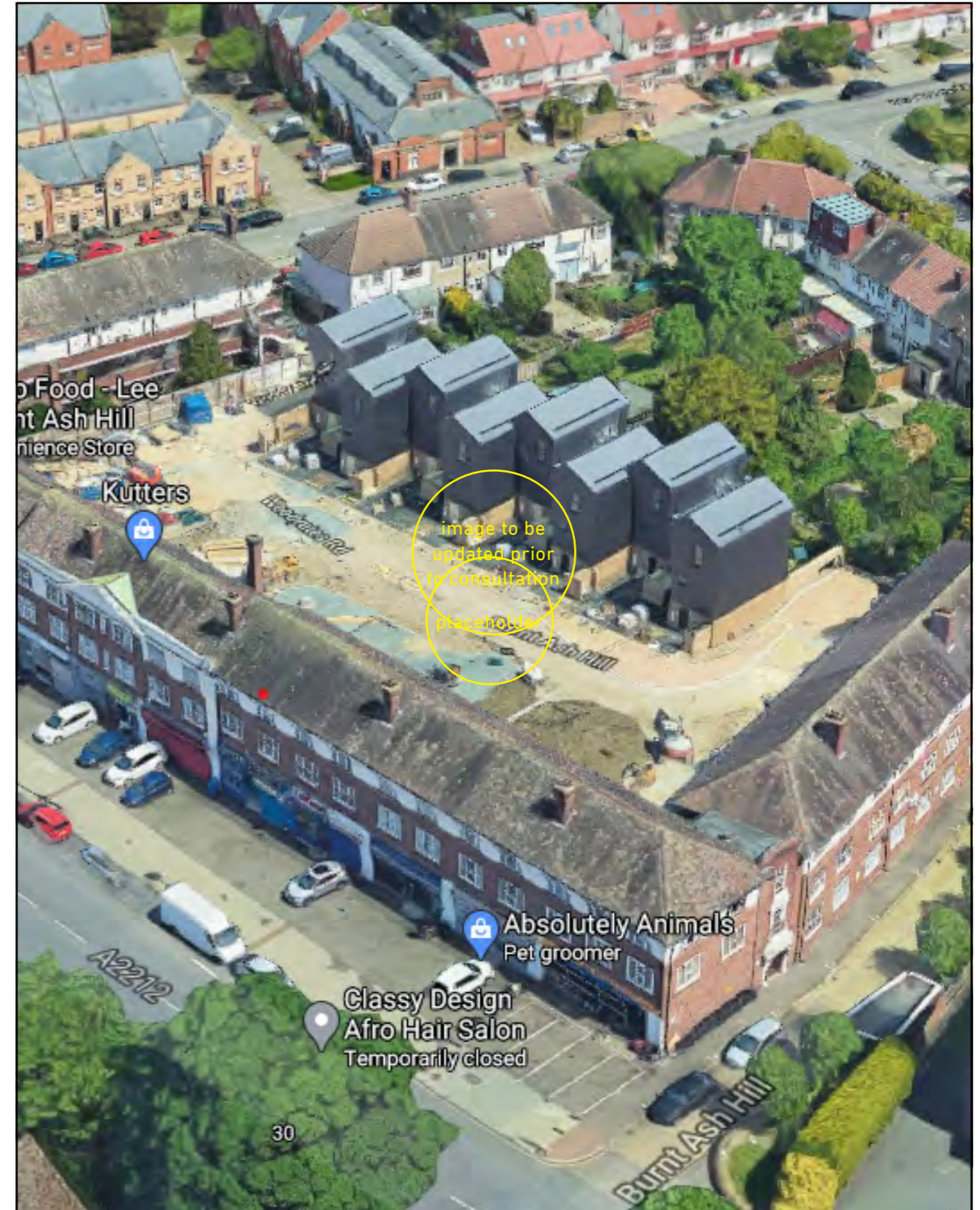


Fig. 85: Woodstock Court in Lee designed by HFBT Architects (website: www.hfbt.co.uk, photography: NEEDED)

25.3. Conversion and extension

25.3.1. Local Plan definition

Conversion and extensions are not defined as a specific category in policy QD11 in the draft Local Plan. This is because typically it can be difficult to create additional new homes when converting and extending existing buildings.

25.3.2. Is my site a conversion or extension?

The main characteristic of conversion and extension is when an existing structure is being retained on site and forms the main part of the development.

25.3.3. Conversions often come in the form of a change of use, taking an existing building that is currently in a different use class and converting it to be residential. They can also be found where larger homes are being split into multiple smaller homes

25.3.4. Small sites extensions involve extending the building in order to create additional new homes. This is often as part of a conversion, but can also be found on sites where the existing building is not efficiently using its plot. Lewisham has an Alterations and Extensions SPD that gives extensive guidance that will be important for everyone working with existing buildings.

25.3.5. Conversions and extensions will almost always also sit in either the infill or backland category as well, and advice from these sections should be understood in conjunction with advice in this section.

25.3.6. Retaining an existing structure as part of an infill or backland development should always be considered as this may produce significant saving in both cost and embodied energy and is vital to helping the building industry respond to the climate emergency we are facing.

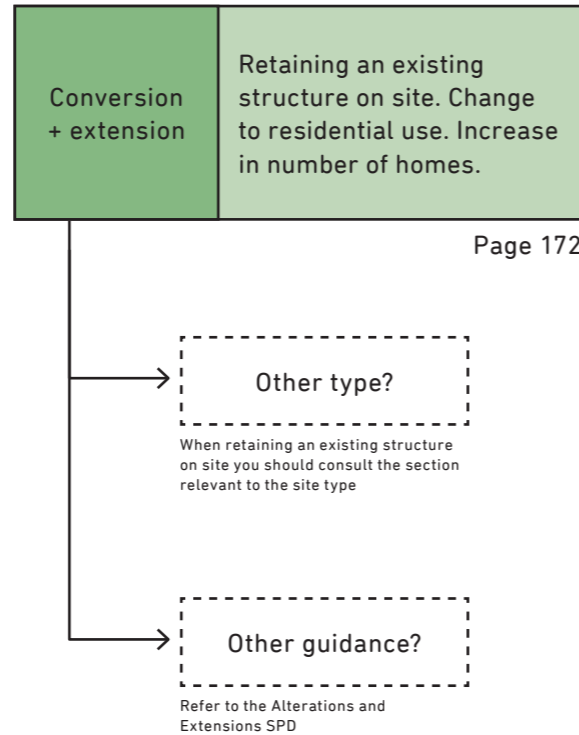


Fig. 86: Characteristics of conversion and extension sites and summary of the advice given on in this document



Fig. 87: Strange House designed by Hugh Strange Architects in New Cross (website: www.hughstrange.com, photography: TBC)

25.4. Garden land

25.4.1. Local Plan definition

"Back gardens are private amenity areas that were the entire back garden to the rear of a dwelling or dwellings as originally designed. Gardens used to be considered previously developed land (PDL) with a presumption in favour of development. Gardens are no longer considered to be PDL which means that there is no longer a presumption in favour of development. Back gardens in the 'perimeter block' urban typologies identified in the Lewisham Borough Wide Character Study (2010) (Lewisham Character Study) which have more or less enclosed rear gardens, are considered to be an integral part of the original design of these areas and provide valuable amenity space and an ecological resource. Development of separate dwellings in the back gardens of these urban typologies will not be considered acceptable. Other typologies also often have dwellings with private back gardens that do not form such a strong design feature of the development. These are typically more modern developments which feature small gardens which are rarely longer than 10 metres or are quite narrow, and are therefore not suitable for development."

Page 171

25.4.2. Is my site garden land?

The main characteristic of a garden land site is that its existing use is as a private garden.

25.4.3. Development of garden lands should be avoided, so it is important that if you have a site that has the characteristics of garden land, you should also consider if it fits another site type that is suitable for development.

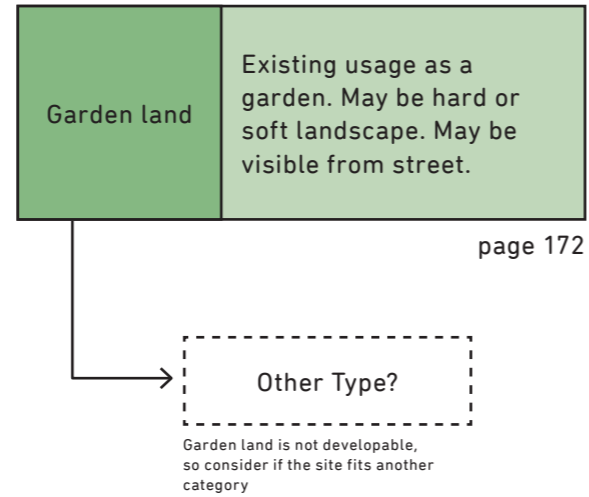


Fig. 88: Characteristics of garden land sites and summary of the advice given on in this document



Fig. 89: New house in Forest Hill built on garden land – why was this allowed? (website: www.studio-bam.com, photography: Adrian Pope and Niki Borowiecki)

25.5. Amenity

25.5.1. Local Plan definition

"Amenity areas are communal amenity areas attached to residential development."

25.5.2. Is my site amenity?

25.5.3. The main characteristic of amenity sites are that their current use is as some form of outside amenity or recreation use.

25.5.4. These sites will almost always also sit in either the infill or backland category as well, and advice from these sections should be understood in conjunction with advice in this section.

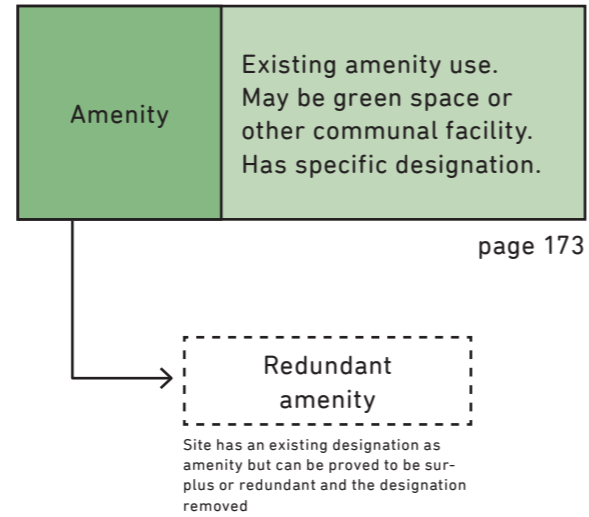


Fig. 90: Characteristics of amenity sites and summary of the advice given on in this document



Fig. 91: New homes in Forest Hill designed by David Miller Architects (website: www.david-miller.co.uk, photography: TBC)

26.1. Infill development

26.1.1. Infill development takes place where new homes are created on site which have a frontage onto an existing street. This might be a vacant plot of land, or a bit of space next to an existing home.

26.1.2. In some cases, a site might be occupied by an existing property which does not make best use of the land around it: a bungalow sitting within a street of large detached houses, for example. In these cases the most efficient way to achieve a greater uplift in the number of homes on the site might be to demolish the existing building and to replace it with a new home.

26.1.3. In other cases it may be possible to extend the existing home to add new rooms and make it better suited to a larger family.

26.1.4. Infill developments tend to provide a smaller number of new homes than other types of small site. However, if neighbours were to act together to release land, they could create opportunities for delivering more homes through coordinated development.

26.1.5. Infill development falls generally into one of five categories:

- Street Infill
- Street Extension
- Side Streets
- Corner Development
- Vertical Intensification

26.1.6. Each of these types is described on the following pages.

26.2. What to look out for

26.2.1. Contemporary space standards require new dwellings, and the rooms within them, to be larger than those of some historic properties. This means that it may not be possible to replicate exactly the form and width of existing houses.

26.2.2. Many infill sites exist within, or at the end of, existing streets where historic patterns of development have resulted in leftover spaces. Such sites can be a challenge for small sites development, but a creative architect can exploit such opportunities to create beautiful and sustainable homes.

26.3. Relevant planning policy

26.3.1. Lewisham’s planning policy requires that all new infill development makes a “positive contribution” to local character which responds to the “distinctive qualities of the street”. (Draft New Local Plan, Policy QD11)

26.3.2. Infill development should “maximise the opportunity to repair harmful breaks in frontage”, and “sensitively integrated into the street frontage” while retaining “appropriate garden space for adjacent properties”. (Draft New Local Plan, Policy QD11)



Fig. 92: Street infill on Eddystone Road designed by Conibere Phillips Architects (website: www.coniberephillips.com, photography: NEEDED)

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

27.1. General principles

27.1.1. Street infill occurs on site where there is a significant gap between the walls of existing buildings, or where an existing building makes poor use of its site, and demolition and redevelopment would achieve a greater quantity of new accommodation.

27.1.2. Street infill tends to occur within streets occupied by terraced houses or detached and semi-detached homes where the side walls of neighbouring properties are at an angle of less than 45 degree from one another. Where this angle is significantly larger, this could be considered to be a "corner site", which is covered by a separate chapter of this guidance document.

Page 174



Fig. 93: Street infill doesn't necessarily need to match the adjacent eaves and ridge heights

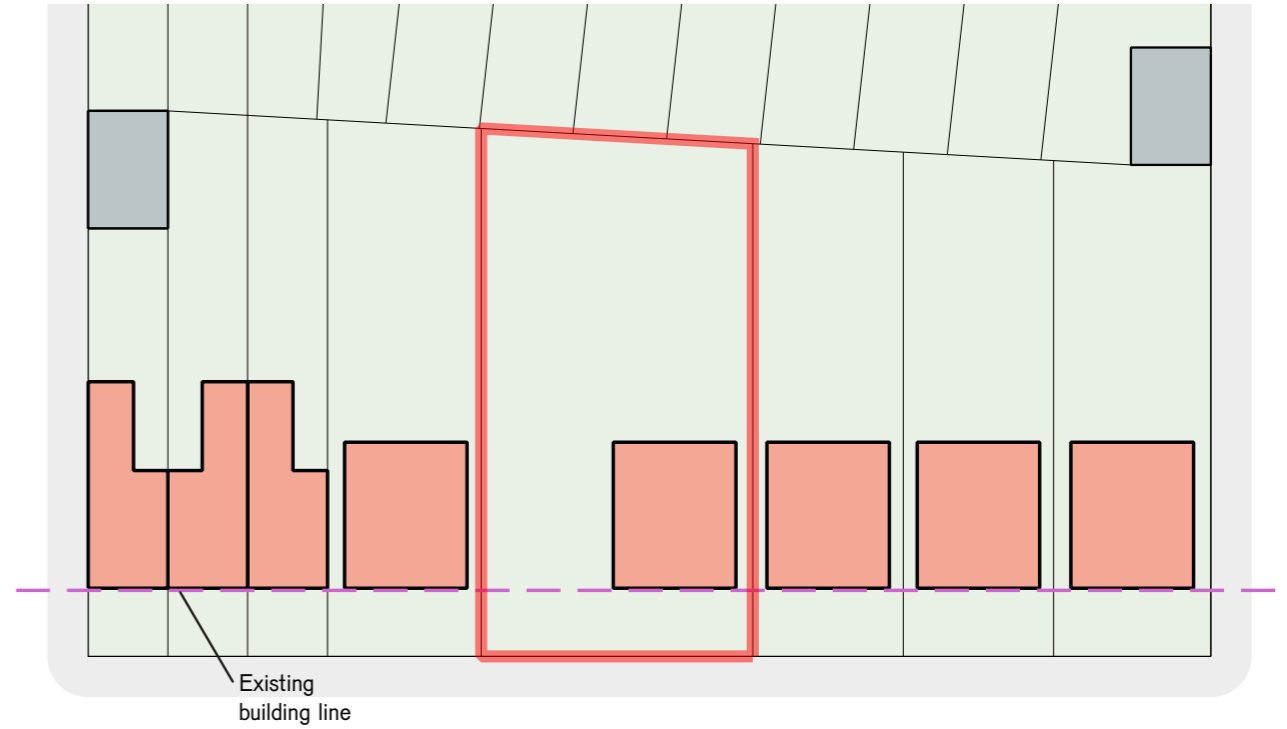


Fig. 94: Excessive gaps between existing houses provide an ideal opportunity for new homes whilst also enabling the streetscape to be repaired. These often occur on plots of land which are partially occupied by an existing property.

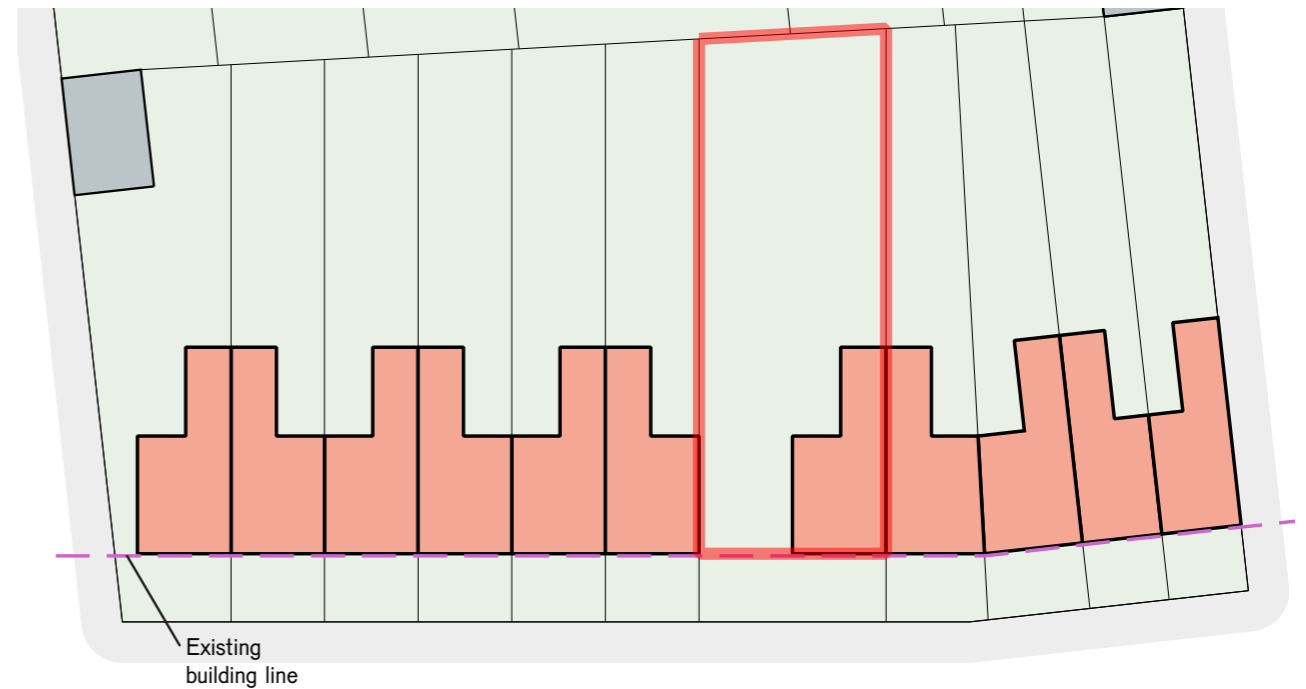


Fig. 95: Gaps between existing terraced houses can also be used to deliver new homes.

27.2. New infill homes on vacant land

27.2.1. Where existing gaps in the streetscape allow, existing plots can be sub-divided to create space for new homes.

27.2.2. In this case a new dwelling has been created on an area of land adjacent to an existing home. The larger plot has been separated into two to provide a rear garden for each.

27.2.3. The principal elevation of the new development maintains the building line established by adjacent buildings.

27.2.4. The rear elevation of new development should avoid extending further than a 45 degree line extending from the closest neighbouring windows.

27.2.5. When new infill development is introduced into an existing street of detached or semi-detached properties, care should be taken to respond to the rhythm of gaps between

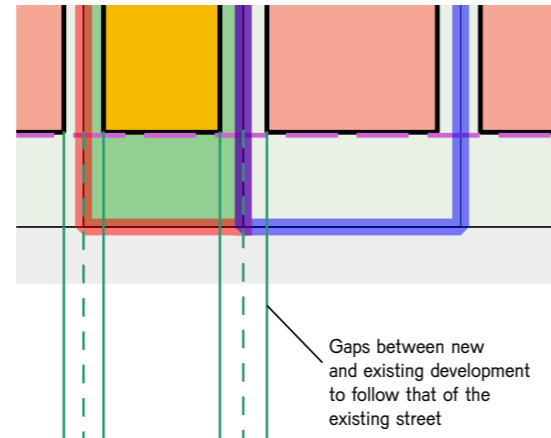


Fig. 97: Follow the pattern of gaps along the existing street

buildings. The side walls of new development should generally be offset from the boundary by the same distance as its immediate neighbour.

27.2.6. Taking into account the definition of floor levels established in paragraph 1.3.4, a new dwelling within a street of consistent height should broadly maintain the line established by neighbouring homes.

27.2.7. Where the buildings on the street have inconsistent heights, new development can generally extend to one storey taller than the tallest of its immediate neighbours.



Fig. 98: A large plot occupied by a single detached dwelling can be sub-divided into two smaller plots to make way for a new infill development.

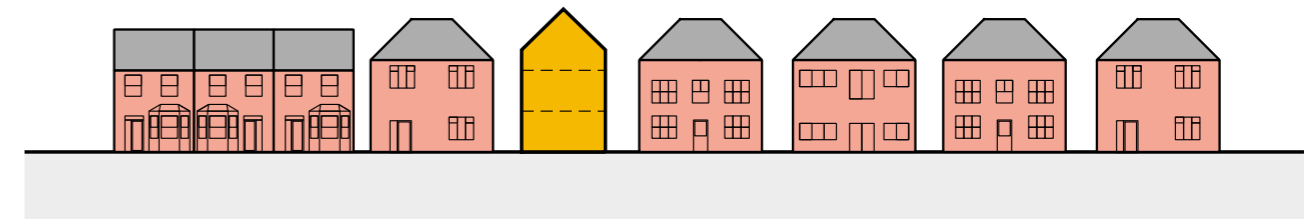


Fig. 99: Where existing building heights are broadly consistent along a street, new infill development should not be significantly taller than the buildings either side of them.

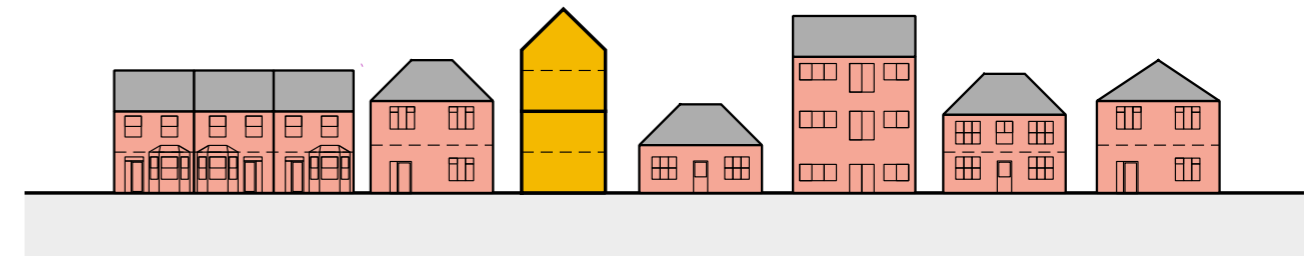


Fig. 100: Where existing building heights are varied, new infill development may be up to one storey taller than its neighbours, provided that it achieves a high degree of design quality.

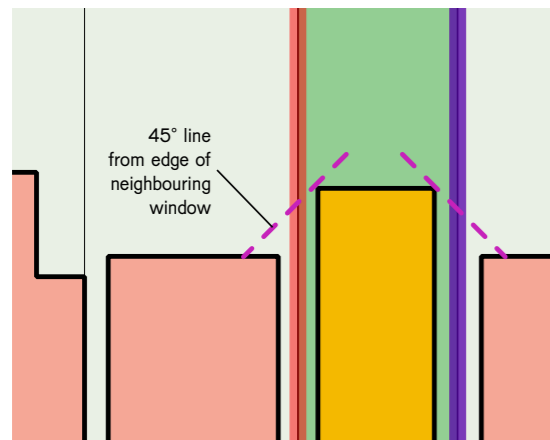


Fig. 96: 45 degree line to limit overbearing of neighbours

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

27.3. Replacement infill development

- 27.3.1. Where existing properties sit within large plots and make poor use of the space around them, more extensive development may be preferable.
- 27.3.2. For example, single-storey detached dwellings, such as bungalows, usually represent an under-use of space.
- 27.3.3. In these cases the replacement of existing buildings, a significant increase the number of homes on a site will generally be supported where this meets all other planning policy requirements.
- 27.3.4. The replacement of a small single dwelling which under-occupies a large plot could result in three or more family homes.



Fig. 101: This project by architect Groupwork slots a contemporary new residential development into a narrow site on a street of varied character in Hackney. (website: groupwork.uk.com, photography: Groupwork)



Fig. 102: Forster House in Whitefoot designed by Levitt Bernstein Architects (Website: www.levittbernstein.co.uk, Photography: **NEEDED**)

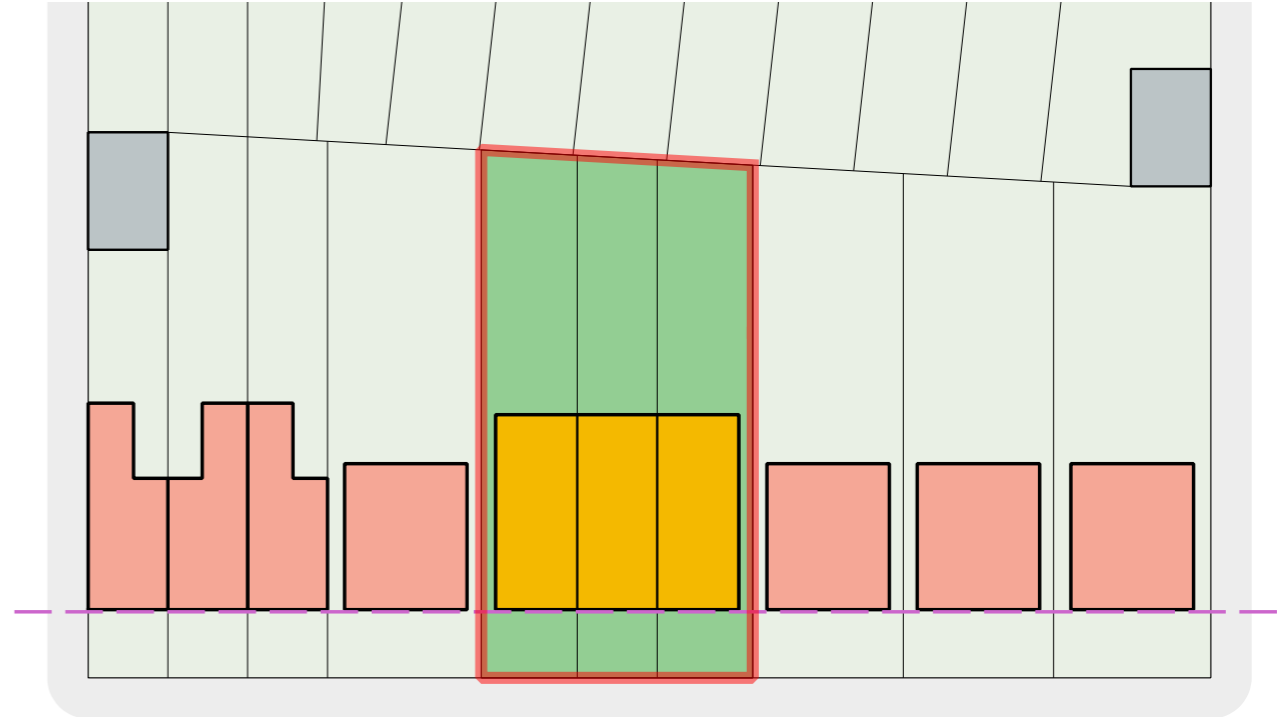


Fig. 103: By removing a single dwelling which fails to make optimum use of its site and replacing it with new homes can deliver new family homes while repairing the streetscape.

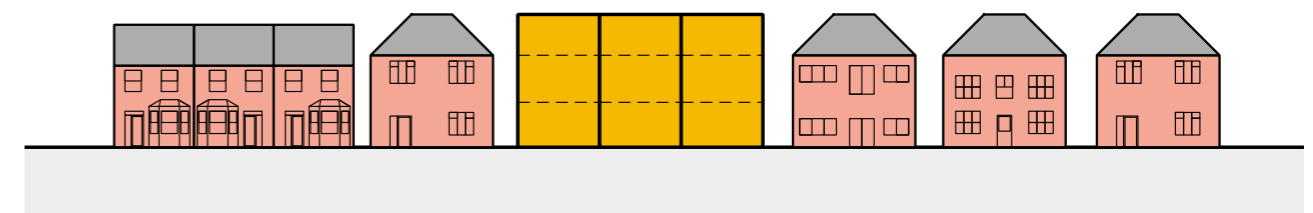


Fig. 104: In streets which have a consistent height, new development should generally follow that of its neighbours.

27.3.5. An alternative arrangement for a replacement infill development might include the demolition of an existing family-sized property and its replacement with apartments.

27.3.6. Note that a net loss of family homes will not usually be supported unless there is a strong case otherwise. Wherever possible, any development of this nature should include a dwelling with at least the same number of bedrooms as the property which was removed to make way for it.

27.3.7. Where there is a clear prevailing roofline, new development should not be significantly taller than its neighbours, taking into account the definition of a storey to include pitched roofs.

27.3.8. Where new development is proposed within a street with varying height and character, new development can be up to a storey taller than neighbouring properties, providing that the quantity of natural daylight and sunlight reaching the existing principal windows of habitable rooms are not diminished to an unacceptable degree; and that the siting of new windows, terraces or balconies do not compromise the privacy enjoyed by adjacent homes.

27.3.9. New development which is significantly taller than its neighbours will need to be of exceptional design quality.



Fig. 105: This project by Stolon Studio replaces single-storey workshops and offices with a four-storey development of new homes. The scheme employs a central courtyard which has enabled the use of the whole site. (website: www.stolon.co.uk, photography: Jonathan Gooch)



Fig. 106: New homes in Crofton Park designed by Brooks Murray Architects. (website: www.brooksmurray.com/, photography: **NEEDED**)



Fig. 107: Infill development in Sydenham designed by Nissen Richards Architects (website: www.nissenrichardsstudio.com, photography: **NEEDED**)

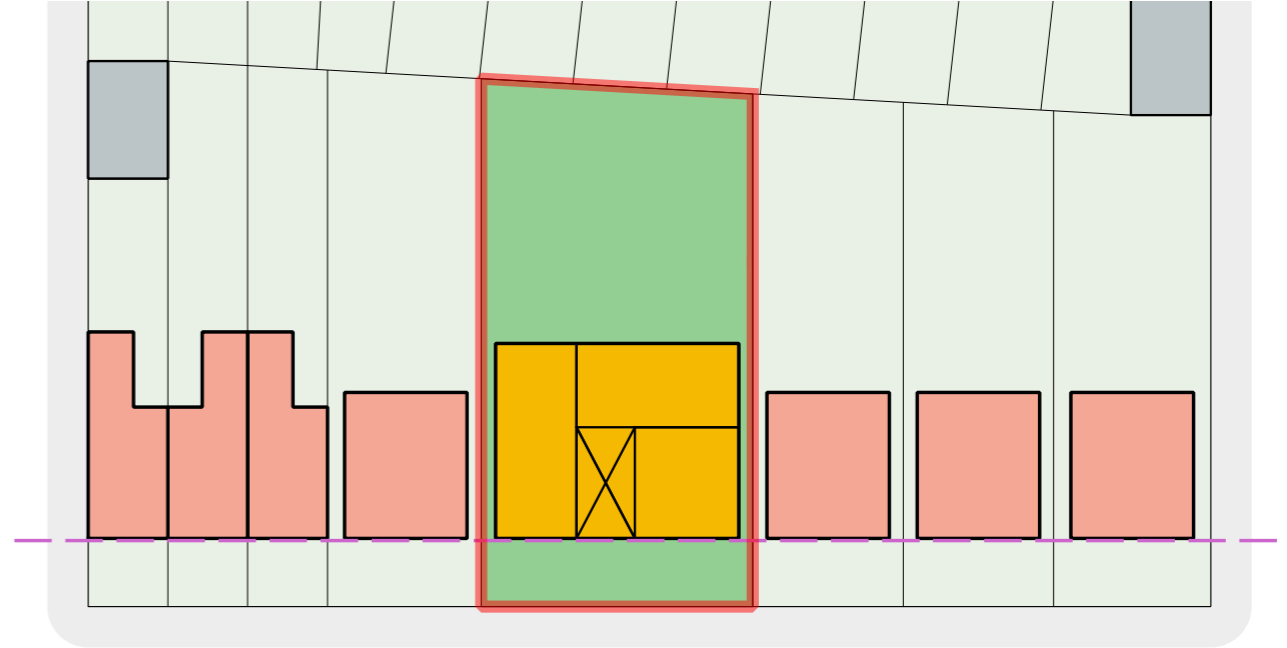


Fig. 108: Excessive gaps between existing houses provide an ideal opportunity for new homes whilst also enabling the streetscape to be repaired. These often occur on plots of land which are partially occupied by an existing property. Where existing houses make poor use of space, such those which are significantly lower than their neighbours, for example, then replacement or upward extension to optimise the use of the site will be encouraged.

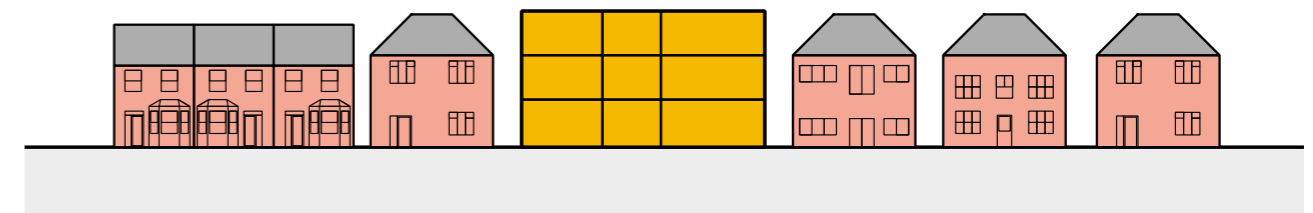


Fig. 109: Where the height of existing buildings is broadly consistent, new infill development should respect the prevailing height of its neighbours.

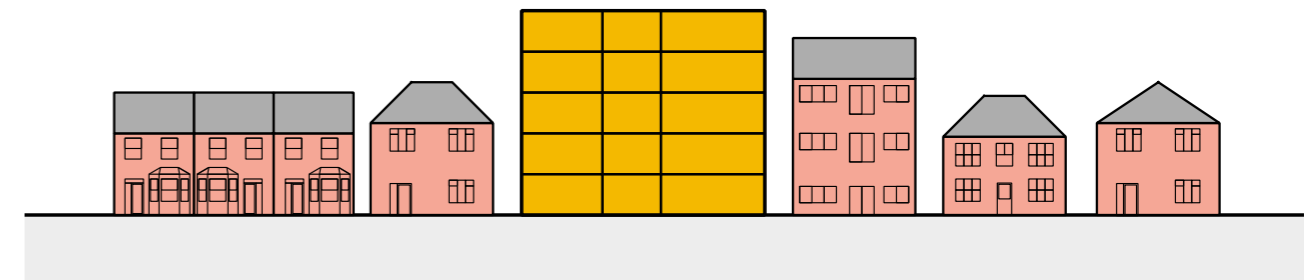


Fig. 110: Where a street consists of buildings with varying height and character, a new development of up to one storey taller than its neighbours is usually possible.

27.4. Infill development in terraced streets

- 27.4.1. Where gaps exist within a street of terraced houses, these are usually appropriate for new infill development providing there is sufficient width to achieve an internal layout which meets space standards and other planning policy requirements.
- 27.4.2. The principles of terraced infill development should follow those in this section and section 12.
- 27.4.3. The street-facing elevation of new infill development should maintain the principal building line established by adjacent buildings.
- 27.4.4. The rear elevation of new infill development should be positioned to ensure adequate natural daylight reaches the principal window of habitable rooms. Usually this means that new development should not project any further back than a 45 degree line set out from the closest edge of neighbouring windows.
- 27.4.5. New development at the end of an existing terrace, and the site is at the intersection of two roads, counts as corner development and are discussed in section 28.



Fig. 111: Replacing an existing two-storey coach house, this infill development by architect Selencky Parsons creates a new family home from a narrow plot. (website: www.selenckyparsons.com, photography: Richard Chivers)

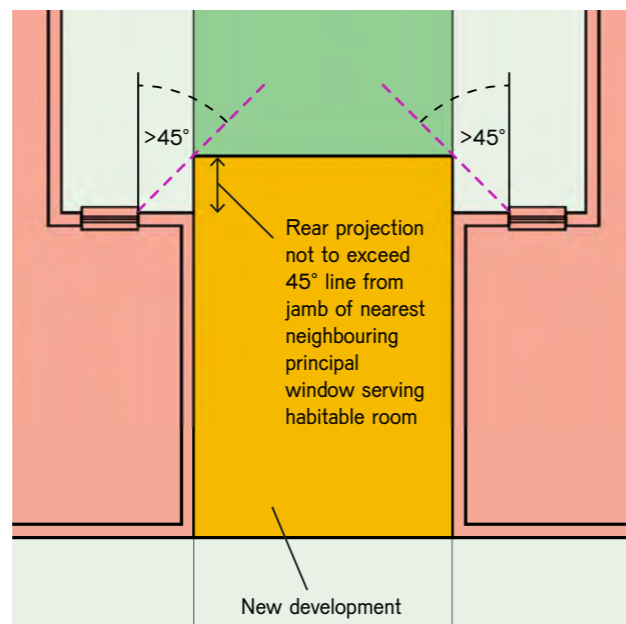


Fig. 112: New development should generally project no further back than a line projected 45 degrees from a neighbouring window

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types
				Guidance

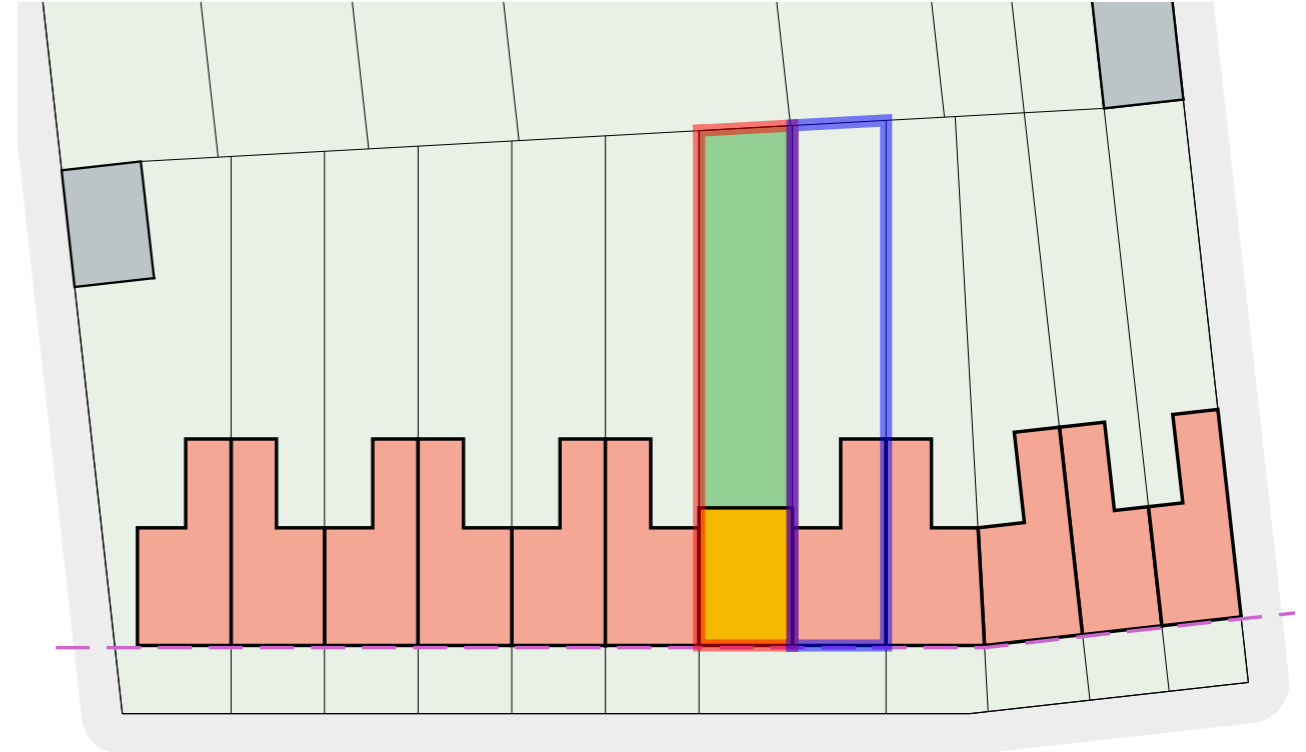


Fig. 113: The sub-division of an existing plot within a terraced street into two can create the opportunity for the construction of a new home.



Fig. 114: Where the height and appearance of existing buildings is broadly consistent, new infill development should respect the prevailing height of its neighbours.



Fig. 115: Where a street consists of buildings with varying height and character, a new development of up to one storey taller than its neighbours is usually possible.

28 Infill Development

Street extension

28.1. General principles

- 28.1.1. Street extension occurs at the end of rows of terraced, detached or semi-detached houses where a plot of land is, or can be made, available for redevelopment.
- 28.1.2. Such sites often exist along secondary streets where a row of terraced houses meets the rear garden of property facing a primary street. These sites are sometimes occupied by existing garages or outbuildings, or in other cases form the end of long gardens with a boundary onto a road.
- 28.1.3. To qualify as a street extension a site must have a frontage directly onto a public highway.

Page 179



Fig. 116: Extending an existing terrace within a consistent context

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

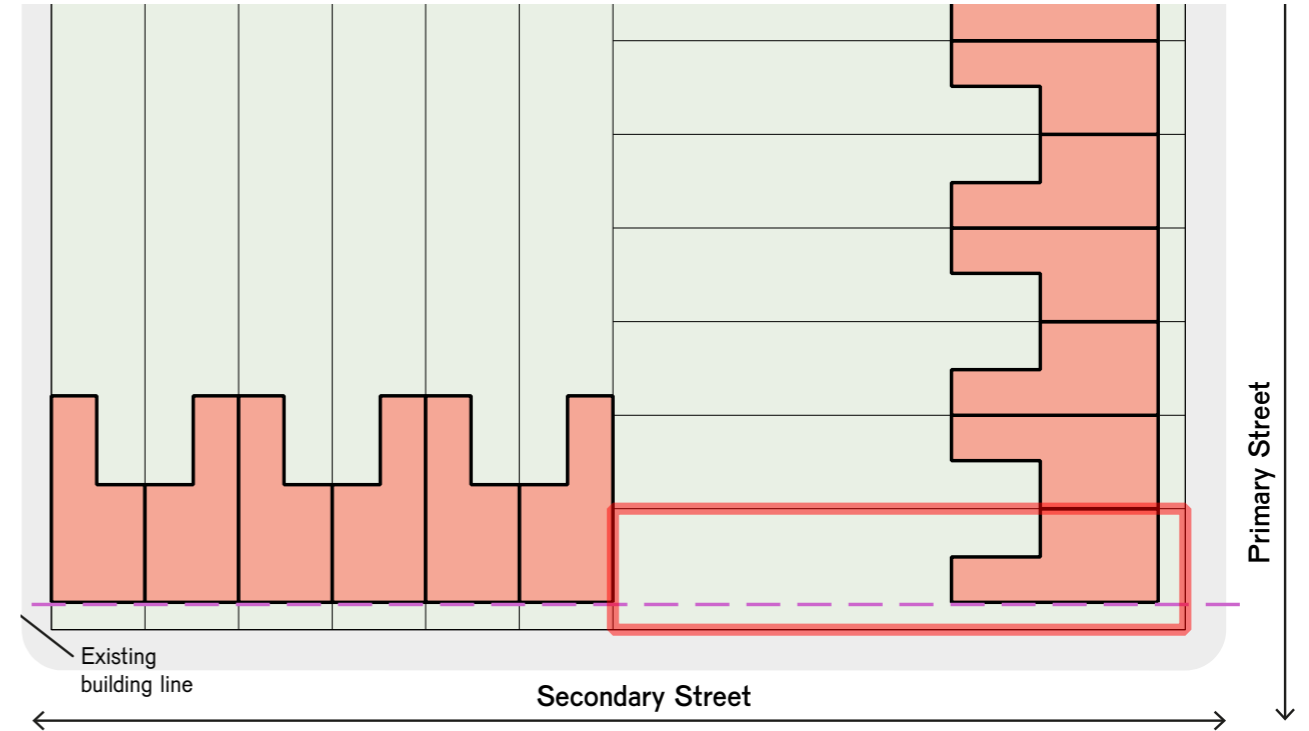


Fig. 117: Long gardens which benefit from a side-facing street frontage provide an opportunity to extend a secondary street providing new homes.

28.2. Single dwellings

- 28.2.1. The simple extension of an existing terrace or row of houses can often provide sufficient space for a new family home.
- 28.2.2. The height of street extension development should generally follow that of the closest neighbour on the street it is extending, taking into account that, in most cases, a pitched roof can be counted as a floor.
- 28.2.3. Street extension development should generally maintain the existing building line established by the street that it is extending. Bay windows, projecting windows and porches are an exception to this rule, providing that they are subservient to the main building.
- 28.2.4. Street extensions providing a single dwelling will usually be limited in depth to the width of the plot in which they sit. In this case external amenity space will usually be required to one side of the dwelling, rather than at the rear of it.
- 28.2.5. To accommodate the required internal floor area, and to provide all habitable rooms with an aspect, the primary aspect for new dwellings will usually be towards the street, with the potential for further windows in the side or rear.
- 28.2.6. However, direct overlooking of rear gardens should be avoided where possible, and permission for new homes which include windows serving habitable rooms will not generally be allowed where these look directly onto the first 10m of a rear garden.



Fig. 118: Replacing disused garages, House on the End by architect 1200 Works extends an existing Victorian terrace to create a new family home. (website: www.1200works.com, photography: TBC)

- 28.2.7. More flexibility with regards to overlooking of rear gardens can be applied between new and existing properties where these are part of the same development plot.
- 28.2.8. Distances between the principal windows serving habitable rooms should generally exceed 16m, however flexibility can be applied for new dwellings constructed within the boundary of an existing property, or where adequate steps have been taken in the design of these windows to maintain privacy.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

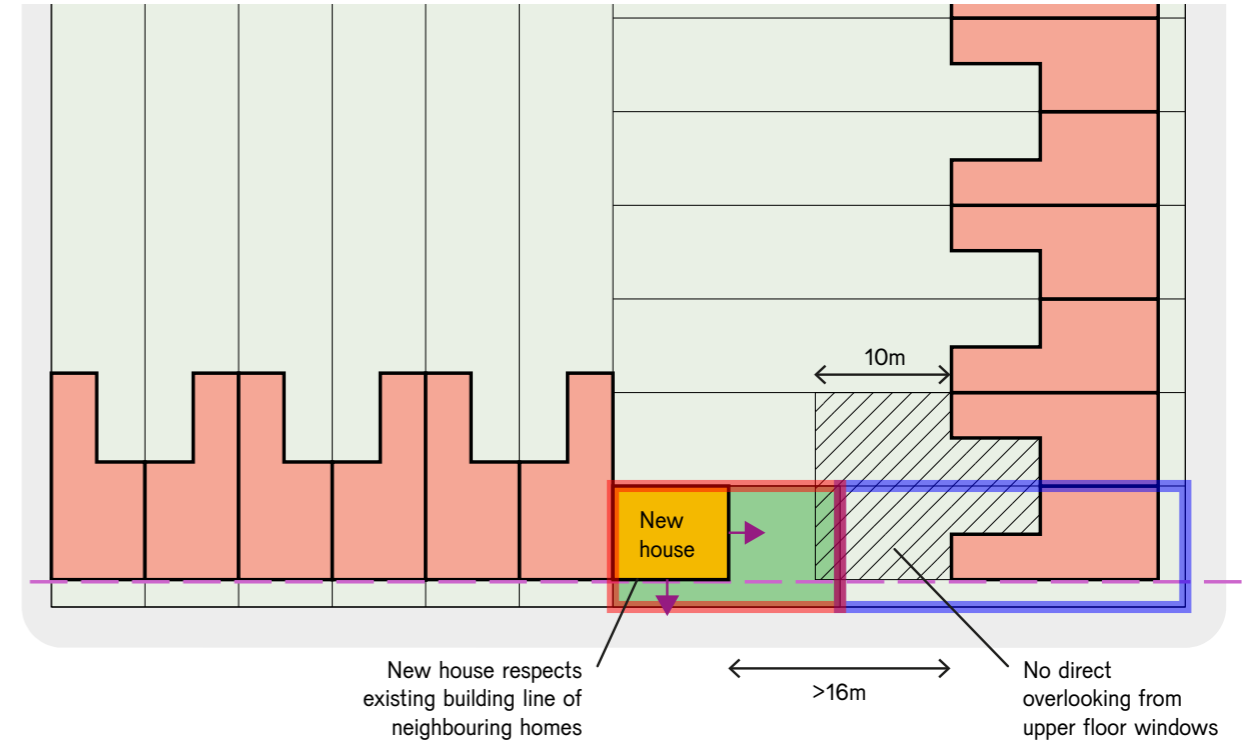


Fig. 119: A modest street extension can often provide space for a new family home.



Fig. 120: New street extension should generally respect the height of the street they are extending.

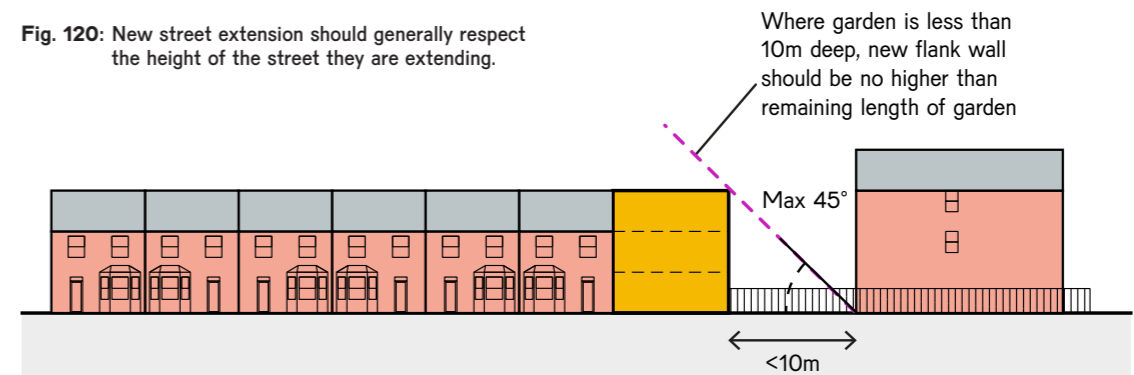


Fig. 121: Where the gap between the rear of an existing property and new dwelling is less than 10m, the height of new development should be no greater than the depth of the garden measured from the rear of the existing property.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

28.2.9. Such development may result in a largely blank wall facing onto an existing neighbouring garden. In this case, even where such elevations lack windows to avoid overlooking, the design and choice of materials used should be carefully considered. Applications will need to demonstrate how the design of side elevations are not overbearing when experienced from the rear gardens of neighbouring properties. Vertical greening of such walls is one mitigating strategy.

28.2.10. Where the distance between the primary window serving a habitable room and the side elevation of new development is less than 10m, the height of the new wall should not exceed the depth of the garden measured from the rear part of the existing house. The principles described on section 12 should also be taken into account to ensure existing windows receive adequate natural light.

28.2.11. To ensure that the gardens of the host property continue to enjoy sufficient natural daylight, the principles of the BRE Guidance should be adhered to, and applications will need to demonstrate that new development does not reduce daylight reaching existing gardens to an unacceptable degree.



Fig. 122: Respecting the height and detail of the neighbouring houses, this new family home by 31/44 architects extends an existing Victorian terrace in Southwark. (website: www.3144architects.com, photography: Rory Gardiner)



Fig. 123: This house by architect Tikari Works extends an existing Victorian terrace with a modest contemporary home, making the most of a small site. (website: www.tikari.co.uk, photography: Edward Sumner)

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

28.3. Street extension with mews and alleys

- 28.3.1. Street extensions can also apply in areas where existing properties are more widely spaced apart. Often this condition coincides with the presence of an entrance to existing mews or alleys, or to a backland site.
- 28.3.2. Depending upon the distances between proposed and existing properties, the prevailing building line can vary from the primary to the secondary street.
- 28.3.3. Where a 10m or more gap exists between the new dwelling and its nearest neighbour, the building line of the host property can be adopted if this is closer to the public highway (example A, right).

- 28.3.4. Where a gap of less than 10m exists between a new dwelling and its immediate neighbour, the new dwelling should adopt the building line of this property (example B, right).
- 28.3.5. Proposed dwellings without a frontage to the public highway fall under the category of backland development. See section 31 for guidance on this type of development.

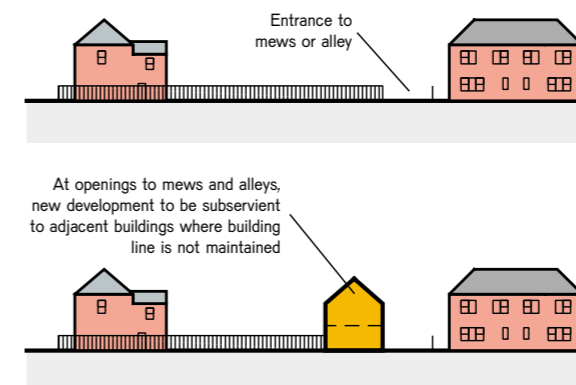
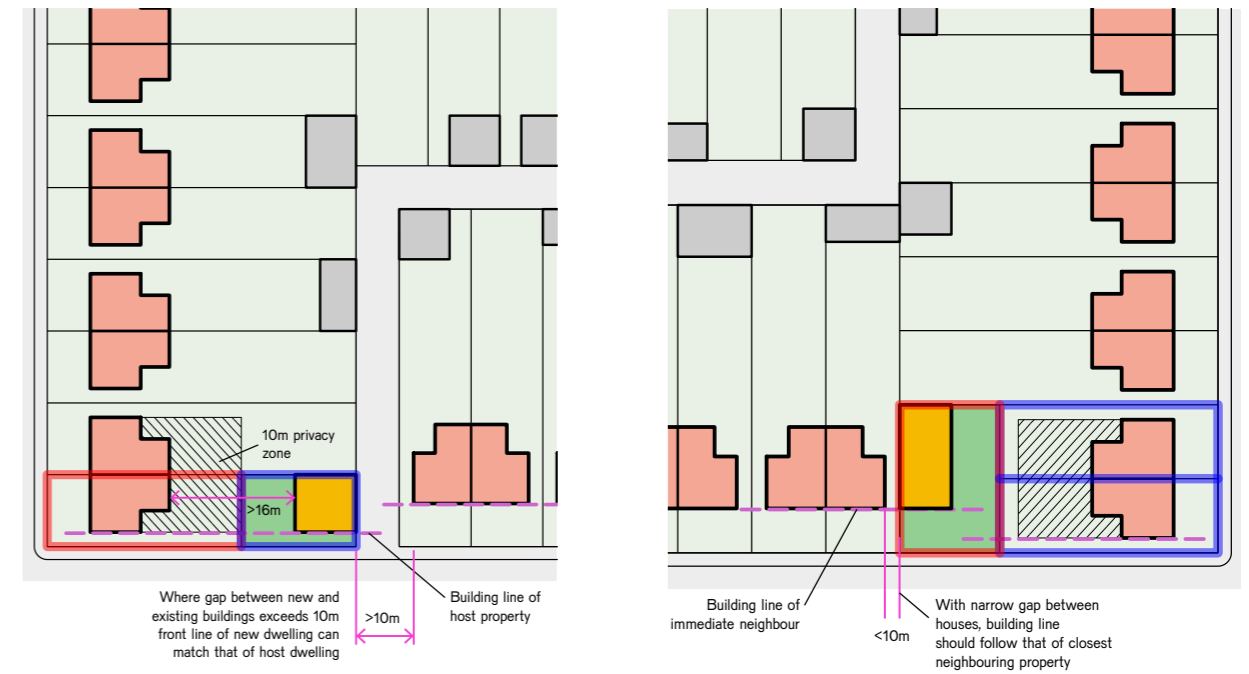


Fig. 125: Where new development takes place at the entrance to existing mews or alleys, it should generally be subservient to neighbouring homes where the building line of the closest property is not maintained.

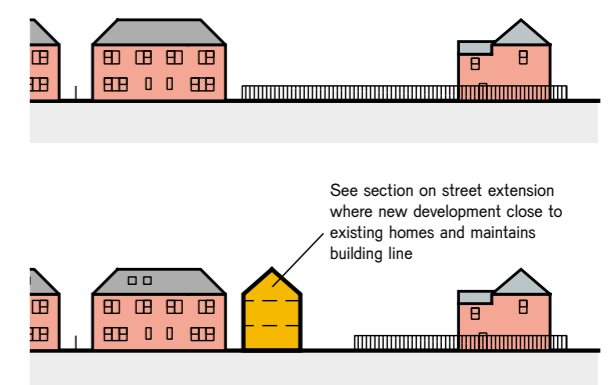


Fig. 126: Example of street extension where new dwelling adopts building line of immediate neighbour and building line of existing street is maintained.



Fig. 124: This new house by Stolon Studio cleverly utilises a site at the entrance to an existing mews to create an attractive family home. The front door is set back from the pavement and ground floor windows use hit-and-miss brickwork to provide privacy. (website: www.stolon.co.uk, photography: TBC)

28.4. Collective development

- 28.4.1. Where neighbours collaborate on development, a greater number of homes can often be delivered compared to when householders act alone.
- 28.4.2. A minimum acceptable distance between the principal windows of habitable rooms in the rear of the existing dwellings and blank walls must be achieved. Generally this distance should be no less than 10m.
- 28.4.3. Care must be taken to avoid significant overlooking of neighbouring gardens. Steps should be taken to avoid direct overlooking of rear gardens and planning applications should demonstrate how existing residents' privacy is not unacceptably compromised by new development. Overlooking of the first 10m of a neighbouring garden will not usually be acceptable. More flexibility can be applied where some overlooking of gardens longer than 10m occurs, and in this case the avoidance of overlooking should not prohibit the construction of new homes where all other planning policy ambitions are achieved.

- 28.4.4. An analysis of the impact new development has on adjacent homes should be provided as part of a planning application, demonstrating that adequate levels of natural daylight are maintained to the principal windows of habitable rooms, and that existing gardens are not unacceptably overshadowed.
- 28.4.5. Demonstrating compliance with the principles of the BRE "Site Planning for Daylight and Sunlight" publication is usually sufficient for infill development. Where these requirements cannot be met, more detailed computational analysis may be required.
- 28.4.6. All new dwellings will need to be compliant with current space standards, as outlined in the Nationally-Described Space Standards and the London Plan. Note that minimum room widths set out in these documents will need to be achieved.



Fig. 127: Greater density and a stronger street frontage is often possible when working with neighbouring land owners

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

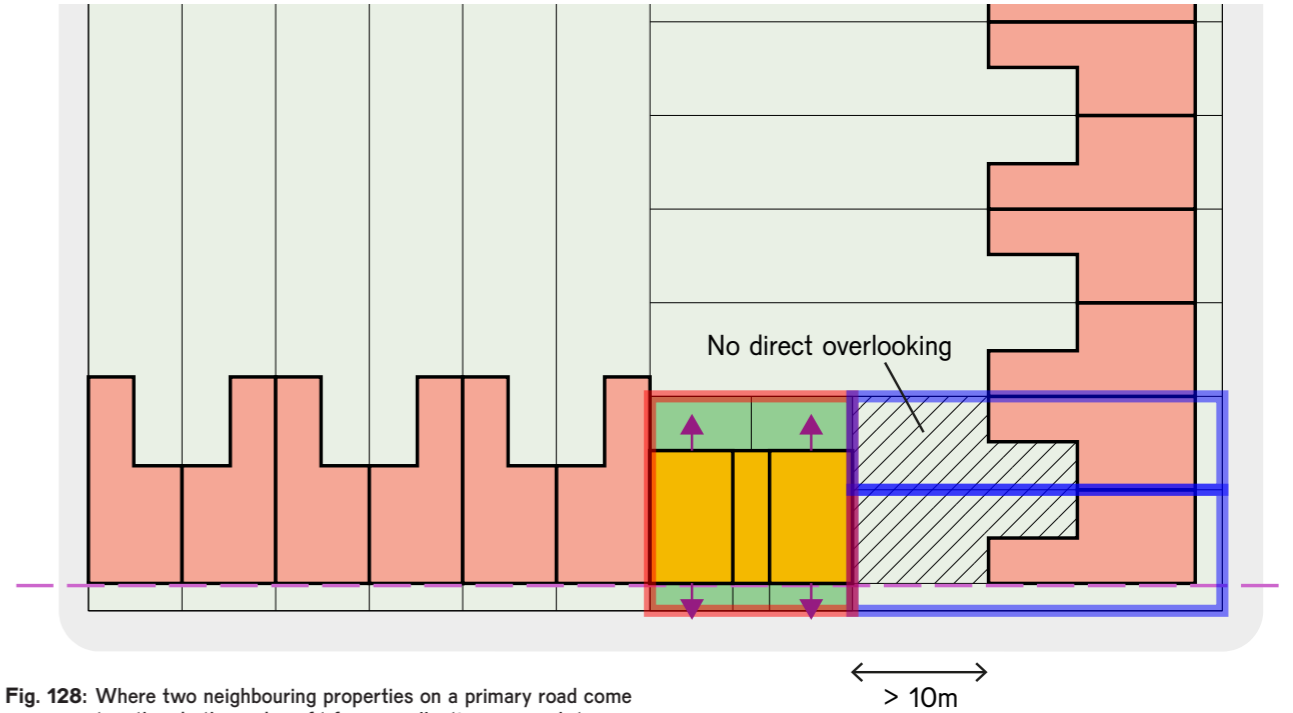


Fig. 128: Where two neighbouring properties on a primary road come together, both can benefit from a collective approach to development. Here, two family houses and two flats can be built where a single site might accommodate only one house.



Fig. 129: New street extensions should maintain the prevailing building height of its neighbours, taking into account the fact that pitched roofs can generally be counted as a floor.

29 Infill Development

Corner development

29.1. General principles

- 29.1.1. Corner development occurs on the junction of two streets, either through the demolition of an existing building where this makes poor use of available space, or where it results from piecemeal development that has occurred over a long period of time.
- 29.1.2. Generally corner sites are considered to be those where two streets meet one another at an angle less than 135 degrees.
- 29.1.3. New development on the corners of streets can help establish, or reinforce, local identity and assist with orientation and wayfinding.
- 29.1.4. Any new development on street corners must achieve a high degree of design quality. These are typically locations suitable for distinctive buildings which are marginally taller than their neighbours.

- 29.1.5. It is important that active frontages are provided to both primary and secondary frontages, with front doors and windows to the street.
- 29.1.6. On larger sites the ground floor of corner buildings can be occupied by non-residential uses such as retail. Applications which propose such uses will generally be encouraged, provided that all other planning policy objectives are met.

Page 184



Fig. 130: Corner development addressing both street frontages with new trees

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

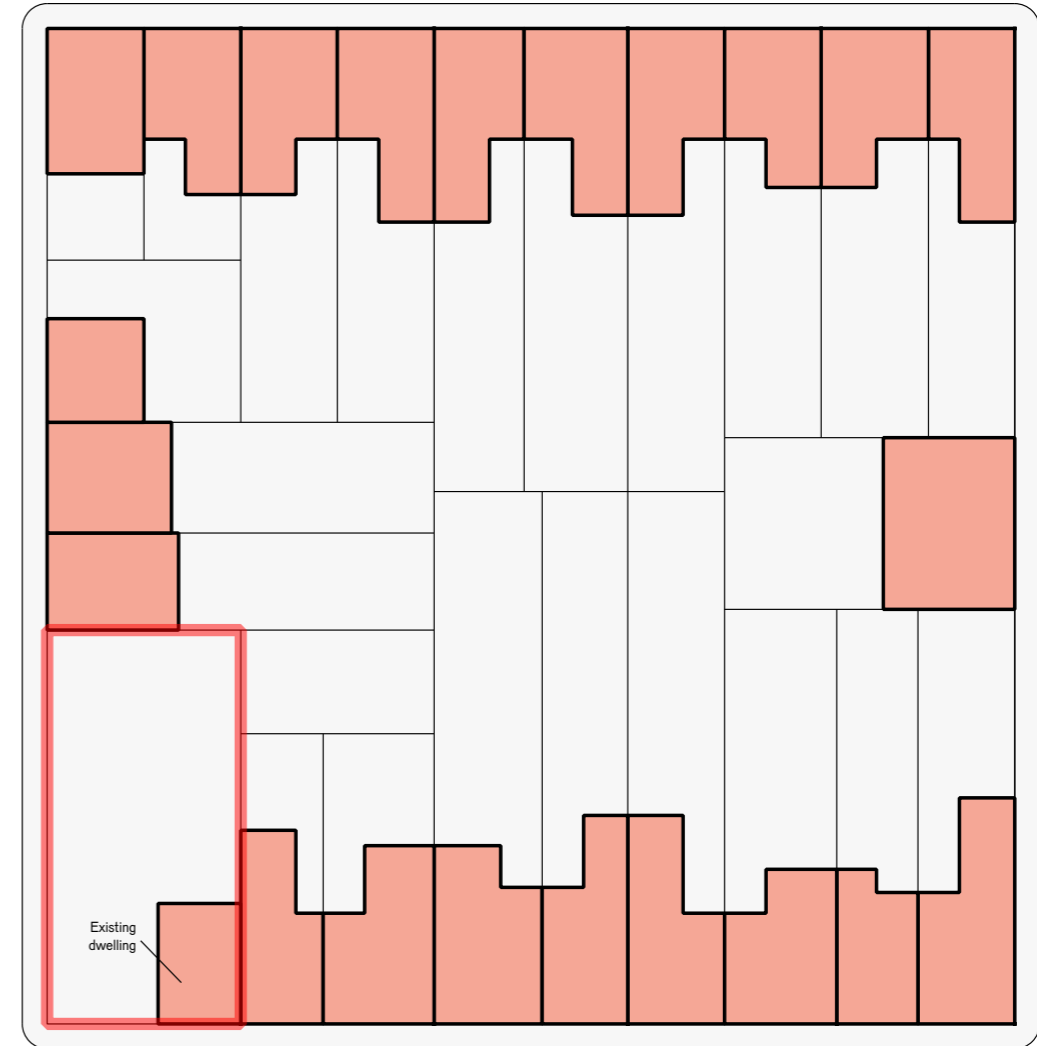


Fig. 131: Corner sites present an ideal opportunity for the creation of a new local landmark, helping with orientation and wayfinding

29.2. New development on corner sites

29.2.1. Generally, corner plots present an opportunity for slightly taller buildings than might be possible within the middle of a street. A building of architectural character and high degree of design quality can help establish a sense of place, contribute to a neighbourhood's sense of identity and assist with orientation within a wider setting.

29.2.2. Where new development which is taller than its neighbours is proposed, planning applications should demonstrate a high degree of architectural quality.

29.2.3. Where corner sites are already occupied by existing homes, a creative reuse, retention and extension is more sustainable, and therefore preferable compared with demolition and rebuilding. Creative ways of achieving this will be recognised in planning decisions.

29.2.4. Planning applications which propose a net loss of family housing will not be supported, and any existing family homes which are lost due to demolition will need to be replaced within any proposals for new development.

29.2.5. Corner sites tend to benefit from a significant frontage to the street, and less to rear gardens.

29.2.6. External amenity space should be inset from street-facing elevations and should not overhang public footpaths or the public highway.

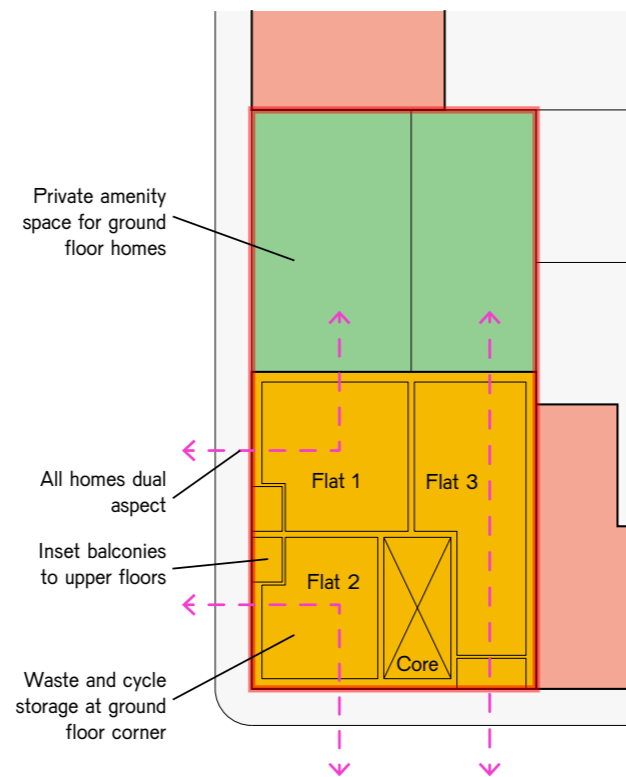


Fig. 132: Potential upper floor plan of corner infill development to achieve dual-aspect homes

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

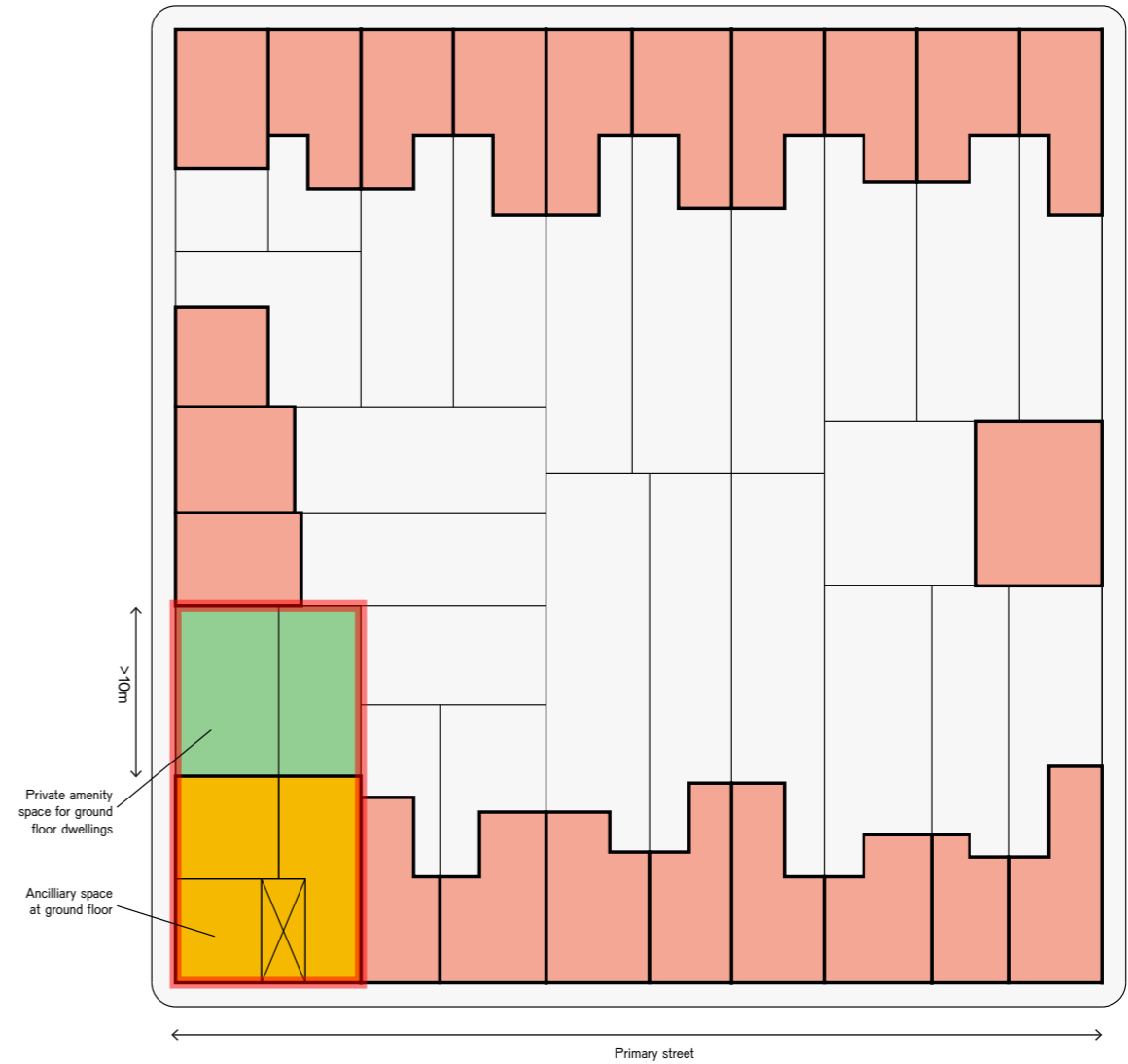


Fig. 133: Corner development which is marginally taller than the homes that surround it can help provide orientation and identity to existing streets.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

- 29.2.7. Active frontages to the street are encouraged, but this should not be at the expense of providing future residents with acceptable privacy. Ground floor, street-facing balconies are discouraged, as are new single-storey dwellings with only a street-facing frontage.
- 29.2.8. Where the layout of new corner development results in ground floor accommodation with frontages facing only directly onto the street, non-residential uses in this location are encouraged: either shared cycle storage for the development, or alternative planning uses, are encouraged.
- 29.2.9. All planning applications for corner infill development should demonstrate how their design positively responds to an understanding of local character and its immediate context.
- 29.2.10. Corner development can be combined with other forms of infill development, such as side street infill, providing that all requisite planning policies are complied with.



Fig. 134: The small residential development on the corner of two streets in Crofton Park replaces a school keeper's cottage with three flats and a small house. (website: www.chancedesilva.com, photography: Tim Crocker)



Fig. 135: This development in Croydon by OB Architecture creates a striking, high-density residential development on a prominent corner, with a building taller than its neighbours. (website: obarchitecture.co.uk, photography: Martin Gardner)

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

29.3. Mixed-use developments

- 29.3.1. Because of their prominence within the streetscape, corner development presents an opportunity to introduce or enhance non-residential uses.
- 29.3.2. Because street-facing residential accommodation should generally be avoided on corner plots, an active frontage can be provided through small-format retail (planning use class A1), restaurants and cafés (planning use class A3) and so on.
- 29.3.3. Where commercial uses are proposed for the ground floor of mixed-use developments it is likely that a taller floor-to-ceiling height will be required. This can help accentuate the prominence of the building and differentiate between the different uses within the building.
- 29.3.4. On sites with limited pavement width, careful consideration should be given to the footprint of the ground floor. A mitred or rounded corner can help pedestrians navigate their way around tight corners.
- 29.3.5. A clear distinction should be made in the exterior design of new development between residential entrances and those of non-residential uses.
- 29.3.6. Provision must be made for the secure storage of bicycles and waste at ground floor level. This should be fully integrated into the proposed layouts, and applications which do not allow sufficient space for these items will be opposed.



Fig. 136: This small site development in Islington is designed by Groupwork + Amin Taha. It references its surroundings in a contemporary way and includes a shop, show room and three apartments above. (website: groupwork.uk.com, photography: TBC)

- 29.3.7. On small developments providing a mix of commercial space at ground floor and new residential accommodation above, level access to upper floor homes is not mandatory but is encouraged where this can be achieved economically and without compromising other aspects of the design.
- 29.3.8. Where mixed-use development includes ground floor uses which involve food preparation, or other commercial uses, careful consideration should be given to the coordination of extract equipment and other associated plant with the residential uses above. Extract ducts must be located well away from opening windows and vertical ductwork must be integrated successfully within the overall design of the building and not tacked-on as an afterthought.

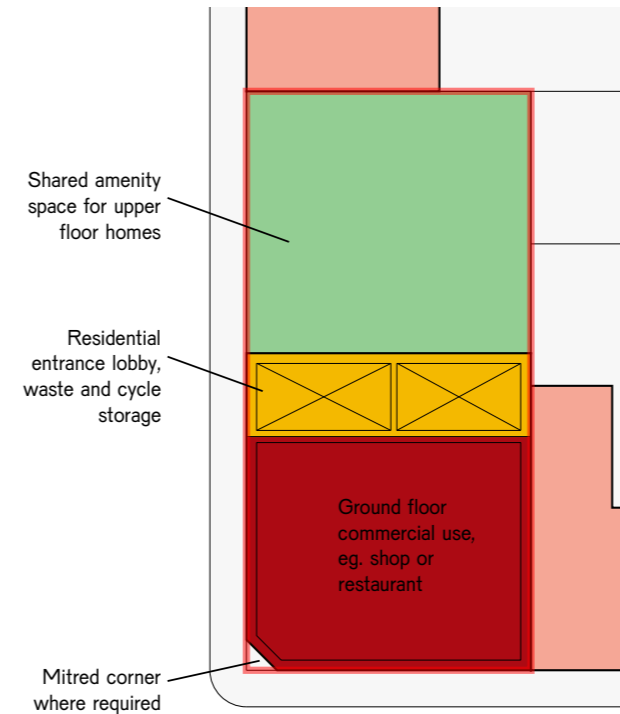


Fig. 137: The ground floor of a mixed-use development can provide commercial uses such as shops or cafes.

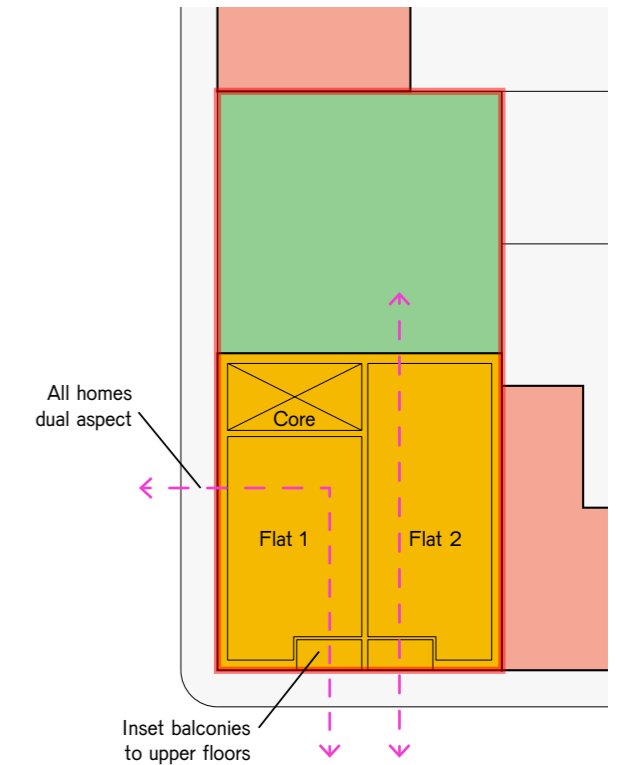


Fig. 138: Residential dwellings on the upper floor of mixed-use corner developments should be dual aspect.



Fig. 139: Corner development which is marginally taller than the homes that surround it can help provide orientation and identity to existing streets.

30 Infill Development

Side street development

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

30.1. General principles

- 30.1.1. These sites occur where existing garages or other outbuildings, or rear amenity space face directly onto a secondary street, and the distance from the rear of a house on the primary street is sufficient to allow new dwellings to be developed in place of existing structures.
- 30.1.2. Side street development must benefit from direct access to the public highway. The development of rear gardens without a street frontage will not be supported.
- 30.1.3. New houses should generally be subservient to those fronting the primary street; the highest point of the new house should be below that of the property on the corner.

- 30.1.4. There should be clear separation between the backs of existing houses and sides of the new one. A minimum distance of 10m is usually required to ensure sufficient rear garden space, maintain privacy, and achieve visual separation between existing habitable room windows and the blank walls of new development. This should be increased to 16m where windows serving habitable rooms face one another.
- 30.1.5. New homes should respect their neighbours. Usually there should be no less than 10m between the blank wall of a new home and an existing window serving a habitable room; and no less than 16m between facing windows (unless steps are taken to achieve privacy in some other way).

Page 188



Fig. 140: A side street development that protects existing trees



Fig. 141: The side boundaries of secondary streets can provide an opportunity to construct one or more modest homes. Often such sites are occupied by existing garages or outbuildings.

- 30.1.6. Street-facing windows at ground floor should be designed to ensure adequate privacy for inhabitants.
- 30.1.7. Upper floors should avoid direct overlooking of adjacent gardens. Roof windows can be used to allow daylight into bedrooms but prevent views down into others' private space.
- 30.1.8. Where possible, houses should have opening windows on more than one elevation to ensure acceptable living conditions, providing adequate sunlight and cross-ventilation.
- 30.1.9. Dwellings with only north-facing windows will not be supported.
- 30.1.10. Front doors should be set back from the street to provide privacy and shelter, and where possible, defensible space should be provided for ground floor windows facing the street.
- 30.1.11. Because side street development is usually within close proximity to the public highway, it is generally not necessary to provide special means for handling waste and recycling. However, storage for waste bins should be integrated into the design of new dwellings so that they do not clutter the pavements.
- 30.1.12. A new house cannot directly overlook the first 10m of a rear garden of neighbouring houses, nor can they create significant overshadowing of external space. The standards set out on page 5 should be adhered to for new side-street development.
- 30.1.13. A creative architectural response is usually required to make the best use of these sites, and design excellence is expected in any planning applications for new homes in these locations.



Fig. 142: This scheme by Tectonics Architects achieves a certified Passivhaus home on a small side-facing site in Hackney. (website: www.tectonics-architects.com, photography: TBC)



Fig. 143: New house near St Paul's Church in Evelyn designed by Oval Partnership (website: www.ovalpartnership.com, photography: TBC)

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

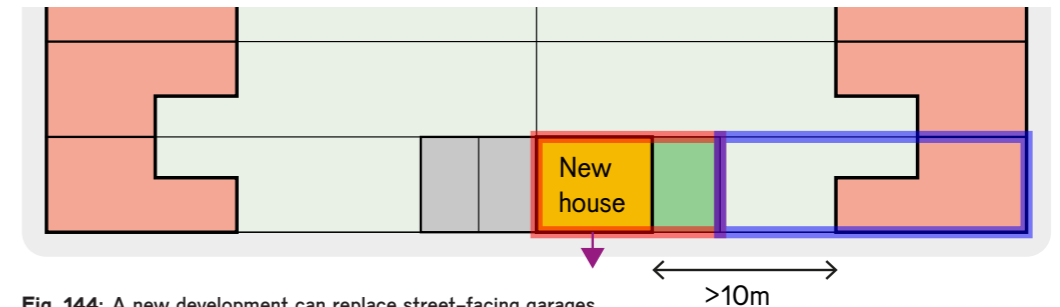


Fig. 144: A new development can replace street-facing garages or outbuildings, providing that a minimum distance of 10m from the rear of the existing house on the site is maintained.

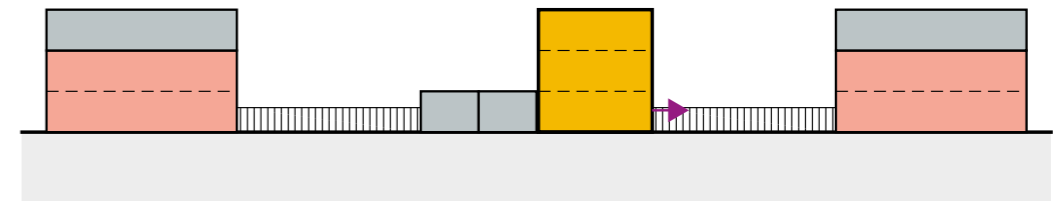


Fig. 145: New side street development on secondary streets should be subservient to the properties either side, and no taller than the highest point of those buildings.

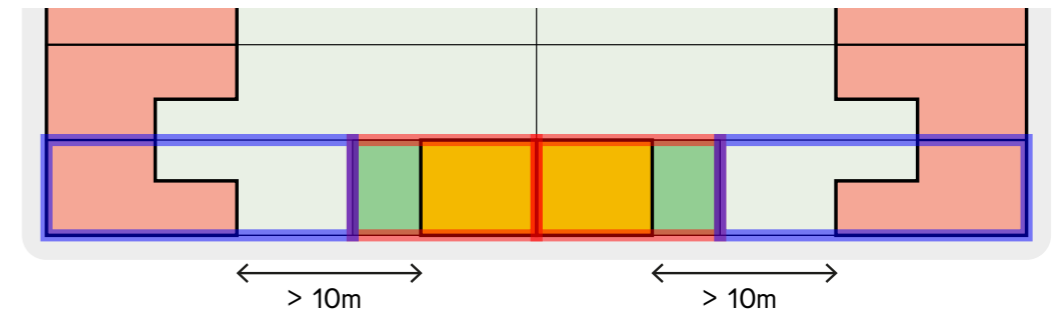


Fig. 146: Where two existing properties have back-to-back gardens, there exists the potential for two new dwellings to be provided.

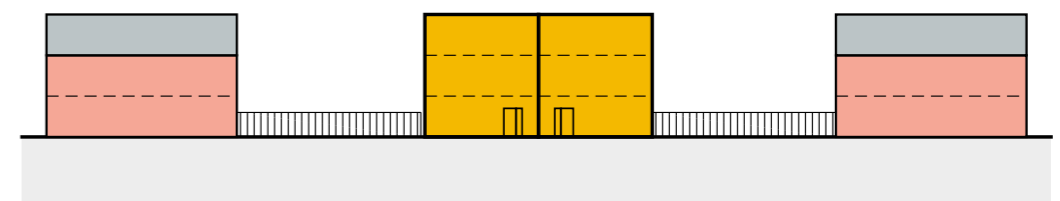


Fig. 147: Window positions should be carefully considered to avoid direct overlooking of the first 10m of neighbouring gardens, and the height of new buildings should ensure that adequate daylight and sunlight reaches existing habitable rooms and rear gardens.

30.2. Collective development

- 30.2.1. When adjoining landowners work together it may be possible to encourage more homes to be built in a coordinated and sustainable manner.
- 30.2.2. Although isolated new homes within the rear gardens of existing properties will not be supported, where access to a public highway is available and sufficient separation distances can be achieved between new and existing properties, side street development can achieve a greater number of new homes than may be possible if each owner acted alone.
- 30.2.3. Maintaining adequate privacy distances between new and existing homes is a requirement of any scheme. Facing upper floor windows must maintain a separation distance of no less than 16m, and there should be no direct overlooking of the first 10m of adjoining private gardens.
- 30.2.4. In such arrangements, care must be taken to ensure that adequate provision for waste and recycling collection is made. New residents should not have to carry their rubbish any more than 30m to a communal collection point, and this point must be no more than 15m from the public highway.
- 30.2.5. Where such mews developments are being considered, it is desirable for an active frontage to be provided on the street-facing property, ensuring that adequate measures to address privacy are considered.



Fig. 148: New homes in Forest Hill designed by Clague Architects (website: www.clague.co.uk, photography: TBC)

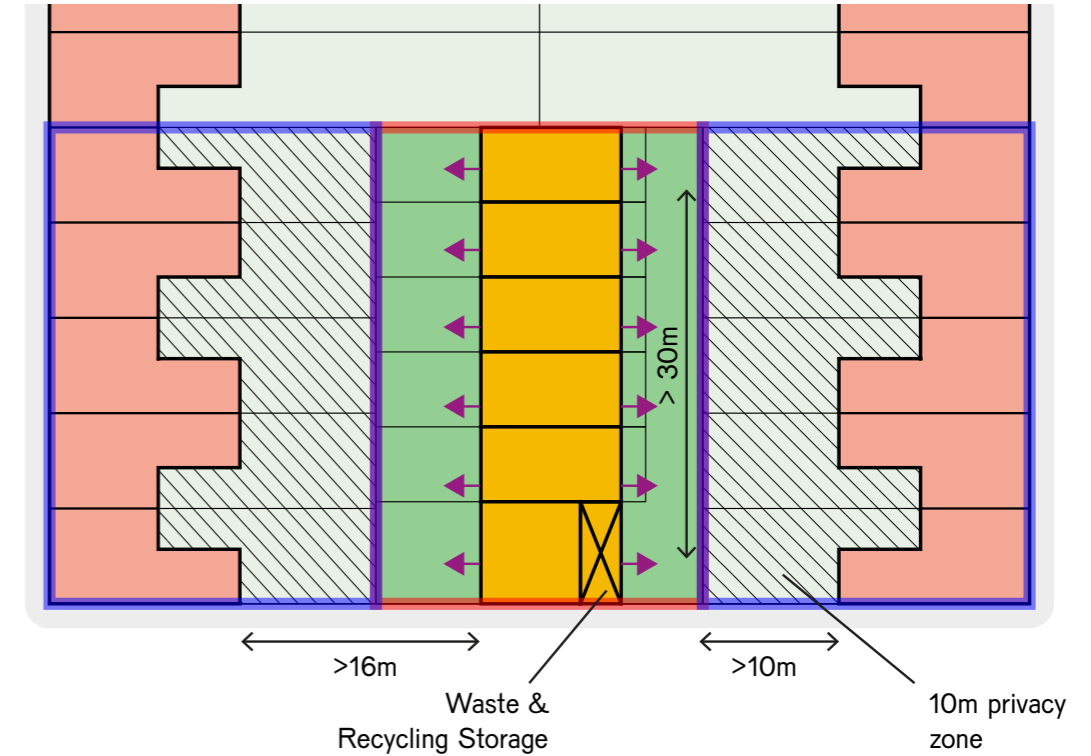


Fig. 149: Coordinated development can achieve a greater number of new homes than when individual homeowners act alone. This diagram shows how a new mews development of six family houses could be created.

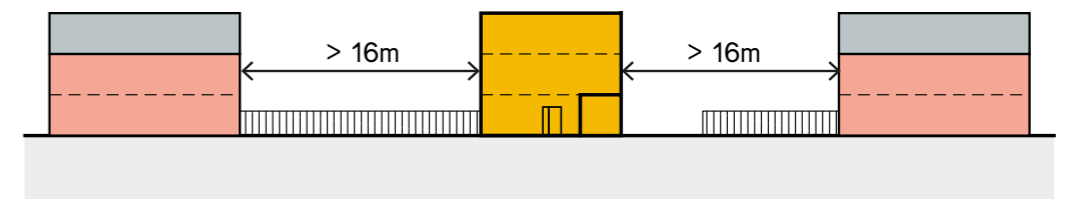


Fig. 150: Adequate separation distances of at least 16m should be achieved between new and existing habitable room windows. Where possible, new dwellings should present an active frontage to the street, providing that adequate privacy can be achieved.

31 Infill Development

Vertical intensification

31.1. General principles

31.1.1. Adding additional floors to existing buildings can provide much-needed new homes in sustainable locations close to public transport, high streets, and places of work.

31.1.2. Adding new floors to existing houses can enable new dwellings to be created through a combination of the reconfiguration of internal layouts together with the creation of new floor space.

31.1.3. Creating new accommodation on top of existing non-residential uses, such as shops, which make a poor use of the available land area or are significantly lower than neighbouring buildings, will generally be supported provided that all other planning policy issues are met.

31.1.4. Note that adding residential uses to non-residential buildings can present challenges in terms of access, fire safety and so on, which - while outside the planning process - can have a significant impact on a scheme's layout and design.



Fig. 151: Vertical intensification can sometimes take place without the need to alter the existing homes

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

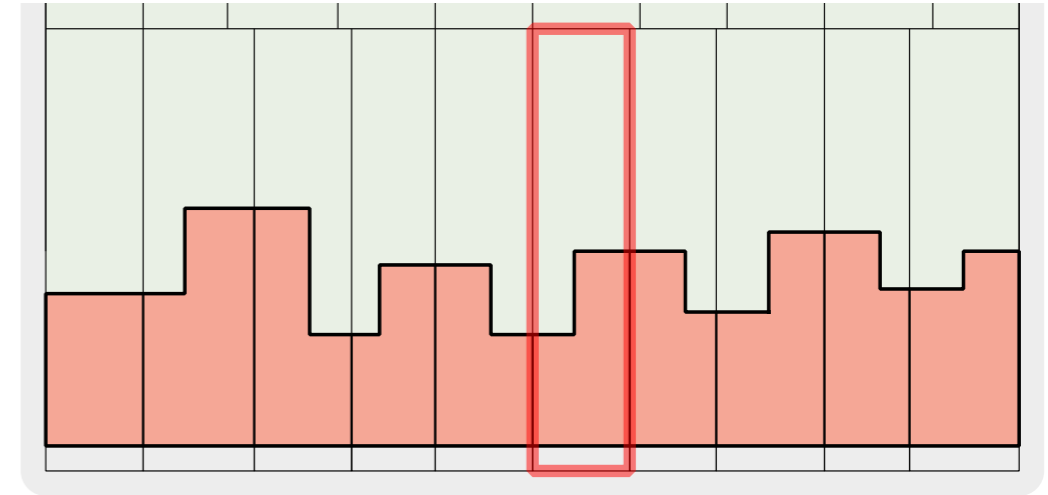


Fig. 152: Terraced streets with an inconsistent character and height provide an opportunity for incremental intensification through upwards development



Fig. 153: In most cases, where neighbouring buildings are of varying heights, a modest increase in individual properties will be supported where these result in a net increase in the number of dwellings.

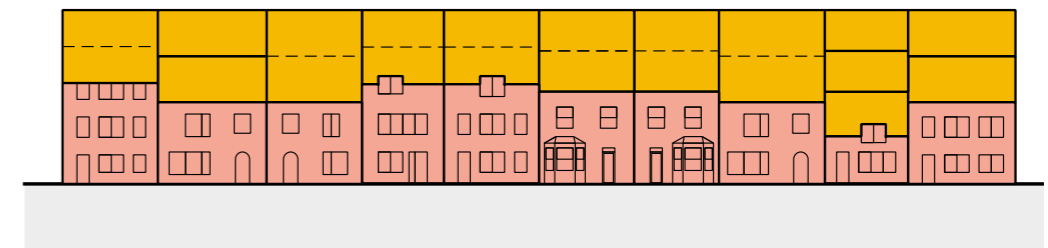


Fig. 154: Over time, adjacent homes can be extended to the same height to achieve uniformity along the street.

31.2. Vertical intensification of existing homes

31.2.1. Note that extensions which provide additional floor space without creating a new dwelling fall into the category of Alterations and Extensions, and are subject to a different Supplementary Planning Document.

31.2.2. The vertical extension of existing properties can set a precedent for wider intensification within a street, although this needs to be managed in a coordinated way to ensure that the intermediate condition does not create a disjointed and inconsistent streetscape.

31.2.3. In most cases the net loss of family homes (defined as those with 3 or more bedrooms) will not be accepted.

31.2.4. In streets with a varied character and height, the vertical extension of existing houses to provide additional homes will generally be supported where sufficient analysis of local context and street frontage has been provided, and this successfully demonstrates that individual intensification will not be harmful to local character.

31.2.5. Generally, an additional storey will be acceptable where the host dwelling comprises at least three storeys (for the purposes of this definition, pitched roofs are considered to comprise a storey).

31.2.6. Where streets have a varied character and inconsistent height, existing properties can generally be extended to one storey higher than the tallest property in the street, excluding corner buildings (those which sit on the junction of two public roads).

31.2.7. The maximum height acceptable once a vertical intensification has occurred to an existing home is generally four storeys.

31.2.8. New homes created through upward intensification should meet the space standards set out in the London Plan, as well as providing adequate external private amenity space - although this can be formed via a subdivision of the existing external private amenity space (such as rear gardens) at ground floor level.

31.2.9. The net effect of incremental intensification can have unforeseen consequences on local services. Planning applications for upward extensions to existing homes will need to show how bicycle storage and waste and recycling collection have been accommodated within the design.

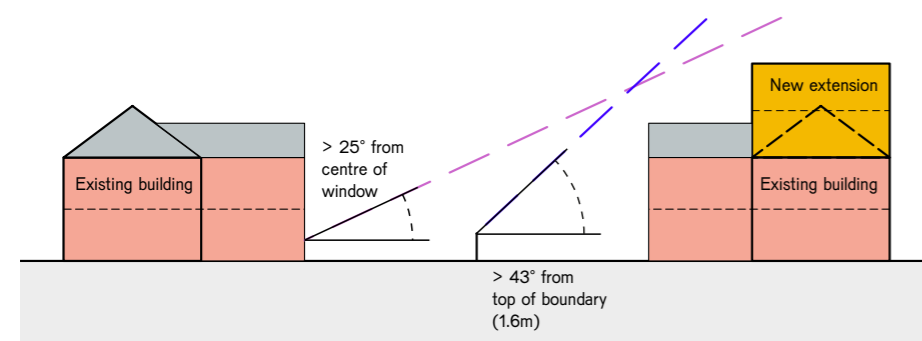


Fig. 155: Where upward extension are proposed to existing houses, the general principles for providing adequate daylight and sunlight to existing homes should be respected.



Fig. 156: The refurbishment and vertical extension of Astra House in New Cross by RCKa provides new dual-aspect residential accommodation through the intensification of a formal commercial building. (website: www.rcka.co.uk, photography: Jakob Spriestersbach)



Fig. 157: Extension to Raymont Hall by Hawkins\Brown providing new student accommodation. (website: www.hawkinsbrown.com, photography: Francesco Montaguti)

- 31.2.10. Generally, houses which do not benefit from in-curtilage storage for waste and recycling cannot be upwardly extended where this will result in bins cluttering the pavement.
- 31.2.11. Existing dwellings which are extended to create additional residential space but without creating additional homes are subject to the advice provided within the Alterations and Extensions SPD.
- 31.3. Collective development**
- 31.3.1. Where streets have a consistent height and character, individual planning applications for vertical extension to provide additional homes will generally not be supported.
- 31.3.2. However, where neighbouring properties come together to undertake collective development, joint applications may receive support. In this case, no fewer than four adjacent homes must be extended together under a single planning application to provide a net increase of no fewer than four new dwellings. The use of planning conditions may be used to ensure that no new home can be occupied until all four dwellings are complete.
- 31.3.3. Collective development of this nature is expected to achieve a high degree of design quality and should demonstrate a thorough understanding of the character of the street.
- 31.3.4. Consideration must be given to the impact of new extensions on daylight and sunlight reaching adjacent properties, particularly those to the rear. The general guidance outlined in section 12 should be applied. Where this cannot be achieved, a daylight and sunlight report should accompany any planning application to demonstrate that neighbouring properties are not affected to an unacceptable degree.



Fig. 158: The refurbishment and vertical extension of St Paul's House in Deptford by Ash Sakula (website: www.ashsak.com, photography: Ash Sakula)



Fig. 159: Vertical extension to Malden Court in Merton designed by Paul Murphy Architects (website: www.paulmurphyarchitects.co.uk, photography: Paul Murphy Architects)

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

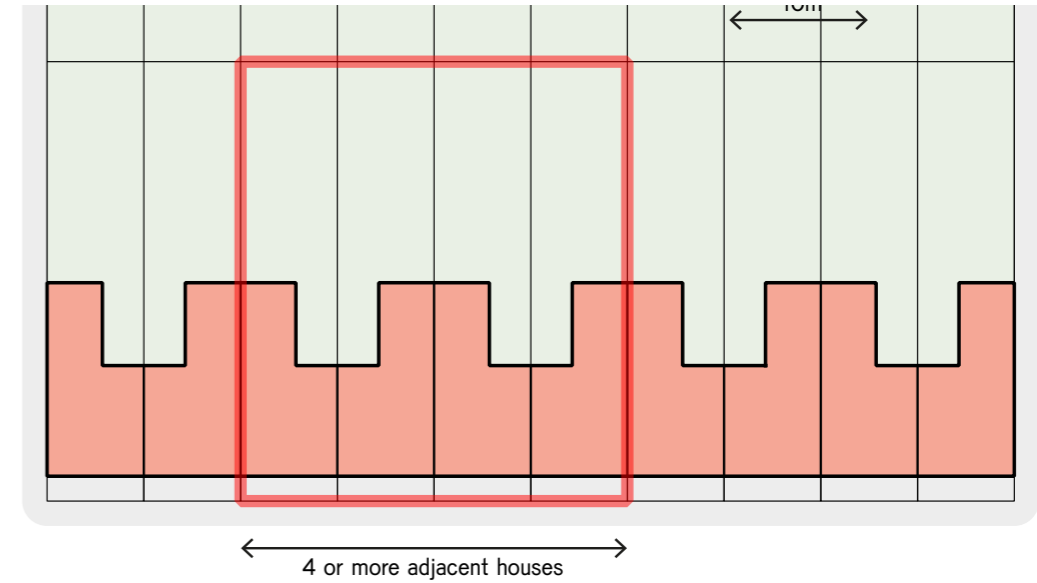


Fig. 160: Individual planning applications which increase the height of houses within a terrace of consistent character will not generally be supported.



Fig. 161: Individual planning applications which increase the height of houses within a terrace of consistent character will not generally be supported.

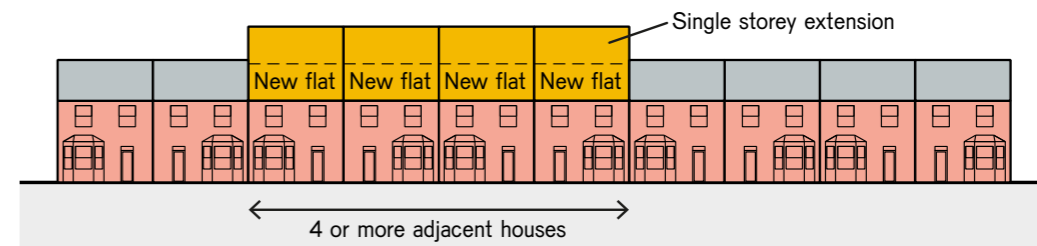


Fig. 162: Collective development, where four or more adjoining householders apply for planning permission as a single application, may be acceptable provided that the proposal achieves a high level of design quality.

31.4. Vertical intensification above other uses

31.4.1. The space above non-residential uses, such as parades of shops, can help deliver new homes in sustainable locations such as high streets and district centres which are usually close to public transport and local amenities.

31.4.2. Sites such as this which are suitable for vertical intensification are often occupied by single-storey buildings. The addition of new floors which create new homes will usually be supported where there is limited impact on neighbouring dwellings.

31.4.3. Where individual commercial units exist within a wider, inconsistent street, the general guidance on vertical intensification will usually apply. However, where adjacent properties can be extended together a greater quantity of new accommodation can often be provided compared to individual owners acting alone.

31.4.4. When new homes are created in the space above existing non-residential uses, care must be given to the design of circulation space, both inside and outside the new development. Single-aspect homes will usually be resisted, and ground floor entrance lobbies should usually be located within a primary elevation rather than concealed along side elevations, unless it can be demonstrated that access is safe, secure and attractive for residents and visitors.

31.4.5. The height of new vertical intensification will be determined by a number of factors including local context, overshadowing, structural bearing capabilities of the host building, and so on. All planning applications for extensive vertical intensification will need to demonstrate how development can be achieved safely and effectively, and how it will provide high-quality accommodation for residents.



Fig. 163: Vertical intensification in Southwark designed by Panter Hudspith (website: www.panterhudspith.com, photography: Panter Hudspith)



Fig. 164: Vertical extension to Neptune House in Merton (TBC)

31.4.6. Other than to make way for adequate means of access to the new dwellings for residents, emergency services and so on, the loss of employment space at ground floor will be resisted.

31.4.7. Special consideration must be given to the safety of new development in respect of fire: including access for fire-fighting, escape routes for residents and adequate fire separation between different uses. The fire brigade should be consulted as part of any planning application and significant weight will be applied to their analysis in this regard. It is recommended that a specialist fire consultant be engaged at an early stage in the design process to ensure that compliance with the relevant legislation can be achieved.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

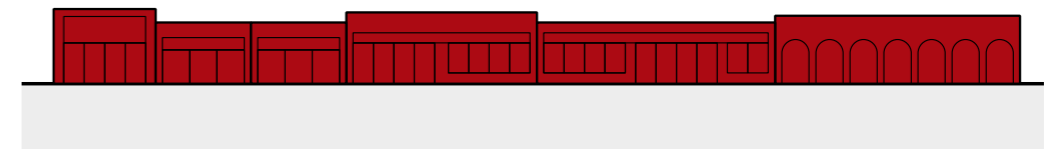


Fig. 165: Single-storey parades of shops or other non-residential uses provide an opportunity for vertical intensification in sustainable locations close to existing amenities.

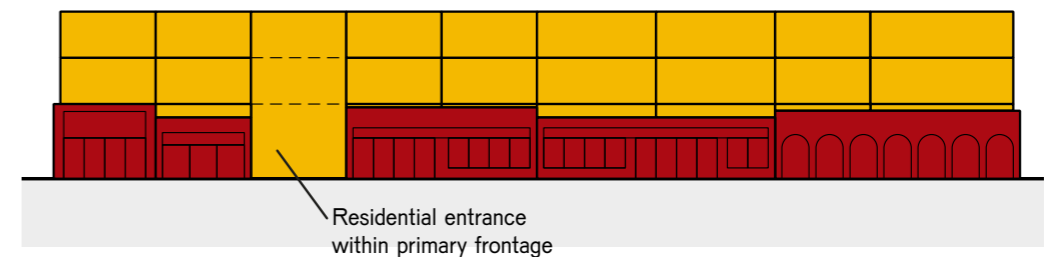
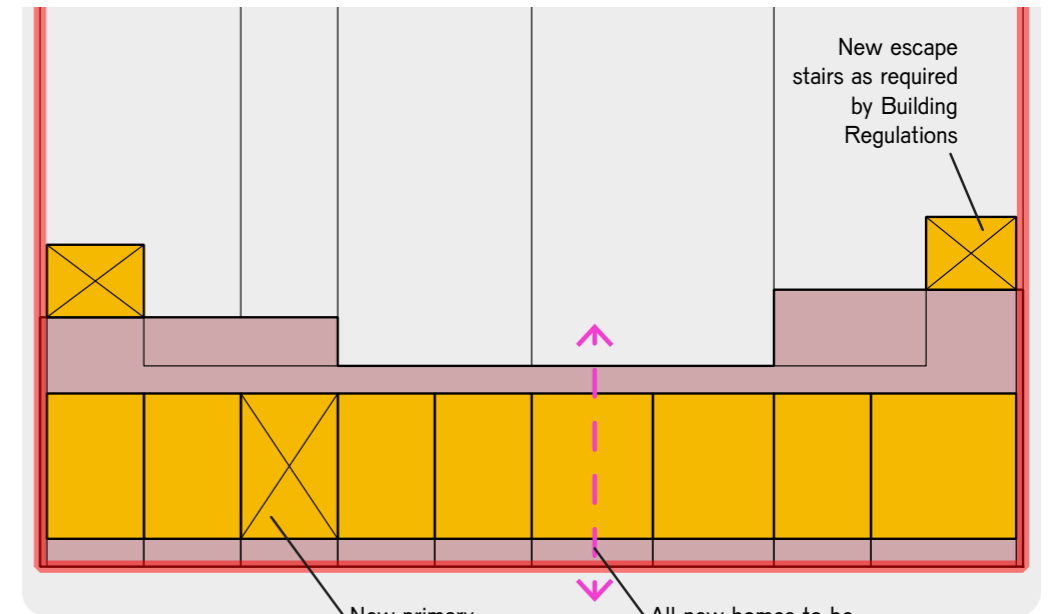


Fig. 166: Collective development, where four or more adjoining householders apply for planning permission as a single application, may be acceptable provided that the proposal achieves a high level of design quality.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

32.1. What is backland development?

32.1.1. Backland development takes place on sites which are largely landlocked by surrounding development.

32.1.2. Such sites might be occupied by existing garages, redundant workshops or unused open space, and generally fall into one of two categories:

- Garages and Yards
- Mews and Alleys

32.1.3. Garages and Yards are defined by backland sites which are accessed via a single passageway from the public highway. Any vehicles entering the site must turn within it and leave via the same way they came in.

32.1.4. Mews and Alleys are a common feature across Lewisham, and usually comprise long, narrow passages which can be accessed from both ends. These are typically used to provide access to the end of rear gardens serving houses around the edge of the urban block, but many remain largely undeveloped.

32.2. What to look out for

32.2.1. Permission for new development on backland sites will not usually be granted where this land is designated as open space, where it has an unusually high biodiversity value, or where it supports existing non-residential uses which are still in operation. However, where sufficient space for such activities can be reprovided as part of a wider development which includes new housing, such proposals may be supported provided that other policy requirements are met.

32.2.2. A key constraint for backland development is access for services, including waste and recycling, deliveries, and the emergency services. Applicants should consider these constraints from the outset as they can have a fundamental impact on the viability of a

development proposal. Where new homes are proposed with front doors more than 20m from the public highway, access routes should be wide enough to allow larger vehicles, such as ambulances, box vans and delivery vehicles, to traverse them while allowing safe access for pedestrians. In this case there should also be sufficient space for these vehicles to turn around within the site rather than having to reverse.

32.2.3. Piecemeal development of backland sites is not usually acceptable as adequate artificial lighting and safe road surfaces must be provided between the public highway and the front door of every property. Therefore such developments should usually come forward as a single planning application, and built in a single construction phase. The use of planning conditions or Section 106 agreements may be necessary to ensure that no occupation of new homes is allowed until such provisions are put in place.

32.2.4. Backland sites present an opportunity to achieve high-quality placemaking and a sense of identity. As these sites are often some distance from neighbouring properties, they can often allow a good architect to create a high-quality living environment which is visually distinct from its surroundings.

32.2.5. Backland sites can often incorporate complex site ownerships or rights of way which might not be obvious. A full investigation of such restrictions should be carried out prior to preparing a planning application, and applicants will be required to demonstrate that new dwellings can be safely accessed without the risk of future claims from existing landowners.

32.2.6. Where backland sites include existing non-residential employment uses, the loss of space will not be supported unless it can be reprovided within the new development.

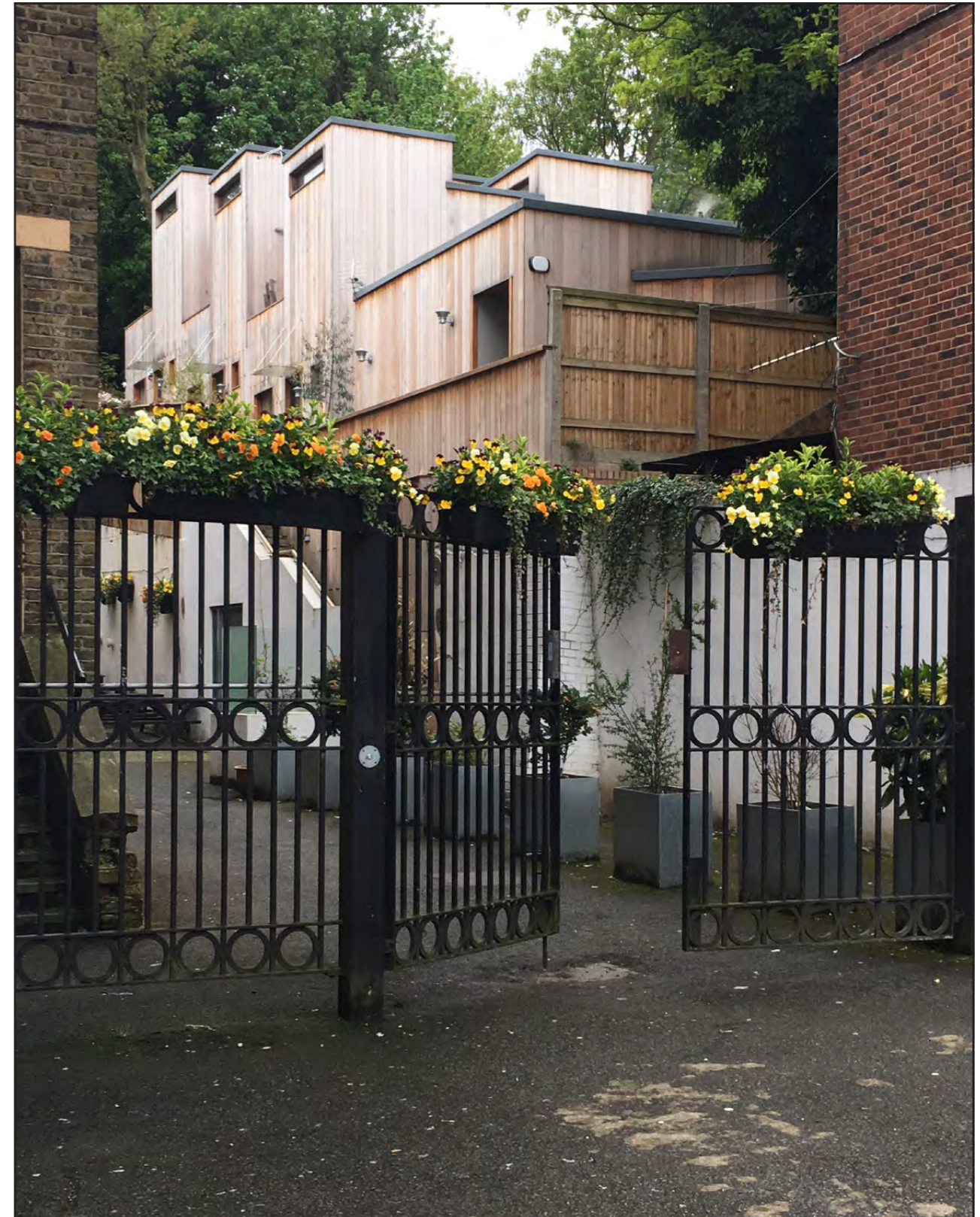


Fig. 167: Backlands development at Capitol Walk in Forest Hill (TBC)

32.3. Backland trees and biodiversity

32.3.1. Trees within backland sites make a significant contribution to both biodiversity and the quality of the public realm. Views of trees glimpsed through gaps between buildings provide important visual interest and depth to otherwise built-up urban areas.

32.3.2. Previously undeveloped backland sites are important for sustaining birds, insects, plants and animals. The development of such sites can have a detrimental effect on local wildlife, so planning applications should demonstrate how a net biodiversity gain will be achieved.

32.3.3. The loss of trees within backland plots to make way for development will be resisted, and planning applications for new homes will need to demonstrate how existing trees will be protected during construction works and how the layout of accommodation responds positively to existing trees. All planning applications for sites with, or close to, existing trees must be accompanied by an arboricultural survey and method statement.

32.3.4. New external surfaces should be permeable wherever possible, and the use of Sustainable Drainage Systems (SuDS) should be considered where appropriate.

32.3.5. Green or brown roofs can help mitigate the loss of green space and their use is encouraged wherever possible.



Fig. 168: 8 new homes in Crofton Park designed by Inhouse Design Associates Architects (website: www.inhousearchitects.co.uk, photography: TBC)

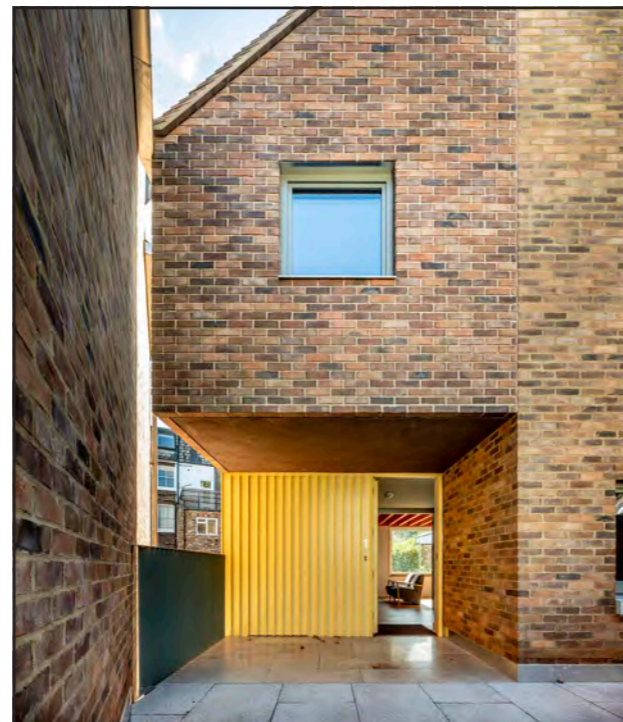


Fig. 169: Moore Park Road in Hammersmith is a backland development designed by Stephen Taylor Architects (website: www.stephentaylorarchitects.co.uk, photography: TBC)

32.4. Waste and recycling

32.4.1. Provision must be made for the storage of household waste, and adequate access provided for collection.

32.4.2. Where refuse vehicle access and turning cannot be provided, refuse should be stored no further than 10m from the adopted highway, and no more than 30m from a proposed dwelling. On sites of this type, this means that dwellings can be located up to 40m from the highway.

32.4.3. In some cases it may be possible for refuse vehicles to reverse a maximum of 20m into a development on the basis that turning access can be provided from the highway, and the design of the road junction allows. This increases the distance of the furthest dwelling from the highway to 60m.

32.4.4. This approach will only be accepted where there are a sufficient number of homes within the development to justify it. Early engagement with the Lewisham's waste and recycling team is advised to ensure that proposals are acceptable.

32.4.5. Where these distances are not achievable, it may be possible to implement a management strategy where waste and recycling is moved from outside the entrance to dwellings to a collection point. Because this will likely result in additional service charges, and is heavily reliant on ongoing management, such an approach will only be allowed in exceptional circumstances. It may be necessary to secure this service through a Section 106 agreement.

32.4.6. All developments with on-site refuse collection will require the road surface to be sufficiently robust to withstand the weight of vehicles. Key dimensions are also required to show that the movement of collection vehicles does not compromise the safety of pedestrians.

32.5. Privacy and overlooking

32.5.1. By their very nature backland sites are usually located in close proximity to the gardens of existing homes. The design of new development should limit, where possible, direct overlooking of existing neighbouring gardens, particularly within the first 10m of the rear of the existing dwelling.

32.6. Access for cars, emergency vehicles and deliveries

32.6.1. Car-free developments will be encouraged in areas with good access to public transport or close to town centres. In most backland developments it will not be necessary for private vehicles to enter, and access only needs to be provided for emergency vehicles, deliveries and, in some circumstances, waste collection vehicles.

32.6.2. Where there is limited access to the public transport network and where sites are some distance from town centres, car parking may be provided within developments. In this case car parks serving new development should be located close to the entrance to the site with the public realm outside new homes restricted to pedestrians only. Proposals which provide excessive quantities spaces, or space for parking within the curtilage of individual homes, will be resisted, except for spaces reserved for those with disabilities.

32.6.3. The Fire Brigade requires access for a pumping appliance to be within 45m of all points inside the dwellinghouse, or within 18m of a dry fire main inlet. Dead-end access routes longer than 20m require turning facilities. Refer for Building Regulations Part B for more details of the requirements for access for the purposes of fire-fighting.

33 Backland Development

Garages and yards

33.1. General Principles

33.1.1. Disused garages and yards often occupy space between the end of long gardens within urban blocks, and are usually reached via a narrow access from the public highway.

33.1.2. In many cases such garages have fallen in disrepair as they are no longer large enough to accommodate modern cars, and can be a source of anti-social behaviour.

33.1.3. Planning applications which propose the replacement of existing garages or workshops will need to demonstrate these structures are no longer required. A parking survey may also be required.

33.1.4. Where backland sites are occupied by non-residential uses, the change of use to residential will be resisted unless sufficient allowance is made within the scheme for these uses to continue. Where the

development itself will involve the temporary disruption of non-residential activities, assurance may be sought that temporary relocation of any businesses occupying the site is secured, and that provision for their return once work is completed has been made.

33.1.5. The development of new homes on such sites can bring benefits to adjoining residents, including increased security.

33.1.6. Where a site has more than one access point from the public highway it is defined as a mews rather than a garage or yard site. See the appropriate section of this document for specific guidance on mews sites.

Page 197



Fig. 170: Backland development with clustered parking and cycle stores

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

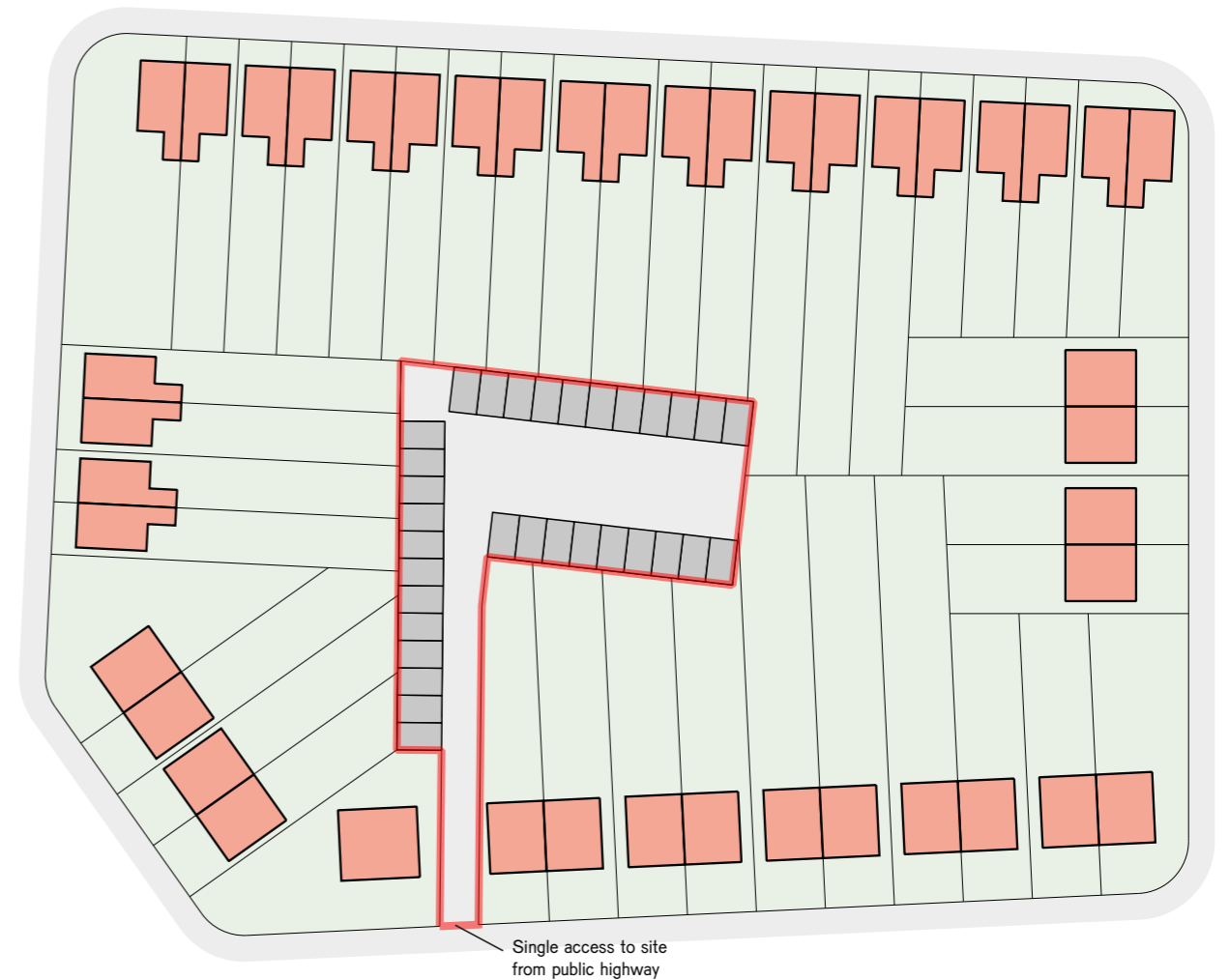


Fig. 171: Plan showing typical garage site at the rear of suburban block. Here a single narrow route from the public highway provides access to garages at the rear of existing properties.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

33.1.7. New residential development on sites previously occupied by garages and yards should make adequate provision for safe access for pedestrians, including artificial lighting, even road surfaces, passive surveillance and, where necessary, sufficient width for vehicles and pedestrians to pass one another without pedestrians having to step to one side.

33.1.8. In areas of Lewisham which benefit from a high level of accessibility to the public transport network, car-free developments will be supported; conversely, developments which propose car parking will not generally be supported, with the exception of spaces dedicated to wheelchair parking.

33.1.9. Where new dwellings are located some distance from the public highway it may be necessary to make an allowance for certain vehicles to enter the site, eg. for deliveries and emergency vehicles. In these cases a turning head should be provided, although steps should be taken to ensure that this is not used as a parking space for residents' own vehicles.

33.1.10. Under no circumstances will gates across the entrance to access routes into backland development be supported. Rising bollards or similar devices which prevent vehicle ingress, but do not inhibit pedestrian access, are acceptable, providing that there exists a strategy for allowing emergency and other service vehicles into the site where necessary.

33.1.11. Access for waste and recycling collection must be considered from the outset in any design. In general terms, operatives are able to drag waste and recycling bins up to 10m from outside the front door of dwellinghouses, or a dedicated collection point, to the highway.

33.1.12. Where dwellings are proposed with front doors more than 10m from the public highway, a dedicated waste and recycling point should



Fig. 172: Backland development in Grove Park designed by Fraser Brown Mackenna Architects (website: www.fbmaarchitects.com, photography: TBC)

be designed into the development. Residents should have to carry their waste no more than 30m from their front doors to this collection point. In most cases this places an effective limit of 40m between the public highway and the front door serving a new dwelling.

33.1.13. In limited circumstances it may be possible for waste collection vehicles to reverse up to 20m into an access way serving a backland development, however, this depends on the geometry and safety of the junction with the public highway and an adequate width to allow both waste collection vehicles and pedestrians to pass safely. Furthermore, given the complexity of this manoeuvre waste collection vehicles cannot be expected to reverse into backland sites serving fewer than 10 dwellings.



Fig. 173: The development of backland garage sites can provide high-quality new homes, provided that these are carefully designed and respond positively to their context. In most cases, access and parking space for private cars will be resisted.

- 33.1.14. Where insufficient provision is made for the storage of waste, this can result in unhygienic conditions and contribute to a cluttered and untidy public realm.
- 33.1.15. In all cases early engagement with Lewisham’s waste and recycling team is encouraged to ensure that sufficient provision is made within the layout of the site for this purpose.
- 33.1.16. In any planning application for backland development where access to new dwellings is reliant on a single route from the public highway, the applicant will need to demonstrate that a high-quality, safe and even surface can be secured. The use of planning conditions to ensure that necessary improvements are implemented prior to occupation of new homes may be applied to any planning approvals. Applicants are encouraged to check, and secure where necessary, the right of way or ownership over any area of the site which falls outside the application boundary.
- 33.1.17. Due to their proximity and relationship to existing homes, backland development must take care to respect the privacy enjoyed by neighbouring properties. New development should avoid, where possible, direct overlooking of adjoining rear gardens, and applications that propose new dwellings where the windows of habitable rooms look directly over the first 10m of existing rear gardens will not be supported.
- 33.1.18. Within new development itself, privacy and overlooking distances can in some cases be relaxed to ensure the optimum use of a site, although applicants will need to demonstrate how the spirit of the policy is being achieved in other ways.



Fig. 174: George Lane backland development designed by Stephen Bradbury Architects (website: www.sbarchitects.co.uk, photography: TBC)

- 33.1.19. New development should make efficient use of available space. In most cases terraced or semi-detached dwellings are preferable to detached properties.
- 33.1.20. The height of new development should generally follow that of the predominant height of the properties surrounding it. In this case, the number of floors is considered to include substantial pitched roofs.
- 33.1.21. Where development is proposed within Conservation Areas, the accompanying character appraisal takes precedence and applications should demonstrate how proposals are in accordance with it.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types



Fig. 175: In areas with limited access to public transport, on site car parking may be provided. This should be clustered together in a single location rather than scattered throughout the site.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

33.2. Backland sites and existing employment uses

33.2.1. Many backland sites in Lewisham are occupied by existing commercial uses such as workshops. These premises provide vital accommodation for small businesses, and planning applications for new homes which involve the net loss of employment space will not be supported.

33.2.2. However, where the intensification of an existing site can be achieved without the net loss of employment space, development will usually be supported, provided that all other planning policy requirements are met.

33.2.3. Depending on the nature of the existing employment use, some consolidation may be acceptable, for instance, where single-storey buildings could be replaced by two-storey accommodation without compromising the operational requirements of the incumbent business.

33.2.4. In exceptional circumstances, and where it can be demonstrated that there is no longer a demand for a particular type of employment space, a reduction in floor space may be accepted where the new accommodation is of a superior quality than the premises being replaced. In this case, evidence should be provided that a change in planning use class (for example, from E(g)(i) to E(g)(ii)) will result in not net loss of jobs, and will result in a use which is more in demand in the local area.

33.2.5. The process of redevelopment itself can be disruptive to existing businesses, and where appropriate a guarantee may be sought through legal means to temporarily re-house an existing tenant so that their ongoing business operations are not put in jeopardy by

33.2.6. These sites are often reached by narrow accessways from the public highway. In this case the principles set out on the preceding pages should apply.

33.2.7. There should be a clear separation between the residential areas and the commercial uses. Vehicles serving the commercial buildings should not have to pass through a residential zone. Likewise, access to new homes should not be through the non-residential zone. Shared accessways from the public highway will be accepted. In these circumstances special care should be taken in the design of shared surfaces to ensure that they are safe for pedestrians.



Fig. 176: Backland sites which include employment uses, such as workshops, are a common feature in Lewisham.



Fig. 177: The addition of new residential accommodation can help intensify an under-utilised site, but a net loss of employment space will usually be resisted.

34 Backland Development

New mews and alleys

34.1. General principles

- 34.1.1. Mews and alleys are a common feature of Lewisham, with many such examples found across the borough.
- 34.1.2. For the purposes of this document mews and alleys are considered to be continuous narrow passageways which are accessible from the public highway at both ends. Sites which are accessible from only one end generally fall under the definition of "garages and yards" and in this case the guidance for that section applies.
- 34.1.3. Historically mews and alleys will have been used to provide service access to the rear gardens of properties facing the street, and many feature outbuildings and garages facing directly onto the mews. Consequently they can fall under multiple ownerships or with rights of way, so permanent access for the purposes of development can be difficult to secure.

- 34.1.4. Piecemeal development along mews and alleys, including the conversion of existing workshops and outbuildings into new dwellings, will not be supported.
- 34.1.5. Where street-facing sites exist at the entrance to mews and alleys, development may be possible in line with street extension principles (see section 27).
- 34.1.6. New street-facing dwellings can act as a catalyst for further development along mews and alleys, but this should come forward in a coordinated way. That is not to say that all mews development should appear identical in character - in fact a variety of architectural styles is an attractive characteristic of such development - but that where new homes are proposed the installation of appropriate infrastructure (such as utilities, road surfaces, artificial lighting and so on) should be in place prior to development taking place. The use of

Page 201



Fig. 178: When establishing a new mews street it is important to develop a strategy for the public areas

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

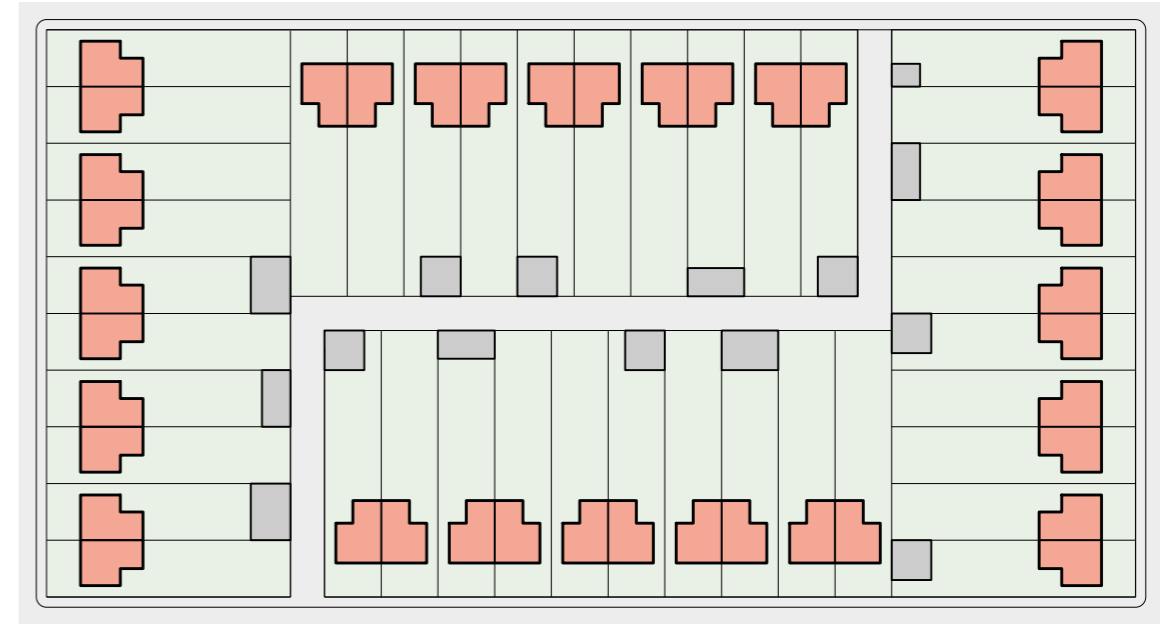


Fig. 179: Mews and alleys generally consist of narrow, continuous routes along the rear of existing houses, often providing access to garages and outbuildings at the back of gardens.

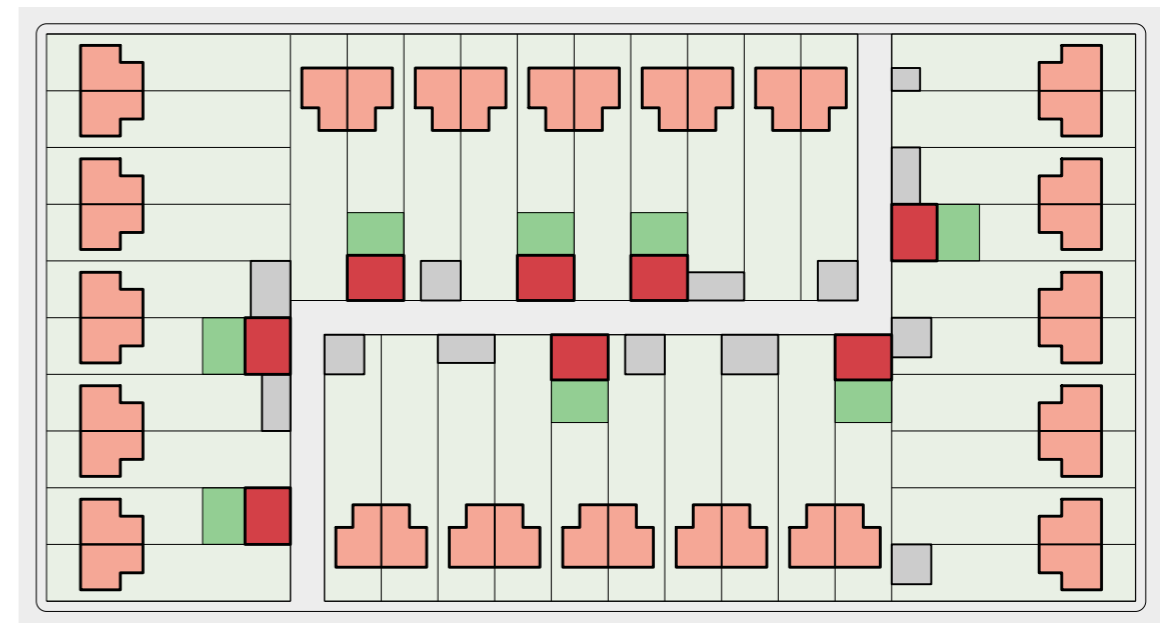


Fig. 180: Piecemeal development along mews and alleys, such as those shown in red above, will not be supported.

pre-commencement planning conditions could be used to ensure that such provisions are in place at the appropriate time.

34.1.7. Any development along mews or alleys should ensure that sufficient space is allowed for the safe movement of pedestrians and vehicles. In most cases mews which are narrower than 6m will not be supported. The use of shared surfaces is required, and proposals which include a separate pavement and roadway will be resisted.

34.1.8. Due to the length of many mews and alleys found in Lewisham it is unlikely that development beyond the first 40m is likely, due to the limitations of waste collection. This can, in some cases, and if there are sufficient homes to justify it, be extended to 60m where waste collection vehicles are able to reverse safely up to 20m into a site. Where this is being relied upon, applicants will be required to provide evidence (through tracking diagrams, or similar) to demonstrate that waste collection vehicles can undertake safe and efficient manoeuvring without endangering pedestrians.

34.1.9. Where a high-quality road surface, artificial lighting, right of way, and sufficient turning capacity can be secured along the full length of the mews or alleys - from public highway to public highway - coordinated development along its full length may be acceptable where it is of sufficient width to allow access for waste, delivery and emergency vehicles, and for pedestrians to pass safely.

34.1.10. Occasional gaps between buildings are a characteristic of many mews developments, providing long views for homes within them and planning applications for such schemes should demonstrate a thorough understanding of local context and character. Design and Access Statements explaining how mews development responds to local character should accompany any submission.



Fig. 181: New mews house in New Cross designed by Kennedy Twaddle (website: www.kennedytwaddle.com, photography: TBC)

34.1.11. Gates across the entrances to mews and alleys will not be permitted, although rising bollards or other methods of controlling vehicle access which do not inhibit pedestrians are allowed where appropriate.

34.1.12. Acceptable privacy distances can be difficult to achieve when new dwellings face one another across a narrow mews or alley. In these cases flexibility can be applied to the requirement for privacy distances, although steps should be undertaken to ensure that residents' enjoyment of their homes and their right to privacy are not compromised to an unacceptable degree. Staggered windows, the use of projecting or "oriel" or sloping roof windows can be employed to achieve these objectives and applicants will be expected to demonstrate how adequate privacy is achieved.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

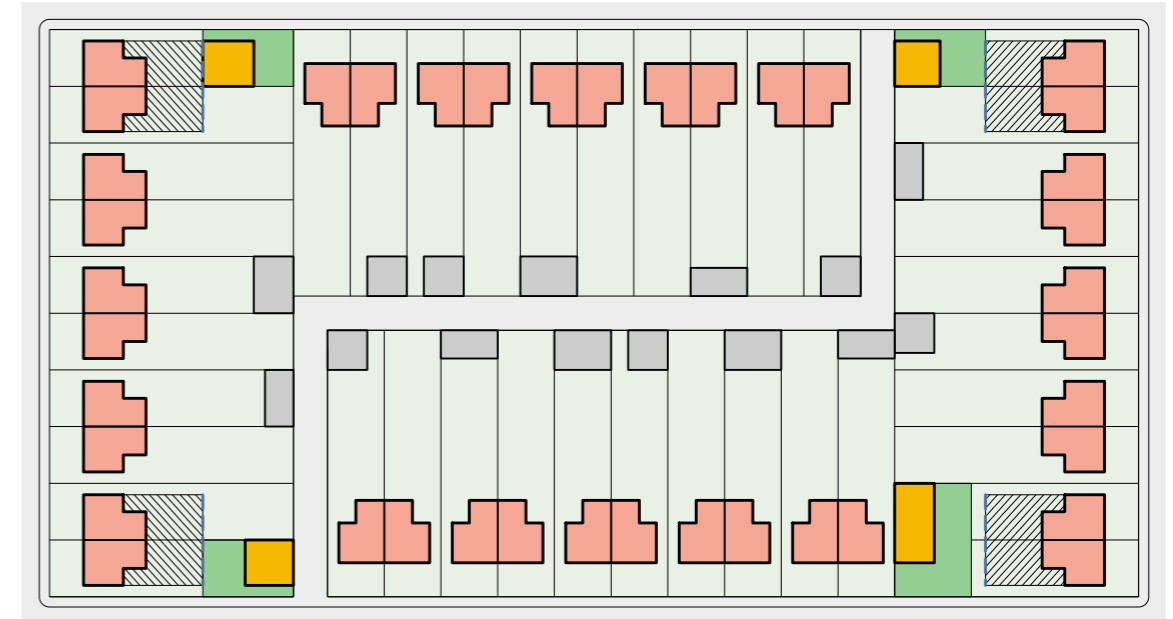


Fig. 182: New dwellings at the entrance to mews an alleys may be acceptable in line with the principles of street extension (see section 27).



Fig. 183: Coordinated development may allow new homes to be built along mews and alleys provided that safe access for pedestrians, delivery and emergency vehicles can be secured, and a robust strategy for the removal of waste and recycling is in place.

				Guidance
				Toolkits
Types	Infill	Backland	Other Types	Site Types

35.1. Conversion and extension

35.1.1. If your site falls under the conversion and extension site type there is advice available in a number of places.

35.1.2. The first place to look will be if your site falls into another site type. As laid out in section 24, conversions and extensions will almost always also site in either the infill or backland category as well.

35.1.3. It is important to consider conversion and extension as part of infill or backland development as retaining existing structures is vital to helping the building industry respond to the climate emergency we are facing.

35.1.4. **Alterations and Extensions SPD**
When working with existing buildings, extensive advice is available in the Alterations and Extensions SPD that is available from the Lewisham Council website.

35.1.5. This document provides advice on how to extend buildings both vertically and horizontally. The advice in this document focusses on enlarging existing dwelling, but the principles set out will also apply the extending and converting e in order to create new homes as part of a small site development.

35.2. Garden land

35.2.1. As set out in the Local Plan, the development of garden lands should be avoided as they "make an important contribution to local character and amenity and often have ecological value. Development on garden land should therefore be avoided in favour of development opportunities elsewhere in the Borough, particularly on brownfield sites and previously developed land, consistent with the spatial strategy for the Borough."



Fig. 184: Vertical extension and re-cladding of an existing house following the principles of Street Infill development. Designed by Alma-nac (website: www.alma-nac.com, photography: TBC)

35.2.2. **Infill and backland characteristics**
When working with garden land it is important to consider if it can be classified also as an infill or backland site that are more favourable development opportunities. It is therefore key that garden sites have clearly distinct access arrangements, such as a street frontage or mews/lane access, and do not rely upon passing through the demise of another property.

35.2.3. Having at least one street frontage makes a site significantly more favourable.

35.2.4. **Mitigating losses**
The Local Plan also says that the garden development should only be considered "where appropriate re-provision of garden land is provided to mitigate losses as much as possible." As such, when developing garden land re-providing, or working around, the important role that existing gardens play is important, including their role in providing biodiversity and habitats.

35.3. Amenity

35.3.1. As with garden sites, amenity land provides an important role in the borough and therefore should be considered carefully before putting it forward for development.

35.3.2. In order to develop these sites applicants will need to prove that the amenity function of the site is either no longer required or is oversupplied in the area and therefore not needed.

35.3.3. If the amenity function can be proven to be redundant then applicants should identify the other characteristics of the site as most amenity sites will have characteristics of either infill or backland sites. Once this has been identified, applicants will be able to find advice from the corresponding site type section in this document.

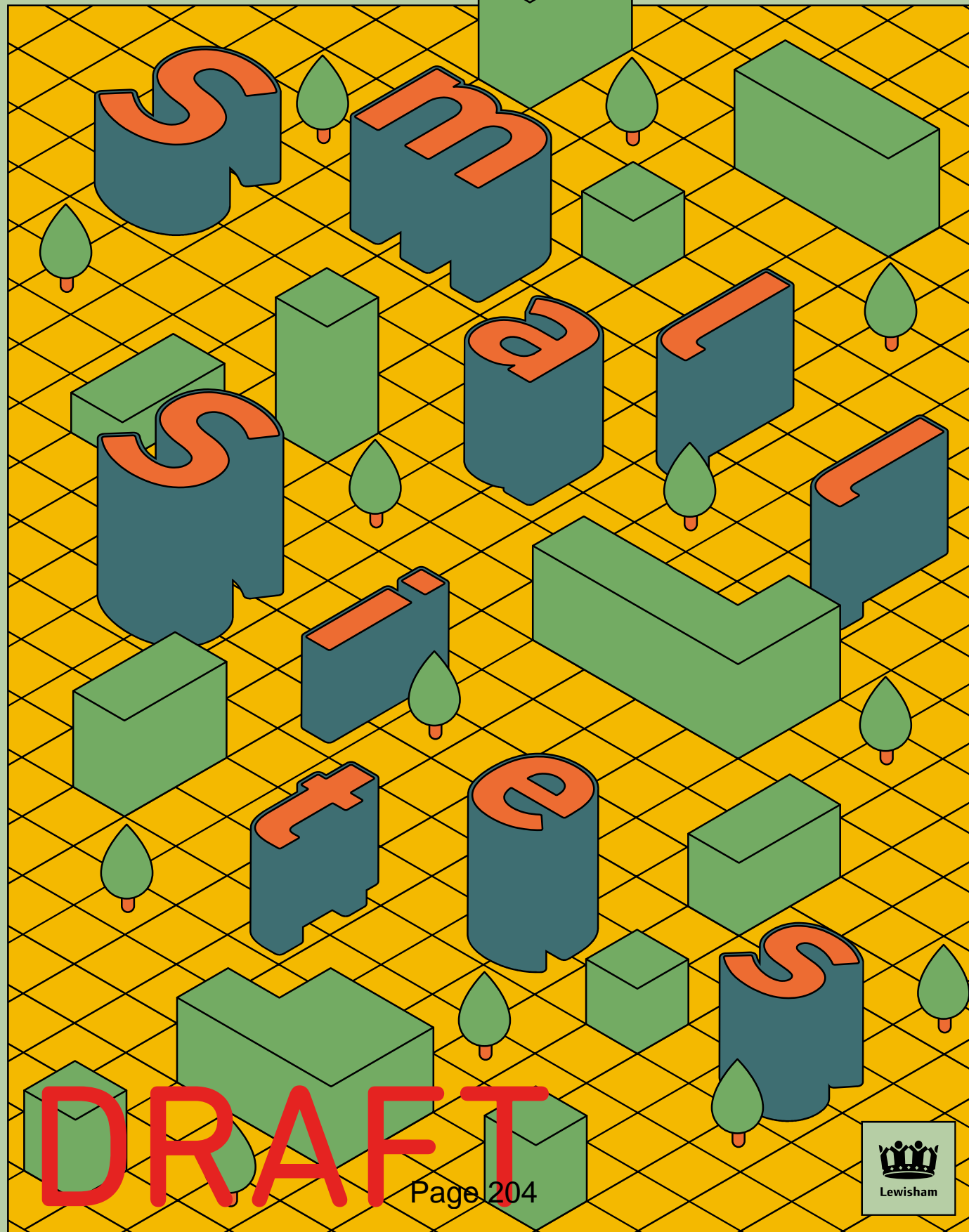


Fig. 185: Awkward green verges can be a places for new homes

Small Sites Appendices

Additional and supporting information

Draft March 2021





**London Borough of Lewisham
Small Sites Appendices
Additional and supporting information**

This document is a development strategy for small sites developments in the London Borough of Lewisham. It is the first of three documents in this series, all of which can be found on Lewisham Council's website.



Researched and written by Ash Sakula (Cany Ash and Robert Sakula) and RCKa (Russell Curtis, Lee Jesson and Robin Turner) with support from Melissa Merryweather, Catherine Croft and the London Borough of Lewisham (Thomas Atkinson, Monique Wallace, David Syme). Graphic Design by RCKa (Zack Wellin).



Published TBC

This is a draft version for comment.

Some images in this document are placeholders awaiting new photography that will be incorporated ahead of issuing for consultation.

Contents

I

Small Sites Vision

Small Sites Design Guide (SPD)

Appendices		
1	Introduction	2
2	Glossary	4
3	Mapping Studies	8
4	Characterisation Area Maps	28
5	The Customer Journey	50
6	Application Review	52
7	Approved Applications	54
8	Refused and Withdrawn Applications	76



1.1. Executive Summary

This document is the Lewisham Small Sites Appendix.

It is Part 3 of three documents which are:

- Part 1: This Small Sites Development Strategy document sets out a high level strategic vision for delivering more homes, including affordable homes, on Lewisham's small sites, underpinned by a series of objectives to achieve this vision.
- Part 2: The Small Sites Design Guide which forms an SPD to guide the delivery of small sites intensification in Lewisham.
- Part 3: Appendices

This Part 3 Appendix document:

- Provides supporting information to the first two parts of the documents including a glossary
- Provides further resources including some of the studies carried out as research to inform the SPD
- Further information not included in the other two documents.

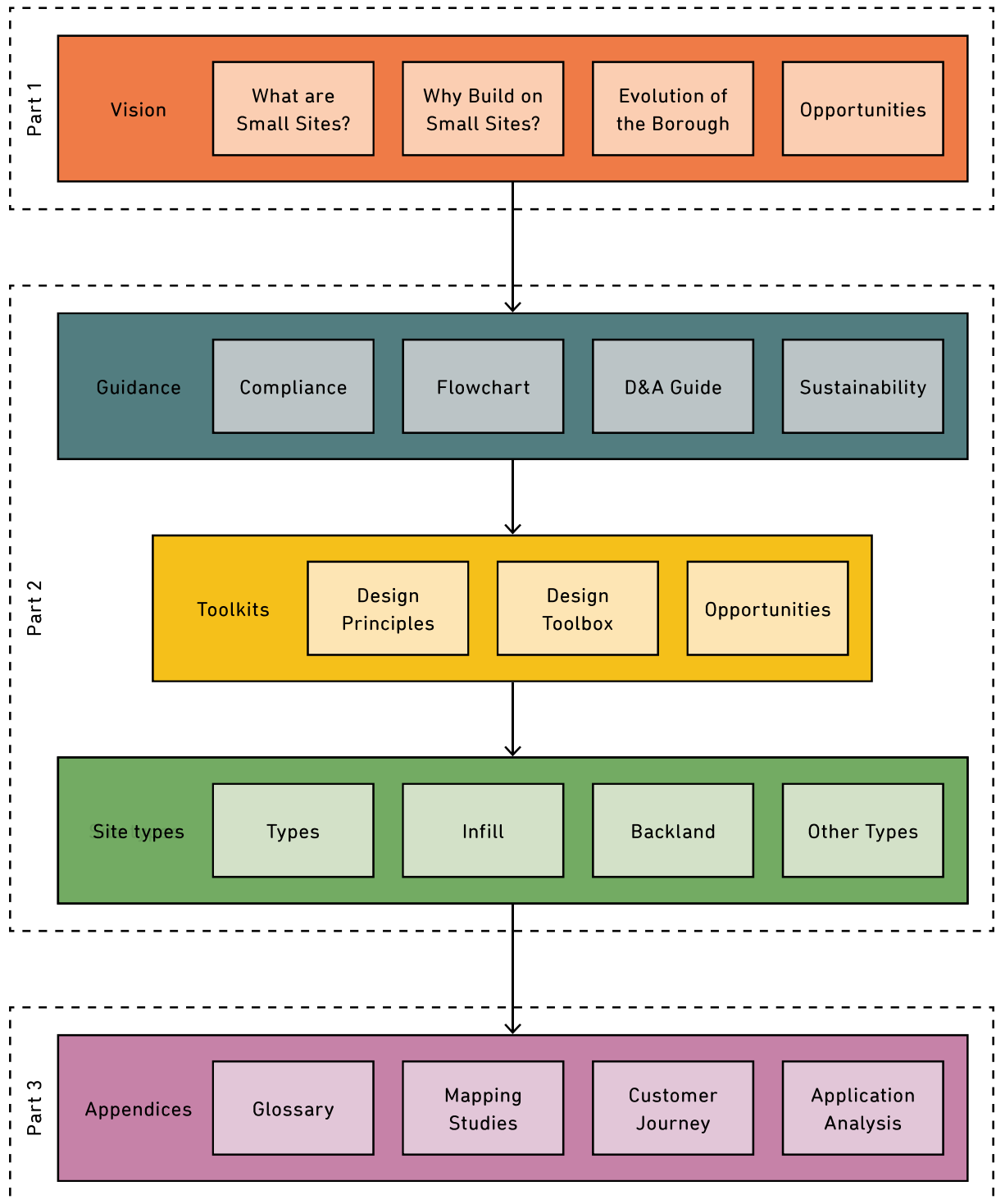


Fig. 1: Structure of the small sites documents. This document constitutes Part 3

A

Amenity

A positive element or elements that contribute to the overall character of an area, for example open land, trees, historic buildings and how they relate to each other.

Archaeology

The systematic study of past human life and culture by the recovery and examination of remaining material evidence, such as graves, buildings, tools, and pottery.

Article 4 direction

Direction removing some or all permitted development rights, for example within a conservation area or curtilage of a listed building. Article 4 directions are issued by local planning authorities.

B

Biodiversity

The whole variety of life encompassing all genetics, species and ecosystem variations, including plants and animals.

Building line

The line formed by the frontages of buildings along a street.

Building regulations

Standards for the design and construction of buildings to ensure the safety and health for people in or about those buildings.

Bulk

The combined effect of the arrangement, volume and shape of a building group of buildings. Also called massing.

Butterfly roof

Two parallel shallow pitched roofs meeting in a valley or gutter

C

Character

The local, visual distinctiveness of a townscape, defined by patterns of development and the local culture in the form of the richness of materials, landscaping and types of architectural forms.

Sill (or cill)

A shelf or slab of stone, wood, or metal at the foot of a window opening or doorway.

Conservation area

An area of special architectural or historic interest, the character or appearance of which is desirable to preserve or enhance. Conservation areas are very much part of the familiar and cherished local scene. It is the area as a whole rather than the specific buildings that is of special interest. Listed buildings within conservation areas are also covered by the listed building consent process.

Curtilage

The area normally within the boundaries of a property surrounding the main building and used in connection with it.

D

Design quality

Good design ensures attractive, usable, durable and adaptable places and is a key element in achieving sustainable development.

E

Elevation

The facade or face of a building, or a plan showing the drawing of a facade.

F

Form

The shape or configuration of a building.

G

General permitted development Order (gpdo)

A government policy order outlining that certain limited or minor forms of development may proceed without the need to make an application for planning permission.

Groundwater

Water stored underground in areas of rock known as aquifers.

H

Habitable rooms

Any room used or intended to be used for sleeping, cooking, living or eating purposes. Bathrooms, toilets, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition.

Highway

A publicly maintained road, together with footways and verges.

Hipped roof

Roof which slopes up towards the ridge. Hipped roof has sloped instead of vertical end.

Historic environment

All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora. Those elements of the historic environment that hold significance are called heritage assets.

I

Infrastructure

The physical features (for example roads, rails, and stations) that make up the transport network.

J

Juliet balcony

A shallow balcony designed to provide a barrier in front of french doors.

Jamb

The vertical face of an archway, doorway or window.

L

Lawful development certificate

A procedure by an application can be made to a local planning authority seeking certification that an existing or proposed uses, and other forms of development, can be considered as lawful for planning purposes.

Layout

The way buildings, routes and open spaces are placed or laid out on the ground.

Local planning authority

The local authority or council that is empowered by law to exercise planning functions.

Lintel

Beam over an aperture carrying the wall

Listed building

A 'listed building' is a building, object or structure that has been judged to be of national historical or architectural interest. It is included on a register called the statutory list of buildings of architectural or historic interest and part 10 of the local land charges register.

M

Mansard roof

There are different types of mansard roof. Early mansards have a double slope, the lower slope being longer and steeper than the upper. Later mansards have one long, steep slope and often have almost flat or flat roofs.

Maisonette

An apartment at more than one level.

Massing

A term in architecture which refers to the perception of the general shape and form as well as size of a building.

O

Open space

All space of public value, including rivers, canals, lakes and reservoirs, which can offer opportunities for recreation. They also provide visual amenity and a haven for wildlife.

Overbearing

A term used to describe the impact of a development or building on its surroundings, particularly a neighbouring property, in terms of its scale, massing and general dominating effect.

Over-development

An amount of development (for example the quantity of buildings or intensity of use) that is excessive in terms of demands on infrastructure and services, or impact on local amenity and character.

Overlooking

A term used to describe the effect when a development or building affords an outlook over adjoining land or property causing loss of privacy.

Overshadowing

The effect of a development or building on the amount of natural light presently enjoyed by a

neighbouring property, resulting in a shadow being cast over that neighbouring property.

P

Permitted development rights

Permission to carry out certain limited forms of development without the need to make an application to a local planning authority, as granted under the terms of the town and country planning (general permitted development) order.

Passive solar heating

A solar heating system using a simple solar collector, building materials, or an architectural design to capture and store the sun's heat.

Pilaster

A projection from a masonry wall

Planning permission

Formal approval sought from a council, often granted with conditions, allowing a proposed development to proceed. Permission may be sought in principle through outline planning applications, or be sought in detail through full planning applications.

Planning portal

A national website provided by the government for members of the public, local planning authorities and planning consultants. The planning portal features a wide range of information and services on planning.

Photovoltaics /photovoltaic cells

Conversion of solar radiation (the sun's rays) to electricity by the effect of photons (tiny packets of light) on the electrons in a solar cell.

Place

The relationship between space, setting and landscape which interact to produce characteristics attributable to a location.

Planning condition

Condition attached to a planning permission.

Public realm

This is the space between and within buildings that are publicly accessible, including streets, squares, forecourts parks and open spaces.

Q

Quoin

Any external angle or corner of a structure.

One of the dressed stones used to dress and strengthen the corner of a building.

R

Residential amenity

The benefits enjoyed from within a residential property that the planning system seeks to safeguard. These include no unacceptable impact from noise, vibration, disturbance, air pollution, loss of privacy, outlook (but not particular views) and overshadowing.

Renewable energy

Energy derived from a source that is continually replenished, such as wind, wave, solar, hydroelectric and energy from plant materials, but not fossil fuels or nuclear energy. Although not strictly renewable, geothermal energy is generally included.

Reveal

Vertical return of side of an aperture in a wall between the plane of the wall and e.G. A door frame. It is generally set square with the face, but if out diagonally it is called a splay.

Roof pitch

The angle of a roof.

Roof-light

An opening in a roof that allows light to enter the building.

S

Street-scene / streetscape

The visual features within streets, which contribute to the character of the street and the wider area.

Subordinate

To serve under. Unequal.

3.1. GIS Mapping

Using data from the multiple sources including the London Development Database, RCKa has developed a method for analysing and displaying information using GIS mapping software. This allows us to visualise data, and for multiple datasets to be overlaid and their relationships considered. This continually evolving tool enables us to quickly access and understand large amounts of information and understand its impact on an area.

As part of this project we have been developing this tool to include a significant amount of Lewisham specific information. This includes information about small sites planning applications in the borough. In this section of the document we present some of the maps that we have used to inform our analysis.

3.2. Copyright

The data on which these maps are based come from a variety of sources and is subject to the following copyright notices:

Contains OS data © Crown copyright and database right 2021

Contains Royal Mail data © Royal Mail copyright and Database right 2021

Contains National Statistics data © Crown copyright and database right 2021

This information is subject to Crown copyright and database rights 2021 and is reproduced with the permission of HM Land Registry.

The polygons (including the associated geometry, namely x, y co-ordinates) are subject to Crown copyright and database rights 2021 Ordnance Survey 100026316.

See <https://use-land-property-data.service.gov.uk/datasets/inspire#conditions>

4.1. Ward Maps

For each of the eighteen wards of Lewisham we have produced a map allowing us to understand the distinct administrative areas. Onto these maps we have overlaid additional data sets, including planning policy constraints, flood risk, public transport accessibility levels, and so on.

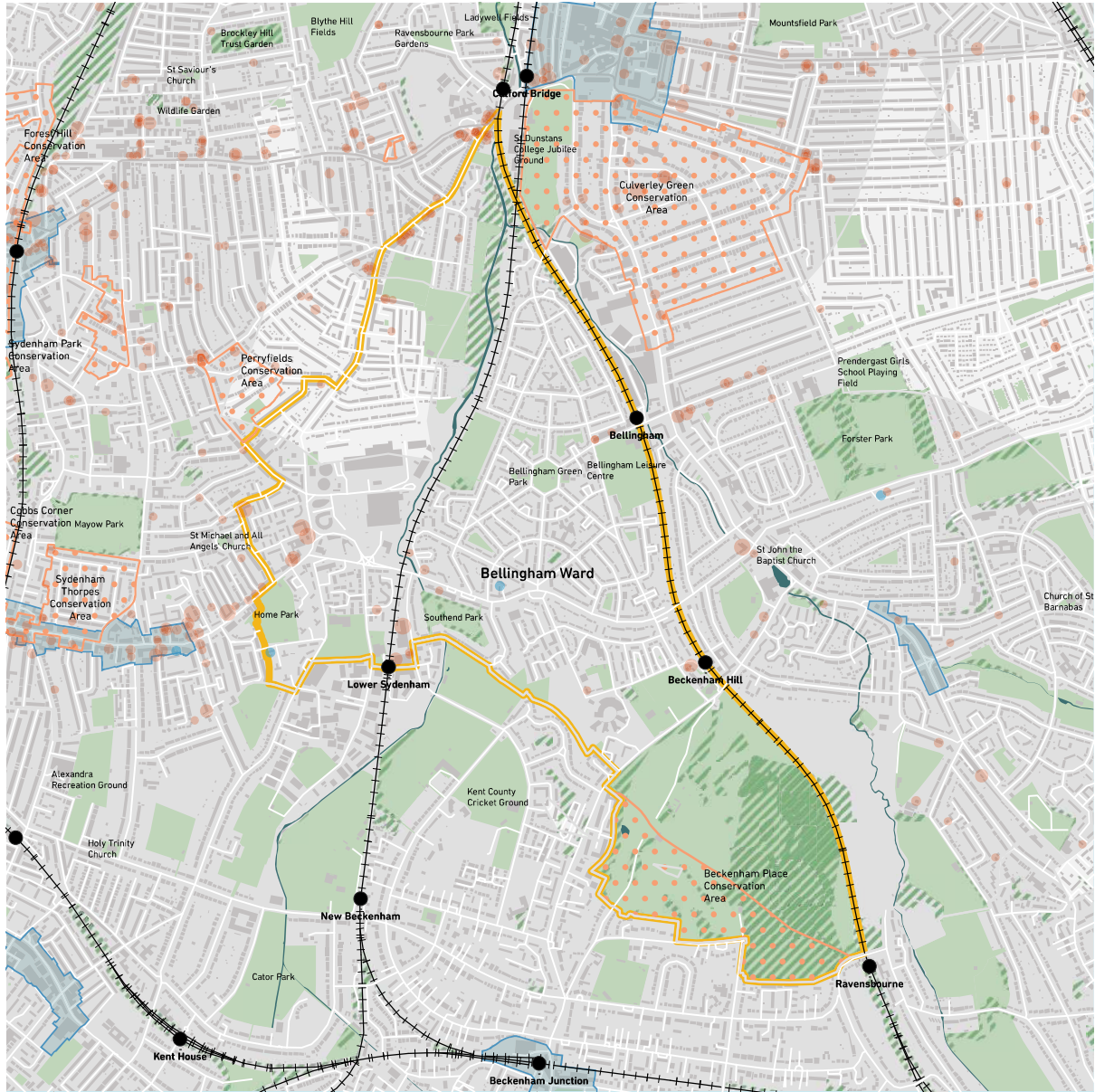
Some of these include details of small site planning approvals so that we can see where small sites developments are successfully reaching completion, and where they are not. These maps also show the patterns of development, including applications which have been approved, but not built, so that we can build up a picture of the pattern of small site development across Lewisham.

Also identified on these maps are:

- The New London Plan H2 Policy area showing areas that are within 800 metres of a station, town centre boundary, or with a Public Transport Accessibility Level (PTAL) of 3 or more.
- Local policy areas, including conservation areas, town centre boundaries.
- Topographic information including contours, railways, roads, green space, woodlands, waterways and buildings.



Fig. 2: Map of Lewisham's Wards



Bellingham Ward

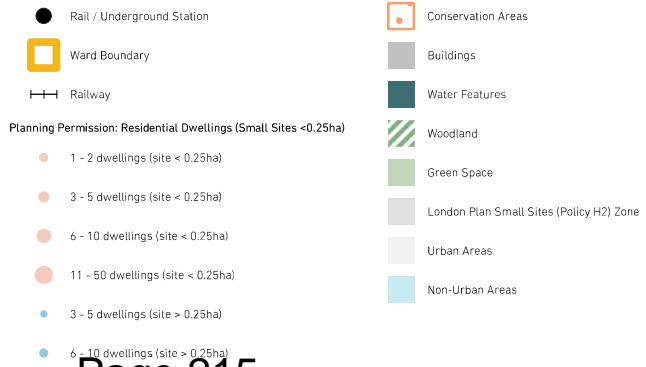


Fig. 3: Map of Bellingham Ward



Blackheath Ward

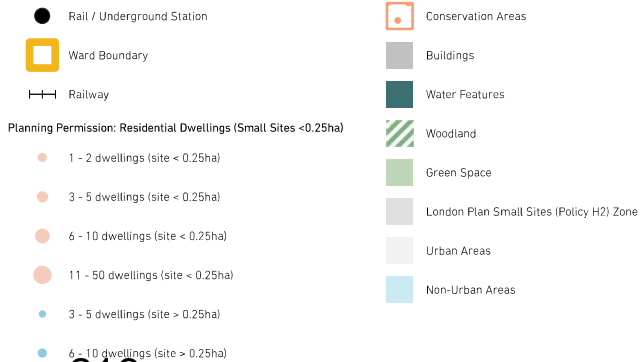
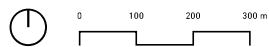


Fig. 4: Map of Blackheath Ward



Brockley Ward

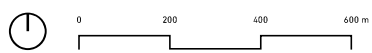


- Rail / Underground Station
- Ward Boundary
- Railway
- Conservation Areas
- Waterlines
- Buildings
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
 - 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)
- Water Features
- Woodland
- Green Space
- London Plan Small Sites (Policy H2) Zone
- Urban Areas
- Non-Urban Areas

Fig. 5: Map of Brockley Ward

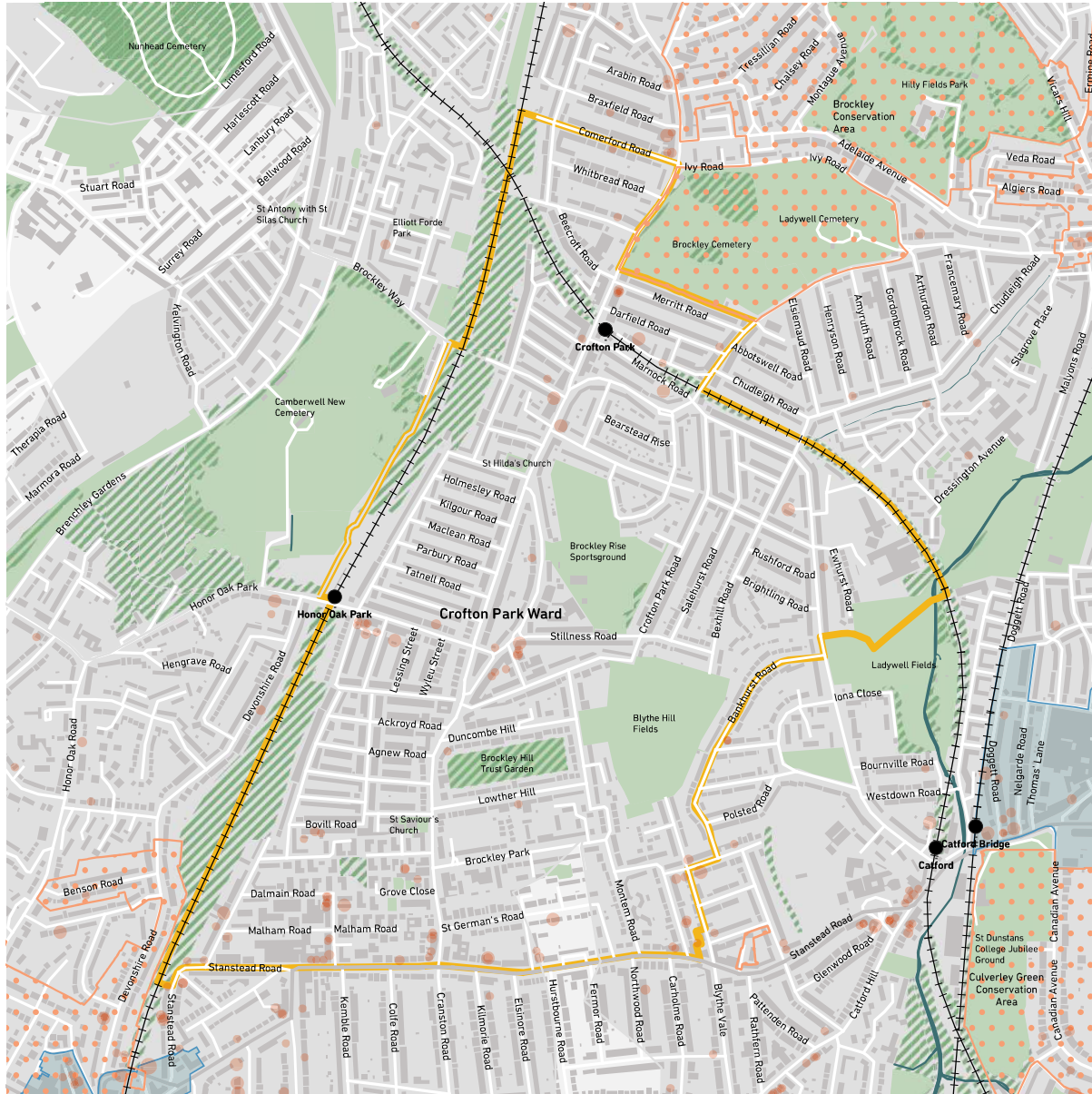


Catford South Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

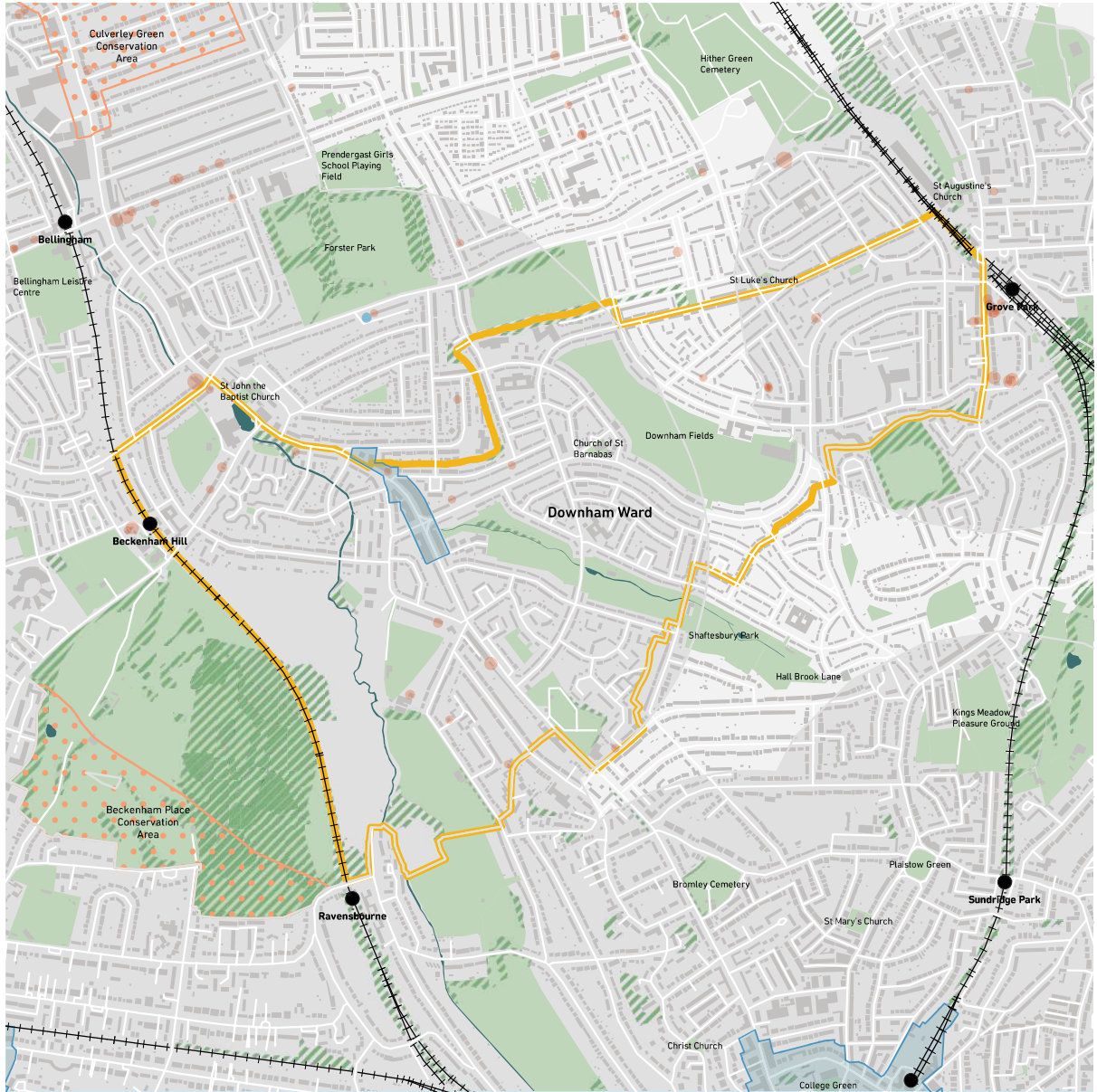
Fig. 6: Map of Catford South Ward



Crofton Park Ward



Fig. 7: Map of Crofton Park Ward



Downham Ward



- Rail / Underground Station
 - Ward Boundary
 - +— Railway
 - Conservation Areas
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <math>< 0.25\text{ha}</math>)
- 1 - 2 dwellings (site <math>< 0.25\text{ha}</math>)
 - 3 - 5 dwellings (site <math>< 0.25\text{ha}</math>)
 - 6 - 10 dwellings (site <math>< 0.25\text{ha}</math>)
 - 11 - 50 dwellings (site <math>< 0.25\text{ha}</math>)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 8: Map of Downham Ward



Evelyn Ward

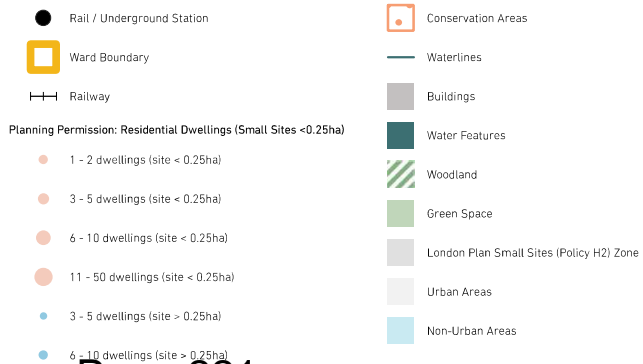
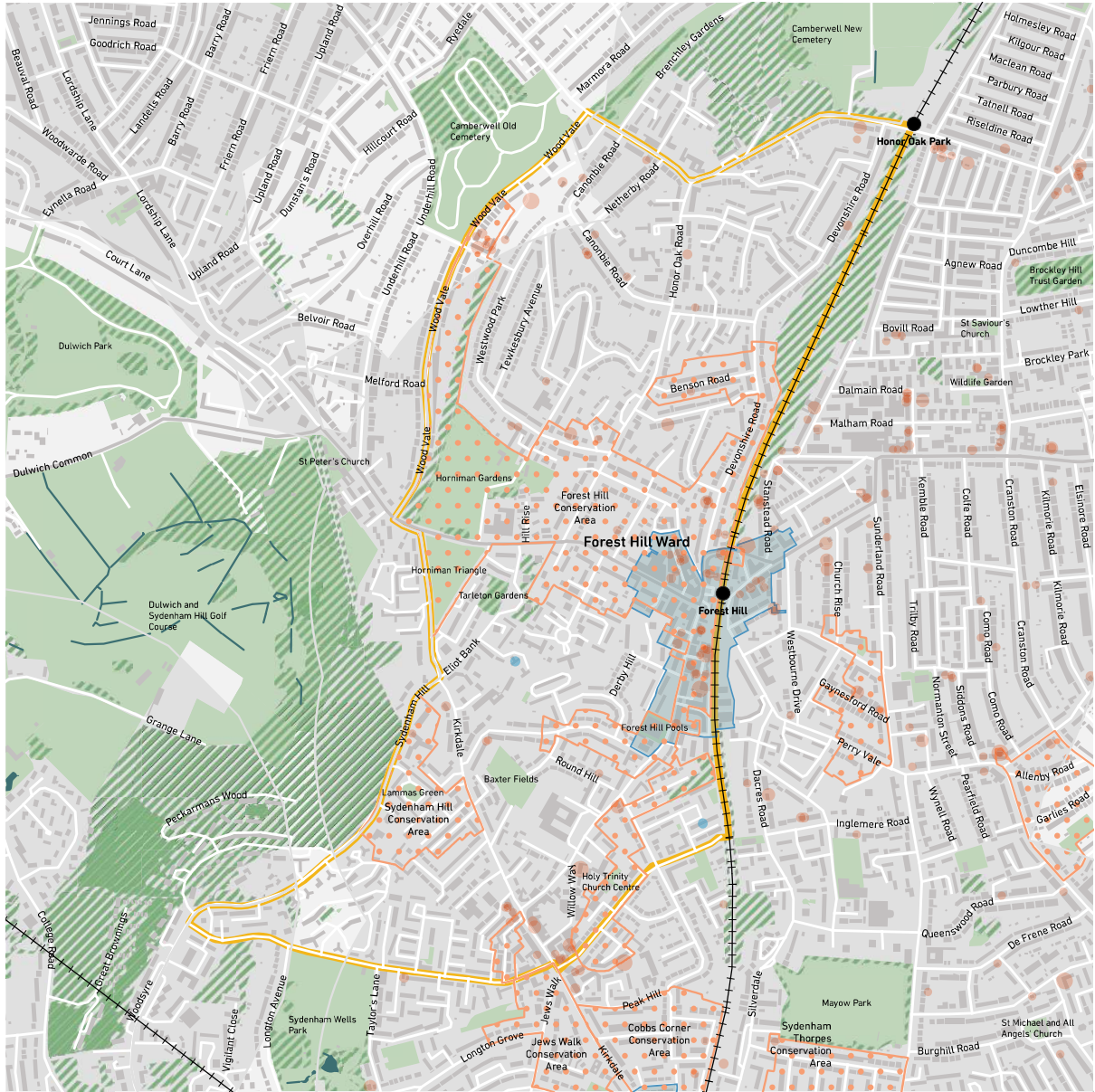
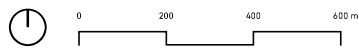


Fig. 9: Map of Evelyn Ward



Forest Hill Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 10: Map of Forest Hill Ward



Grove Park Ward

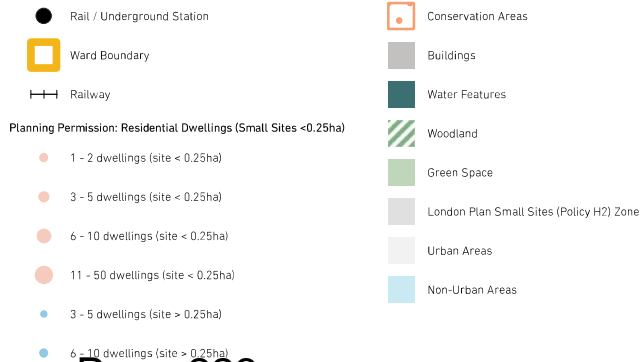
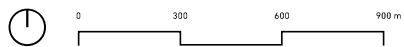


Fig. 11: Map of Grove Park Ward



Ladywell Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 12: Map of Ladywell Ward



Lee Green Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 13: Map of Lee Green Ward



Lewisham Central Ward

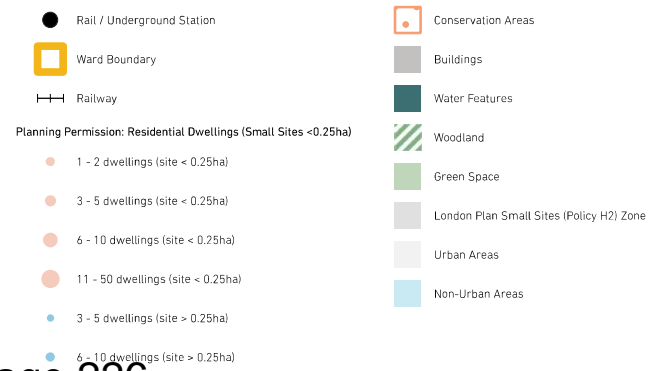
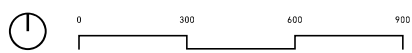


Fig. 14: Map of Lewisham Central Ward



New Cross Ward



- Rail / Underground Station
 - Ward Boundary
 - +— Railway
 - Conservation Areas
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 15: Map of New Cross Ward



Perry Vale Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 16: Map of Perry Vale Ward

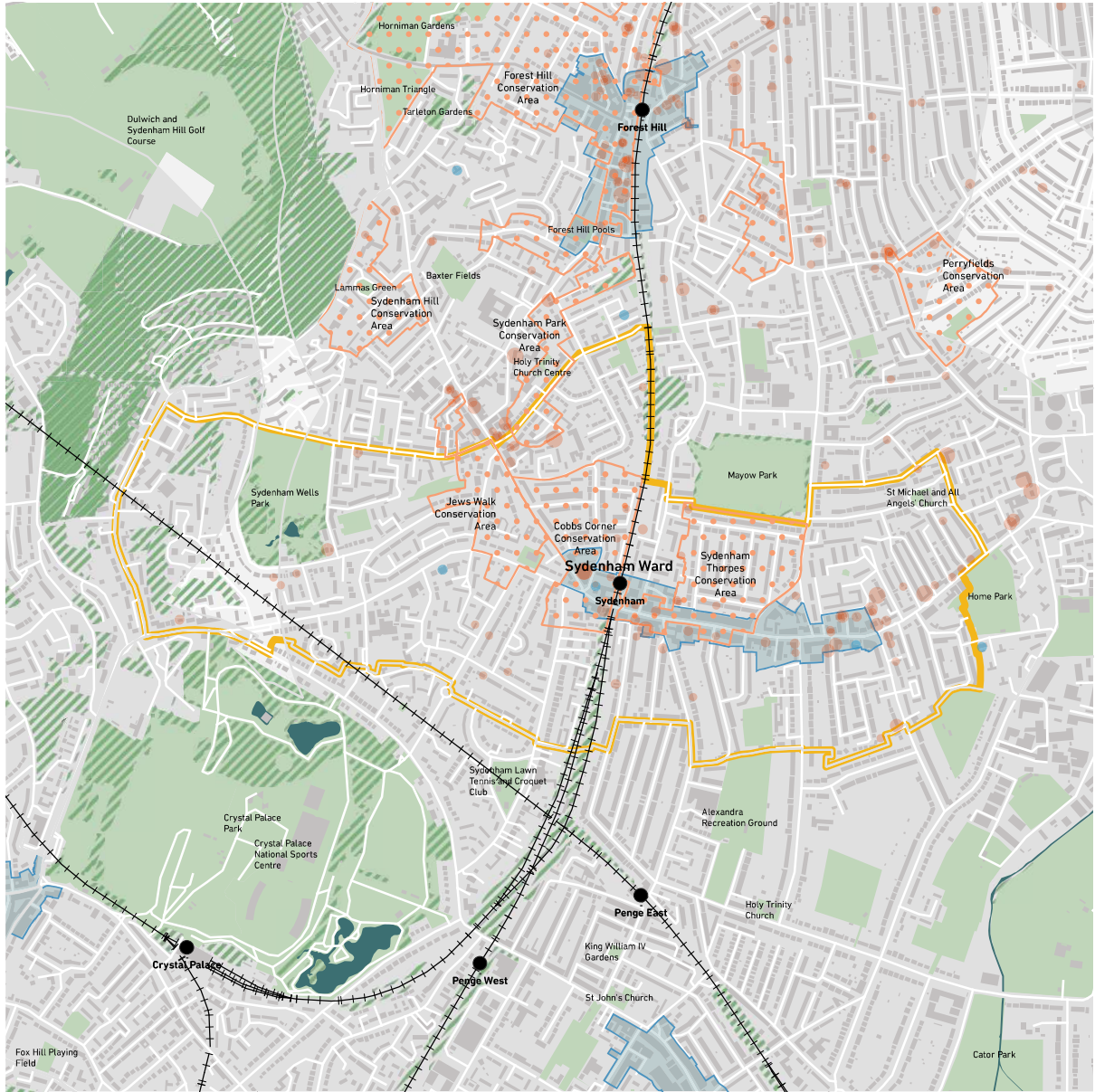


Rushey Green Ward



- Rail / Underground Station
 - Ward Boundary
 - Railway
 - Conservation Areas
 - Waterlines
 - Buildings
 - Water Features
 - Woodland
 - Green Space
 - London Plan Small Sites (Policy H2) Zone
 - Urban Areas
 - Non-Urban Areas
- Planning Permission: Residential Dwellings (Small Sites <0.25ha)
- 1 - 2 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site < 0.25ha)
 - 6 - 10 dwellings (site < 0.25ha)
 - 11 - 50 dwellings (site < 0.25ha)
 - 3 - 5 dwellings (site > 0.25ha)
 - 6 - 10 dwellings (site > 0.25ha)

Fig. 17: Map of Rushey Green Ward



Sydenham Ward

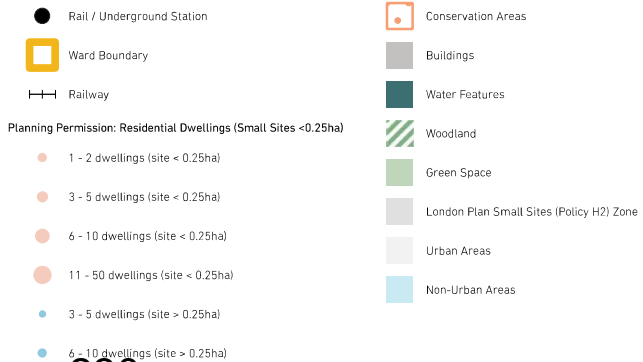
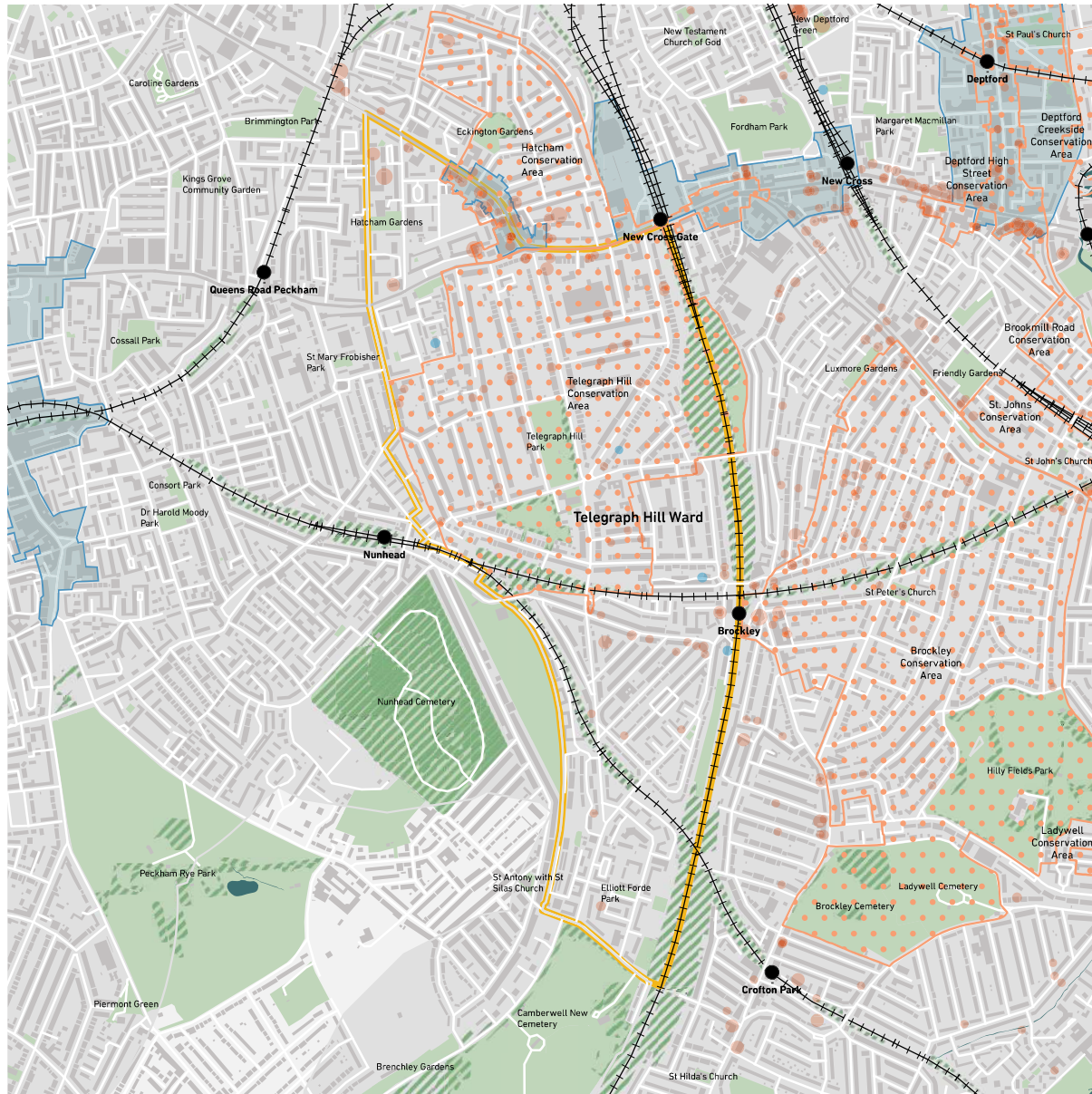


Fig. 18: Map of Sydenham Ward



Telegraph Hill Ward

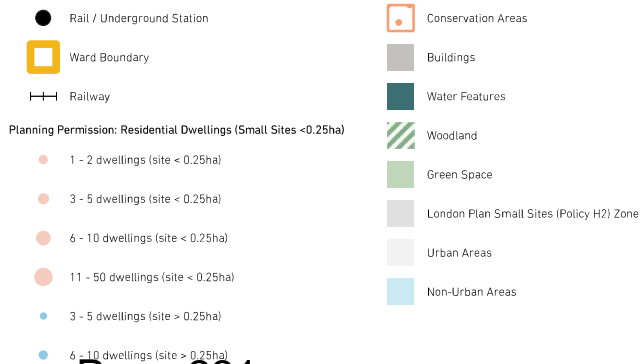
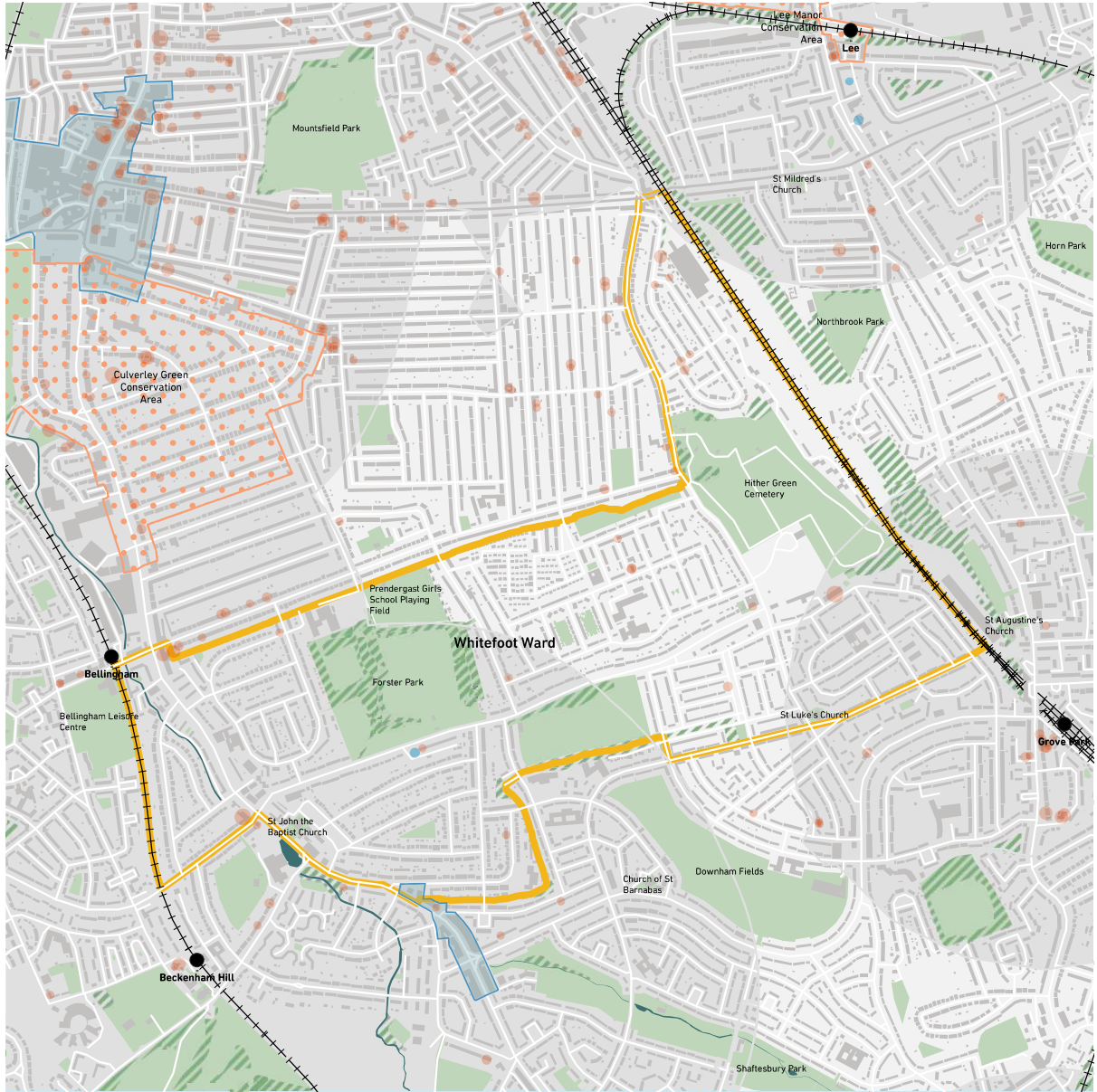


Fig. 19: Map of Telegraph Hill Ward



Whitefoot Ward

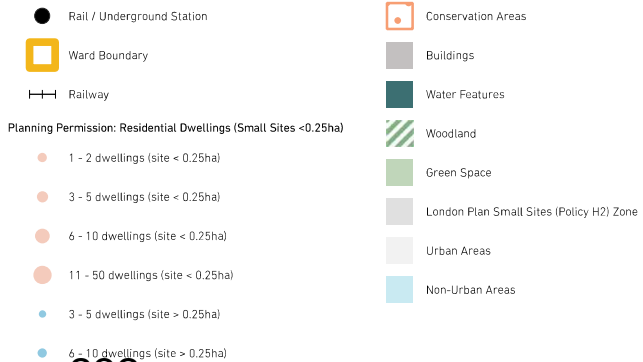
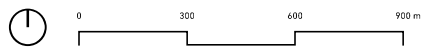


Fig. 20: Map of Whitefoot Ward

4.2. Characterisation Study

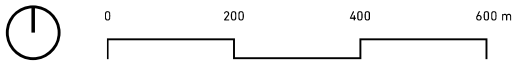
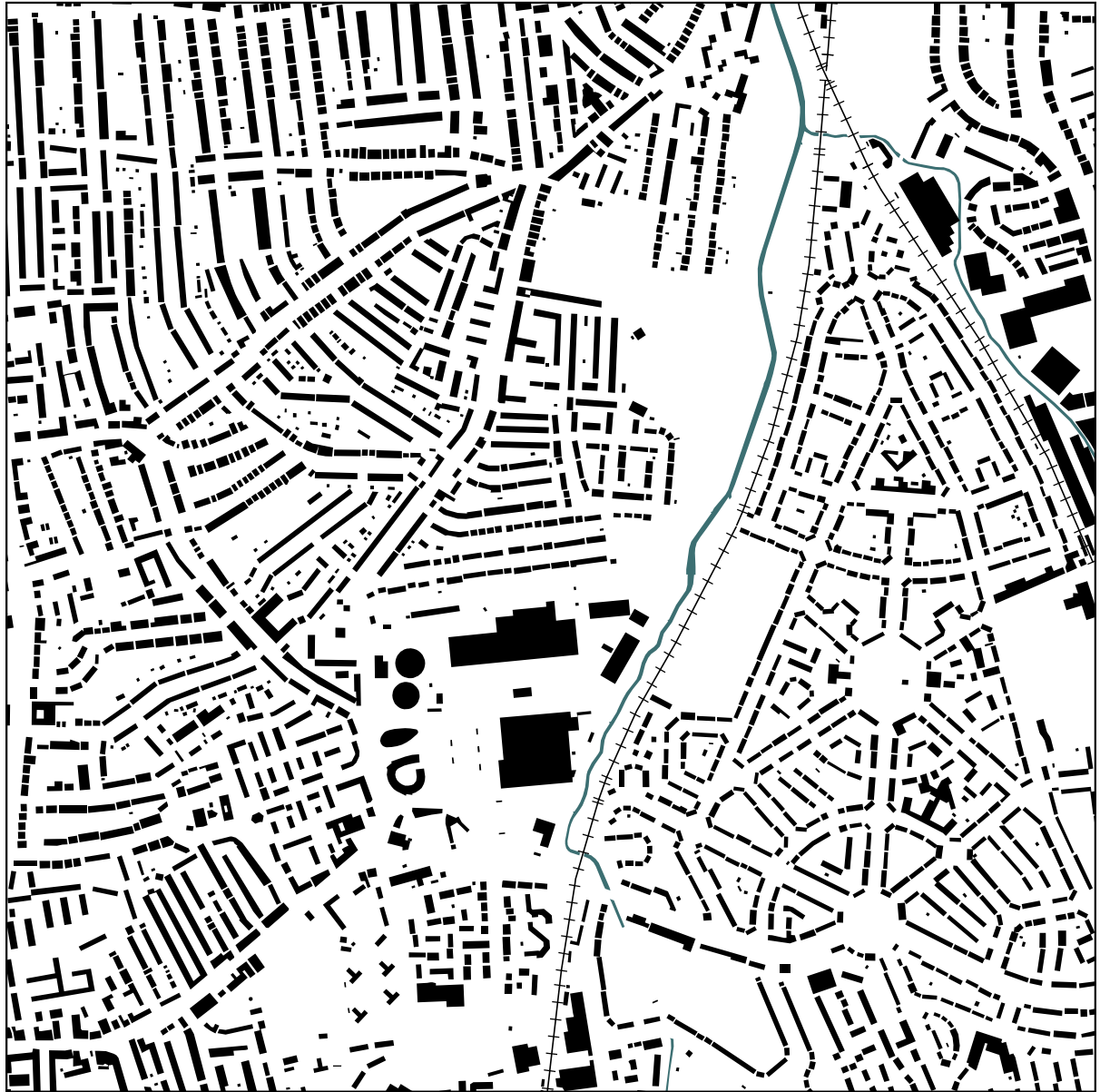
Although wards provide a helpful definition of areas in terms of data, they are not typically how the area is understood by residents. The March 2019 Lewisham Characterisation Study splits the borough into a number Character Areas that were developed in conjunction with local residents and stakeholders and are more representative of the varying character of built form, as well as how local people define the areas of the borough.

4.3. Character area maps

We have prepared maps for each of these character areas, but as there is less data available for these maps, we have focussed them on understanding the typological make up of the area. Information is therefore kept to a minimum on them to allow this typological make up to be read more clearly. We have shown a selection of these maps here, and included them in full in the appendix.



Fig. 21: Map of Lewisham showing the location and approximate extent of character areas



Bell Green Character Area

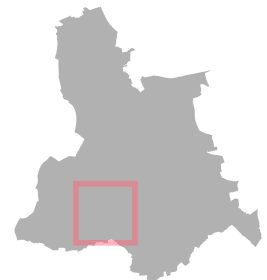
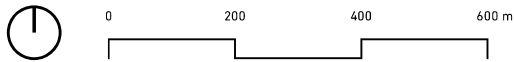


Fig. 22: Nolli plan of Bell Green Character Area



Bellingham Character Area

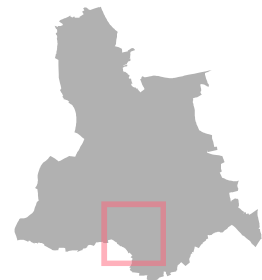
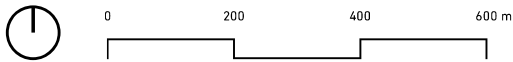


Fig. 23: Nolli plan of Bellingham Character Area



Blackheath Character Area

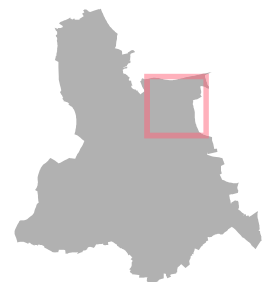
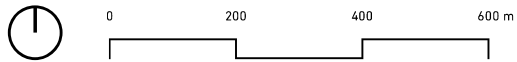


Fig. 24: Nolli plan of Blackheath Character Area



Blythe Hill Character Area

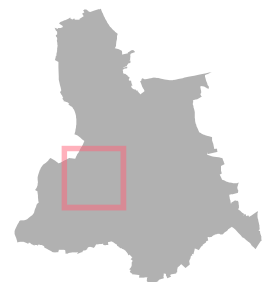
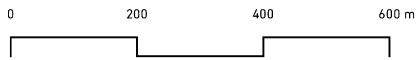


Fig. 25: Nolli plan of Blythe Hill Character Area



Brockley Character Area

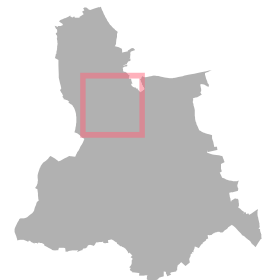
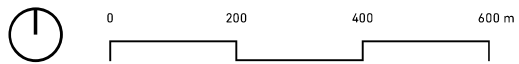


Fig. 26: Nolli plan of Brockley Character Area



Catford Character Area

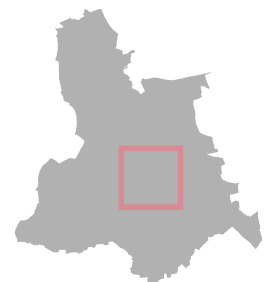
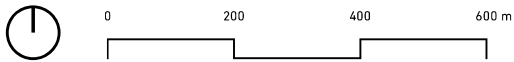


Fig. 27: Nolli plan of Catford Character Area



Crofton Park Character Area

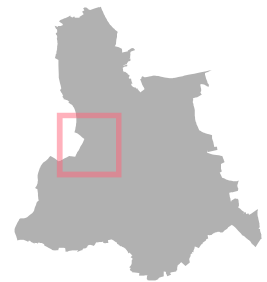
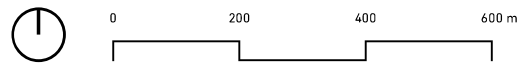


Fig. 28: Nolli plan of Crofton Park Character Area **Page 240**



Deptford Character Area

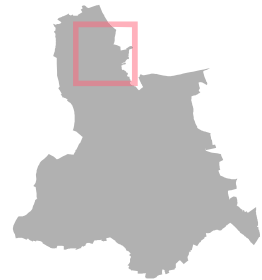
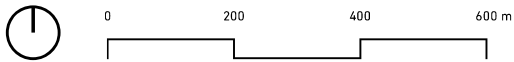


Fig. 29: Nolli Plan of Deptford Character Area



Downham Character Area

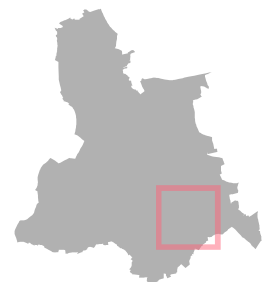
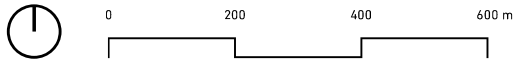


Fig. 30: Nolli plan of Downham Character Area



Forest Hill Character Area

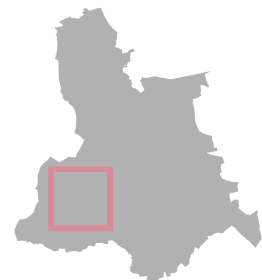
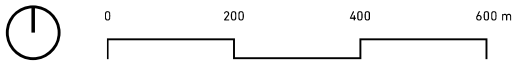


Fig. 31: Nolli plan of Forest Hill Character Area



Grove Park Character Area

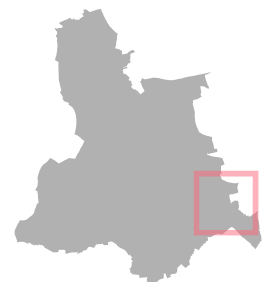
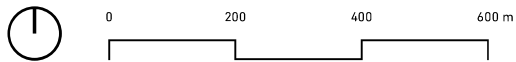
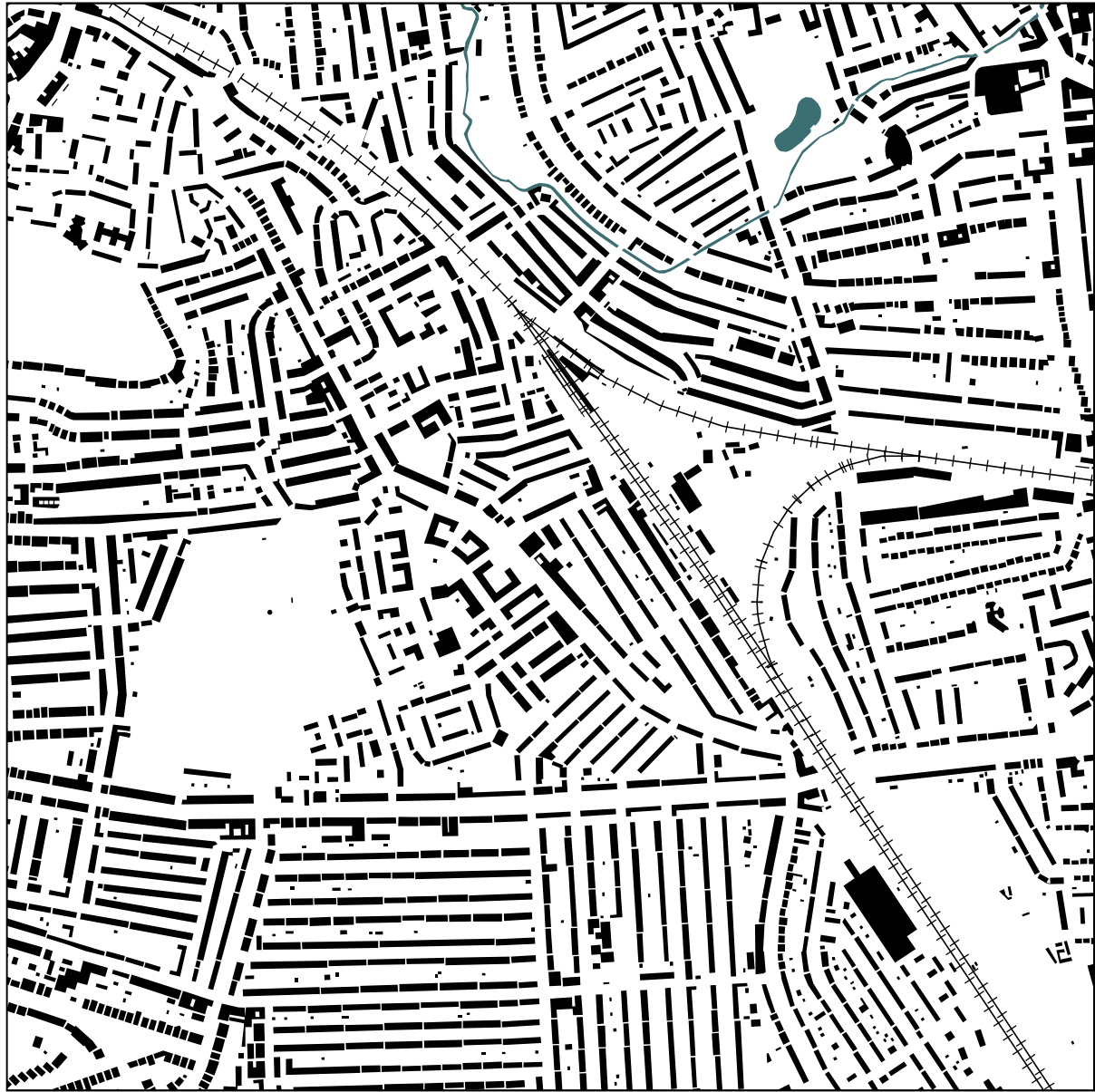


Fig. 32: Nolli plan of Grove Park Character Area



Hither Green Character Area

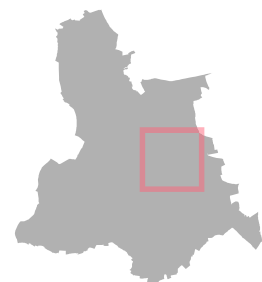
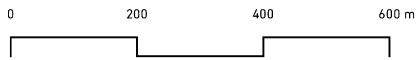


Fig. 33: Nolli plan of Hither Green Character Area



Honor Oak Character Area

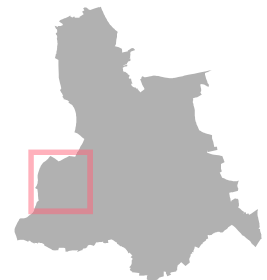
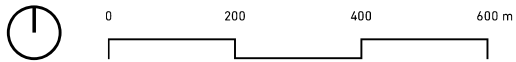


Fig. 34: Nolli plan of Honor Oak Character Area



Ladywell Character Area

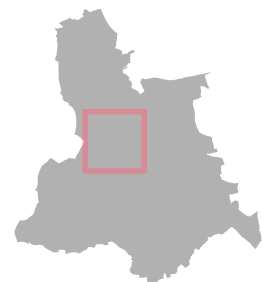
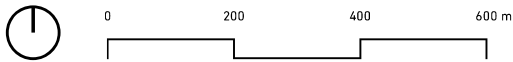


Fig. 35: Nolli plan of Ladywell Character Area



Lee Character Area

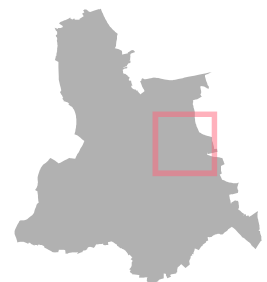
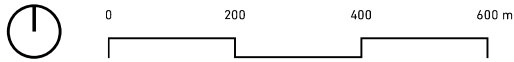


Fig. 36: Nolli plan of Lee Character Area



Lewisham Central Character Area

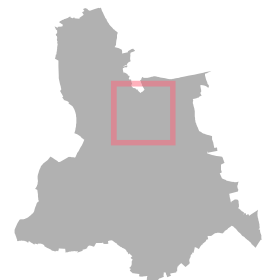
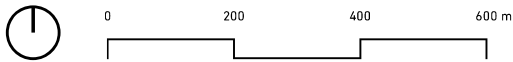
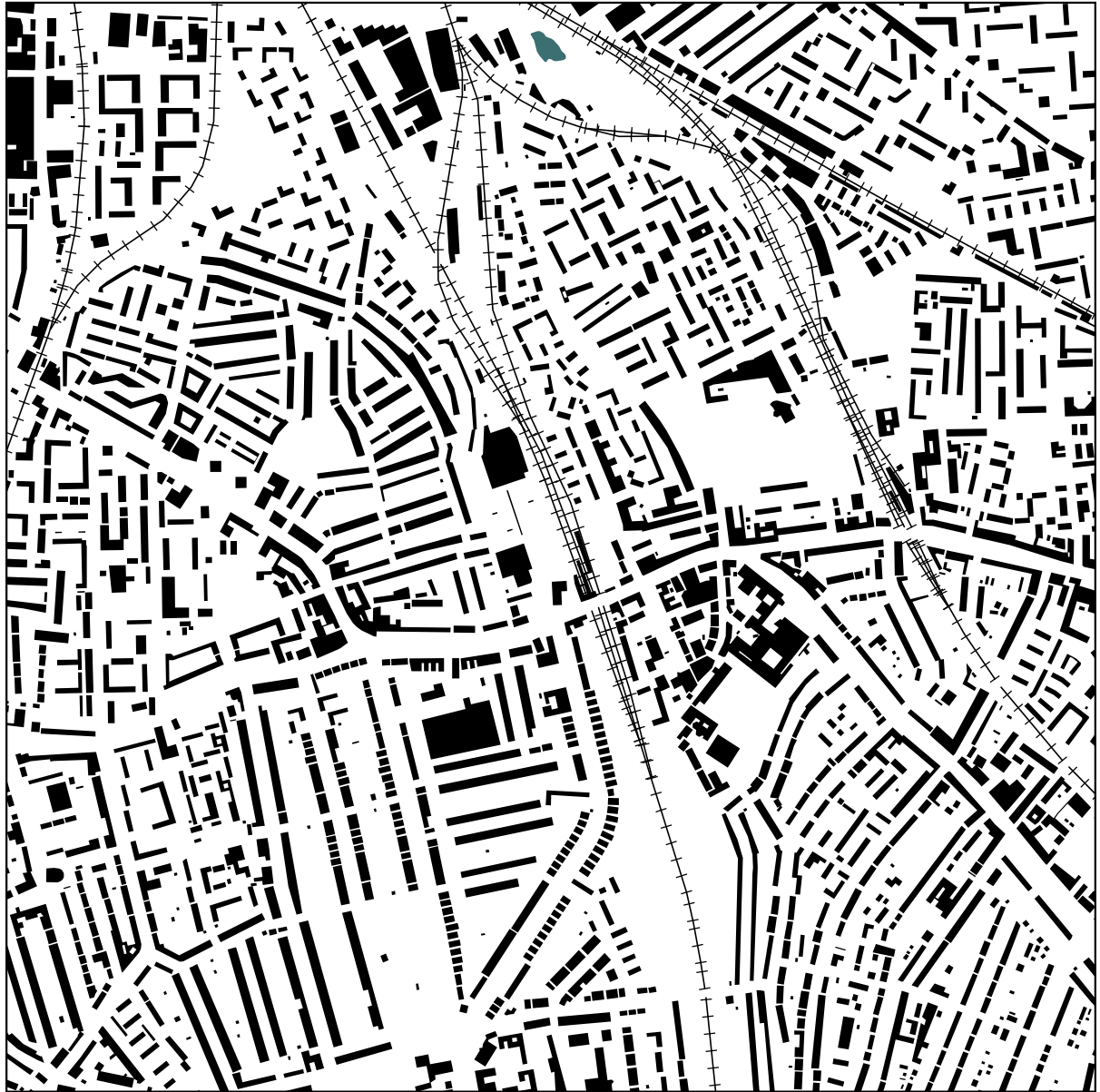


Fig. 37: Nolli plan of Lewisham Central Character Area



New Cross Character Area

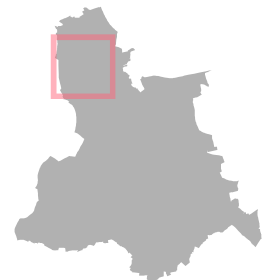
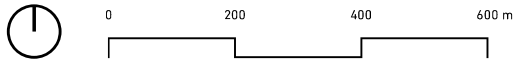


Fig. 38: Nolli plan of New Cross Character Area



North Deptford Character Area

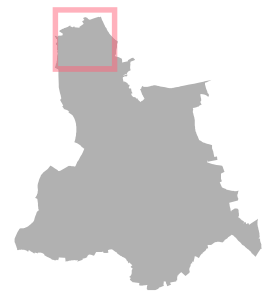
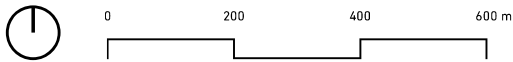
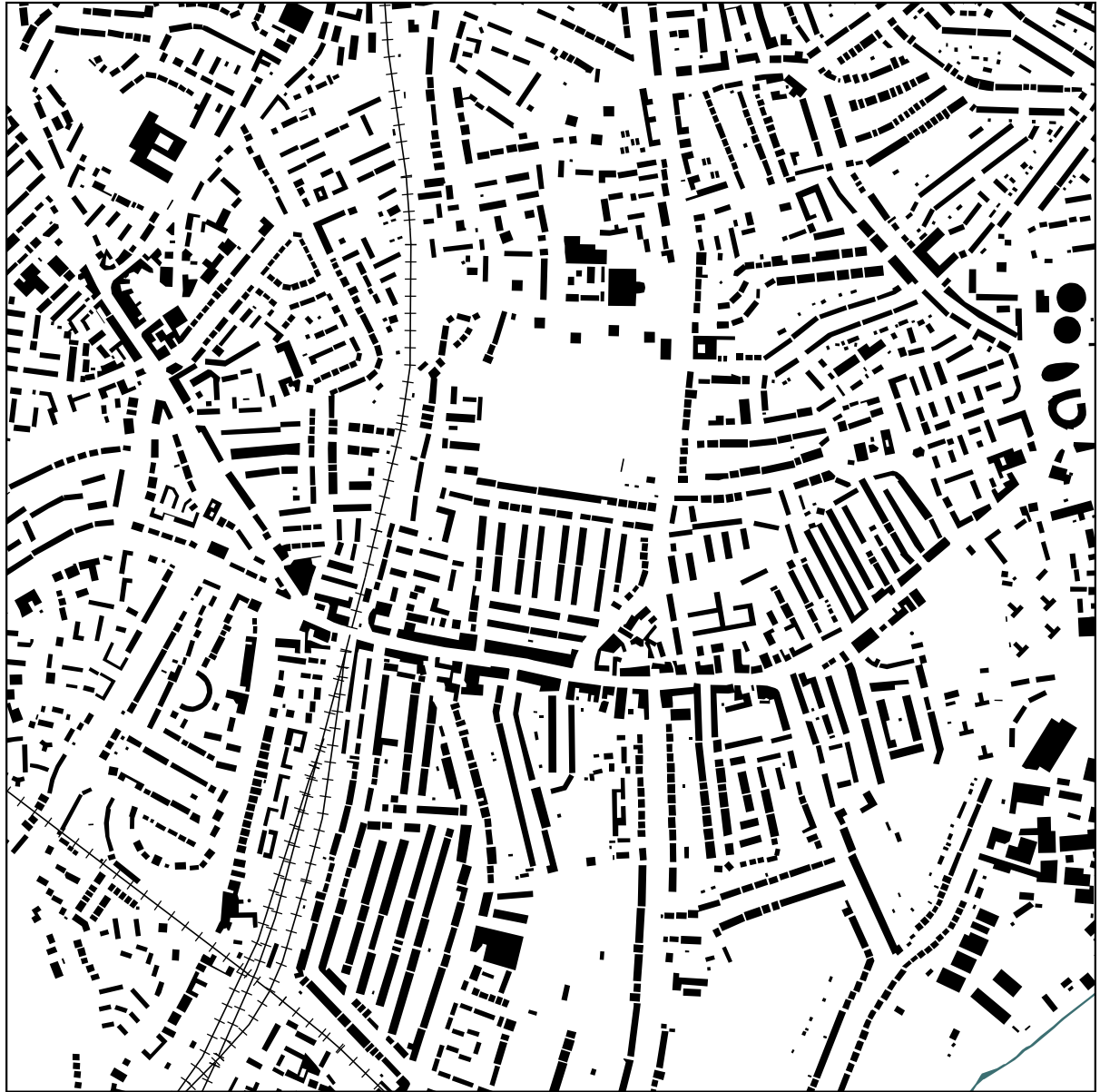


Fig. 39: Nolli plan of North Deptford Character Area



Sydenham Character Area

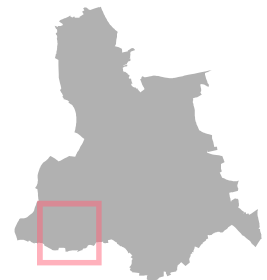
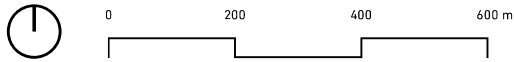


Fig. 40: Nolli plan of Sydenham Character Area



Sydenham Hill Character Area

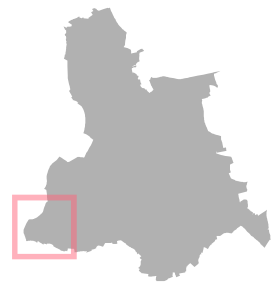
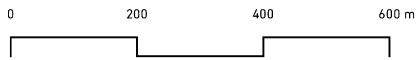


Fig. 41: Nolli plan of Sydenham Hill Character Area



Telegraph Hill Character Area

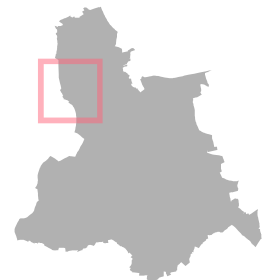


Fig. 42: Nolli plan of Telegraph Hill Character Area Page 254

6 The Customer Journey

6.1. A Strategic Approach

The success of the SPD, and associated activities undertaken by Lewisham planners, will be measured by how effectively it empowers all parties to a typical small site development process. It may be useful to think about the various parties involved in small site development, be they owners, developers, neighbours, community groups, as ‘customers’.

Lewisham planners will need to take on an **active role** in promoting the benefits of small site development. Reaching out to customers will be a multi-stage process. Key steps towards customer engagement will include:

- **Reach** (creating visibility and interest) by publicising the new SPD.
- **Engage** and educate through the information contained in the SPD (demonstrating at a glance benefits and drawing people closer).
- **Bond** (phone, zoom or one to one meetings on site to explore/explain opportunities and constraints).
- **Reassure** (building trust by demonstrating value using content featuring, for example, past successful planning, construction, neighbourhood-building outcomes).
- **Excite** (visit past exemplar projects to show possibilities and allay concerns).
- **Convert** (Provide useful detailed information on how to overcome key development hurdles).
- **Deepen** (continue engagements throughout the process all the way to post-completion follow ups and success stories, shared hints and tips, advice based on continuous feedback loops, for use in ongoing marketing and communications).

The diagram, right, describes some of the key stages and activities in the customer journey of an owner or small developer.

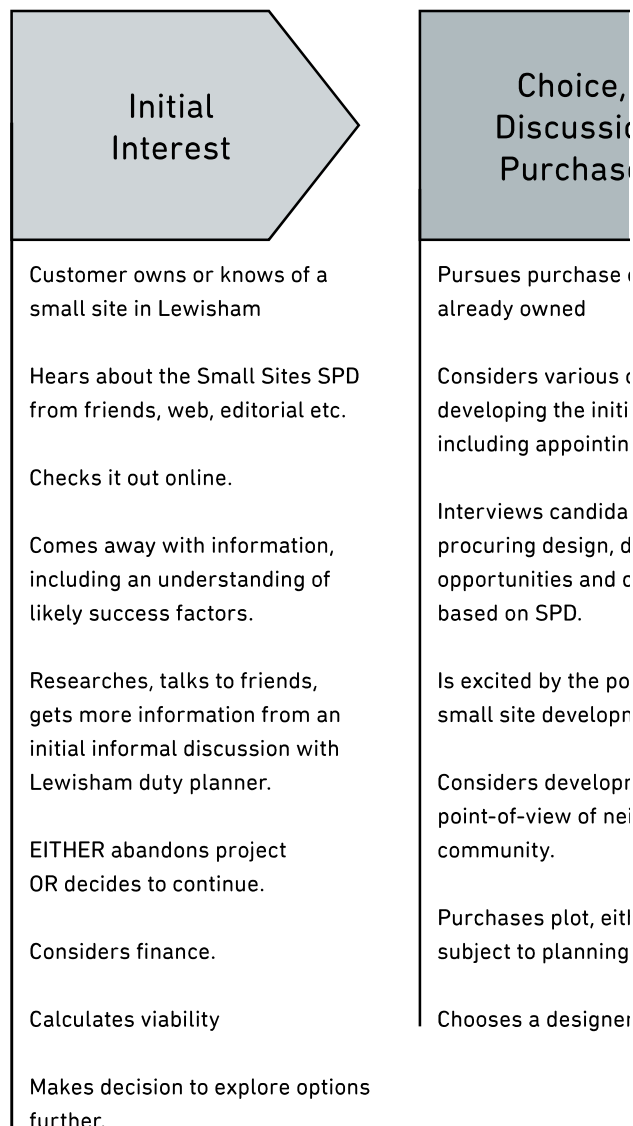
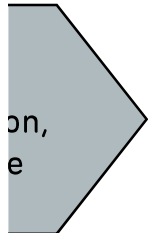


Fig. 43: Customer Journey diagram



on, if not
e

of plot, if not

options for
al design,
g an architect

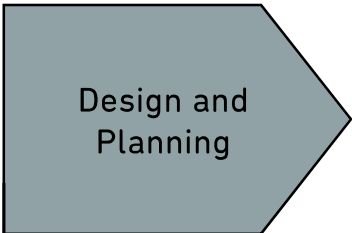
tes for
liscussing
:challenges

ssibilities that
nent offers.

ment from
ighbours and

her outright or
outcome.

r.



Design and Planning

Develops brief with designer including sustainability targets.

Receives initial design options and costs.

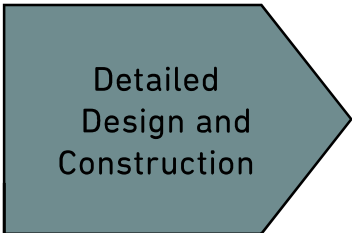
Chooses preferred option and budget.

Attends pre-app meeting between designer and planners.

Receives written advice from planners.

Instructs designer to incorporate feedback from planners. Designer develops design for planning and submits.

EITHER with benefit of SPD and planning advice, permission is achieved
OR refusal, leading to appeal or abandonment



Detailed Design and Construction

EITHER site is sold with benefit of planning
OR customer develops site

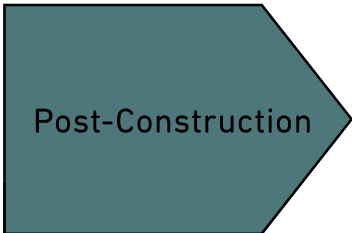
Detailed design, and planning conditions discharged.

Project is tendered.

Building regulations application approved.

Construction.

Completion and hand over



Post-Construction

Project is occupied, providing new homes for Lewisham

Lewisham measures success of outcome, including local community responses, with assumptions at planning stage, and adjusts its processes as/if needed for future applications

All parties invited to provide online feedback to Lewisham on all aspects of the process.

Parties may be invited to take part in more detailed Lewisham research and evaluation.

Research feedback improves planning processes and neighbourhood outcomes for the future.

7.1. Purpose of the review

To better understand how the existing policy landscape is impacting the delivery of small sites across the borough we started by reviewing a selection of schemes that were picked out by LBL as precedent schemes to understand what policies

were referred to when approving the applications, as well as how the schemes perform in terms of design and heritage. In doing so we have sought to understand positive lessons in schemes that can be passed on in the development of a new SPD.

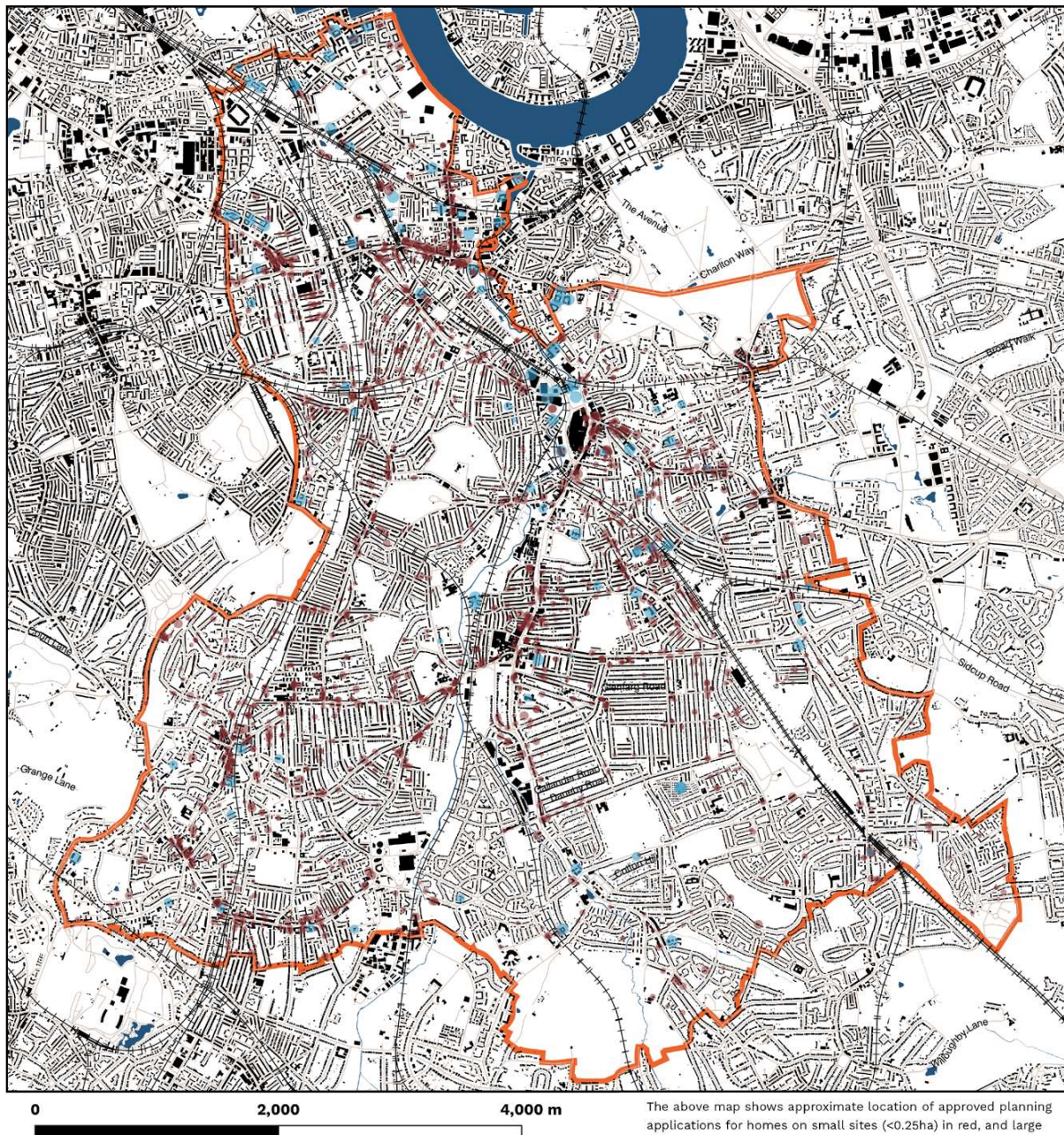


Fig. 44: The location of recent planning approvals in the borough

We have also picked out a selection of application that have been refused permission. These have undergone a similar review process. In doing so we have developed our understanding of common pitfalls in planning application that the

SPD can steer applicants away from, whilst also understanding where planning policy may be getting in the way of positive applications.

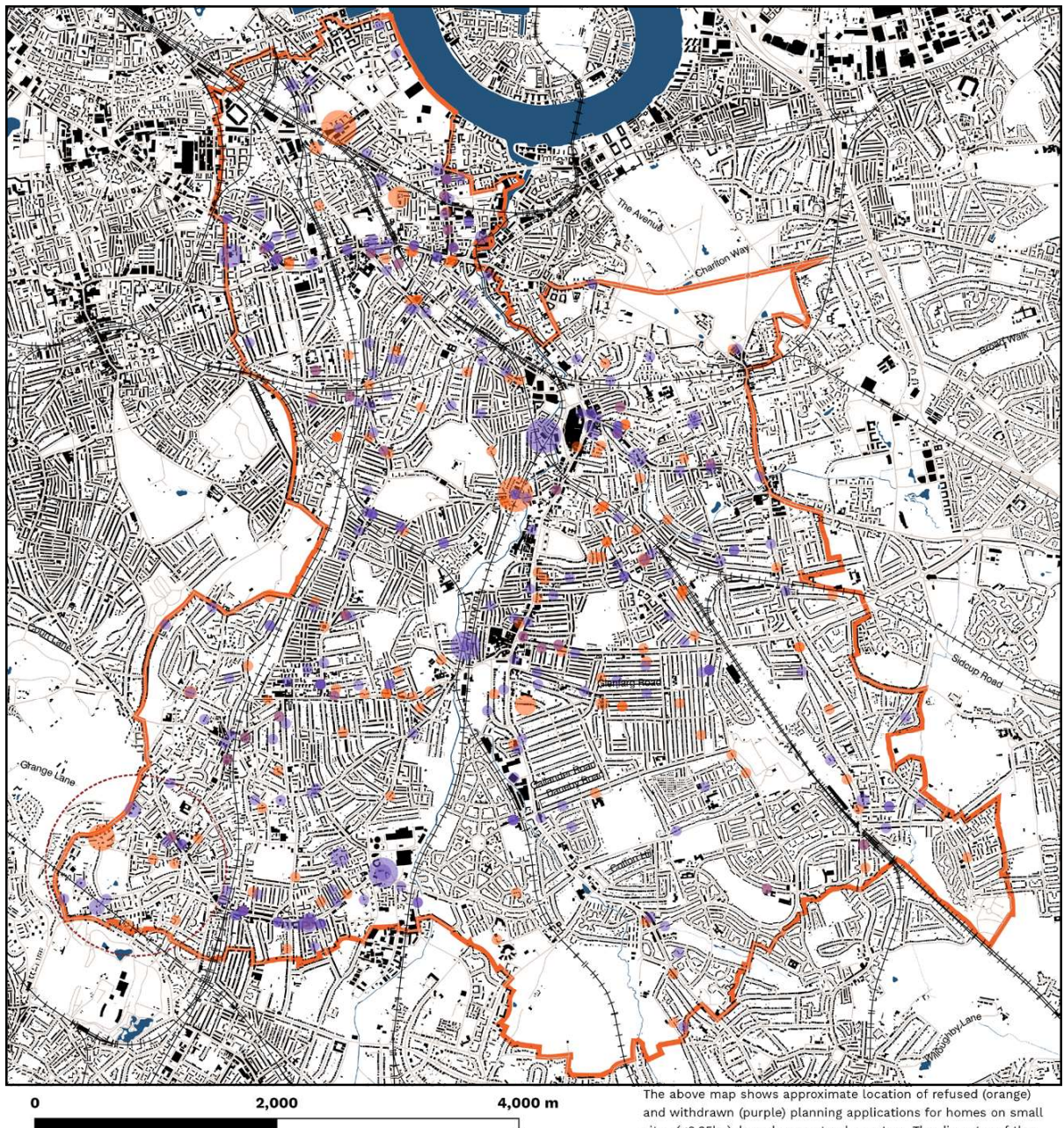


Fig. 45: The location of recent planning refusals and withdrawals in the borough

8.1. Review process

The LBL provided the team with a document which recorded 43 precedents across the borough.

These precedents have been processed into a matrix (see opposite) and refined down to 10 precedents. The selection is not biased to design, but rather to achieve a spread of 'housing types' and 'development categories' in each of the 5 borough areas.

Policy review

For each of the 10 selected precedents, mapping has been undertaken to illustrate the policy relevant to the area, and the urban context of the development.

Additionally, the policies listed in the planning decisions notices are listed for each precedent. Whilst some policy is now out-dated, the information allows further analysis to identify patterns of relevant policy, or that which is cited in relation to small site housing development within the borough.

Design Review

A strategic design review is provided for each of the 10 precedents. The team have drawn on their extensive experience of small site developments, to provide a clear and concise appraisal covering efficiency, response to context, missed opportunities and elements of the design that excel.

Heritage Review

Further to the above reviews, a specific review of how these schemes perform with regard to heritage and townscape has also been performed and included in the following pages.

Borough Reference	Scheme Name	Post Code	Ward	Permission Date	Completed Date	Description	Typology	Housing Type	Development Type	Location
06/63520	Langton Rise	SE23 3DT	FOREST HILL	16/08/2007	29/01/2012	The construction of a three storey, three bedroom house on land to the rear of 110-124 Wood Vale SE23 fronting Langton Rise, together with the provision of 2 car parking spaces.	URBAN (MIXED USE) / INFILL	Urban	Infill	West
08/70414	Baring Road	SE12 0DU	GROVE PARK	17/07/2009	20/07/2011	The demolition of the existing bungalow and the construction of a part two/part three storey block, comprising 2, one bedroom and 4, two bedroom, self-contained flats at 332 Baring Road SE12, together with the construction of 2, two storey, three bedroom houses and a two storey, two bedroom house, with the provision of a bin storage area, 5 car parking spaces, 12 cycle spaces and associated landscaping.	SUBURBAN INFILL / BACK GARDEN	Suburban	Back Garden	East
10/74476	Fordmill Road	SE6 3JH	CATFORD SOUTH	06/09/2010	13/10/2014	The demolition of 34 disused garages on the site to the rear of 1 Fordmill Road SE6 and rear of 56-70 Canadian Avenue SE6 and the construction of a terrace of 8 single to three-storey, three bedroom houses, together with the provision of bin stores, 8 car parking spaces, vehicular and pedestrian access onto Fordmill Road and the increase in width of the existing access to 3.9 metres.	SUBURBAN/URBAN TERRACE / BACKLAND	Suburban Terrace	Backland	Central
14/089534	Old Bromley Road	BR1 4JY	DOWNHAM	27/11/2015	05/07/2019	The demolition of the single storey extension at the side of 144 Old Bromley Road BR1 and the construction of a part-single, part-two, partthree storey building to provide 2 one bedroom, 2 two bedroom and 1 three bedroom self-contained flats, together with the provision of 3 car parking spaces and associated landscaping.	SUBURBAN / INFILL	Suburban	Infill	South
14/089973	Dacre Park	SE13	BLACKHEATH	22/04/2015		Demolition of the existing garages adjacent to 49-71 Dacre Park SE13 and the construction of five two storey, two bedroom mews houses, incorporating green roofs, cycle stores and the provision of five car parking spaces.	FREEFROM SLAB / AMENITY	Freeform Slab	Amenity	East
14/090005	New Cross Road	SE14 6LA	NEW CROSS	10/06/2016	05/12/2018	The construction of a two storey, two bedroom house to the rear of 393 New Cross Road SE4	URBAN TERRACE / INFILL (MEWS)	Urban Terrace	Infill	North
15/093433	Wickham Road	SE4 1PL	BROCKLEY	19/01/2016	12/06/2018	The demolition of garages to the rear of 19 Wickham Road SE4 and the construction of a two-storey three bedroom dwelling house, together with the provision of cycle and bin stores.	VILLA INFILL / BACKGARDEN	Villa	Back Garden	West
15/093743	Oakridge Road	BR1 5QG	DOWNHAM	14/12/2015	25/06/2017	The construction of a two storey 2 bedroom dwelling house adjacent to 108 Oakbridge Road BR1, together with the construction of a single storey extension to the rear of existing house at 108 Oakbridge Road.	SUBURBAN TERRACE / INFILL	Suburban Terrace	Infill	South
15/094342	Florence Road	SE14 6TY	BROCKLEY	17/02/2016	01/06/2017	Demolition of 2a, 2b and 2c Florence Road, partial demolition of the rear extension to 452-458 New Cross Road and the construction of a new building to provide 9 residential units together with associated refuse and recycling storage, altered access route to existing studio units at 452-458 Florence Road, and external alterations to the retail unit at 452-458 New Cross Road SE14 6TY.	URBAN TERRACE INFILL / CONVERSION + EXTENSION	Urban Terrace	Conversion + Extension	West
16/095629	Corona Road	SE12	GROVE PARK	09/06/2017		The redevelopment of the demolished garage site at the rear of 41-55 Corona Road SE12, to provide 2 three bedroom semi-detached houses, together with the provision of 4 cycle spaces and private amenity areas.	FREEFORM HOUSE / AMENITY	Freeform House	Amenity	East

Fig. 46: Matrix of approved applications reviewed

8.2. Langton Rise

Planning permission was granted for "construction of a three storey, three bedroom dwelling plus 2 parking spaces on the land to the rear of 110-124 Wood Vale" in 2007.

This was a conditional approval within which the following policies were referred to:

Unitary Development Plan (2004)

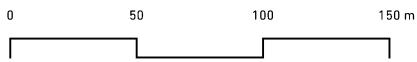
- URB 3 Urban Design
- HSG 4 Residential Amenity
- HSG 5 Layout and Design of New Residential Development
- ENV.PRO 9 Potentially Polluting Uses
- ENV.PRO 11 Noise Generating Development

Design Review

A simple slate pitched roofed form, brick and render walls, with simple but effective landscaping, makes this an unobtrusive enhancement to the street scene. The house follows London precedent with a raised ground floor and a semi-sunken basement. It is set relatively far back on the site mainly, one assumes, to enable parking space at the front which could arguably have been provided on street: as a result the small, north aspect rear yard receives little sun. Successful infill of an appropriate scale.

Heritage Review

The set back here is not helpful, and it would have been good to see something respond to the almost brutalist structure to the RHS (substation?) which is an attractive and powerful intervention. The front fence looks very gap toothed and flimsy.



Description: "The construction of a three storey, three bedroom house on land to the rear of 110-124 Wood Vale SE23 fronting Langton Rise, together with the provision of 2 car parking spaces."

Ward: FOREST HILL
 Planning Reference: 06/63520
 Approval Date: 16/08/2007
 Postcode: SE23 3DT
 Site Area: 0.031 ha

Net Homes: 1
 Car Parking: 2

Context: URBAN (MIXED USE), Typology: INFILL
 Current Status: Completed
 Completed Year: FY2011

Fig. 47: Approved permission map of Langton Rise **Page 262**

8.3. Baring Road

Planning permission was granted in January 2009 for "the demolition of an existing bungalow and the construction of a part two/ part three storey block, comprising 2, one bedroom and 4, two bedroom, self-contained flats at 332 Baring Road together with the construction of 2, two storey, three bedroom houses and a two storey, two bedroom house with the provision of a bin storage area, 5 car parking spaces, 12 cycles spaces and associated landscaping."

This was a conditional approval within which the following policies were referred to:

Unitary Development Plan (2004)

- URB 3 Urban Design
- URB 12 Landscape and Development
- URB 13 Trees
- ENV.PRO 9 Potentially Polluting Uses
- ENV.PRO 11 Noise Generating Development
- ENV.PRO 12 Light Generating Development
- HSG 4 Residential Amenity
- HSG 5 Layout and Design of New Residential Development
- TRN 26 Car Parking Standards
- Policies in Chapter 6 Sustainable Transport & Parking

Policies referred to as reasons for granting permission include:

Unitary Development Plan (2004)

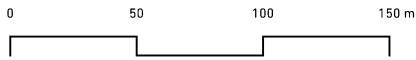
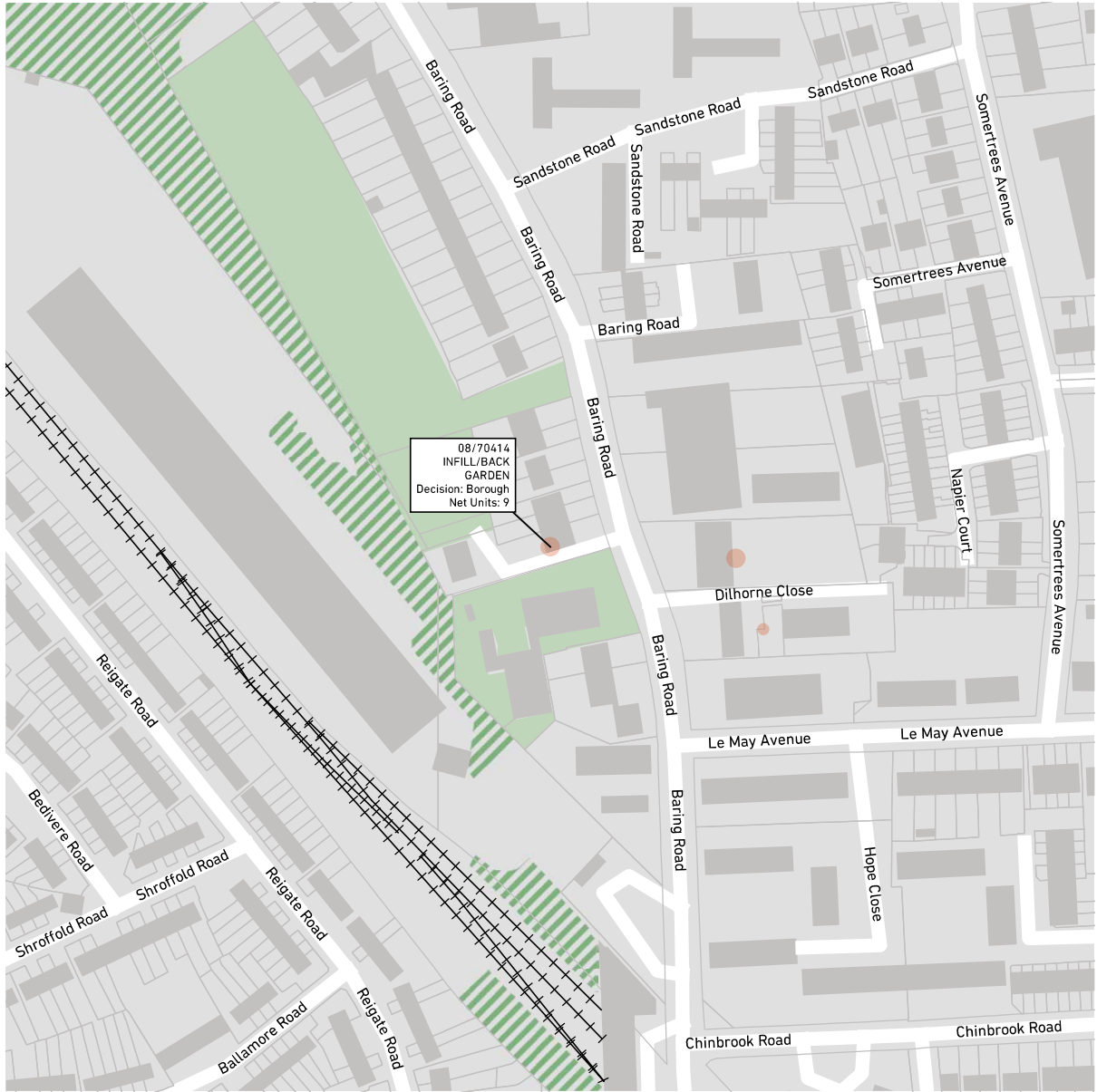
- URB 3 Urban Design
- HSG 2 Housing on previously developed land
- HSG 4 Residential Amenity
- HSG 5 Layout and Design of New Residential Development
- HSG 6 Dwelling Mix
- HSG 7 Gardens
- TRN 1 Location of Development
- TRN 14 Cycle Parking
- TRN 26 Car Parking Standards

Design Review

Development of relatively large plot with nine homes replacing a bungalow. Brick and rendered walls, tiled and flat roofs. The 3-storey block at the front of the site containing six flats takes design cues from the adjoining houses, though elevations are clunky, with heavy dormers and small windows. Flats appear to have no external amenity space other than bolt-on Juliet railings. The side entrance elevation is underplayed. With more careful planning the three rear houses could have been four, giving a better view down the side of the site, and making it feel less car dominated. Landscaping is cursory. A scheme let down by its detailing and poor landscape.

Heritage Review

Think that the replacement house on Baring Road could have been restricted to 2 storeys, but this really is one where the quality of the detailing is the major downside. Could there have been space for two facing blocks to rear? Car access definitely dominates.



Ward: GROVE PARK
 Planning Reference: 08/70414
 Approval Date: 17/07/2009
 Postcode: SE12 0DU
 Site Area: 0.114 ha
 Existing Homes: 1
 Net Homes: 9
 Car Parking: 5

Context: SUBURBAN INFILL, Typology: INFILL/BACK GARDEN
 Current Status: Completed
 Completed Year: FY2011

Description: "The demolition of the existing bungalow and the construction of a part two/part three storey block, comprising 2x1 bedroom and 4x2 bedroom, self-contained flats at 332 Baring Road SE12, together with the construction of 2, two storey, three bedroom houses and a two storey, two bedroom house, with the provision of a bin storage area, 5 car parking spaces, 12 cycle spaces and associated landscaping."

Fig. 48: Approved permission map of Baring Road

8.4. Fordmill Road

Planning permission was granted in January 2010 for "the demolition of 34 disused garages... and construction of a terrace of 8 single, three-storey, three bedroom houses, together with the provision of bin stores, 8 car parking spaces with vehicular and pedestrian access."

This was a conditional approval within which the following policies were referred to:

Unitary Development Plan (2004)

- URB 3 Urban Design
- URB 12 Landscape and Development
- ENV.PRO 12 Light Generating Development
- ENV.PRO 10 Contaminated Land
- ENV.PRO 9 Potentially Polluting Uses
- HSG 4 Residential Amenity
- HSG 7 Gardens
- TRN 26 Car Parking Standards
- OS 13 Nature Conservation

London Plan (2008)

- Policy 3D.14 Biodiversity and nature conservation
- Policy 4A.3 : Sustainable design and construction
- Policy 4A.9
- Policy 4A.11 Living Roofs and Walls
- Policy 3A.5 Housing choice
- Policy Statement 9 -Biodiversity and Geological Conservation.

Other

- C10R Site contamination
- N11R Wheel Washing

Reasons for granting permission:

Unitary Development Plan (2004)

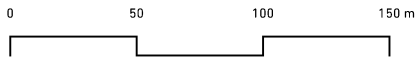
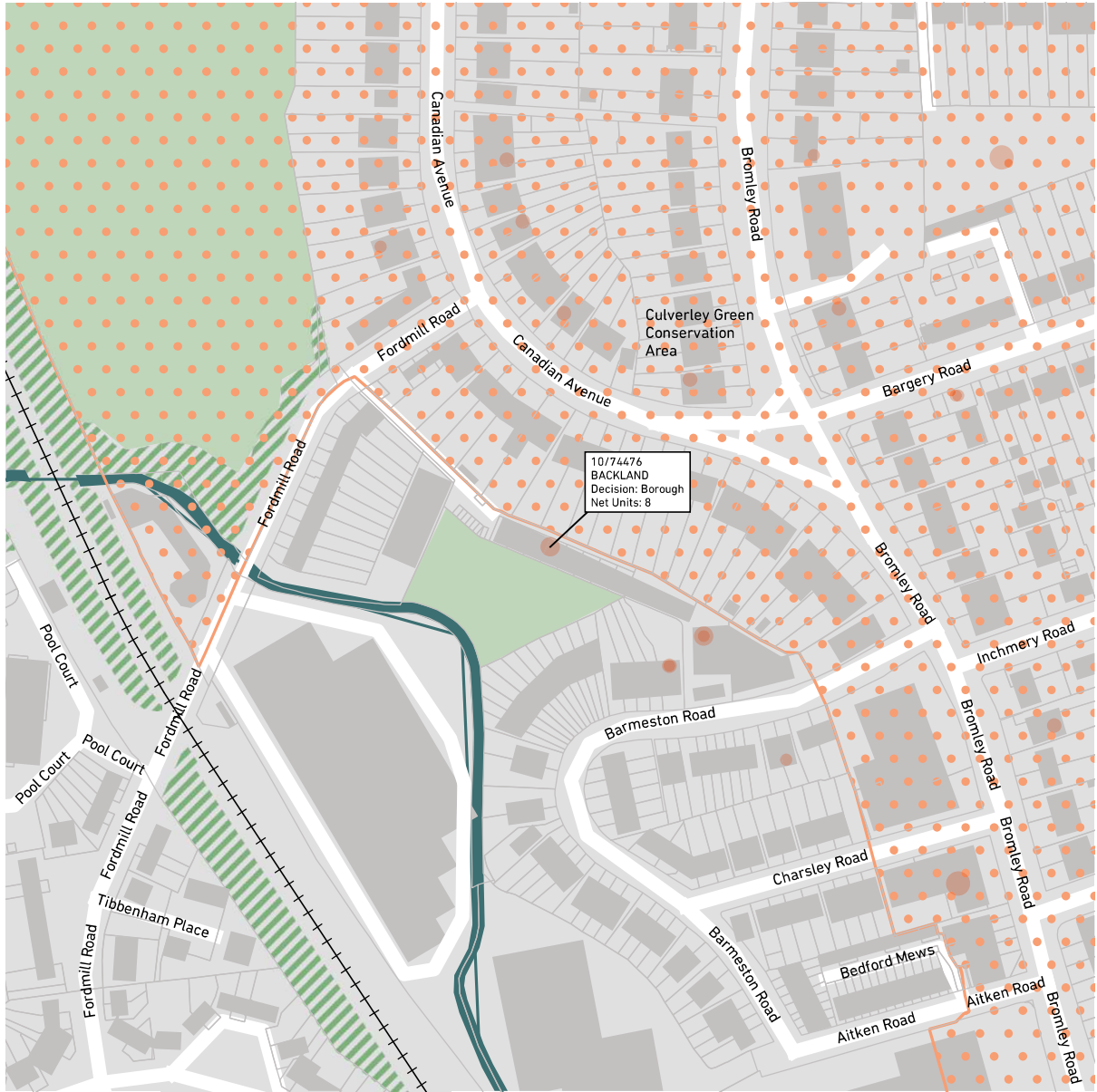
- URB 3 Urban Design
- HSG 4 Residential Amenity
- HSG 5 Layout and Design of New Residential Development
- HSG 8 Backland and Infill Development

Design Review

Eight white-rendered, sedum roofed, terraced houses accessed from a footpath, on a narrow, former garages site squeezed between back gardens and allotments. Contemporary scheme of pleasing sculptural form. Northside elevations are largely blank, presumably to appease privacy concerns of the existing houses, though separation distance seems more than adequate. Clever planning at the rear around small south-facing yards. Successful development of a difficult plot. The entrance car park is a missed opportunity which could be transformed with more thoughtful landscaping.

Heritage Review

This is a good inspiration for Baring Road. How are sedum roofs faring? (look v brown on Google). Agree that the car dominated approach is depressingly unresolved, and the opportunity for landscaping to encourage neighbourly interaction has been missed.



Description: "The demolition of 34 disused garages on the site to the rear of 1 Fordmill Road SE6 and rear of 56-70 Canadian Avenue SE6 and the construction of a terrace of 8 single to three-storey, three bedroom houses, together with the provision of bin stores, 8 car parking spaces, vehicular and pedestrian access onto Fordmill Road and the increase in width of the existing access to 3.9 metres."

Ward: CATFORD SOUTH
 Planning Reference: 10/74476
 Approval Date: 06/09/2010
 Postcode: SE6 3JH
 Site Area: 0.140 ha

Net Homes: 8
 Car Parking: 8

Context: SUBURBAN/URBAN TERRACE, Typology: BACKLAND
 Current Status: Completed
 Completed Year: FY2014
 Architect: Audley English Associates

Fig. 49: Map of approved application at Fordmill Road

8.5. Old Bromley Road

Planning permission was granted in May 2015 for "the demolition of the single storey extension at the side of 144 Old Bromley Road BR1 and the construction of a part-single, part-two, part-three storey building to provide 2 one bedroom, 2 two bedroom and 1 three bedroom self-contained flats, together with the provision of 3 car parking spaces and associated landscaping."

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 7 Climate change and adapting to the affects
- 8 Sustainable design and construction and energy efficiency
- 10 Managing and reducing the risk of flooding
- 12 Open space and environmental assets
- 13 Addressing Lewisham waste management requirements
- 14 Sustainable movement and transport
- 15 High Quality Design for Lewisham
- 16 Conservation areas, heritage assets and the historic environment

London Plan (July 2011 and 2015 amendments)

- 3.6 Children and young people's play and informal recreation facilities
- 5.1 Climate change and mitigation
- 5.2 Minimising carbon dioxide emissions
- 5.3 Sustainable design and construction
- 5.7 Renewable energy
- 5.10 Urban greening
- 5.11 Green roofs and development site environs
- 5.12 Flood risk management air quality
- 5.13 Sustainable drainage air quality
- 5.15 Water use and supplies
- 6.3 Assessing effects of development on transport capacity
- 7.8 Heritage asset and Archaeology
- 7.14 Improving air quality

Development Management Local Plan (2014)

- 24 Biodiversity, living roofs and artificial playing pitches
- 25 Landscaping and trees
- 27 Lighting
- 30 Urban design and local character
- 32 Housing design, layout and space standards
- 33 Development on infill sites, backland sites, back gardens and amenity areas

Others

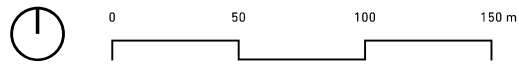
- Objective 6: Flood risk reduction and water management

Design Review

A brick clad, flat roofed 3 storey block of 5 flats replacing the side extension to a semi-detached house represents an appropriate development of this site, the set back top storey in scale with the adjoining pitched roofs. Windows are large, but have a corporate rather than residential appearance, the whole development feeling more like a small office block than a large house. Poor landscaping.

Heritage Review

Central GF and 1F balconies show little sign of use (beyond black bin bag storage). The totally bricked forecourt is grim, the bin store looks like an afterthought and is already too small to take all the bins. Given the MacDonald's to the LHS, was maintaining the street line necessary? Without that might a scheme which allowed more units views over the extensive open area to the rear have been possible? It looks a bit corporate, but I like the simple detailing and unfussiness of the brickwork.



Description: "The demolition of the single storey extension at the side of 144 Old Bromley Road BR1 and the construction of a part-single, part-two, part-three storey building to provide 2 one bedroom, 2 two bedroom and 1 three bedroom self-contained flats, together with the provision of 3 car parking spaces and associated landscaping."

Ward: DOWNHAM
 Planning Reference: 14/089534
 Approval Date: 27/11/2015
 Postcode: BR1 4JY
 Site Area: 0.110 ha
 Existing Homes: 1
 Net Homes: 5
 Car Parking: 3

Context: SUBURBAN, Typology: INFILL
 Current Status: Completed
 Completed Year: FY2019

Fig. 50: Map of approved application at Old Bromley Road

8.6. Dacre Park

Planning permission was granted in December 2014 for the "demolition of the existing garages... and construction of five two storey, two bedroom news houses, incorporating green roofs, cycle store and the provision of five car parking spaces.

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 7 Climate change and adapting to the affects
- 8 Sustainable design and construction and energy efficiency
- 10 Managing and reducing the risk of flooding
- 12 Open space and environmental assets
- 13 Addressing Lewisham waste management requirements
- 14 Sustainable movement and transport
- 15 High Quality Design for Lewisham

London Plan (July 2011 and 2015 amendments)

- 5.1 Climate change and mitigation
- 5.2 Minimising b dioxide emissions
- 5.3 Sustainable design and construction 5.10 Urban greening
- 5.7 Renewable energy
- 5.11 Green roofs and development site environs
- 5.12 Flood risk management air quality
- 5.13 Sustainable drainage air quality
- 5.15 Water use and supplies
- 6.3 Assessing effects of development on transport capacity
- 7.14 Improving air quality
- 7.19 Biodiversity and access to nature conservation

Development Management Local Plan (2014)

- 24 Biodiversity, living roofs and artificial playing pitches
- 25 Landscaping and trees
- 26 Noise and vibration
- 30 Urban design and local character
- 31 Alterations and extensions to existing buildings including residential extensions
- 32 Housing design, layout and space standards
- 33 Development on infill sites, backland sites, back gardens and amenity areas

Others

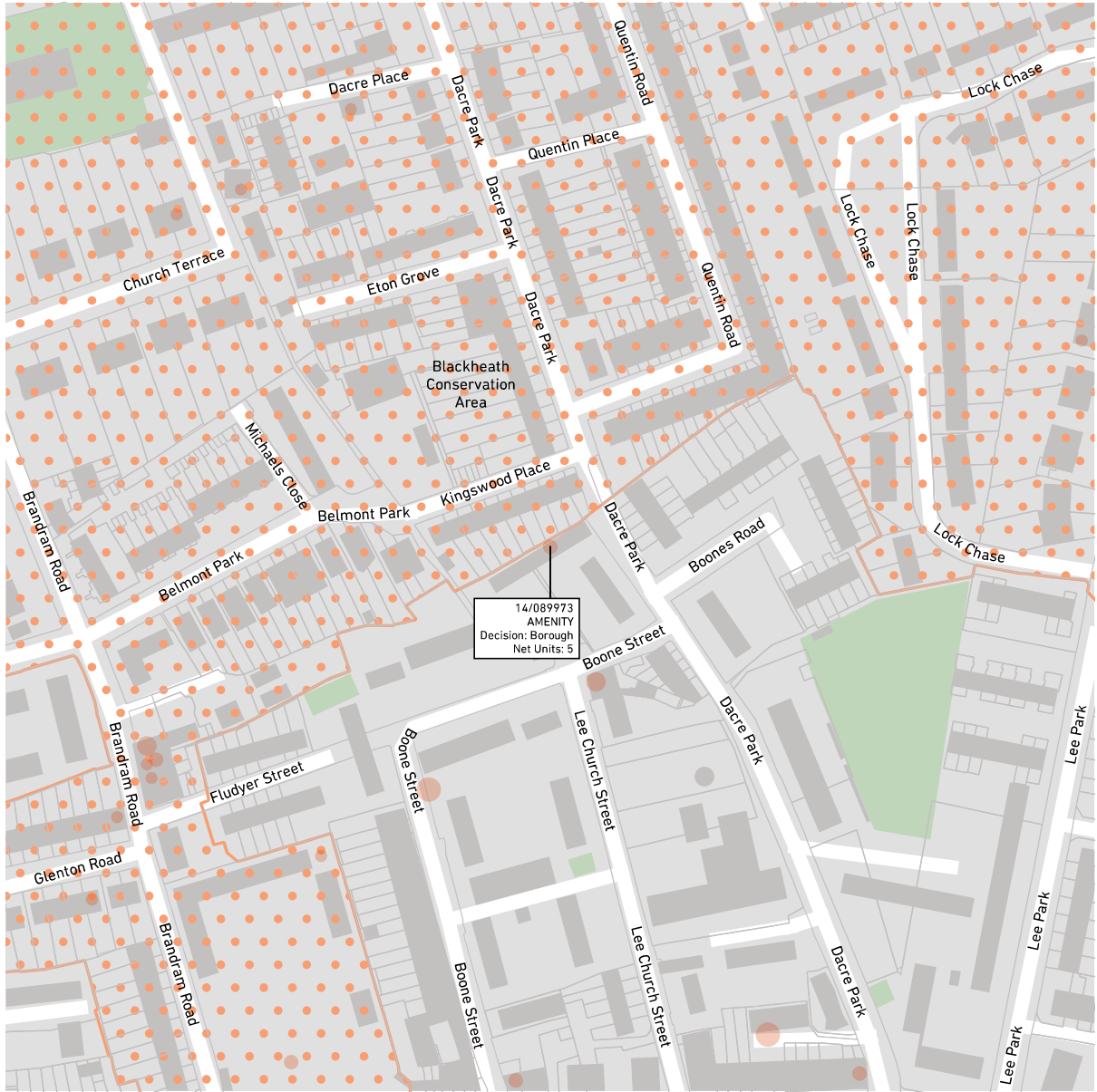
Paragraph 120 of the National Planning Policy Framework

Design Review

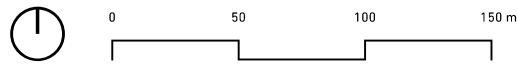
Cul-de-sac brick clad 2 storey mews development of five houses on a former garage court. The design makes use of the change of level across the site to reduce the houses' visual impact, and avoids rear facing windows to prevent overlooking. Appropriately scaled, well-detailed and well landscaped.

Heritage Review

Adjacent to a Conservation Area. This is an excellent scheme. Sensibly presents simple flank wall to Dacre Park and keeps brick detailing to mews frontage. NB Pollard Thomas Edwards visual on planning statements shows black stained timber first floor cladding, not brick, brick looks more robust. 3 car parking spaces at rear of site, 2 alongside access, with planting—does not dominate.



14/089973
 AMENITY
 Decision: Borough
 Net Units: 5



Description: "Demolition of the existing garages adjacent to 49-71 Dacre Park SE13 and the construction of five two storey, two bedroom mews houses. incorporating green roofs, cycle stores and the provision of five car parking spaces."

Ward: BLACKHEATH
 Planning Reference: 14/089973
 Approval Date: 22/04/2015
 Postcode: SE13
 Site Area: 0.090 ha

Net Homes: 5
 Car Parking: 5

Context: FREEFROM SLAB, Typology: AMENITY
 Current Status: Started

Architect: Pollard Thomas Edwards

Fig. 51: Map of approved application at Dacre Park **Page 270**

8.7. New Cross Road

Planning permission was granted in February 2015 for “the construction of a two storey, two bedroom house to the rear of 393 New Cross Road SE4.”

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 7 Climate change and adapting to the affects
- 8 Sustainable design and construction and energy efficiency
- 10 Managing and reducing the risk of flooding
- 12 Open space and environmental assets
- 15 High Quality Design for Lewisham
- 16 Conservation areas, heritage assets and the historic environment

London Plan (2011 and 2015 amendments)

- 5.1 Climate change and mitigation
- 5.2 Minimising carbon dioxide emissions
- 5.3 Sustainable design and construction
- 5.7 Renewable energy
- 5.10 Urban Greening
- 5.11 Green roofs and development site environs
- 5.12 Flood risk management air quality
- 5.13 Sustainable drainage air quality
- 5.15 Water use and supplies
- 7.8 Heritage asset and Archaeology
- 7.19 Biodiversity and access to nature conservation

Development Management Local Plan (2014)

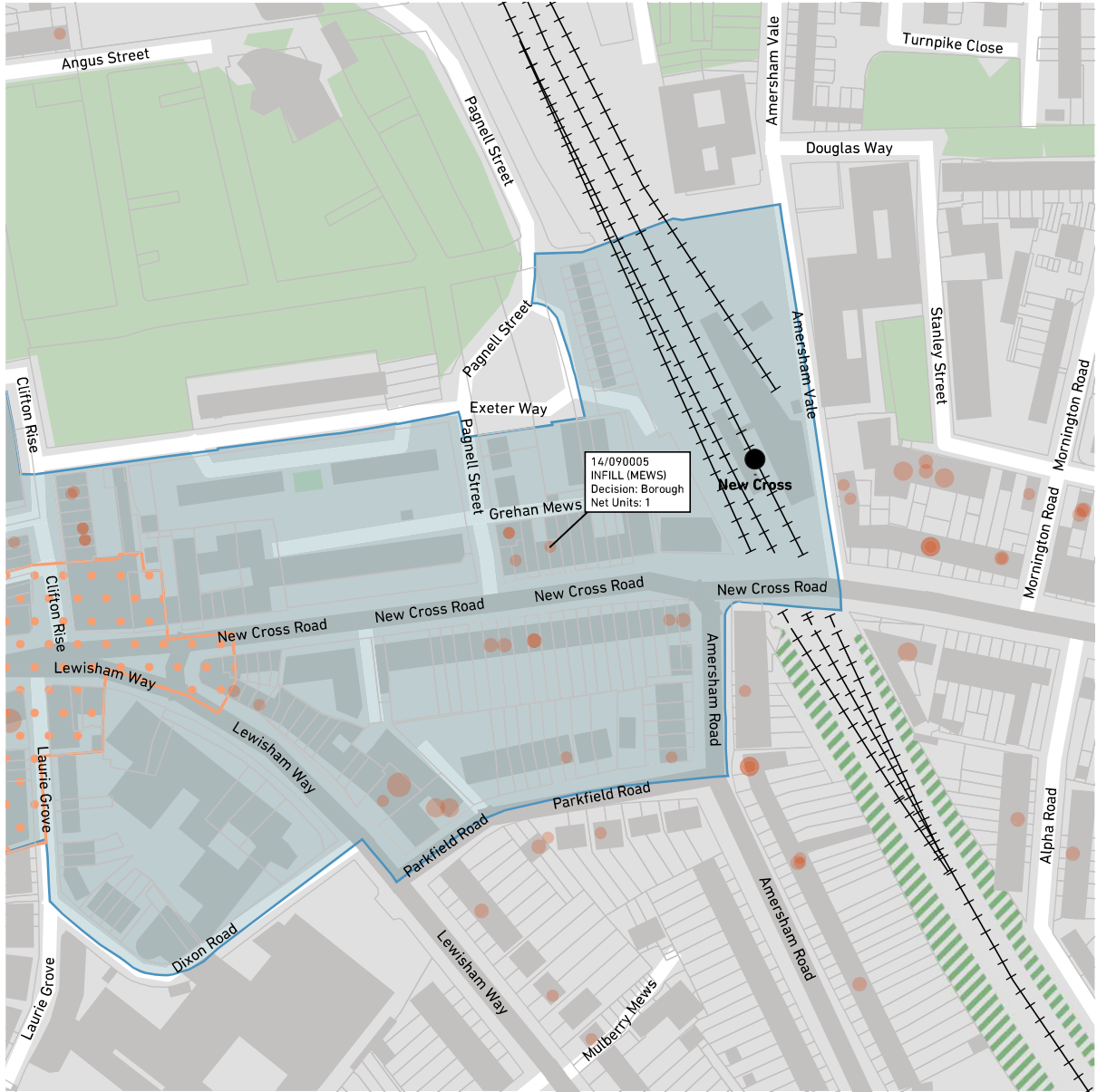
- 24 Biodiversity, living roofs and artificial playing pitches
- 25 Landscaping and trees
- 30 Urban design and local character

Design Review

Successful infill of a plot accessed from a service mews at the rear of a Georgian terrace with a 2-storey single house. An appropriate development skilfully making best use of a tight site using the motif of shallow brick arches and large windows throughout. A good exemplar, easily replicable on the similar sites to either side.

Heritage Review

Given three story double width block at corner of Pagnell Street, this seems very modest. NB corner block has herringbone grey brick cladding which looks great.



Description: "The construction of a two storey, two bedroom house to the rear of 393 New Cross Road SE4"

Ward: NEW CROSS
 Planning Reference: 14/090005
 Approval Date: 10/06/2016
 Postcode: SE14 6LA
 Site Area: 0.005 ha

Net Homes: 1
 Car Parking: 0

Context: URBAN TERRACE, Typology: INFILL (MEWS)
 Current Status: Completed
 Completed Year: FY2018
 Architect: Kennedy Twaddle Architectural Design

Fig. 52: Map of approved application at New Cross Road

8.8. Wickham Road

Planning permission was granted in August 2015 for “the demolition of garages to the rear of 19 Wickham Road SE4 and the construction of a two-storey three bedroom dwelling house, together with the provision of cycle and bin stores.’

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 12 Open space and environmental assets
- 13 Addressing Lewisham waste management requirements
- 15 High Quality Design for Lewisham
- 16 Conservation areas, heritage assets and the historic environment

London Plan (July 2011 and 2015 amendments)

- 5.3 Sustainable design and construction
- 7.14 Improving air quality

Development Management Local Plan (2014)

- 25 Landscaping and trees
- 28 Contamination land
- 30 Urban design and local character
- 36 New development, changes of use and alterations affecting designated heritage assets and their settings

Design Review

- Two storey metal clad large single house at the end of a back garden at the entrance to a mews. An excellent and finely wrought example of an infill house which could encourage similar development of garage sites further into the mews. Additional height could have been allowable here, enabling two or more homes to be developed on the same plot.

Heritage Review

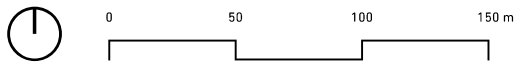
In Brockley Conservation Area.

NB “justified on exceptional design grounds despite being contrary to Council’s conservation policy”. Previous applications for 2 storey developments here had been refused.

The DRP supported the scheme in principle “as a bold and imaginative scheme that would breathe life into the mews and if successfully delivered would be exemplary and would make a positive contribution to the conservation area”

The DRP supported the proposed architectural design, massing, form, elevational treatment and materials strategy but asked to approve samples of the bronze metal cladding.

Baca architects-- I don’t think this has gone ahead, there is a very extensive mews/unadopted street here, which could be developed to 2 storeys.



Description: "The demolition of garages to the rear of 19 Wickham Road SE4 and the construction of a two-storey three bedroom dwelling house, together with the provision of cycle and bin stores."

Ward: BROCKLEY
 Planning Reference: 15/093433
 Approval Date: 19/01/2016
 Postcode: SE4 1PL
 Site Area: 0.013 ha

Net Homes: 1
 Car Parking: 0

Context: VILLA, Typology: INFILL / BACKGARDEN
 Current Status: Completed
 Completed Year: FY2018
 Architect: Baca Architects/Stolon Studio

Fig. 53: Map of approved application at Wickham Road

8.9. Oakridge Road

Planning permission was granted in September 2015 for “the construction of a two storey 2 bedroom dwelling house adjacent to 108 Oakbridge Road BR1, together with the construction of a single storey extension to the rear of existing house at 108 Oakbridge Road.

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 12 Open space and environmental assets
- 14 Sustainable movement and transport
- 15 High Quality Design for Lewisham

London Plan (July 2011 and 2015 amendments)

- 5.3 Sustainable design and construction
- 5.12 Flood risk management air quality
- 5.13 Sustainable drainage air quality
- 7.14 Improving air quality

Development Management Local Plan (2014)

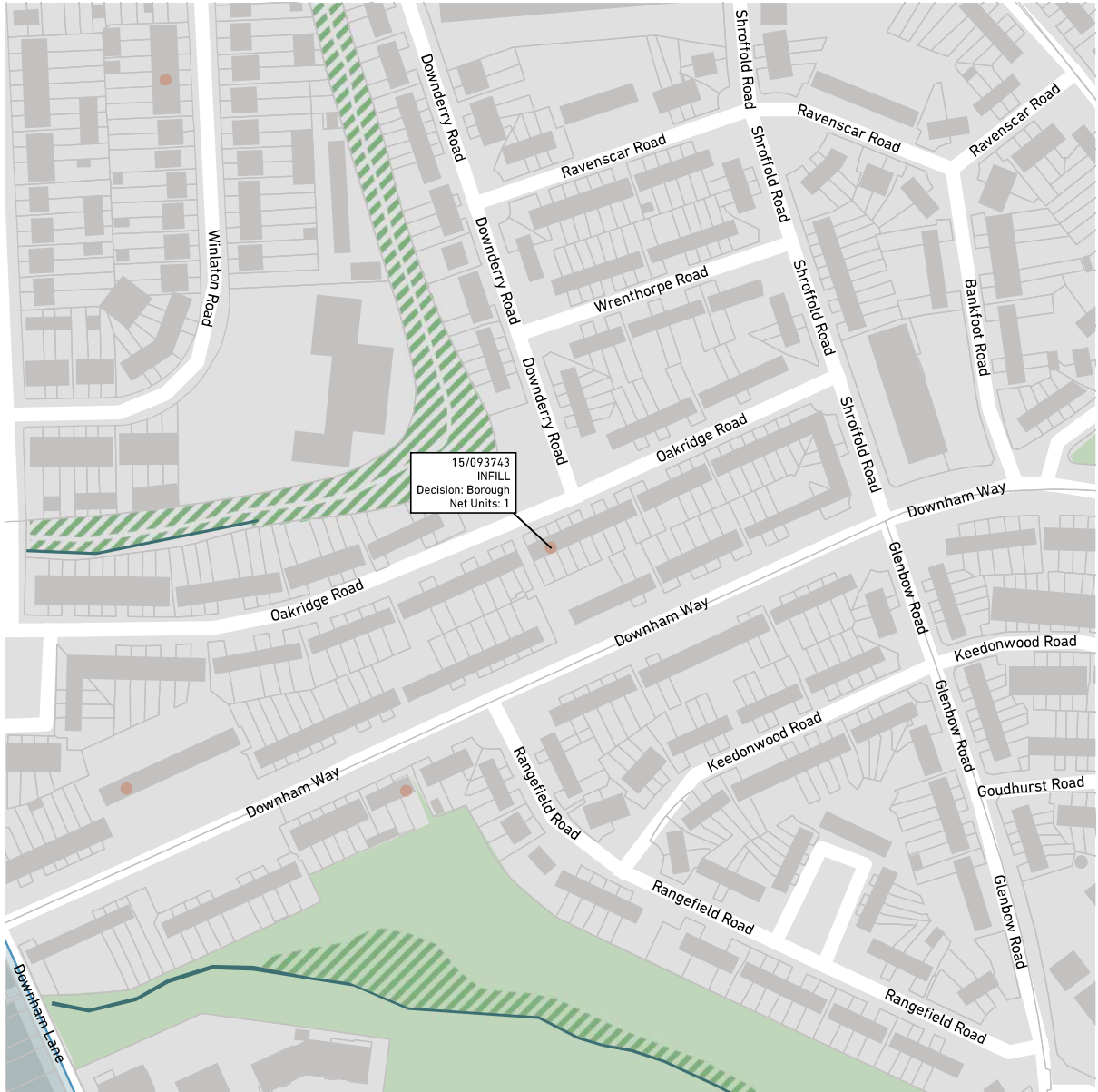
- 25 Landscaping and trees
- 30 Urban design and local character

Design Review

A near-invisible end-of-terrace extension creating a two storey house. Details such as pantiled roof and pebbledash walls generally match adjoining examples, though let down by poorly detailed ungainly porch and dreary landscaping. The near blind façade to the side alley is a missed opportunity to humanize and make safer a humdrum pedestrian route.

Heritage Review

Adjoining houses only recently pebble-dashed. And addition is painted, so does not match. Originally terraces here are brick with simple open porches. There is a growing new vernacular of pebbledash with inset geometric motifs, as seen here. Note also the wavy eaves panel-- not replicated on the extension. These both seem indicative of a desire to introduce more patten and decoration, but they lack robustness, and a firmly rooted location on the façade. Are there other options for addressing this in a way that unifies the terraces, and perhaps enhances some functional aspect-- especially if these buildings are going to be thermally upgraded in a comprehensive manner at any point?



Description: "The construction of a two storey 2 bedroom dwelling house adjacent to 108 Oakridge Road BR1, together with the construction of a single storey extension to the rear of existing house at 108 Oakridge Road."

Ward: DOWNHAM
 Planning Reference: 15/093743
 Approval Date: 14/12/2015
 Postcode: BR1 5QG
 Site Area: 0.030 ha

Net Homes: 1
 Car Parking: 0

Context: SUBURBAN TERRACE, Typology: INFILL
 Current Status: Completed
 Completed Year: FY2017

Fig. 54: Map of approved application at Oakridge Road

8.10. Florence Road

Planning permission was granted at appeal in July 2016 for “the demolition of 2a, 2b and 2c Florence Road, partial demolition of the rear extension to 452-458 New Cross Road and the construction of a new building to provide 9 residential units together with associated refuse and recycling storage, altered access route to existing studio units at 452-458 Florence Road, and external alterations to the retail unit at 452-458 New Cross Road SE14 6TY.

Policies quoted for reasons for refusal include:

Core Strategy (2011)

- 15 High Quality Design for Lewisham

Development Management Local Plan (2014)

- 30 Urban design and local character
- 31 Alterations and extensions to existing buildings including residential extensions
- 32 Housing design, layout and space standards
- 36 New development, changes of use and alterations affection designated heritage assets and their settings

Residential Standards Supplementary Planning Document (2006)

- Paragraph 7.2.

Policies referenced when granted at appeal:

Core Strategy (2011)

- 15 High Quality Design for Lewisham

Development Management Local Plan (2014)

- 30 Urban design and local character
- 31 Alterations and extensions to existing buildings including residential extensions
- 32 Housing design, layout and space standards
- 36 New development, changes of use and alterations affection designated heritage assets and their settings

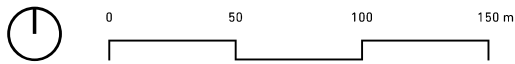
Design Review

A dense development which was refused permission and successfully appealed. A complex scheme on a tight site which maximises development opportunities creating 9 homes on the site of a former rear extension. Good neighbour to two adjoining Victorian houses. A careful and well-considered scheme effectively densifying a previously underused site.

Heritage Review

This is Conservation area/adjacent to a listed building and close to locally listed buildings. There is a very extensive Heritage Statement.

The basic massing of this scheme is appropriate but I think that the visual vertical emphasis of the inset aluminium downpipes on the party walls is unfortunate, and the horizontal banding of the rest of the terrace (which is echoed here with vertical brick courses) should have been continued in some way—in particular the cornice line. The use of render on the single storey element (without any sort of plinth, or protection at ground level) also looks cheap and expedient.



Ward: BROCKLEY
 Planning Reference: 15/094342
 Approval Date: 17/02/2016
 Postcode: SE14 6TY
 Site Area: 0.044 ha

Net Homes: 9
 Car Parking: 0

Context: URBAN TERRACE, Typology: INFILL / CONVERSION + EXTENSION
 Current Status: Completed
 Completed Year: FY2017

Description: "Demolition of 2a, 2b and 2c Florence Road, partial demolition of the rear extension to 452-458 New Cross Road and the construction of a new building to provide 9 residential units together with associated refuse and recycling storage, altered access route to existing studio units at 452-458 Florence Road, and external alterations to the retail unit at 452-458 New Cross Road SE14 6TY."

Fig. 55: Map of approved application at Florence Road

8.11. Corona Road

Planning permission was granted in May 2016 for “the redevelopment of the demolished garage site at the rear of 41-55 Corona Road SE12, to provide 2 three bedroom semi-detached houses, together with the provision of 4 cycle spaces and private amenity areas.

This was a conditional approval within which the following policies were referred to:

Core Strategy (2011)

- 13 Addressing Lewisham waste management requirements
- 14 Sustainable movement and transport
- 15 High Quality Design for Lewisham

London Plan (July 2011 and 2015 amendments)

- 5.3 Sustainable design and construction
- 5.12 Flood risk management air quality
- 5.13 Sustainable drainage air quality
- 6.3 Assessing effects of development on transport capacity
- 7.14 Improving air quality

Development Management Local Plan (2014)

- 25 Landscaping and trees
- 30 Urban design and local character
- 31 Alterations and extensions to existing buildings including residential extensions
- 32 Housing design, layout and space standards
- 33 Development on infill sites, backland sites, back gardens and amenity areas

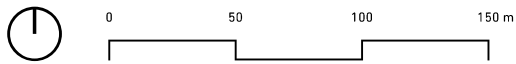
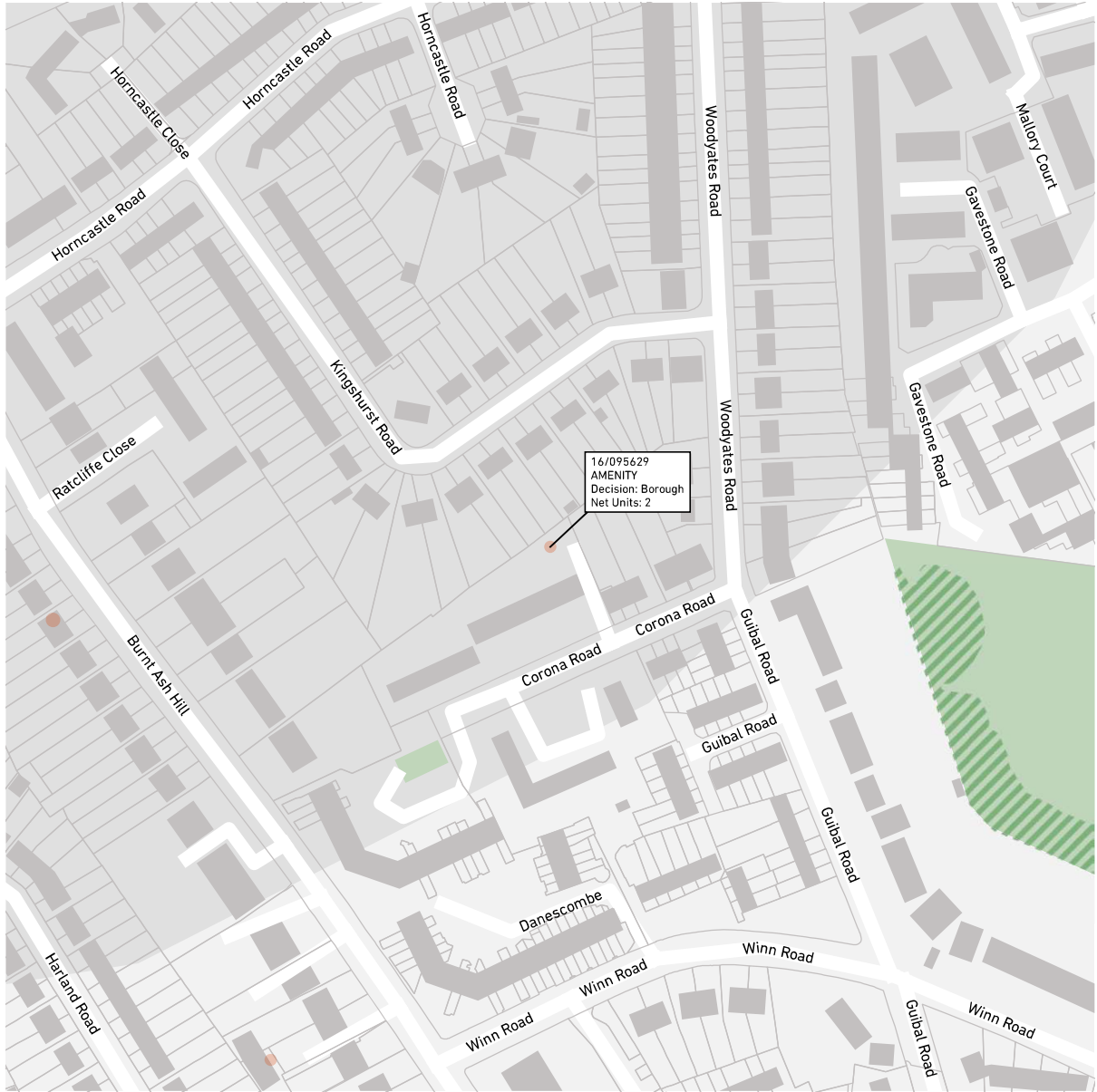
Design Review

A pair of tightly planned semi-detached houses on a difficult backland site, successfully dealing with constraints such as overlooking and existing trees. Brick, pitched roofs, and a slightly willful geometry.

Heritage Review

Permission granted to demolish the garages in 2011—this one has been a long time coming.

Not clear it has been constructed yet - January 2020 amendment granted for “obscure glazed windows on side elevations to be opened with restrictors rather than being permanently shut tight.” Little impact on public realm, existing access route retained. Agree it’s slightly wilful.



Ward: GROVE PARK
 Planning Reference: 16/095629
 Approval Date: 09/06/2017
 Postcode: SE12
 Site Area: 0.038 ha

Net Homes: 2
 Car Parking: 0

Context: FREEFORM HOUSE, Typology: AMENITY
 Current Status: Started

Description: "The redevelopment of the demolished garage site at the rear of 41-55 Corona Road SE12, to provide 2 three bedroom semi-detached houses, together with the provision of 4 cycle spaces and private amenity areas."

Fig. 56: Map of approved application at Corona Road

9.1. Review Process

The LBL provided the team with a document which recorded 215 planning applications which were refused. On further review, many of these applications relate to minor alterations such as rear extensions resulting in no new / additional housing.

These precedents have been processed into a matrix (see opposite) and refined down to 10 precedents. The selection is not biased to design, but rather to achieve a spread of 'housing types' and 'development categories' in each of the 5 borough areas.

Policy Review

For each of the 10 selected precedents, mapping has been undertaken to illustrate the policy relevant to the area, and the urban context of the development.

Additionally, the policies listed in the planning decisions notices are listed for each precedent. Whilst some policy is now out-dated, the information allows further analysis to identify patterns of relevant policy, or that which is cited in relation to small site housing development within the borough.

Design Review

A strategic design review is provided for each of the 10 precedents. The team have drawn on their extensive experience of small site developments, to provide a clear and concise appraisal covering efficiency, response to context, missed opportunities and elements of the design that excel.

Planning Reference	Scheme Name	Post Code	Ward	LBL Location	Conservation Area / Area Forum / Listed	Pre-app Y/N	App. Date - dd/mm/yy	Decision Date - dd/mm/yy	Appeal - dd/mm/yy - App / Ref	Application Description	Eventual Permission - dd/mm/yy - Case No	Housing Units Net Increase	Context Type	Housing Type	Development Type
DC/15/094634	207 New Cross Road	SE14 5UH	New Cross	North	Hatcham G2 Listed	Y	27/11/2015	26/02/2016	10/08/2016-W/16/3148609	The alterations and change of use of the existing office (Use Class B1 (A)) at 207 New Cross Road SE14 into four self-contained flats, together with the construction of 2 three bedroom townhouses incorporating balconies and the provision of 2 car parking spaces, fronting onto Hatcham Park Mews, and the installation of new railings to the front.(Please Note Listed Building Consent)	31/08/2017 - DC/17/102357 - 2 houses to rear only - different architect / proposal	6 (existing is in commercial use)	Villa / Modern Urban	Villa / Mews	Conversion + Extension / Back Garden
DC/16/096049	22 Farmcote Road	SE12 0JZ	Grove Park	East	-	N	31/03/2016	25/05/2016	30/12/2016- /C5690/W/16/3159584	The construction of a single storey 1 bedroom dwelling house to the rear of 22 Farmcote Road SE12 together with associated landscaping, cycle and bin storage.	-	1	Suburban	Suburban	Amenity
DC/15/092343	110 Courthill Road	SE13 6HA	Lewisham Central	Central	-	N	07/07/2015	17/11/2015	-	The excavation of the basement to create an additional floor and the construction of a two storey extension to the upper floors with balconies at first floor level to the rear at 110 Courthill Road SE13, to provide 4, one bedroom self-contained flats and 1, two bedroom maisonette, together with lightwells, metal railings and piers, waste/recycling bin and cycle storage areas to the front	-	4 (5 new - 1 existing)	Urban Terrace	Urban Terrace	Conversion + Extension
DC/15/094878	17 Brandram Rd	SE13 5RT	Blackheath	East	Blackheath	N	15/02/2016	11/04/2016	28/05/2019-W/18/3210639	The demolition of the existing buildings at 17 Brandram Road SE13 and the construction of a three storey block to provide 3 two bedroom and 1 three bedroom self-contained flats, together with the provision of 4 cycle spaces.	-	4	Suburban Terrace	Suburban Terrace	Amenity / Infill
DC/15/094462	12 Muirkirk Rd	SE6 1BE	Gatford	Central	Culverley	N	02/12/2015	27/01/2016	16/06/2016- /C5690/W/16/3144293	Demolition of the existing lock-up garages and the construction of 2, part one/part two storey blocks to provide 5, two bedroom dwelling houses at the site of 12 Muirkirk Road SE6, together with the change of use of the vacant retail unit and the extension and conversion of the frontage building to provide 2, two bedroom dwelling houses and provision of refuse and cycle storage.	18/05/2016 - DC/16/095538 - reduced unit numbers	7	Urban Terrace	Urban Terrace / Mews	Amenity / Backland
DC/15/092979	96 Stanstead Rd	SE23 1BS	Perry Vale	West	-	N	04/08/2015	29/10/2015	-	The demolition of the existing garage and the construction of a single storey plus basement one bedroom detached dwelling in the back garden	-	1	Urban Terrace	Urban Terrace	Back Garden
DC/15/093955	25 Fordyce Rd	SE13 6RH	Lewisham Central	Central	-	Y	22/10/2015	17/12/2015	06/01/2017 - DC/16/096329	The demolition of the existing garages onto land adjoining 25 Fordyce Road SE13 and the construction of a four storey block incorporating balconies comprising 8 two bedroom self-contained flats, together with the provision of 16 cycle spaces and refuse storage area.	-	8	Urban Terrace	Modern Urban	Amenity
DC/16/096495	Sunderland Rd	SE23 2PL	Perry Vale	West	-	N	03/05/2016	17/11/2016	-	The demolition of the existing garages at the rear of Cheney Court, Waldrum Park Road SE23 and the construction of 2 three-storey, semi-detached four-bedroom houses with associated landscaping works, provision of bin and bicycle storage and on-site parking to the front with new vehicular access onto Sunderland Road together with the provision of 8 new parking spaces, bin storage and enhanced amenity space for the existing residents at Cheney Court.	01/06/17 - DC/17/100950	2	Freeform House / Freeform Slab	Freeform House	Amenity
DC/18/107143	367 Baring Road	SE12 0EE	Downham	South	Grove Park Neighbourhood Forum	Y	21/05/2018	28/11/2018	-	Demolition of one existing house at 367 Baring Road and erection of 8no. houses with associated access, car and cycle parking and landscaping.	15/03/2019 - DC/19/110430	7 (8 new - 1 existing)	Urban Terrace	Freeform House	Backland
DC/15/094733	Hill House 28a Sydenham Hill	SE26 6TP	Forest Hill	West	-	Y	13/01/2016	10/01/2018	-	Demolition of Hill House 28a Sydenham Hill SE26, the change of use, alteration and extension to 28 Sydenham Hill SE26 including the formation of front and rear lightwells, together with the construction of a part/two, part/three, part/four, part five storey building, to provide 40 self-contained 'Extra Care' home units comprising 19, two bedroom and 21, one bedroom flats, with the provision of 7 car parking spaces, cycle parking and associated landscaping	-	5 (40 new - 35 existing bedrooms)	Villa / Freeform Slab	Freeform Slab	Infill

Fig. 57: Matrix of refused and withdrawn applications reviewed

9.2. 207 New Cross Road

The alterations and change of use of the existing office (Use Class B1 (A)) at 207 New Cross Road SE14 into four self-contained flats, together with the construction of 2 three bedroom townhouses incorporating balconies and the provision of 2 car parking spaces, fronting onto Hatcham Park Mews, and the installation of new railings to the front. (Please Note Listed Building Consent)

Application date: 27 November 2015

Decision date: 26 February 2016

Pre-app Y/N: Y

Appeal Y/N: Y

Reason for refusal:

Reason 1

The proposed alterations would result in the loss of historic fabric and the introduction of unsympathetic alterations which would adversely affect the character, special architectural and historic interest of the listed building

- London plan
 - Policy 7.6 Architecture
 - Policy 7.8 Heritage Assets & Archaeology
- Core Strategy
 - Policy 15 High quality design for Lewisham
 - Policy 16 Conservation areas, heritage assets and the historic environment
- Local plan
 - DM30 Urban design and local character
 - DM31 Alterations/extensions to existing buildings
- DM36 New development, changes of use and alterations affecting designated heritage assets and their setting

Reason 2

The scale, massing and siting of the proposed extensions do not respond sensitively to the heritage asset and would be harmful to the Hatcham Conservation Area

- London plan
 - Policy 7.6 Architecture
 - Policy 7.8 Heritage Assets & Archeology

- Core strategy
 - Policy 15 High quality design for Lewisham
 - Policy 16 Conservation areas, heritage assets and the historic environment
- Local plan
 - DM30 Urban design and local character
 - DM31 Alterations/extensions to existing buildings
 - DM36 New development

Reason 3

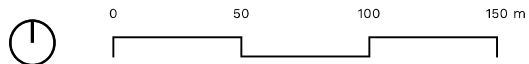
The proposed extension and conversion of the existing building would result in undersized units with poor quality layouts which would fail to provide an adequate standard of accommodation as required by National Technical Standard

- London plan
 - Policy 3.5
- Core strategy
 - Policy 15 High Quality Design for Lewisham
 - DM Policy 4 Conversions of office space and other B Use Class space into flats
- Local plan
 - DM Policy 32 Housing design, layout and space standards

Reason 4

The proposed development would give rise to an unacceptable risk to pedestrian and cycle safety as well as create an unacceptable potential for conflict between vehicles on Hatcham Park Mews

- Core strategy
 - Policy 14 Sustainable movement and transport



207 New Cross Road

Ward: New Cross
Planning Reference:
DC/15/094634
Refusal Date: 26/02/2016
Postcode: SE14 5UH

The alterations and change of use of the existing office (Use Class B1 (A)) at 207 New Cross Road SE14 into four self-contained flats, together with the construction of 2 three bedroom townhouses incorporating balconies and the provision of 2 car parking spaces, fronting onto Hatcham Park Mews, and the installation of new railings to the front. (Please Note Listed Building Consent)

Fig. 58: Map of refused application at New Cross Road

Design Review

The application was for conversion of a listed front building into four apartments, and, at the back of its rear garden, the construction of two houses fronting onto a rear mews. The two mews houses are carefully and thoughtfully designed, with an original, unorthodox façade, by a young architectural firm. One assumes it is this unconventionality that has brought about the refusal, though the application is not helped by a less than convincing rendering of the mews frontage. The mews development, three stories, is relatively bulky, but not unduly so in the context of neighbouring development. A very similar proposal achieved consent six months later. This in turn was superseded by a new application for a less ambitious solution by a more conventional architect. So a missed opportunity for a high quality development, but not one, it seems, caused by the planning process.

Heritage Review

Reason 1 for refusal is loss of historic fabric to the listed building (i.e. the front terrace). 207 to 219 is a very impressive early Victorian terrace. Nos 207 and 219 have 2-storey, 1-window set back entrance extensions, which may look insignificant in comparison to the more formal composition of the terrace itself, but are crucial to the rhythm and overall composition of the terrace. It was the entrance extension at 207 that was proposed for demolition. Although 219's has been altered, the overall symmetry of the terrace is important. This seems much more contentious than the mews development to the rear.

ADVICE—look not just at the immediate context but consider the role the building plays in larger compositions, especially where there is formal streetscape.

9.3. 22 Farmcote Road

The construction of a single storey 1 bedroom dwelling house to the rear of 22 Farmcote Road SE12 together with associated landscaping, cycle and bin storage.

Application date: 31 March 2016

Decision date: 25 May 2016

Pre-app Y/N: N

Appeal Y/N: Y

Reason for refusal:

Reason 1

The proposal would constitute inappropriate development in a back land location and would be unacceptable in principle, contrary to the objectives of the National Planning Policy Framework

- London plan
 - Policy 7.4 Local character
- Core Strategy
 - Policy 1 Lewisham Spatial Strategy
- Local plan
- DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas

Reason 2

The development by virtue of its design, location and size would result in an incongruous addition to the wider street scene, at odds with the established pattern of development in the area

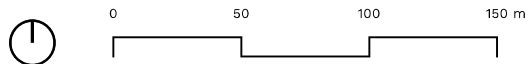
- London plan
 - Policy 7.4 Local character
 - Policy 7.6 Architecture
- Core strategy
 - Policy 15 High Quality Design for Lewisham
- Local plan
 - DM 30 Urban design and local character
 - DM 33 Development on infill sites, backland sites, back gardens and amenity areas

Design Review

An unadventurous proposal for a bungalow on the footprint of a double garage, all but filling its small, back of pavement plot. Meaningless symmetry and sub-mid-century detailing are misplaced and inappropriate. Why is the crossover retained? It was refused because it is rear garden development, counter to policy; and its design is seen as 'incongruous' – agreed. But in fact this could be seen as an excellent place for a small infill development, and a two- or even three-storey two bedroom compact house could be inserted here with a reasonably-sized south-facing garden. Carefully designed, its breaking forward of the established street line could add interest and counterpoint to an undistinguished street scene.

Heritage Review

Agree—this is a pragmatically cheap and clumsy garage conversion. The pyramidal roof on top of the flat roof is particularly poor. Could there be a rule for minimum distance of rear garden to be retained on corner sites like this? Rather than blanket probation of back garden development? Design should be seen as a composition going right to the corner—i.e. including wall treatment to shortened garden. Front facade here lines up with side elevation of corner house—which in this case is same line as existing garage) would not want to see it come any further forward, but certainly scope for 2/3 storeys.



22 Farmcote Road

Ward: Grove Park
Planning Reference:
DC/16/096049
Refusal Date: 25/05/2016
Postcode: SE12 0JZ

The construction of a single storey 1 bedroom dwelling house to the rear of 22 Farmcote Road SE12 together with associated landscaping, cycle and bin storage.

Fig. 59: Map of refused application at Farmcote Road

9.4. 110 Courthill Road

The excavation of the basement to create an additional floor and the construction of a two storey extension to the upper floors with balconies at first floor level to the rear at 110 Courthill Road SE13, to provide 4, one bedroom self-contained flats and 1, two bedroom maisonette, together with lightwells, metal railings and piers, waste/recycling bin and cycle storage areas to the front.

Application date: 07 July 2015

Decision date: 17 November 2015

Pre-app Y/N: N

Appeal Y/N: N

Reason for refusal:

Reason 1

The proposal would constitute inappropriate development in a location that would compromise the continued function of the rear employment generating use and would not meet required levels of design and so would be unacceptable in principle.

- National Planning Policy Framework
- Core Strategy
 - Policy 5 Other employment locations
 - Policy 16 Conservation areas, heritage assets and the historic environment
- Local plan
 - Policy 3 Conversion of a single family house to two or more dwellings
 - Policy 11 Other employment locations

Reason 2

The development, by virtue of its depth, height and proximity to the boundary, its cumulative bulk and the size, would result in a bulky, disproportionate extension that would cause harm to the appearance of the house and the streetscene and would cause harm to living conditions of neighbouring occupiers.

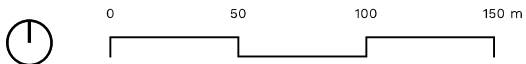
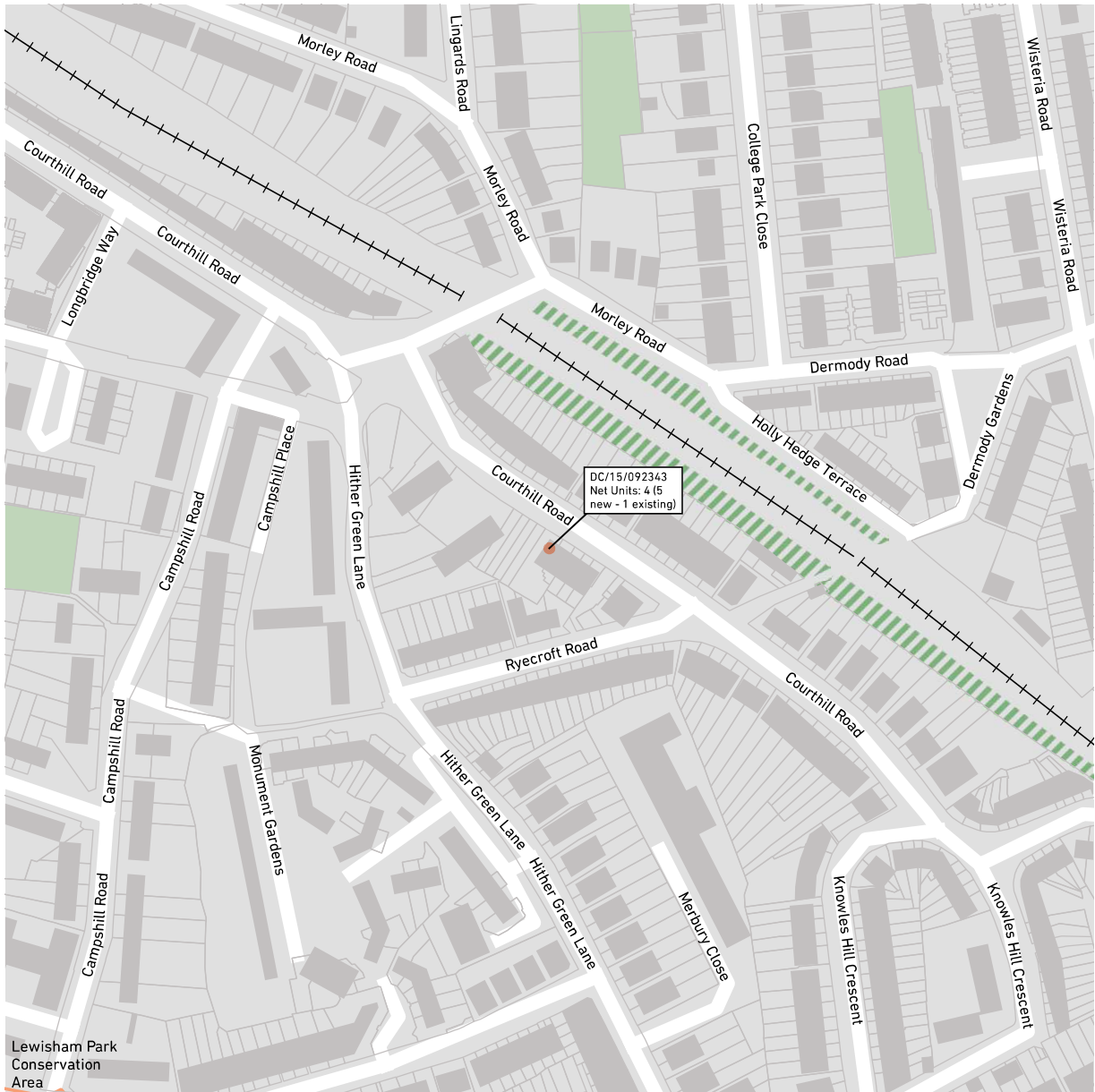
- Local plan
 - DM31 Alterations/extensions to existing buildings
- The Residential Development Standards

Design Review

The extent of alteration that was proposed to a currently relatively modest two storey Victorian semi was unlikely to be successful. In the context, with an adjacent three-storey terrace and four-storey buildings in the immediate vicinity, one feels that either a simpler, more modest conversion of fewer homes, or a new-build three storey solution with no basement might have made better starting points. The current scrapyard function would perhaps be better relocated elsewhere, as the applicant claims they will do, and the site's future – and the amenity of neighbours – would arguably be better without retaining an employment function. Rather than retaining employment uses, a section 106 contribution could be sought. The design strategy underlying the proposal is notably poor.

Heritage Review

Agree—this form of employment must be having a negative impact on residential amenity and would be best relocated, so policy flexibility would be appropriate. Would be preferable to demolish houses on Courthill Road and rebuild to the line of adjacent houses (forward) and match height too—consider continuing ridge line to consolidate. NB scrap yard also seem to own much larger site adjacent, was there a LA desire for a more comprehensive development encompassing this too?



Ward: Lewisham Central
Planning Reference:
DC/15/092343
Refusal Date: 17/11/2015
Postcode: SE13 6HA

110 Courthill Road

The excavation of the basement to create an additional floor and the construction of a two storey extension to the upper floors with balconies at first floor level to the rear at 110 Courthill Road SE13, to provide 4, one bedroom self-contained flats and 1, two bedroom maisonette, together with lightwells, metal railings and piers, waste/recycling bin and cycle storage areas to the front

Fig. 60: Map of refused application at Courthill Road **Page 290**

9.5. 17 Brandram Road

The demolition of the existing buildings at 17 Brandram Road SE13 and the construction of a three storey block to provide 3 two bedroom and 1 three bedroom self-contained flats, together with the provision of 4 cycle spaces.

Application date: 15 February 2016

Decision date: 11 April 2016

Pre-app Y/N: N

Appeal Y/N: Y

Reason for refusal:

Reason 1

The proposed development by reason of its scale, massing & architectural detailing does not provide a high standard of design quality and fails to take the opportunities available for improving the character and appearance of the area, to the detriment of the streetscape and wider Conservation Area.

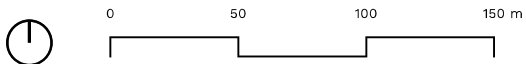
- London plan
 - 7.6 Architecture
 - 7.8 Heritage Assets & Archaeology
- Local plan
 - Policy DM30 Urban design and local character
 - Policy DM36 New development, changes of use and alterations affecting designated heritage assets and their setting
- Core strategy
 - Policy 15 High quality design for Lewisham
 - Policy 16 Conservation areas, heritage assets and the historic environment

Design Review

The site's former planning history suggests that a traditional treatment will find favour in this conservation area setting. The rejected application follows this approach, but the result is an ungainly composition whose mansard top storey is out of scale with its surroundings, and whose front elevation is marred by an unfriendly blank ground floor façade. Some units are undersized. The later approved application – following a refused appeal – is better, more in scale, and sits well within its context. A positive planning outcome.

Heritage Review

Agree—the top-heavy mansard and the black ground floor projection of the refused scheme are ungainly, and the recessed first floor balcony is fussy and likely to a repository for junk rather than an amenity space. The chief merit of the approved scheme is that it is 2 rather than three storeys high, and admirably simple in elevation. The legibility of the central door is preferable too. It now reads as a continuation of the existing houses to its right, however given the slope of the street and the volume of the block to the left, this could have been a site where 3 storeys would work. NB CONSERVATION AREA designation was probably instrumental here in refusing a visually poor scheme.



17 Brandram Rd

Ward: Blackheath
Planning Reference:
DC/15/094878
Refusal Date: 11/04/2016
Postcode: SE13 5RT

The demolition of the existing buildings at 17 Brandram Road SE13 and the construction of a three storey block to provide 3 two bedroom and 1 three bedroom self-contained flats, together with the provision of 4 cycle spaces.

Fig. 61: Map of refused application at Brandram Road

9.6. 12 Muirkirk Road

Demolition of the existing lock-up garages and the construction of 2, part one/part two storey blocks to provide 5, two bedroom dwelling houses at the site of 12 Muirkirk Road SE6, together with the change of use of the vacant retail unit and the extension and conversion of the frontage building to provide 2, two bedroom dwelling houses and provision of refuse and cycle storage.

Application date: 02 December 2015

Decision date: 27 January 2016

Pre-app Y/N: N

Appeal Y/N: Y

Reason for refusal:

Reason 1

The development would provide a poor standard of accommodation for future residential occupiers by reason of poor outlook, limited direct daylight and sunlight, unacceptable overlooking between units, lack of ground floor defensible space and lack of private outdoor amenity areas

- London plan
 - Policy 3.5 Quality and Design of housing developments
- Core strategy
 - Policy 14 High quality design for Lewisham
- Local plan
 - Policy DM 32 Housing Design, layout and space standards

Reason 2

The proposed development, by virtue of its siting and scale would be detrimental to the amenities of surrounding residential properties, particularly the mews developments to the north-west and south of the application site

- Local plan
 - DM 30 Urban design and Local character
 - DM 33 Development on infill sites, backland sites, back gardens and amenity areas

Reason 3

The proposed refuse and recycling storage area would not be accessible to the Council's refuse vehicles and neither has an area been indicated which could serve as a suitable collection point for waste and recycling

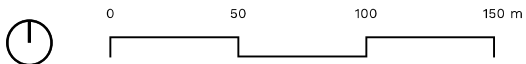
- Local plan
 - DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas

Design Review

Super-dense residential development of an alley behind a suburban shopping parade. Original refused on account of poor outlook, overlooking, inadequate bins and bike provision, and lack of ground floor amenity space, the application was resubmitted with fewer units, private amenity spaces added, better refuse and cycle arrangements, and more outdoor space. It remains a very dense development, but one that is workable, and that has a part to play in the intensification of central sites. Effective use of planning policy to improve an application prior to approval. It is noted that current photos show the scheme to be gated, unlike what is shown in the planning approval.

Heritage Review

Success or otherwise of this very dense scheme will be very dependent on the quality of floorscape in the rear street. I would like to know more about how the external spaces are used in practice, and arrangements for maintenance. The concept of communal "outdoor rooms" is attractive, but how will sense of ownership work out in practice? Interesting that it is gated—given location behind shops would be good to feel that non-residents might be able to use these spaces—at least during daylight hours.



Ward: Catford
Planning Reference:
DC/15/094462
Refusal Date: 27/01/2016
Postcode: SE6 1BE

12 Muirkirk Rd

Demolition of the existing lock-up garages and the construction of 2, part one/part two storey blocks to provide 5, two bedroom dwelling houses at the site of 12 Muirkirk Road SE6, together with the change of use of the vacant retail unit and the extension and conversion of the frontage building to provide 2, two bedroom dwelling houses and provision of refuse and cycle storage.

Fig. 62: Map of refused application at Muirkirk Road **Page 294**

9.7. 96 Stanstead Road

The demolition of the existing garage and the construction of a single storey plus basement one bedroom detached dwelling in the back garden.

Application date: 04 August 2015

Decision date: 29 October 2015

Pre-app Y/N: N

Appeal Y/N: N

Reason for refusal:

Reason 1

The proposal would constitute inappropriate development in a back land location and would be unacceptable in principle, contrary to the objectives of the National Planning Policy Framework

- London plan
 - Policy 7.4 Local Context
- Spatial Policy 1 Lewisham Spatial Strategy
- Development Management Plan Policy 33

Reason 2

The development by virtue of its design, location and size would result in an incongruous addition to the wider streetscene, at odds with the established pattern of development in the area and the overall quality of accommodation provided would be substandard with an inadequate level of outlook.

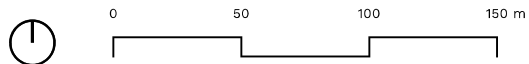
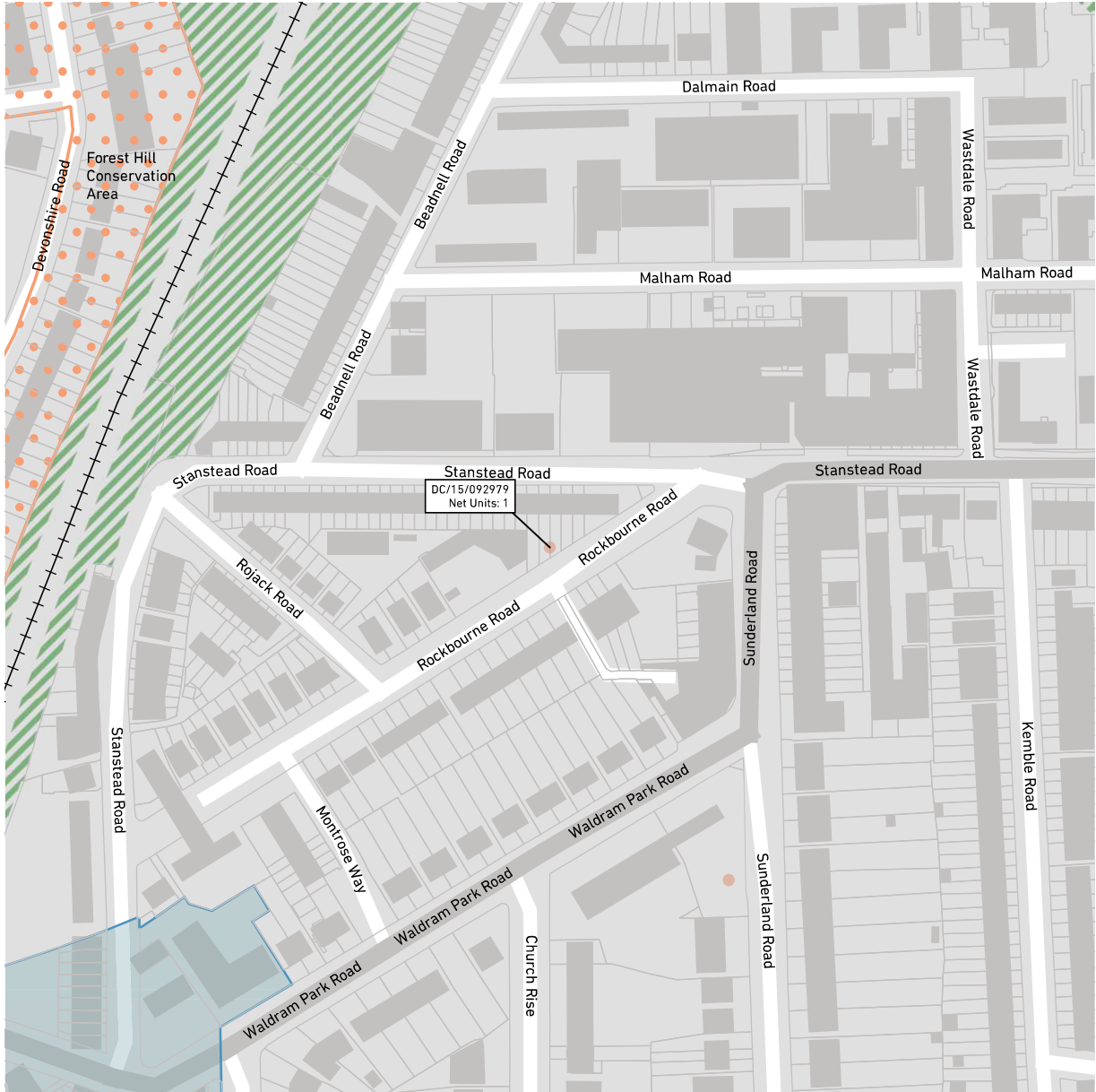
- London plan
 - Policy 7.4 Local Context
 - Policy 7.6 Architecture
- Core strategy
 - Policy 15 High Quality Design for Lewisham
 - Policy DM30
 - Policy DM32
- Local plan
 - Policy DM33 Development on infill sites, backland sites, back gardens and amenity areas

Design Review

A proposal at the rear of a garden which backs onto a street. There ought to be an acceptable way to build a small house here: two doors down a youth club is significantly closer to the rear of the terrace than this proposal. This application's failure derives, most probably, from the poor quality of drawing and thinking that has gone into it. A thoughtful application by a committed and careful architect ought to succeed. Good urbanism requires this kind of site to be exploited.

Heritage Review

The lowered floor of this development is totally below ground level and gets light and ventilation from a sunken courtyard only. The use of render and the flat roof of the bike shed don't promise the kind of robust, well detailed abutment to the pavement which would be desirable. I agree that there should be scope for infill here, and it could definitely go as high as the youth club on the road elevation. NB there is much scope for an improved, higher density scheme on the youth club site, and it's a pity the youth club is not better located in relation to the nearby nature reserve.



96 Stanstead Rd

Ward: Perry Vale
Planning Reference:
DC/15/092979
Refusal Date: 29/10/2015
Postcode: SE23 1BS

The demolition of the existing garage and the construction of a single storey plus basement one bedroom detached dwelling in the back garden

Fig. 63: Map of refused application at Stanstead Road

9.8. 25 Fordyce Road

The demolition of the existing garages onto land adjoining 25 Fordyce Road SE13 and the construction of a four storey block incorporating balconies comprising 8 two bedroom self-contained flats, together with the provision of 16 cycle spaces and refuse storage area.

Application date: 22 October 2015

Decision date: 17 December 2015

Pre-app Y/N: Y

Appeal Y/N: N

Reason for refusal:

Reason 1

Due to the scale, siting and over-complicated building form, the proposed development fails to respect and complement the scale, alignment and character of surrounding existing development giving rise to a bulky, overbearing and incongruous addition to the street that would significantly harm the character and appearance of the surrounding area and the amenities of neighbouring occupiers

- Core strategy
 - Policy 15 High quality design for Lewisham
 - Local plan
 - DM Policy 30 Urban design and local character
 - DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas

Reason 2

The applicant has failed to provide sufficient information to allow a full and accurate assessment of the sunlight and daylight impacts of the proposed development and therefore the assessment of full impact of the proposal upon the amenities of neighbouring occupiers

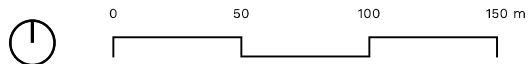
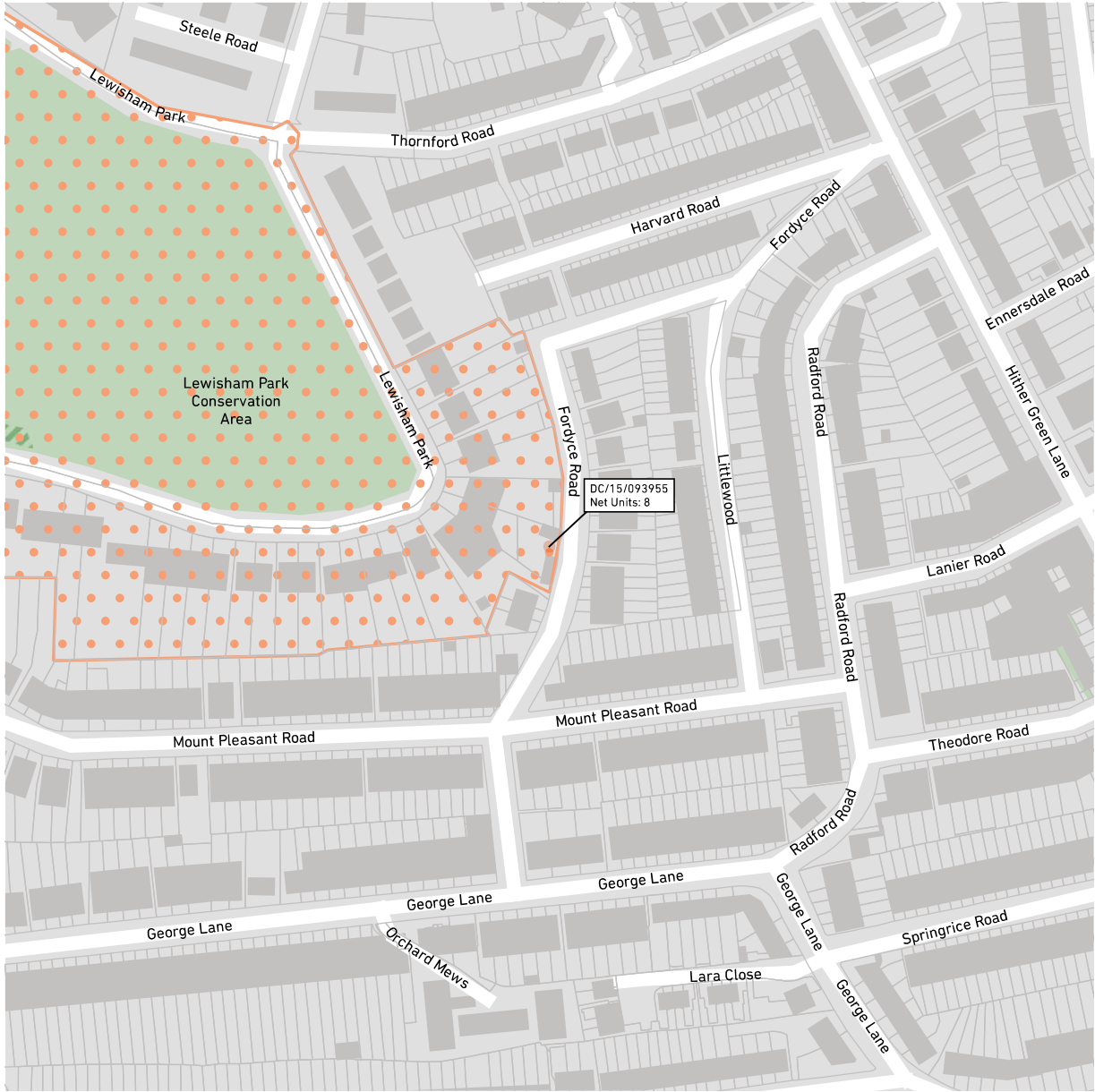
- Local plan
 - DM Policy 32 Housing design, layout and space standards

Design Review

Another plot which should lend itself to small site development. The DAS rigorously runs through a whole series of possible development options before opting for overdevelopment in the form of eight flats, four storeys high, where a more appropriate approach would be perhaps three homes, two to three storeys high. As a result, the design becomes rigid, inappropriately symmetrical and too high. Its generic apartment block form is belied by the careful analysis of context that precedes it. One would hope that a more appropriate design, still viable though perhaps less profitable, will come forward in time. Can it be encouraged?

Heritage Review

Agree—two storey development along this section of Fordyce Road would seem appropriate—perhaps conceived of as a contemporary mews row—flat fronted, direct to the street, simply detailed—would be great if a developer could acquire the setback block of three houses to the LHS and incorporate that.



Ward: Lewisham Central
Planning Reference:
DC/15/093955
Refusal Date: 17/12/2015
Postcode: SE13 6RH

25 Fordyce Rd

The demolition of the existing garages onto land adjoining 25 Fordyce Road SE13 and the construction of a four storey block incorporating balconies comprising 8 two bedroom self-contained flats, together with the provision of 16 cycle spaces and refuse storage area.

Fig. 64: Map of refused application at Fordyce Road **Page 298**

9.9. Cheney Court, Sunderland Road

The demolition of the existing garages at the rear of Cheney Court, Waldram Park Road SE23 and the construction of 2 three-storey, semi-detached four-bedroom houses with associated landscaping works, provision of bin and bicycle storage and on-site parking to the front with new vehicular access onto Sunderland Road together with the provision of 8 new parking spaces, bin storage and enhanced amenity space for the existing residents at Cheney Court.

Application date: 03 May 2016

Decision date: 17 November 2016

Pre-app Y/N: N

Appeal Y/N: N

Reason for refusal:

Reason 1

The proposal fails to demonstrate the acceptability of the loss of the existing garages and parking area in relation to both the principle of development and the highways and transport impacts of the proposal

- London plan
 - Policy 6.13 Parking
- Core strategy
 - Policy 14 Sustainable movement and transport
- Local plan
 - DM Policy 29 Car parking

Reason 2

The proposals by reason of the provision and siting of front facing roof terraces, materials and detailing would result in a poor standard of architecture giving rise to a harmful impact upon the character and appearance of the Sunderland Road streetscene

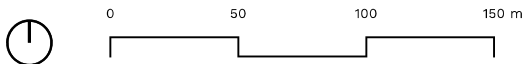
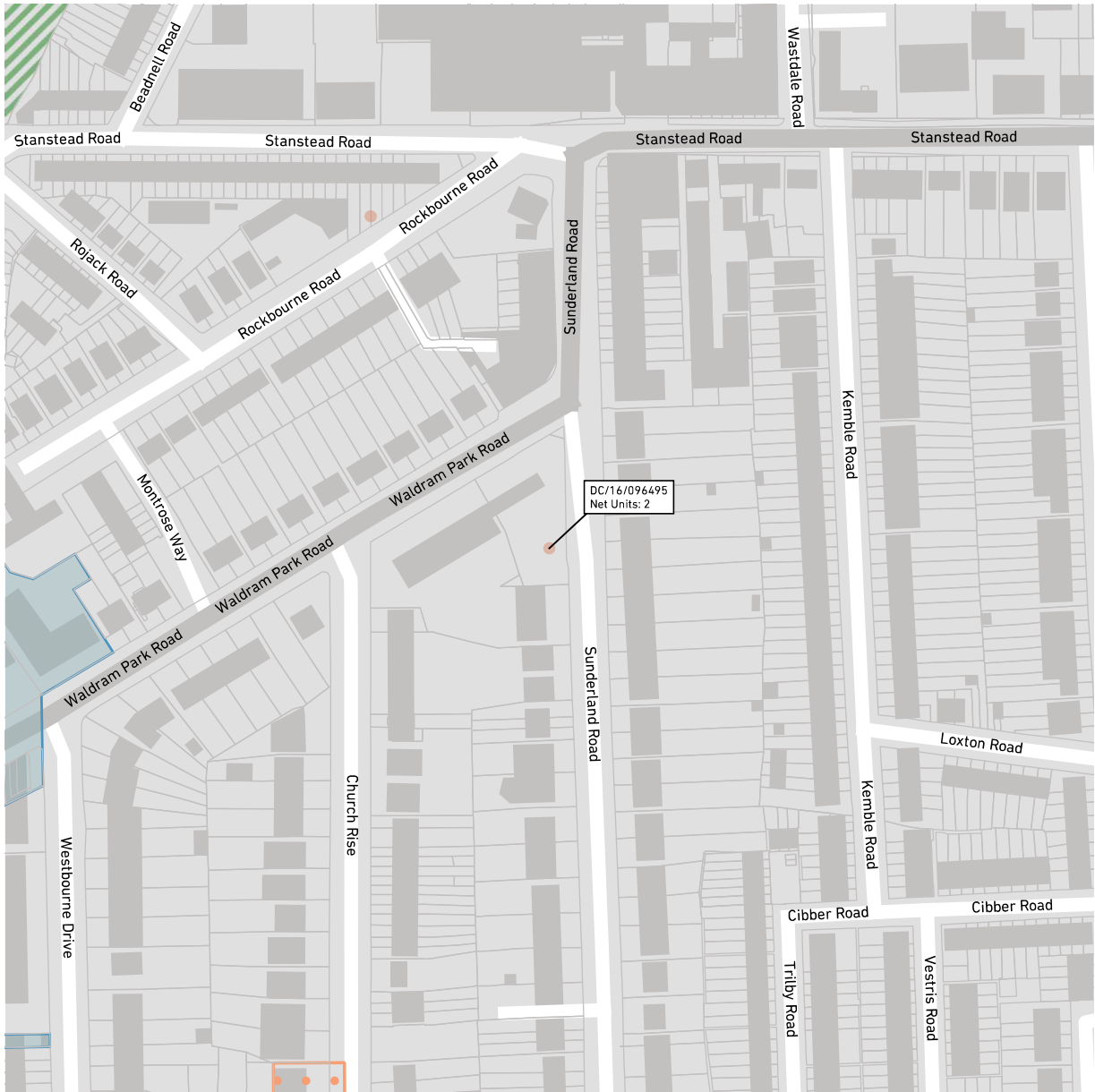
- Core strategy
 - Policy 15 High quality design for Lewisham
- Local plan
 - DM Policy 30 Urban design and local character
 - DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas

Design Review

Infill development of 2 semi-detached houses replacing a redundant garage court. Initially turned down because of concerns about loss of existing parking, and the appearance of the block, a revised application with better explanation and very minor design changes was granted permission. The design is bland but uncontentious.

Heritage Review

Agree this is fine, but given the massing of the block of flats, would a development closer to the street have been acceptable and given more scope? What is the ownership of the large grassed area within the block? Have we lost the opportunity to develop this by granting this consent?.



Ward: Perry Vale
Planning Reference:
DC/16/096495
Refusal Date: 17/11/2016
Postcode: SE23 2PL

Sunderland Rd

The demolition of the existing garages at the rear of Cheney Court, Waldram Park Road SE23 and the construction of 2 three-storey, semi-detached four-bedroom houses with associated landscaping works, provision of bin and bicycle storage and on-site parking to the front with new vehicular access onto Sunderland Road together with the provision of 8 new parking spaces, bin storage and enhanced amenity space for the existing residents at Cheney Court.

Fig. 65: Map of refused application at Sunderland Road

9.10. 367 Baring Road

Demolition of one existing house at 367 Baring Road and erection of 8no. houses with associated access, car and cycle parking and landscaping.

Application date: 21 May 2018

Decision date: 28 November 2018

Pre-app Y/N: Y

Appeal Y/N: N

Reason for refusal:

Reason 1

The proposed development by reason of siting and scale, would appear as an overbearing form of development that would result in unacceptably reduced outlook and increased sense of enclosure to the occupants of No.s 18, 22, 26, 28, 30, 32, 36, 40, 42 and 46 Wydeville Road and a harmful reduction in privacy for the occupants of 3, 4, 5, 6, 7 and 8 Wydeville Manor Road.

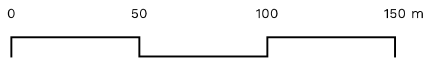
- National Planning Policy Framework
 - Paragraph 127
- London plan
 - Policy 3.5 Quality and design of housing developments
- Core strategy
 - Policy 15 High quality design for Lewisham
- Local plan
 - DM Policy 32 Housing design, layout and space standards
 - DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas

Design Review

The scheme is for 8 houses on a backland site, accessed by demolishing a semi-detached bungalow. Its layout is somewhat bitty and counter-intuitive: one wonders whether a single two-storey terrace on the west edge of the site might not have been a simpler approach. In the application which was refused, houses, seemingly from a generic and undistinguished design template, are three-storey and were adjudged too high, reducing outlook and privacy to existing neighbours. The subsequent approved application is very similar, except that hipped roofs reduce the single house to two storeys and gives the other houses somewhat cramped top floor master bedrooms. The scheme remains generic and indifferent to context.

Heritage Review

Ultimate NIMBY nightmare! Would it have been possible to achieve a completely car free scheme here? It is the introduction of car access into the centre of the block which is most intrusive for all the neighbours who have grown used to backing onto a green oasis. And the roadways dominate the layout. I agree that the scheme is very bitty and a mews type continuous block would have been preferable, and could have offered up an attractive rear boundary to at least one set of abutting back gardens.



367 Baring Road

Ward: Downham
Planning Reference:
DC/18/107143
Refusal Date: 28/11/2018
Postcode: SE12 0EE

Demolition of one existing house at 367 Baring Road and erection of 8no. houses with associated access, car and cycle parking and landscaping.

Fig. 66: Map of refused application at Baring Road

9.11.Hill House 28a Sydenham Hill

Demolition of Hill House 28a Sydenham Hill SE26, the change of use, alteration and extension to 28 Sydenham Hill SE26 including the formation of front and rear lightwells, together with the construction of a part/two, part/three, part/four, part five storey building, to provide 40 self-contained 'Extra Care' home units comprising 19, two bedroom and 21, one bedroom flats, with the provision of 7 car parking spaces, cycle parking and associated landscaping.

Application date: 13 January 2016

Decision date: 10 January 2018

Pre-app Y/N: Y

Appeal Y/N: N

Reason for refusal:

Reason 1

The proposal, by reason of excessive scale, height, bulk and massing would represent a significant over-development of the site, appearing as an overbearing and discordant form of development that would disrupt the established building form, and harm the designated 'Areas of Special Character'

- Core strategy
 - Policy 15 High quality design for Lewisham
- Local plan
 - DM Policy 32 Housing design, layout and space standards
 - DM Policy 33 Development on infill sites, backland sites, back gardens and amenity areas
 - DM Policy 37 Non designated heritage assets including locally listed buildings, areas of special local character and areas of archaeological interest

Reason 2

The proposed building would fail to respect or be sympathetic to the historic character and prominence of the locally listed building, resulting in a poor relationship that would compromise the setting of Highfield and existing streetscape

- Core strategy
 - Policy 15 High quality design for Lewisham
- Local plan
 - DM Policy 30 Urban design and local character'
 - DM Policy 37 'Non designated heritage assets including locally listed buildings, areas of special local character and areas of archaeological interest

Reason 3

The proposed development, by reason of siting, scale and massing, would result in adverse harm upon the setting of Droitwich Close, appearing as an overbearing and incongruous introduction that would overshadow the existing amenity space and impair outlook to occupiers

- Core strategy
 - Objective 10: 'Protect & Enhance Lewisham's Character'
 - Policy 15 'High Quality Design for Lewisham'
- Local plan
 - DM Policy 32 'Housing design, layout and space standards'
 - DM Policy 33 'Development on infill sites, backland sites, back gardens and amenity areas'

Reason 4

The proposed standard of residential accommodation would be compromised significantly by virtue of the dense and overbearing scale and layout of the building that would result in sense of enclosure, overshadowing and poor outlook to some units and the communal garden area

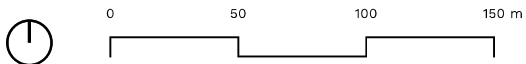
- Local plan
 - Policy 32 'Housing design, layout and space standards

Reason 5

The proposal, by reason of insufficient provision of off-street parking, and the likely demand attributed to the nature of the use, would result in potential increased parking to neighbouring streets

Local plan

- DM Policy 29 Car parking



Ward: Forest Hill
Planning Reference:
DC/15/094733
Refusal Date: 10/01/2018
Postcode: SE26 6TP

Hill House 28a Sydenham Hill

Demolition of Hill House 28a Sydenham Hill SE26, the change of use, alteration and extension to 28 Sydenham Hill SE26 including the formation of front and rear lightwells, together with the construction of a part/two, part/three, part/four, part five storey building, to provide 40 self-contained 'Extra Care' home units comprising 19, two bedroom and 21, one bedroom flats, with the provision of 7 car parking spaces, cycle parking and associated landscaping

Fig. 67: Map of refused application at Sydenham Hill **Page 304**

Design Review

Redevelopment of an existing older person's home to provide more units and a better arrangement. Retention of the locally listed villa on Sydenham Hill and demolition of the C20 block behind. The project tries to squeeze too much onto a tight site, with constraints including existing trees and a steep slope. The result is a bulky, over scaled development which damages both its own site and its surroundings. It was therefore right to refuse permission. The basic site layout is probably the right one, but any redesign would need to consider less units per storey, and one less storey overall. Elevations are woeful.

Heritage Review

The locally listed building is a handsome symmetrical villa, already somewhat stranded by the development of the two Y shaped blocks of flats to the LHS. Sinking a light well in front of it, adding a side extension which comes up above wall height and making the central front door redundant removes all remaining dignity from it. I'm not sure that I agree that this basic layout is acceptable, I would like to see all new development to the rear of the existing villa, and I think this is an instance where the strong vocabulary of the existing building could be referenced—the parallel chimney stacks and semi-circular brick arches for instance.



Lewisham

Housing Regeneration and Environment Directorate

Strategic Environmental Assessment Final Screening Report

For The Small Sites Study:
Small Sites Development Strategy &

Small Sites Design Guide Supplementary Planning Document (SPD)

Strategic Development – Housing Growth Team

Laurence House *

1 Catford Road

London

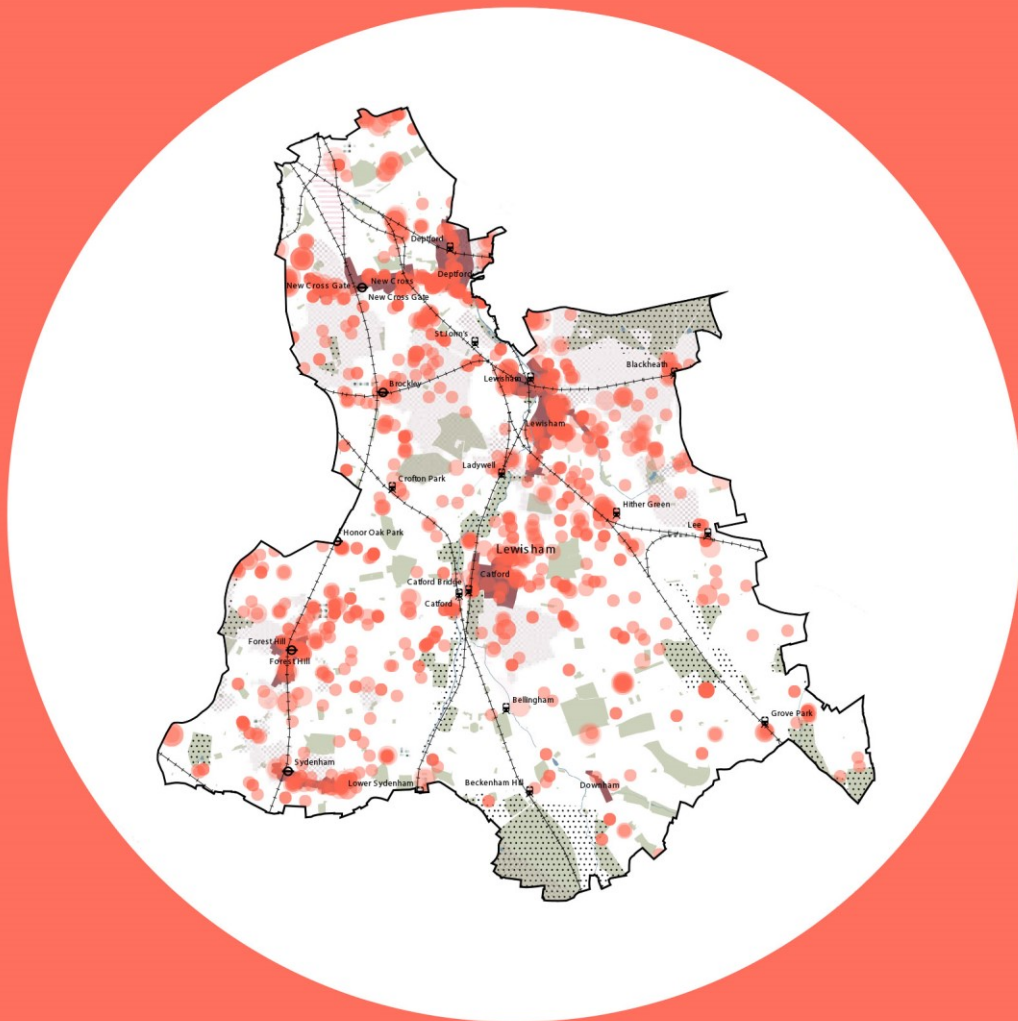
SE6 4RU

0208 314 6841

Thomas.Atkinson@lewisham.gov.uk

January 2021

*Due to Covid-19 our officers are working from home and any post that comes to the team will be collected but not looked at immediately, therefore any correspondents should be directed via email or via phone call.





Lewisham

Contents

1. INTRODUCTION.....	4
2. POLICY BACKGROUND.....	4
3. STUDY BOUNDARY.....	7
4. PROCESS AND SCOPE.....	8
5. PROPOSED STURCTURE AND OBJECTIVES	8
6. SEA SCREENING PROCESS	10
7. SCREENING ASSESSMENT.....	10
8. DRAFT DETERMINATION.....	16
9. CONSULTATION	16
10. FINAL DETERMINATION	18



Lewisham

1. INTRODUCTION

- 1.1 The London Borough (LB) of Lewisham is preparing a Supplementary Planning Document (SPD) to provide design guidance for Small Sites Development throughout the LB of Lewisham. This will aim to make the best use of available land, increase the delivery of affordable new homes and improve streetscapes and public realm of left over or under-developed plots of land across all the wards within the borough.
- 1.2 Small Sites is currently defined as a site of 0.25 Ha. This SPD will focus on design guidance for these sites specifically, with the aim of increasing the number of windfall application that come forward to planning throughout the LB of Lewisham.
- 1.3 This Strategic Environmental Assessment (SEA) screening is being prepared in accordance with the requirements of Directive 2001/42/EC of the European Parliament and of the Council on the Assessment of the Effects of Certain Plans and Programmes on the Environment and the Environmental Assessment of Plans and Programmes Regulations 2004. The following guidance has also been taken into account:
- The National Planning Policy Framework (NPPF) (DCLG, 2012, as updated 2019).
 - The National Planning Practice Guidance (PPG ID: 11) in relation to SEA/SA (DCLG, 2015).
 - A Practical Guide to the Strategic Environmental Assessment Directive (ODPM, 2005).
- 1.4 The screening consultation is being prepared to enable the specified statutory consultation bodies (Natural England, Historic England and the Environment Agency) to comment on the appropriateness of the screening process for this proposed SPD. Other bodies that have specifically been invited to comment are:
- Greater London Authority
 - London Borough of Greenwich
 - London Borough of Bromley
 - London Borough of Southwark
- 1.5 Comments were invited to be made in writing and returned by 14th December 2020 to the Housing Growth Team at:
- **Post** : SEA Screening Consultation (Small Sites Study), Strategic Development – Housing Growth Team, London Borough of Lewisham, Laurence House, 1 Catford Road, Catford, LONDON SE6 4RU*
 - **Email** : Housing.Strategy@lewisham.gov.uk
- *During the current COVID-19 restrictions officers will be working mostly from home with limited access to the above address, though this will be monitored it is recommended that any postal documents are also sent via email to the above email address.

2. POLICY BACKGROUND

- 2.1 The Lewisham Core Strategy (2010) defines small site development mostly as Infill Development. About that it states:
- i. **Spatial Policy 5: Areas of Stability and Managed Change** in 6.147 titled 1D infill development it states: *Evidence on past housing completions through the Annual Monitoring Report shows a consistent supply of smaller infill development within these established residential areas. The Council wants to achieve the best use of previously developed land in the borough and will consider infill development provided that it is*



Lewisham

designed to complement the character of surrounding developments, the design and layout make suitable residential accommodation, and it provides for garden and amenity space. Any adverse impact on neighbouring amenity, conservation and historic issues, biodiversity or open space will need to be addressed.

- ii. Paragraph 6.176, which also relates to Spatial Policy 5 states: *Redevelopment opportunities in these localities particularly around stations may provide scope for higher density redevelopment. The primary considerations will be guided by the accessibility to public transport, local character and urban design principles, which aim to establish place making as part of any redevelopment.*
- iii. **Core Strategy Policy 15** which also states under the heading Areas of Stability and Managed Change (6)(b): *Small scale development, including infill development, will need to be designed and laid out to, complement the character of surrounding development, provide suitable residential accommodation with a high level of amenity and provide for garden and amenity space. Any adverse impact on neighbouring amenity, conservation areas and designated and non-designated heritage assets, biodiversity or open space will need to be addressed.*

2.2 As the Small Sites SPD covers the whole of the borough it is important to note that areas such as the Lewisham, Catford and New Cross Opportunity areas, though able to follow this guidance should also refer to those area specific policies and other SPD's for example the New Cross Gate area SPD and A21 Design Guidance SPD.

2.3 The Lewisham Characterisation Study (2019) which will inform the emerging Local Plan mentioned Small Sites and Infill Development within its intensification opportunities. These are explained through the defined borough types of perimeter blocks and expresses intensification opportunities within each perimeter block type. The Small Sites SPD will build of these defined housing typologies and the opportunities within the characterisation study.

2.4 DM Policy 33 in the Lewisham Development Management Local Plan (2014) headed Development on Infill sites, back land sites, back garden and amenity areas states general principles which are:

1. *Depending on the character of the area and the urban design function a space fulfils in the streetscape, some sites will not be considered suitable for development and planning permission will not be granted.*
2. *If a site is considered suitable for development, planning permission will not be granted unless the proposed development is of the highest design quality and relates successfully and is sensitive to the existing design quality of the streetscape, and is sensitive to the setting of heritage assets. This includes the spaces between buildings which may be as important as the character of the buildings themselves, and the size and proportions of adjacent buildings.*
3. *Development on these sites must meet the policy requirements of DM Policy 30 (Urban design and local character), DM Policy 32 (Housing design, layout and space standards) and DM Policy 25 (Landscaping and trees).*
4. *Development on these sites should retain existing formal or informal pedestrian through routes.*

2.5 DM Policy 33 in the Lewisham Development Management Local Plan (2014) goes onto define the types of development appropriate, this is the development types that the small sites SPD will give guidance on:



Lewisham

A. Infill sites

Development within street frontages and on street corners will only be permitted where they:

- a. make a high quality positive contribution to an area*
- b. provide a site specific creative response to the character and issues of the street frontage typology identified in Table 2.1 Urban typologies in Lewisham and to the special distinctiveness of any relevant conservation area*
- c. result in no significant overshadowing or overlooking, and no loss of security or amenity to adjacent houses and gardens*
- d. provide appropriate amenity space in line with DM Policy 32 (Housing design, layout and space standards)*
- e. retain appropriate garden space for adjacent dwellings*
- f. repair the street frontage and provide additional natural surveillance*
- g. provide adequate privacy for the new development and*
- h. respect the character, proportions and spacing of existing houses.*

B. Backland sites

New development on sites of this type will only be permitted where they provide:

- a. a proper means of access and servicing which is convenient and safe both for drivers*
- b. and pedestrians*
- c. no significant loss of privacy, amenity, and no loss of security for adjoining houses and*
- d. rear gardens and*
- e. appropriate amenity space in line with the policy requirements in DM Policy 32 (Housing*
- f. design, layout and space standards).*

Gated developments on these sites that prevent access which would normally be provided by a publicly accessible street will not be supported.

C. Back gardens

The development of back gardens for separate dwellings in perimeter form residential typologies identified in the Lewisham Character Study will not be granted planning permission. Private back gardens in all urban typologies should be retained in development proposals involving new separate dwellings.

D. Amenity areas

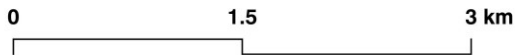
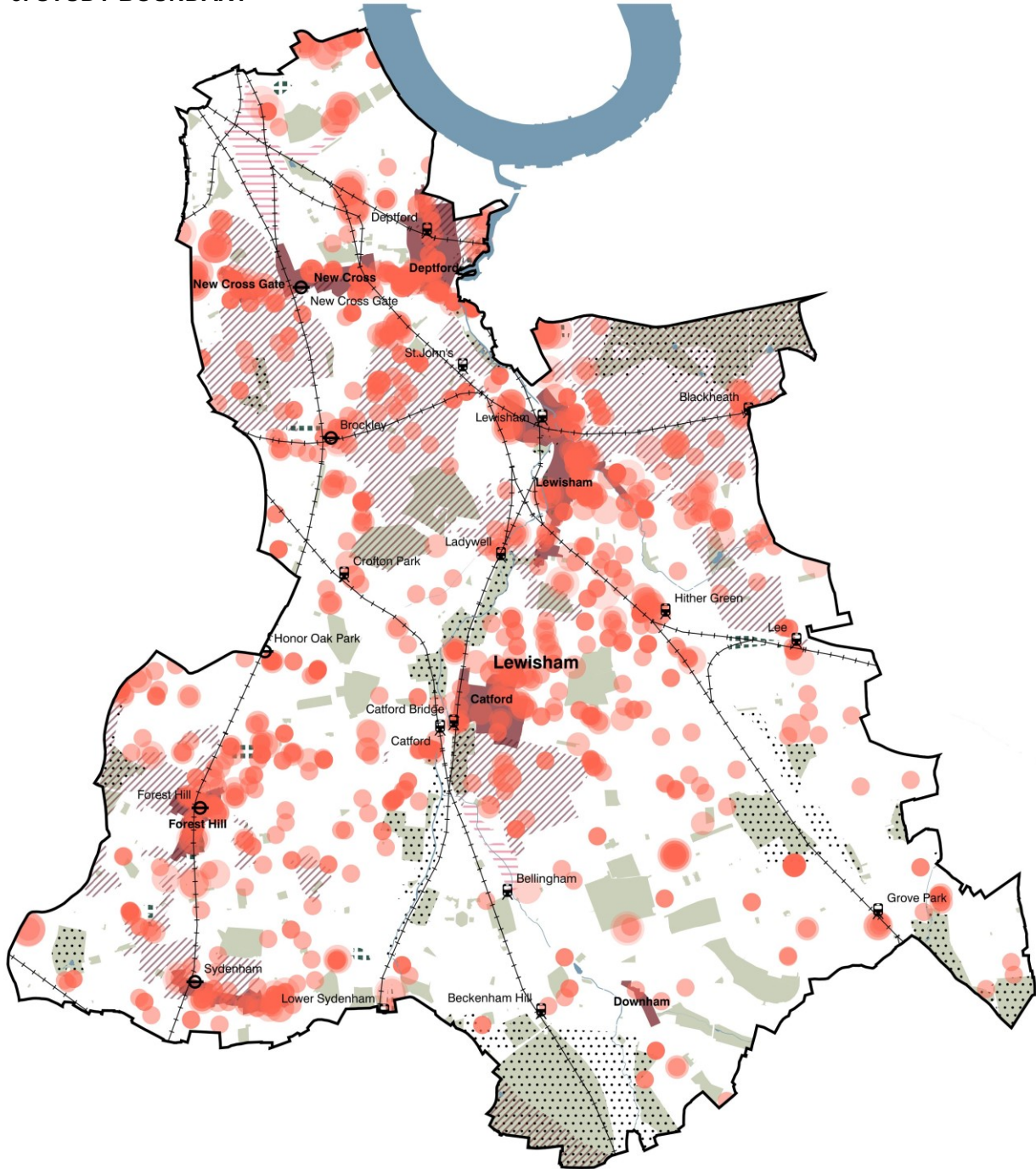
Proposals for new residential development on amenity areas of landscaped open space attached to existing residential development will only be permitted where they:

- a. repair or re-provide active street frontages*
- b. increase natural surveillance*
- c. retain existing private rear gardens where they are provided*
- d. retain adequate amenity space for the existing development according to the requirements of DM Policy 32 (Housing design, layout and space standards)*
- e. provide no significant loss of privacy and amenity, and no loss of security for adjoining residential development and private back gardens and*
- f. provide adequate privacy for the new development.*



Lewisham

3. STUDY BOUNDARY



Borough Boundary



Geographic Features

Waterways



Stations



Other Operators



London Development Database

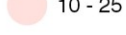
Housing Approvals - Small Sites



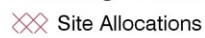
2 - 5



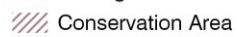
10 - 25



Planning Constraints



Strategic Industrial Land



Protected Open Space



Town Centre Boundary





Lewisham

4. PROCESS AND SCOPE

- 4.1 This Screening Report has been prepared in accordance with Section 9(3) of the SEA Regulations 2004 and is based on the Council's current scope of the Small Sites Design Guide SPD.
- 4.2 The purpose of the SPD:
- a. Will build on the policies within the adopted Local Plan (Core Strategy 2011, Site Allocations Local Plan 2013, Lewisham Town Centre Local Plan 2014 and Development Management Local Plan 2014).
 - b. Viewed in the context of the London Plan (December 2019 draft) and Draft Housing SPG prepared by the GLA.
 - c. It will also have relevance to the emerging Lewisham Local Plan (Regulation 18 Draft due late 2020) which will aim to futureproof the SPD.
 - d. It will follow on from typological and area definitions made in the Characterisation Study (2019).
- 4.3 Small Sites development has been identified as a key method of delivering much needed homes and, when done well, can contribute to the quality of spaces in local areas, allow for improved infrastructure and improve living conditions within and around new homes. This study aims to identify current issues in small site development in Lewisham, define a vision for small site development and support and guide quality small site development across the borough.
- 4.4 The Purpose of the SPD will be to provide further guidance on DM policy 33 and the relevant policies within the Core Strategy. It will not create any new policy or amend existing adopted policies. A proposed structure of the Small Sites SPD is set out below in section 5. Once produced, the draft of the Small Sites SPD will be subject to formal public consultation.

5. PROPOSED STRUCTURE AND OBJECTIVES

- 5.1 The Lewisham Small Sites study consists of three main components:
- i. An initial **Appraisal Study** of small sites typologies, stakeholders, opportunities and difficulties within the borough,
 - ii. A **Development Strategy** for small sites that will frame the vision and objectives for small site development across the borough, and identify potential areas for intensified small site development,
 - iii. Production of **Design Guide** in the form of a Supplementary Planning Document, which will guide small site development across the borough. This will be further defined by the production of elements i and ii.
- 5.2 It is the intention of the LB of Lewisham to formally adopt output iii (Small Sites Design Guide) as a Supplementary Planning Document (SPD) with statutory weight. Therefore, a robust consultation in line with Lewisham's Statement of Community Involvement will be a key component of the study.
- 5.3 LB Lewisham was successful in acquiring funding through the Homebuilding Capacity Fund in March 2019 to undertake a baseline and appraisal study and develop a strategy for Small Sites.
- 5.4 The project is being jointly funded by the Greater London Authority (GLA) and LB Lewisham, who together make up the client group. LB Lewisham will act as lead client and will manage the project.
- 5.5 The Council recognises that small sites will still play an important role in increasing housing supply in Lewisham in the future and supporting provision for a wide range of well-designed, high quality homes. The capacity of small sites should be explored and optimised throughout the



Lewisham

borough, including for new small housing development in appropriate locations, in line with the draft London Plan. Lewisham's emerging Local Plan will be required to deliver a greater number of homes than the Core Strategy 2011 to meet the increased annual targets set out within the Draft London Plan.

5.6 The Small Sites SPD must also be in accordance with the policies in the current Lewisham Local Plan as the emerging Local Plan is in the early production stages and will not be adopted in advance of the SPD. Therefore we expect the SPD to be in accordance with Lewisham's adopted Core Strategy and to take account of London Plan (December 2019 Draft), alongside the Good Growth by Design Agenda where the policy is more relevant and up to date.

5.7 The Objectives of the **Small Sites Study** include:

- i. Realising the opportunity that exists for the development of a significant quantity of new homes across the Borough, by developing a strategic approach to small site intensification, to give developers more confidence in bringing their sites forward.
- ii. Proposals for intensification should be sensitive to the needs of the borough, raise local awareness of the project, and generate enthusiasm and momentum with both residents and Local Ward Councillors across the Borough.
- iii. Acknowledging and learning from similar endeavors by other councils, and creating a Lewisham-specific approach that responds to the borough's history, pattern of development, growth and housing needs, and topography.
- iv. Building on emerging GLA and other borough guidance to provide local specificity.
- v. Working with key stakeholders, such as RPs, private developers, local contractors and Architects who have experience delivering housing within the LB Lewisham to help shape the strategy and guidance.
- vi. Identification of type's sites/ broad areas for development and use of planning tools such as the Brownfield Land Register to ensure small/infill sites are publicly identified.
- vii. Optimising the ability to deliver genuinely affordable housing contribution by guiding applicants to deliver the maximum capacity on each site.
- viii. Providing clear guidance/principles for the development of infill/small sites, helping to mitigate/minimize planning risk, optimizing site capacities, and supporting the realisation of LB Lewisham's emerging spatial strategy for significant growth in residential suburban locations.
- ix. Templates for site selection and development protocols will give local RP's, SME's and other delivery partners a quicker route to deciding the viability of sites.



Lewisham

6. SEA SCREENING PROCESS

6.1 The SEA screening procedure generally comprises of 6 stages, as detailed below:

Stage 1: Preliminary Assessment: to determine whether screening is necessary – *see Table 1.*

Stage 2: Assessment of likely Environmental Effects: if screening is required an assessment of the likely environmental effects, including any significant effects, will be undertaken in accordance with the SEA Regulations 2004 – *see Table 2.*

Stage 3: Draft Screening Report: a draft screening report will be prepared summarising the results of Stage 2 and including a draft determination as to whether the SPD is likely to have significant environmental effects – ***this document is the Draft Screening Report.***

Stage 4: Consultation with statutory bodies: the Environment Agency, Historic England and Natural England will be consulted on the Draft Screening Report. In this case, the council will consult additional stakeholders considered to have a strategic interest in this stage of the SPD preparation – *see paragraphs 1.4 – 1.5 and 8.5.*

Stage 5: Final Screening Report: consideration to be given to the responses from the three statutory bodies and other consultees and then a final version of the screening report prepared confirming:

- The result of the screening;
- Responses from the consultation bodies and other consultees;
- The final determination; and
- The statement of reasons if no SEA is required.

Stage 6: Final Screening Report made publically available: the Council will issue the Final Screening Report to each of the three statutory consultees and other consultees and make it publicly available for inspection.

7. SCREENING ASSESSMENT

7.1 The document “A Practical Guide to the Strategic Environmental Assessment Directive” (ODPM, 2005), sets out eight criteria that should be taken into account when screening a plan or programme to determine whether it will require SEA. The following Tables 1 and 2 provide LB Lewisham’s screening assessment using these criteria and the recommended methodology within the guide.

7.2 Whilst carrying out the screening assessment, the following national policy and guidance has been taken into account. Paragraph 165 of the NPPF (2012 and last updated 2019) states “A sustainability appraisal which meets the requirements of the European Directive on strategic environmental assessment should be an integral part of the plan preparation process, and should consider all the likely significant effects on the environment, economic and social factors”.



Lewisham

7.3 Paragraph 166 states that “Assessments should be proportionate, and should not repeat policy assessment that has already been undertaken”.

7.4 National Planning Practice Guidance (NPPG) (2016 and last updated 2019) states that:

“Supplementary planning documents do not require a sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to have significant environmental effects that have not already have been assessed during the preparation of the Local Plan.

A strategic environmental assessment is unlikely to be required where a supplementary planning document deals only with a small area at a local level (see regulation 5(6) of the Environmental Assessment of Plans and Programmes Regulations 2004), unless it is considered that there are likely to be significant environmental effects.

Before deciding whether significant environment effects are likely, the local planning authority should take into account the criteria specified in Schedule 1 to the Environmental Assessment of Plans and Programmes Regulations 2004 and consult the consultation bodies.” These are defined to be Historic England, Natural England and the Environment Agency.

7.5 Before answering the screening questions in Table 1, it is worth noting the context in which this SPD is set. The adopted Core Strategy has already been the subject of Sustainability Appraisal (including SEA) and this included the site allocations within the SPD study area. This SA/SEA process was undertaken throughout the plan preparation process. The Sustainability Appraisal for the Core Strategy was undertaken in September 2010. A separate Habitats Regulations Assessment Screening was also undertaken in February 2010. The relevant Sustainability Appraisal documents and the Core Strategy can be found on the Council’s website.

<https://lewisham.gov.uk/myservices/planning/policy/ldf/core-strategy/about-our-core-strategy-for-the-local-development-framework>.

Table 1: Application of the SEA Directive to the Proposed SPD

	Screening Question	Screening assessment
1.	Is the SPD subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority through legislative procedure by Parliament or Government ?	Yes. The SPD will be prepared and adopted by the London Borough of Lewisham in its role as Local Planning Authority.
2.	Is the SPD required by legislative, regulatory or administrative provisions?	. No. The preparation of a SPD is optional. However, once adopted by the LB of Lewisham it will be a material consideration in the determination of planning applications.



Lewisham

3.	Is the SPD prepared for agricultural, forestry, fisheries, energy, industry, transport or waste management, telecommunications, tourism, town and country planning or land-use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive?	Yes. The SPD will not create new policy or land use designations but it will provide further guidance to support the Core Strategy, which is the town planning policy framework for its area and includes policies for land-use. However, the Core Strategy has been subject to full Sustainability Appraisal (including SEA).
4.	Will the SPD, in view of its likely effects on sites, require an assessment under Article 6 or 7 of the Habitats Directive?	No. The Core Strategy was subject to screening for the need for assessment under the requirements of the Habitats Directive and it was concluded that such assessment was unnecessary. As the SPD will not change or add to policy, proposals or designations within the Core Strategy it is not considered that further screening for such assessment is necessary as there would be no likely effects on European Sites.
5.	Does the SPD determine the use of small areas at local level, OR is it a minor modification of a plan subject to Article 3.2?	No. The SPD will complement the policies that have already been set within the Core Strategy. No aspects of the SPD will modify existing adopted policies nor seek to change existing site allocations, nor add new ones. The SPD will provide additional guidance on the types of small sites at the local level that are considered suitable for infill development, to supplement the policies in the Core Strategy.
6.	Does the SPD set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)?	No. This framework is already set within the Core Strategy. The SPD will provide further guidance on the implementation of these policies.
7.	Is the SPD's sole purpose to serve the national defence or civil emergency, OR is it a financial or budget plan, OR is it co-financed by structural funds or EAGGF programmes 2000-2006/7?	No. The SPD does not fall into any of the criteria listed.



Lewisham

8.	Is it likely to have a significant effect on the environment?	It is not likely that the SPD will have any significant effect on the borough, beyond those effects that have already been assessed through the Sustainability Appraisal (including SEA) of the Core Strategy.
----	---	--

7.6 Table 2 establishes whether the SPD might have significant environmental effects by assessing the scope of the SPD against the criteria set out in Schedule 1 to the Environmental Assessment of Plans and Programmes Regulations (2004).

Table 2: Determining the likely significance of effects

	SEA Directive Annex II: Criteria for determining likely significance of effects referred to in Article 3(5)	Comment
1.	The characteristics of plans and programmes, having regard, in particular, to:	
1a)	The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources	The SPD will provide further guidance to the policies, proposals and the allocations that are contained within the Core Strategy, which already sets the framework for infill development on small sites across the borough. The Core Strategy has been fully assessed for the purposes of SA/SEA.
1b)	The degree to which the plan or programme influences other plans and programmes including those in a hierarchy	The SPD, in providing further design guidance to the framework set within the Core Strategy, does not directly affect other specific public sector plans or programmes but rather is influenced by the Core Strategy and other higher tier planning policy and guidance, including the London Plan and NPPF.



Lewisham

1c)	The relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development	The Core Strategy and other higher level policies set the context for achieving sustainable development. The SPD will provide further guidance as to how this should be achieved including how small sites can promote high quality, sustainable developments. The SPD will not revisit or change the higher level policy requirements and in the case of the Core Strategy, this has already been assessed through a full SA/SEA.
1d)	Environmental problems relevant to the plan or programme	The SPD will provide guidance on how to create sustainable developments that reduce the impact on the local environment and will encourage suitable bio diverse development based on a landscape led approach. This will help improve local biodiversity, streetscapes and the public realm at the local level.
1e)	The relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. plans and programmes linked to waste management or water protection).	It is unlikely that the SPD will generate any significant impacts that will prejudice the policies in other plans and programmes. The SPD will recommend how small sites follow existing policy and guidelines on water protection, waste management and other environmental plans for instant SUDS.
2	Characteristics of the effects and of the area likely to be affected, having regard, in particular, to:	
2a)	The probability, duration, frequency and reversibility of the effects	The probability, duration, frequency and reversibility of effects have been assessed within the full SA for the Core Strategy. There are no additional changes to the effects that would result from the preparation of the SPD. Whilst the SPD will provide further guidance that seeks to help increase the probability and frequency of windfall sites coming forward and producing more affordable housing across the borough, it will not predict the exact amount and location of new windfall sites. . For sites that do come forward for development, each planning application will be judged on its own



Lewisham

		merit through the standard planning procedure and will assess the probability, duration, frequency and reversibility of the effects on the local environment.
2b)	The cumulative nature of the effects	Cumulative effects of the Small Sites Study have already been assessed within the SA for the Core Strategy. There are no likely cumulative effects that would result from the production of the Small Sites Design Guide SPD.
2c)	The trans-boundary nature of the effects	The study area of the SPD lies adjacent to the LBs of Bromley, Greenwich, Southwark and Tower Hamlets. Increasing the homes within the borough of Lewisham will help to meet local demand for housing and therefore reduce the need for residents to move outside of the borough to live. Local administrative trans boundary effects were considered as part of the SA/SEA of the Core Strategy.
2d)	The risks to human health or the environment (e.g. due to accidents)	The borough remains within the 20% most deprived local authorities in England, and is the tenth most deprived London Borough. The SPD will seek to enhance human health by providing guidance for designing homes that are environmentally sustainable and provide high quality living environments for people to reside in.
2e)	The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	The spatial extent of the SPD will be the same as the area already covered in the Core Strategy. The SPD will aim to enhance the quality of the localised environment by enhancing the local streetscene and public realm, thereby providing positive benefits for both new and existing local residents. The magnitude and spatial extent of effects were considered as part of the full SA/SEA of the Core Strategy.



Lewisham

2f)	<p>The value and vulnerability of the area likely to be affected due to:</p> <ul style="list-style-type: none"> I. special natural characteristics or cultural heritage, II. exceeded environmental quality standards or limit values III. intensive land-use 	<p>The value and vulnerability of the SPD study area have been considered as part of the full SA/SEA of the Core Strategy, including special natural characteristics and cultural heritage aspects. The SPD will take account of the value and vulnerability of all designated and non-designated heritage assets, open spaces and Sites of Importance to Nature Conservation within the SPD study area. Whilst the SPD will encourage development of infill sites, it is not expected to result in over development of land nor detrimentally impact on designated heritage, open space and nature conservation sites.</p>
2g)	<p>The effects on areas or landscapes which have a recognised national, Community or international protection status</p>	<p>There are no landscapes or areas of recognised national, community or international protection status that have been identified in relation to the SPD study area. However, further guidance on appropriate design will generate localised positive benefits in relation to landscapes, green spaces, local character and townscape.</p>

8. DRAFT DETERMINATION

- 8.1 An SEA screening assessment has been undertaken on the Small Sites Design Guide SPD, as detailed in Tables 1 and 2.8.2 It demonstrates that any effects resulting from higher tier planning documents including the 'parent policies' relevant to this SPD have already been considered and assessed by a separate full SEA through the Development Plan process.
- 8.2 The SPD does not propose any new policies, or the amendment of existing adopted policies, and will not allocate resources or direct other higher level plans and programmes.
- 8.3 In conclusion, the draft determination is that a SEA will not be required.

9. CONSULTATION

- 9.1 Following the draft determination that a SEA will not be required for the SPD, we consulted with the three statutory consultees and other consultees listed in Paragraph 1.4. Emails were sent to the seven consultees seeking their opinions on 12th November 2020 and a follow up email was sent on 9th December 2020. Comments were invited to be made in writing and returned to the Housing Growth Team by emailing Housing.Strategy@lewisham.gov.uk by 14th December 2020



Lewisham

9.2 Table 3 provides an overview of the responses received, demonstrating that the consultees do not have any objections, that they concur with the findings of this report and that a full SEA is not required.

Table 3: Overview of responses received

Consultee	Response received
Natural England	Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England have no comments to make on this consultation.
Historic England	Historic England is keen to ensure that the conservation and enhancement of the historic environment is taken fully into account at all stages and levels of the Local Plan process. We would agree that the SPD in question does not require a separate SEA given that the emerging local plan has been subject to a full Sustainability Appraisal. It should be noted that this advice is based on the information that has been provided to us and does not affect our obligation to advise on, and potentially object to any specific development proposals which may subsequently arise from these documents, and which may have adverse effects on the environment.
Environment Agency	No comments received
Royal Borough of Greenwich	The Royal Borough of Greenwich has reviewed the SEA Screening Report for the Small Sites Supplementary Planning Document and agrees with your determination that a full SEA is not required as the impact has been assessed through the Core Strategy.
London Borough of Bromley	We have no comments on the document, which includes sensible consideration and assessment of relevant issues. The conclusion that an SEA is not required seems appropriate based on the assessment.
London Borough of Southwark	No comments received
GLA	No comments received



10. FINAL DETERMINATION

10.1 An SEA screening assessment has been undertaken on the Small Sites Design Guide SPD, as detailed in Tables 1 and 2. It demonstrates that any effects resulting from higher tier planning documents including the 'parent policies' relevant to this SPD have already been considered and assessed by a separate full SEA through the Development Plan process. Consultation has taken place with seven consultees and their responses found that that they concur with the findings in this report.

10.2 Therefore the final determination is that a SEA will not be required for the Small Sites Design Guide SPD.



Mayor and Cabinet

Report title: Comments of the Sustainable Development Select Committee on the small sites supplementary planning document

Date: 10 March 2021.

Key decision: No.

Class: Part 1.

Ward(s) affected: All

Contributor: Sustainable Development Select Committee

Outline and recommendations

This report informs the Mayor and Cabinet of the comments and views of the Sustainable Development Select Committee, arising from discussions on the draft small sites supplementary planning document.

Mayor and Cabinet is asked to consider the Committee's comments and ask the relevant officers to provide a response.

Timeline of engagement and decision-making

April 2019	Local Plan update to Sustainable Development Select Committee reporting on the Housing Capacity Fund Grant from the Greater London Authority.
July 2020	Early stage presentation to ward councillors
December 2020	Strategic Environmental Assessment (SEA) Screening responses received
Winter 2020	SPD pre-production consultation led by consultants
March 2021	Pre-decision scrutiny by SDSC of the draft SPD

1. Summary

- 1.1. On Thursday 4 March 2021, the Sustainable Development Select Committee considered a report from officers on the development of the small sites supplementary planning document ([link to the agenda for the meeting of Sustainable Development Select Committee on 4 March 2021](#)) The Committee reflected on the contents of the report – and received a presentation from officers. Following questions to officers, the Committee agreed to refer its views to Mayor and Cabinet.

2. Recommendation

- 2.1. Mayor and Cabinet is asked to consider the Committee's comments and ask the relevant officers to provide a response.

3. Sustainable Development Select Committee views

- 3.1. The Committee welcomes the creation of the Small Sites Supplementary Planning Document and commends officers for the quality of the work they have delivered.
- 3.2. The Committee recommends that greater consideration should be given to the amount of community infrastructure levy funds that are paid by small builders - as excessive charges may deter them from considering building in the first place.
- 3.3. The need for contributions from developers/builders towards affordable housing should be balanced with the urgent need for the Council to develop infill sites. The Committee believes that this is key to ensuring the success of the SPD.
- 3.4. The Committee recommends that the officers should actively seek the views of local small builders' on affordability and ease of applications in general.
- 3.5. The Committee recommends that planning committee Members should be thoroughly trained on the SPD before it becomes policy.
- 3.6. The Committee also recommends that the planning team should announce when the SPD carries planning weight so that planning committees are clear when they can quote from it.
- 3.7. The Committee also made a number of additional comments about specific details within the report:
- 3.8. That all pictures in the document reflect should reflect policies outlined in the SPD. For example – amending pictures with sites featuring: lots of bins; non permeable surfaces or without trees, for example.
- 3.9. In Appendix 2 (at 14.3 and 14.6) a linkage between increased efficacy of photo voltaic solar panels and living roofs should be highlighted, given the frequent misunderstanding that you cannot have one with the other.
- 3.10. In Appendix 2 (at 6.4.2) – in relation to sites of importance for nature conservation - further consideration should be given to referencing the detrimental impacts on biodiversity and ecology.
- 3.11. In Appendix 2 (at 30.2) 'Guidance for Vertical Development', the Committee would welcome more guidance around subterranean/basement development.

Is this report easy to understand?

Please give us feedback so we can improve. Page 326

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

- 3.12. That Appendix 3 should be updated to reflect the new agreed ward boundaries that will become active from 2022.
- 3.13. That detailed maps, particularly borough wide ones, should be repeated at full page size at the end of the document to increase clarity for readers.
- 3.14. That the Committee welcomes the statement in appendix 2 (point 16.9) which highlights a preference of on street parking for small site developments - rather than the loss of front gardens, particularly when there is no net gain in on street parking due to the cross over taking up street space to enable this.
- 3.15. That the preparation of sites by removing trees in advance for development should be discouraged; that necessary mitigation on site should account for the loss of trees as part of early site preparation in advance of a planning application – and that any replacements should provide a similar amenity as those removed. The Committee believes that this SPD should also give consideration to the impact on trees on neighbouring development sites and sites of importance for nature conservation.
- 3.16. That any policy on rainwater collection must prioritise safety - as small children can drown in water collection points.
- 3.17. That consideration should be given to the impact of overshadowing of walls close to/opposite bedroom windows – in recognition that bedrooms are becoming equally important living spaces as living rooms.

4. Financial implications

- 4.1. There are no direct financial implications arising from the implementation of the recommendations in this report. However, there may be implications arising from them implementation of the Committee's recommendations. These will need to be considered as part of the response.

5. Legal implications

- 5.1. The Constitution provides for select committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

6. Equalities implications

- 6.1. 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.
- 6.2. 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.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 327

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

- 6.3. There may be equalities implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

7. Climate change and environmental implications

- 7.1. There are no direct climate change or environmental implications arising from the implementation of the recommendations in this report. There may be climate change and environmental implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

8. Crime and disorder implications

- 8.1. There are no direct crime and disorder implications arising from the implementation of the recommendations in this report. There may be implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

9. Health and wellbeing implications

- 9.1. There are no direct health and wellbeing implications arising from the implementation of the recommendations in this report. There may be implications arising from the implementation of the Committee's recommendations – these will need to be considered in the response.

10. Report author and contact

- 10.1. If you have any questions about this report then please contact: Timothy Andrew (Scrutiny Manager) timothy.andrew@lewisham.gov.uk


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

Date of Meeting	10 th March 2021	
Title of Report	Building for Lewisham (BfL) Programme Requirements	
Originator of Report	J Ringwood	Ext.47944

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

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

Signed: 
 Cabinet Member for Housing and Planning
 Date: 2 March 2021

Signed: 
 Executive Director for Housing, Regeneration and Public Realm
 Date 2 March 2021

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



Mayor and Cabinet

Building for Lewisham Programme Requirements

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: Sydenham, Perry Vale, Forest Hill, Evelyn, Lee Green, Telegraph Hill

Contributors: Executive Director for Housing, Regeneration and Public Realm, Executive Director of Corporate Resources and Director of Law, Governance and HR.

Outline and recommendations

Having considered the responses to the consultation carried out on Elderton Road under s105 of the Housing Act 1985 between 25 January 2021 and 15 February 2021, agree to continue with the proposal to build new homes on Elderton Road. Subject to planning permission being granted, approve the budget to proceed with the enabling works for the Elderton Road site.

Approve the budget to proceed with enabling works for the Endwell Road site.

Approve the appropriation of the Fairlawn Nursery Annex from the General Fund to the Housing Revenue Account subject to Department for Education consent.

Approve the making of that application for Department for Education consent.

Approve the removal of the Eddystone Tower conversion project from the Building for Lewisham programme.

Approve a redesign of the Mayfield scheme, submission of a revised planning application, tender for works and associated budget.

Timeline of engagement and decision-making

Mayor And Cabinet, 22 March 2017 – New Homes Programme Update

Mayor And Cabinet, 15 January 2019 – Building For Lewisham Programme

Mayor and Cabinet, 11 March 2020 – GLA Small Sites Grant

Mayor and Cabinet, 08 July 2020 – Building For Lewisham Update

Mayor and Cabinet, 16 September 2020 – GLA Small Sites Grant

1. Summary

- 1.1. This report sets out the responses to a Section 105 (s105) consultation which has been carried out in relation to the proposed new development on the site of the garages between 27 & 29 Elderton Road SE26.
- 1.2. The s105 consultation was sent to residents who hold a secure tenancy on Elderton Road. It sought their views on the permanent loss of the garages on the land between 27-29 Elderton Road and the temporary closure of a part of the open amenity space and hardstanding adjacent to the end of Elderton Road.
- 1.3. This consultation represented a formal consultation under s105 of the Housing Act 1985 and is appended to this report (Appendix 2).
- 1.4. This Part 1 report is accompanied by a Part 2 report which seeks to approve the release of the budget for the enabling works for the Elderton Road site.
- 1.5. This Part 1 report provides an update on the progress of the Endwell Road housing project and the accompanying Part 2 report seeks to approve the release of the budget to proceed with the enabling works.
- 1.6. The funding of these enabling works have been secured through the GLA's Small Sites Small Builders grant programme.
- 1.7. This report seeks approval for the Fairlawn Nursery Annex site to be appropriated from the General Fund as Education land and moved to the Housing Revenue Account (HRA) as Housing land – subject to Department for Education (DfE) consent. This will allow a housing development to be brought forward on the site. The land is surplus to education requirements. As the land was previously used by a school within the last 8 years, DfE consent is required for this appropriation to take place.
- 1.8. This report sets out the work to date on the potential conversion of the office space in Eddystone Tower and the rationale for the request to not proceed with the conversion and remove it from the Building for Lewisham programme.
- 1.9. This report requests approval of additional budget for the Mayfield development to work up revised proposals for planning submission and tender for works as set out in Part 2 of this report. This additional budget is required following feasibility work testing more efficient use of the site including the potential to deliver further social rent homes on the site.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 331

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

2. Recommendations

It is recommended that Mayor and Cabinet:

- 2.1. Having considered the responses to the consultation carried out on Elderton Road under s105 of the Housing Act 1985 between 25 January 2021 and 15 February 2021, agree to continue with the proposal to build new homes on Elderton Road. Subject to planning permission being granted, approve the budget to proceed with the enabling works for the Elderton Road site.
- 2.2. Approve the budget to proceed with enabling works for the Endwell Road site.
- 2.3. Subject to the consent of the Secretary of State being obtained under Schedule 1 of the Academies Act 2010, approve the appropriation of the Fairlawn Nursery Annex (as shown in the red outline on the attached plan (Appendix 1) from Education Use (General Fund) to Housing Use (Housing Revenue Account) under Section 122 of the Local Government Act 1972.
- 2.4. Approve the making of an application to the Secretary of State for Education under Schedule 1 of the Academies Act 2010 as referred to in recommendation 2.3.
- 2.5. Approve the removal of the Eddystone Tower conversion project from the Building for Lewisham programme.
- 2.6. Approve a redesign of the Mayfield scheme, submission of a revised planning application, tender for works and an associated budget.

3. Policy Context

Housing

- 3.1. The Council's Corporate Strategy (2018-2022) outlines the Council's vision to deliver for residents over the next four years. Building on Lewisham's historic values of fairness, equality and putting our community at the heart of everything we do, the Council will create deliverable policies underpinned by a desire to promote vibrant communities, champion local diversity and promote social, economic and environmental sustainability. Delivering this strategy includes the following priority outcomes that relate to the provision of new affordable homes:
 - Tackling the Housing Crisis – Providing a decent and secure home for everyone.
 - Building an Inclusive local economy – Ensuring every resident can access high-quality job opportunities, with decent pay and security in our thriving and inclusive local economy.
 - Building Safer Communities – Ensuring every resident feels safe and secure living here as we work together towards a borough free from fear of crime.
- 3.1. Lewisham's Housing Strategy (2020-2026), includes the following themes that relate to the provision of new affordable homes:
 1. delivering the homes that Lewisham needs.
 2. preventing homelessness and meeting housing need.
 3. improving the quality, standard and safety of housing.
 4. supporting our residents to live safe, independent and active lives.
 5. strengthening communities and embracing diversity.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 332**

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

4. Background

Elderton Road, SE26 and Endwell Road, SE4

- 4.1. In January 2019, officers brought forward a proposal to Mayor and Cabinet to examine the feasibility of developing a tranche of sites for infill development that would contribute towards the Council's direct delivery of new social homes.
- 4.2. This initial tranche is now referred to in some reports as 'Package A'. It should be noted that these sites are within the overall Building for Lewisham Programme.
- 4.3. The January 2019 Mayor and Cabinet approved the inclusion of 5 sites at Mill Gardens, Elderton Road, Burnt Ash Garages, Dacres Road and Valentine Court as part of the Building for Lewisham programme.
- 4.4. The approval included a budget up to tender, subject to s105 consultation and planning permission being granted.
- 4.5. In July 2020 Mayor and Cabinet approved the removal of Mill Gardens and Burnt Ash Garages, from the Building for Lewisham Programme and noted that officers will return to Mayor and Cabinet to approve the allocation of budgets for the purpose of commencement of construction work for the remaining 3 sites.
- 4.6. A funding application was made to the GLA Small Sites Small Builders Programme in May 2020 for 4 projects on sites with viability challenges. These included Elderton Road, Dacres Road and Valentine Court.
- 4.7. The fourth project included in the bid, was at Endwell Road which was closer to delivery having already secured planning permission following a s105 consultation but also had viability issues.
- 4.8. The grant application was successful and on 16 September 2020, Mayor and Cabinet approved acceptance of the grant allocation from the GLA Small Sites Small Buildings (SSSB) Programme (Round Two) to carry out specific enabling works on the four sites.
- 4.9. The above report also noted that officers will return to Mayor and Cabinet to approve the allocation of budgets for the purpose of commencement of enabling works.
- 4.10. Consultations under s105 of the Housing Act 1985 have now been carried out on the Elderton Road and Endwell Road schemes. The results of the Elderton Road scheme s105 consultation are reported in this report and the results of the Endwell Road scheme were reported to Mayor and Cabinet on 22 March 2017.
- 4.11. Endwell Road has planning permission for 9 new social rented homes and plans for Elderton Road are for up to 5 new social rented homes. The Elderton Road scheme is still subject to planning permission.
- 4.12. Subject to the recommendation made in this report, both the schemes at Elderton Road and Endwell Road can proceed with enabling works, the funding of which was secured through the GLA SSSB grant.

Fairlawn Nursery Annex, SE23

- 4.13. The Fairlawn Nursery Annex is a small piece of land on Waldenshaw Road as outlined in red on the attached plan (Appendix 1), ten minutes walk from Fairlawn Primary School. The school previously used the annex as an early years nursery.
- 4.14. The nursery was closed by the School in August 2016 as it was no longer financially viable to keep the nursery open due to falling numbers and the high running costs of the separate building and site which meant the nursery was being heavily subsidised

from the main school budget. The Education Team have confirmed that due to a reduced child population there is surplus space on the main school site. If the school were to want to open a nursery again in the future, this could be accommodated on the main site. The land is therefore no longer required for education use.

- 4.15. Mayor and Cabinet agreed a budget in July 2020 to bring forward proposals to develop the Fairlawn Nursery Annex site. The development will be subject to the normal financial viability hurdles as part of the Building for Lewisham Programme.
- 4.16. In order to bring a social rent development forwards the site needs to be appropriated from Education use in the General Fund to Housing use in the Housing Revenue Account. As the land was used by a school within the last 8 years this appropriation requires the consent of the Department for Education (DfE).
- 4.17. The processing of an application to the DfE can take 6 months or more, it is therefore prudent to make an application whilst detailed plans are developed for the site. This report seeks approval for the appropriation subject to DfE consent and to commence the application for consent from the DfE. The appropriation to housing purposes would occur on the date the DfE grants consent. As stated above, the land is not required for education purposes. Should the proposed development not proceed, the Council would need to consider an alternative use for the land and it would be open to the Council to appropriate the land at that stage to that alternative use, should that be necessary.

Eddystone Conversion Project, SE8

- 4.18. Lewisham Homes has been working to redevelop the former Pepys Housing Office in Eddystone Tower for a number of years. This culminated in a planning permission being granted in April 2018 to deliver 5 new homes and community space as part conversion of the former office plus a new build element.
- 4.19. Major works are ongoing for the existing tower in an effort to improve fire safety measures including fire stopping to the common and residential parts and replacement of front entrance doors. It is expected these work will complete in Spring 2021. A second phase of works to alter the cladding to improve thermal efficiency is under review.
- 4.20. Over recent months Lewisham Homes have been exploring how to work safely and in an effective manner where both conversion and major works happen simultaneously. The principal designer for the major works project (Calford Seadon) and the Employers Agent (Martin Arnold) of the conversion scheme agree that it is possible, but would increase risks, require significant coordination between both parties and will likely lead to a longer programme for both elements and cost implications.
- 4.21. The planning permission secured on 3 April 2018 requires for it to be implemented within 3 years. The consent included a requirement to deliver a community space.
- 4.22. The residential element of the scheme meets the Building for Lewisham (BfL) financial hurdles but the significant impact of the community space makes the scheme unviable. The investment is not paid back within the 40 year Net Present Value (NPV) calculation due to there being no income from the community space. The residential units do not provide sufficient cross subsidy to make the entire scheme viable.
- 4.23. Further information on the finances related to the scheme are contained within the accompanying Part 2 report.
- 4.24. As a result of the complexity and cost of bringing forward this development work alongside the current major works as well as the financial viability challenges, officers recommend the removal of the Eddystone Tower conversion project from the Building for Lewisham (BfL) programme.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 334**

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

- 4.25. Should this recommendation be approved, the space will be secured and remain vacant in the short term. Options will be discussed with the asset management team and communities team for getting the office space back in use.

Mayfield Hostel, SE12

- 4.26. Planning permission was granted in 2017 for the site of the current Mayfield Hostel in SE12. The permission is for 47 new homes - 24 x 2 bedroom flats, 16 x 3 bedroom flats and 7 houses and a 2 storey commercial space. It is one of the three Precision Manufactured Housing (PMH) schemes being brought forwards as part of the Building for Lewisham Programme.
- 4.27. Following planning permission, the scheme achieved approval for the procurement to commence as part of the packaged PMH programme. The Mayfield scheme was tendered for with the two other PMH schemes: Home Park and Edward Street. The successful bid was from Caledonian Modular (CML) to deliver a full volumetric turnkey solution for the three schemes through three separate contracts.
- 4.28. All tender returns were over budget. Following viability assessments, value engineering exercises and review of the GLA grant arrangements, the financial viability of both the Home Park and Edward Street schemes improved. Both of these schemes are now in contract and under construction. However, the Mayfield scheme did not meet the financial hurdles for the Building for Lewisham Programme and was put on hold. Lewisham Homes felt the site potential was not being maximized by the consented planning scheme and have begun testing the feasibility of alternative and more efficient options.
- 4.29. In August 2020 Metropolitan Workshop were appointed as technical advisor for RIBA Stages 4, 5 and 6 for both Edward Street and Home Park. They are advising on technical aspects of the construction and assessing the quality of the modular units as they are constructed and assembled at CML's factory. In this appointment was the option to extend the appointment to include the re-design of Mayfield up to planning submission plus acting as technical advisor for RIBA Stages 4, 5 and 6 if required.
- 4.30. In September last year Metropolitan Workshop began a feasibility study looking at alternatives for the Mayfield site. This indicated the potential to deliver further homes through more efficient use of the site and building layouts. Lewisham Homes are now looking to progress this feasibility work with input from the community, and other stakeholders and develop proposals to prepare a new planning application.
- 4.31. The additional budget requested, as set out in the Part 2 report, will allow for the redesign to commence at pace with the intention to develop proposals and consult local residents for a summer planning submission. Following determination and decision notice the intention is to request approval for a revised full budget for works aiming for a start on site by March 2022.

5. Elderton Road Section 105 Consultation

- 5.1. Section 105 of Part IV of the Housing Act 1985 makes it a requirement for a landlord authority to consult with those of its secure tenants who are likely to be substantially affected by a matter of housing management. The Act specifically identifies a new programme of improvement or demolition to be a matter of housing management to which Section 105 applies.
- 5.2. A s105 consultation took place which contacted the Council's secure tenants on Elderton Road. The consultation was sent to 24 households. It represented a formal consultation under Section 105 of the Housing Act 1985. It ran for 21 days between 25

Is this report easy to understand?

Please give us feedback so we can improve.

Page 335

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

January 2021 and 15 February 2021. Residents were asked to complete a questionnaire response form and returning it by email, FREEPOST or by calling the Strategic Housing Team to arrange for a member of the team to collect the form.

- 5.3. Residents were also given the option to respond via the Commonplace webpage - <https://eldertonroad.commonplace.is/>
- 5.4. The consultation sought secure council tenants views on the permanent loss of the garages on the land between 27-29 Elderton Road and the temporary closure of a part of the open amenity space and hardstanding adjacent to the end of Elderton Road and the temporary closure of a part of the open amenity space and hardstanding adjacent to the end of Elderton Road as shown by the blue line in Appendix 2.
- 5.5. If the demolition and construction goes ahead it will likely involve the temporary closure of this space to be used for staging and storage area as a construction site compound for demolition and construction activities. Once construction activities are complete the areas will be fully reinstated and improvements made.
- 5.6. If approved, demolition of the garages is expected to commence in Spring/Summer 2021.

Resident feedback and officer responses

- 5.7. At the closing of the consultation period a total of 3 responses had been received from secure council tenants. This represents a 20% response rate.
- 5.8. Two of the responses were via telephone calls and the other through the FREEPOST address. All three responses raised concerns about the scheme. All three responses are appended as Appendix 3 (redacted to remove personal information). The responses are summarised as follows with officer responses:

Resident comment (summarised)	Officer response (summarised)
Concerns at increased levels of traffic and parking as a result of construction and more residents.	There will inevitably be increased traffic during construction, this will be minimised as much as possible. There will be a traffic management plan as part of the contract which will seek to avoid deliveries/construction traffic during the busiest times for residents. No additional parking will be provided in the vicinity as part of the development plans. The new development will be delivered as a car free development with adequate cycle storage provision. However, should a disabled flat be provided within the scheme, a disabled parking bay would need to be marked out on Elderton Road.
Concerns around access for emergency service vehicles.	It is a requirement to ensure that emergency vehicles can continue to access the road when required.
Concerns about noise and mess during construction.	Should the development go ahead, we will aim to keep noise levels to a

Is this report easy to understand?

Please give us feedback so we can improve. **Page 336**

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

	<p>minimum. More details can be given once a contractor is appointed. We ensure that our contractors operate only within the permitted working hours, this would also be a condition of any planning approval.</p> <p>We will also ensure that the site is secured and managed by the contractor at all times, to jet wash/road sweep regularly should mud or debris be present.</p>
Allocation of new homes.	The homes will be allocated to households on the Council's housing register and in line with the Council's Housing Allocations Policy.
Increased risk of Covid 19 with workers on site.	All contractors will be required to adhere to the current guidelines in relation to Covid 19 and other health and safety issues.
Loss of green space for children, pets, wildlife. Construction facilities are an eyesore.	The use of the green space will be temporary. Once the new homes are completed the green space will be reinstated and we will talk to local residents about any improvements that can be made.
Increase in crime, including flytipping, with construction equipment/material attractive to thieves.	It will be in the interest of the contractors to ensure that their equipment is secure and that their site compound does not attract flytipping which they would have to remove.
There are enough empty homes already in the borough.	There is a very short supply of housing in the borough of Lewisham. The Elderton Road garages have been identified as a site to help meet the growing demand for new Council homes in the borough. Developing the site will help to provide new social rented homes for those in housing need.

- 5.15. Officers will respond directly to residents to address their specific concerns in more detail.
- 5.16. It is recommended that having considered the above, Mayor and Cabinet approve that the scheme proceeds.

6. Financial implications

- 6.1. Financial Implications are contained in Part 2 of this report.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 337

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

7. Legal implications

- 7.1. The Council has a wide general power of competence under Section 1 of the Localism Act 2011 to do anything that individuals generally may do. The existence of the general power is not limited by the existence of any other power of the Council which (to any extent) overlaps the general power. The Council can therefore rely on this power to carry out housing development, to act in an “enabling” manner with other housing partners and to provide financial assistance to housing partners for the provision of new affordable housing.
- 7.2. The Council has power under the Local Government Act 1972 to appropriate land which is no longer required for the purpose for which it was acquired to use for any other purpose for which it has power to acquire land. In the case of land held for education purposes, that power is subject to Schedule 1 of the Academies Act 2010 under which the consent of the Secretary of State is required to appropriate land if at any time in the last 8 years it has been used wholly or mainly for the purposes of a school or a 16 to 19 Academy. In this case, Schedule 1 is engaged as the Fairlawn Nursery Annex has been used by a school in the last 8 years and accordingly the agreement to appropriate requested in this report is subject to Secretary of State’s consent being obtained. The Education Team have confirmed that there is no land at the Fairlawn Nursery Annex that would be classified as “playing field land” under Section 77 of the School Standards and Framework Act 1998 and therefore consent under Section 77 is not required.
- 7.3. Section 105 of the Housing Act 1985 provides that the Council must consult with all secure tenants who are likely to be substantially affected by a matter of Housing Management. Section 105 specifies that a matter of Housing Management would include a new programme of maintenance, improvement or demolition or a matter which affects services or amenities provided to secure tenants and that such consultation must inform secure tenants of the proposals and provide them with an opportunity to make their views known to the Council within a specified period. Section 105 further specifies that before making any decisions on the matter the Council must consider any representations from secure tenants arising from the consultation. Such consultation must therefore be up to date and relate to the development proposals in question.
- 7.4. 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.
- 7.5. 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.
- 7.6. 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 at 10.3 above.
- 7.7. The weight to be attached to the duty will be dependent on the nature of the decision

Is this report easy to understand?

Please give us feedback so we can improve. **Page 338**

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

and the circumstances in which it is made. This is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. The Mayor must understand the impact or likely impact of the decision on those with protected characteristics who are potentially affected by the decision. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations. The extent of the duty will necessarily vary from case to case and due regard is such regard as is appropriate in all the circumstances.

- 7.8. The Equality and Human Rights Commission has recently 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:
- 7.9. <https://www.equalityhumanrights.com/en/advice-and-guidance/equality-act-codes-practice>
<https://www.equalityhumanrights.com/en/advice-and-guidance/equality-act-technical-guidance>

8. Equalities implications

- 8.1. There are no equalities implications arising directly from the recommendations set out in this report. However, the additional funding will increase the number of social rent homes in the borough to enable more households on low incomes to access secure and safe accommodation, which will have positive equalities implications.
- 8.2. It should be noted that all of the protected characteristics will be considered and assessed with the impact and implications assessed as part of the commencement of building work, which is led by our delivery agent Lewisham Homes and monitored by Council officers as delegated through this report.
- 8.3. It should be noted that the Council is committed to ensuring our developments will be inclusive and feature accessible and adaptable homes that will meet the needs of our residents throughout their life.

9. Climate change and environmental implications

- 9.1. Existing planning consents are and will be in line with the high standards expected by Lewisham Council and the GLA. Developments will meet or exceed guidance including seeking to reduce energy consumption, emissions, and climate change.
- 9.2. Every effort will be made to enhance the natural environment, enhance landscape and amenity space. This will include undertaking demolition and construction works in line with environmental protection and public health guidelines and seek to limit the impact on neighbours.

10. Crime and disorder implications

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

11. Health and wellbeing implications

11.1. There are no direct health and wellbeing implications arising from this report although the provision of new social homes will have a positive impact on health and wellbeing of people on the housing register waiting for permanent accommodation.

12. Social Value implications

12.1. Lewisham Homes will address social value implications when procuring and awarding contracts for works.

13. Background papers

13.1. More information about the projects can be found on the Lewisham website:
<https://lewisham.gov.uk/buildingforlewisham>

14. Report author and contact

James Ringwood - Housing Delivery Manager
020 8314 7944 - James.ringwood@lewisham.org.uk

15. Comments for and on behalf of the Executive Director for Corporate Resources

Peter Allery/Tony Riordan - Group Finance Manager
0208 314 8471 - Peter.Allery@Lewisham.gov.uk

16. Comments for and on behalf of the Director of Law, Governance and HR

Katherine Kazantzis - Principal Lawyer
0208 314 7937 - Katherine.kazantzis@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve. **Page 340**

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





Strategic Development Team
5th Floor, Laurence House
Catford
London SE6 4RU

020 8314 3015

Housing.Development@lewisham.gov.uk

25 January 2021

Dear Resident

PLEASE READ THIS LETTER CAREFULLY

**IT IS ABOUT THE FUTURE OF THE GARAGES BETWEEN 27 & 29 ELDERTON ROAD,
SE26**

**IT ALSO EXPLAINS HOW YOU CAN PROVIDE US WITH YOUR VIEWS ABOUT
THE COUNCIL'S PROPOSALS**

I am writing to consult you about the Council's proposals to build a new housing development on the site of the garages between 27 & 29 Elderton Road. If the development goes ahead, it would involve the garages no longer being available to rent and the land being used for the construction of new affordable homes for local people instead. This letter represents formal consultation under Section 105 of the Housing Act 1985, and is within the arrangements which the Council maintains for this purpose. In line with the legislation, the s105 consultation is for secure Council tenants only. All residents and interested parties have had and will continue to have other opportunities to give their views.

Background

The Council are committed to delivering new affordable housing in Lewisham, recently announcing the Building for Lewisham housebuilding programme. This will help to meet the growing demand for new Council homes in the borough. The Elderton Road garages have been identified as an opportunity to meet these priorities. Developing the site will enable us to provide new high quality council homes for local families in housing need. Our development agent, Lewisham Homes, have previously been in contact with you inviting you to take part in the ongoing wider consultation with the local community.

Proposal

The plan below in Appendix 1 shows the location of the garage site for permanent loss of the garages and land between 27-29 Elderton Road to provide new high quality council housing as shown by the red line on the plan.

The Council are also seeking your views on the temporary closure of a part of the open amenity space and hardstanding adjacent to the end of Elderton Road as shown by the blue line in Appendix 1. If the demolition and construction goes ahead it will likely involve the temporary closure of this space to be used for staging and storage area as a construction site compound for demolition and construction activities. Once construction activities are complete the areas will be fully reinstated and improvements made.

The proposal is for the garages on the site to be demolished and the land to be used instead to build up to five new homes. The proposed redevelopment will optimise the site for new affordable council housing for those in local housing need. These plans are still subject to further design and planning permission.

If approved, demolition of the garages is expected to commence in Spring/Summer 2021.

We are seeking your views on these proposals.

In addition to this S105 consultation, Lewisham Homes will also conduct a separate consultation about the proposed development and will be in touch with all local residents living in the area in due course.

Section 105 Consultation

Under Section 105 of the Housing Act 1985 the Council has a legal obligation to consult with its secure tenants on matters of housing management such as changes to the management, maintenance, improvement or changes in the provision of amenities.

The Council is seeking your views on the proposals set out in this letter. If you and any other secure tenant in your home wish to make any representations about any aspect of these proposals and their effect as outlined in this letter, you must do so please by **no later than 12 noon on 15 February 2021**. The representations should be in writing and sent to the following address:

We would like you to let us know your views. You can do this by:

1. Emailing your comments to Housing.Development@lewisham.gov.uk, OR
2. Completing the enclosed questionnaire response form and returning it using the Lewisham Homes, FREEPOST SE6 4RU or ring the Strategic Housing Team to arrange for a member of the team to collect the form.
3. Online via the Commonplace webpage - <https://eldertonroad.commonplace.is/>

If you require the information in an alternative format please contact us on 07719 527 807 or email newinitiatives@lewishamhomes.org

All representations received by the time specified will be considered by Mayor and Cabinet in a meeting to be held on 10 March 2021, before deciding whether or not to progress the development of housing on the site.

The Notice is published in accordance with Section 105(5) of the Housing Act 1985.

If you have any questions about this letter please contact the Strategic Housing Team on 020 8314 3015 or at Housing.Development@lewisham.gov.uk.

Yours sincerely

Angela Bryan
Strategic Development Officer
London Borough of Lewisham

Appendix 1: Location of Elderton Road garages and the proposed site compound area



QUESTIONNAIRE REPONSE FORM

We would welcome your views to the s105 Consultation letter proposals in the following in boxes:

- 1. Your opinion on the demolition of the existing garages between 27-29 Elderton Road to enable the development of new homes on the site (marked with a red line in Appendix 1)

2. Your opinion on the temporary closure of the open amenity space and hardstanding adjacent to the end of Elderton Road. This space will be used for a site compound for the demolition and construction activities and improved and reinstated once construction complete.

A large, empty rectangular box with a thin black border, intended for the respondent to provide their opinion on the temporary closure of the amenity space.

Please ensure this form is returned to the Strategic Development Team by 12 noon on 15 February 2021

05 FEB 2021

by Lewisham Homes
Post Room

QUESTIONNAIRE RESPONSE FORM

We would welcome your views to the s105 Consultation letter proposals in the following in boxes:

1. Your opinion on the demolition of the existing garages between 27-29 Elderton Road to enable the development of new homes on the site (marked with a red line in Appendix 1)

- 1) TRAFFIC - PARKING. WE ARE VERY OVER POPULATED WITH CARS AS PEOPLE HAVE MORE THAN ONE CAR. PEOPLE USE OUR ROAD TO PARK ON FOR SCHOOLS & PARTIES IN THE MALL ACROSS ROAD. DISTURBANCE OF LORRIES & DELIVERIES
 - 2) STRONGLY DISAGREE DUE TO IMPACT OF NOISE & MESS ON THE ROAD.
 - 3) HOW DO WE KNOW WE ARE GOING TO GET ^{DECENT} ~~DISTANT~~ TENANTS AS THERE ALREADY A DRUGS PROBLEM UP THIS STREET WHICH NOTHING IS DONE ABOUT.
 - 4) POTENTIALLY RISK OF COVID SPREADING DUE TO VAST AMOUNT OF WORKMEN & DIRTY HABITS
 - 5) MEDICAL ASSISTANCE IF NEEDED COULD BE DELAYED IF LORRIES IN WAY, AS THERE IS A LOT OF ELDERLY & DISABLED PEOPLE UP HERE
- THESE ARE JUST SOME OF THE REASON WHY
I STRONGLY DISAGREE WITH DEVELOPMENT
- 6) the effect all of the development will have on peoples mental health due to noise ~~etc~~ etc.

2. Your opinion on the temporary closure of the open amenity space and hardstanding adjacent to the end of Elderton Road. This space will be used for a site compound for the demolition and construction activities and improved and reinstated once construction complete.

1) THE CHILDREN PLAY THERE & KEEPS THEM BUSY
2) THE AMOUNT OF MESS ITS GOING TO CAUSE TO A GREEN ZONE.

~~3) POTENTIAL FOR CRIME FOR THE EQUIPMENT BEING
KIDS HAVE NO WHERE TO GO THE DUE TO~~

3) potential for Crime due to equipment and materials being there also people dumping stuff as there will be skips also the kids may get annoyed they have no where to play so could destroy/damage things.

4) The eye sore it will be for the tenants/Housebound patients

5) The effect it would have on the local wildlife and tenants Animals

6) The problems that are going to be caused by building materials and machines used to transport the stuff from site 1 to site 2 will block the road and cause traffic problems

Please ensure this form is returned to the Strategic Development Team by 12 noon on 15 February 2021

These are just some of the reasons I ~~at~~ strongly disagree it is going to impact and disturb many peoples

Elderton Road- s105 consultation telephone feedback

Date	Address	Feedback
26.01.2021	XX Elderton Road	Unhappy with proposals, feels that it will make it more difficult to park. There are a lot of elderly residents living on Elderton Road where the emergency services are frequently used. This will make it difficult for them to access the road. Resident is a carer for her disabled mother. She is dyslexic and prefers to communicate in person or on the phone.
26.01.2021	XX Elderton Road	The council has enough empty houses in the borough and therefore they do not need to use these garages to build new houses. Concerned that if development work goes ahead it will cause disruption and there will be less parking spaces. Money should be used to revamp existing building, road and to improve lighting.

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

Date of Meeting	10 th March 2021
------------------------	-----------------------------

Title of Report	Top up of the NCIL Borough Wide Pot and proposing an additional Borough wide priority
------------------------	---

Originator of Report	Executive Director of Housing, Regeneration and Environment
-----------------------------	---

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

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



Signed:
Cllr Paul Bell Cabinet Member for Housing
Date: 01/03/2021



Signed:
Kevin Sheehan Executive Director for Housing, Regen and Public Realm
Date: 22/02/2021

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	

Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	



Mayor and Cabinet

Top up of the NCIL Borough Wide Pot and proposing an additional Borough wide priority

Date: 10th March 2021

Key decision: Yes

Class: Open

Ward(s) affected: All

Contributors: David Syme, Strategic Planning Manager
Christopher Frazer, Planning Policy Officer
Shola Ojo, Principal Account
Paula Young, Senior Planning Lawyer

Outline and recommendations

At its meeting on the 11th March 2020 Mayor and council agreed the spending priorities for the borough wide allocation of the NCIL fund

This report sets out a proposed top up of the current borough wide pot with CIL receipts collected during the period 2018-2020 and the inclusion of an additional priority that allows project proposals that will assist in Lewisham's Covid-19 recovery.

It is recommended that Mayor and Cabinet:

- *To agree a top up of the existing borough wide fund by a further £396,161 which was collected through CIL receipts during the period of April 2018 – March 2020 bringing the available funding available through the borough wide pot to £977,094*
- *To agree the additional priority addressing projects that aim to assist in Lewisham's Covid-19 recovery that will benefit Lewisham's communities at a borough wide level.*

Timeline of engagement and decision-making

The current NCIL strategy was agreed through Mayor and Cabinet on the 5th June 2019 and Full council 24th July 2019.

The priorities for the Borough Wide pot were agreed through Mayor and Council on the 11th March 2020.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 357

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

1. Summary

- 1.1. The community infrastructure levy (CIL) is a levy that local authorities can choose to charge on “chargeable” new development in their area.
- 1.2. The Community Infrastructure Levy Regulations 2010 requires that a charging authority must apply CIL to funding the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area. Neighbourhood CIL is defined through R59F of the CIL Regulations (2010) and enables the council to allocate a portion of CIL receipts to be spent wider matters namely, *to support the development of the relevant area by funding –*
(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
(b) anything else that is concerned with addressing the demands that development places on an area.”
- 1.3. At its meeting 24th July 2019 Council agreed to allocate 25% of CIL receipts as Neighbourhood CIL and use the ward structure as the basis for distribution. It was also agreed that the 25% would be distributed with a portion of receipts retained in each ward where they were generated, a portion redistributed across the wards based on the index of multiple deprivation (IMD), and a portion set aside for projects that will propose a borough wide benefit (borough wide pot).
- 1.4. Figures included in the report presented to Council were based on CIL receipts from 2015 to 2018 and allocated £580,933 to the borough wide pot.
- 1.5. At its meeting 11th March 2020 Mayor and Cabinet agreed the priorities on which projects would have to address to qualify for the borough wide pot.
- 1.6. This report provides an update on the progression of the borough wide pot and seeks agreement from M&C to top up the borough wide pot with a further £396,161 from receipts collected in 2018 to 2020, as well as adding an additional priority to the agreed priority list.

2. Recommendations

- 2.1. It is recommended that Mayor and Cabinet:
 - To agree a top up of the existing borough wide fund by a further £396,161 which was collected through CIL receipts during the period of April 2018 – March 2020 bringing the available funding available through the borough wide pot to £977,094
 - To agree the additional priority addressing projects that aim to assist in Lewisham’s Covid-19 recovery that will benefit Lewisham’s communities at a borough wide level.

3. Policy Context

- 3.1. The contents of this report are consistent with the council’s policy framework.
- 3.2. The NCIL strategy will contribute to the implementation of the council’s seven corporate priorities from the Corporate Strategy 2018-2022 through supporting local projects that are aligned with those objectives.
- 3.3. The overall NCIL strategy will provide funding and a system to help support the implementation of the Corporate Strategy, and this report is consistent with the seven

Is this report easy to understand?

Please give us feedback so we can improve. **Page 358**

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

priorities identified:

- Open Lewisham – Lewisham is a welcoming place of safety for all where we celebrate the diversity that strengthens us
- Tackling the housing crisis – everyone has a decent home that is secure and affordable
- Giving children and young people the best start in life – every child has access to an outstanding and inspiring education and is given the support they need to keep them safe, well and able to achieve their full potential
- Building and inclusive local economy - Everyone can access high quality job opportunities, with decent pay security in our thriving and inclusive local economy
- Delivering & defending: Health, Social Care and Support – Ensuring everyone receives the health, mental health, social care and support services they need
- Making Lewisham greener – Everyone enjoys our green spaces and benefits from a healthy environment as we work to protect and improve our local environment.
- Building safer communities – Every resident feels safe and secure living here as we work together towards a borough free from the fear of crime.

4. Background

- 4.1. CIL is a levy that local authorities can choose to charge on new development in their area. Local authorities must spend the levy on infrastructure needed to support the development of their area, which can include a wide range of infrastructure such as schools, hospitals, roads, open space and leisure facilities.
- 4.2. Neighbourhood CIL is defined through R59F of the CIL Regulations (2010) which enables the council to allocate a portion of CIL receipts to be spent on local priorities, with spending of this portion subject to a wider definition of *“The charging authority may use the CIL to which this regulation applies, or cause it to be used, to support the development of the relevant area by funding –*
 - (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or*
 - (b) anything else that is concerned with addressing the demands that development places on an area.”*
- 4.3. The full background to Lewisham’s agreed NCIL approach is set out in the report presented to M&C on 5 June 2019 and Full Council 24 July 2019.
- 4.4. The NCIL ward fund was launched in August 2019 with a consultation exercise inviting members of the public to submit ward priorities they would like to see addressed. Ward assembly meetings were then used to ratify the top 5 or 6 project priorities in each ward.
- 4.5. The progression of the NCIL ward fund was impacted as a result of the pre-election

Is this report easy to understand?

Please give us feedback so we can improve.

Page 359

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

period for the general election in 2019 and again due to the national lock down as a result of the Covid-19 pandemic. As a result of this 17 out of 18 wards ratified their priorities with Downham still outstanding.

- 4.6. In response to the public safety concerns with holding physical meetings and council officers being redeployed to support the Council's Covid-19 response, the resources needed to effectively manage the implementation of the agreed programme were not available. As a result of this the NCIL ward fund process has been temporarily paused.
- 4.7. It is currently intended that the ward fund will be restarted during 2021. A review of the current strategy will need to take place in light of the public health situation and any restrictions at that time. This may necessitate changes or adaptations to the current agreed process to ensure its successful completion, which would be brought to Mayor and Cabinet for approval at a future date if required.
- 4.8. Further to the approach agreed to NCIL set out through M&C and Full Council, a set of spending priorities for the Borough Wide NCIL fund was agreed through M&C on 11 March 2020. The following allocation was agreed were:

- £100,000 to be allocated to the development of Council borough wide Air Quality initiatives that promote community involvement
- An open call for projects that should meet the following priorities:
 - Initiatives that seek to support local community groups to contributing to tackling crime and anti-social behaviour
 - Provision of high quality mentoring services and those designed to keep Lewisham's children and young people safe from exploitation, violence and serious youth crime
 - Support for people with learning disabilities and/or issues with mental health to find employment opportunities

In order to identify projects for which the remainder of the fund may be allocated

- Resolve that such funding should support services that are borough-wide, as far as possible, but provide extra focus on the most deprived wards in the borough as defined by the Indices of Multiple Deprivation

5. Borough Wide NCIL pot top up

- 5.1. Lewisham's agreed NCIL approach for the borough wide NCIL fund allocated 25% of NCIL monies collected from 2015-2018 into a borough wide pot which amounted to £580,933
- 5.2. During the period covering 2018-2020, the council collected a further £6,602,686 in CIL receipts
- 5.3. Applying the agreed approach used when allocating the initial funding into the borough wide pot, a further £396,161 is now available to top up the borough wide pot. This would result in a total borough wide pot of £977,094

6. Additional Borough Wide priority

- 6.1. It is proposed that an additional priority be added to the list of agreed borough wide priorities that would allow the allocation of funds from the borough wide pot to be awarded to:

Is this report easy to understand?

Please give us feedback so we can improve. Page 360

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

- Projects that will assist in Lewisham's Covid-19 recovery by demonstrating a benefit to Lewisham's communities at a borough wide level.

- 6.2. This priority would be intended to support communities to recover, rebuild and adapt which is vital to supporting communities' current and future needs. In terms of the CIL Regulations, this priority recognises the importance of strengthening and supporting our local communities across the Borough whether they are existing or newer communities. The need to promote social cohesion and tackle inequalities that can be more evident or amplified as the Borough grows would enable the Council to address the demands of development on a local area.
- 6.3. A priority that helps support community cohesion will also assist in local growth by encouraging communities to promote healthier, happier and more vibrant neighbourhoods that will support current and new residents making Lewisham an even more desirable place to live, work and visit
- 6.4. In line with the previously agreed borough wide priorities, projects will need to demonstrate how it will benefit communities on a borough wide level or across 2 or more wards within the borough.
- 6.5. The additional priority relating to the covid-19 recovery is supported through the Council's corporate strategy by delivering and defending, health, social care and support and supporting an Open Lewisham.

7. Borough Wide NCIL programme

- 7.1. The proposed process for the implementation of the NCIL borough wide fund is presented below:

Stage 1: Launch/Open Call for Projects – Projected launch date mid/late May 2021 (Open for 8-10 weeks)
<ul style="list-style-type: none"> - Launch of the NCIL borough wide fund using council communications such as social media accounts and local press. Members also to promote the launch of the borough wide fund through inviting relevant groups to apply for funding - Open call for projects development work carried out by council officers that will introduce/invite interested parties to the borough wide fund, offer project development workshops that will assist with the project proposals. - Projects to be submitted to the council via the NCIL e-mail account which will be established and advertised prior to launch.
Outcome: Potential projects identified and proposals submitted

Stage 2: Internal officer assessment of project proposals – Start/Mid August 2021 (6-8 weeks)
<ul style="list-style-type: none"> - Officers to use agreed scoring criteria to identify project proposals that meet the borough wide priorities and NCIL criteria.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 361

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

- Officers to prepare a short list of project proposals

Outcome: Short list of project proposals which meet criteria

Stage 3: Mayor and Cabinet – October 2021

- Shortlisted project proposals from the internal officer assessment to be referred to M&C for agreement

Outcome: Mayor and Cabinet to determine approved projects

Stage 4: Grant Agreement and delivery – From October/November 2021

- Project proposals that have been agreed through Mayor and Cabinet will be asked to sign a grant agreement that will set out the terms and conditions of the funding and the monitoring of the grant from the council.

Outcome: Grant formally awarded to successful project proposals

- 7.2. Officer resources supporting the implementation of the NCIL borough wide fund will be shared across the Culture and Communities team and Strategic Planning.
- 7.3. The implementation of the borough wide fund will need to be subject any further demands of the Covid-19 pandemic. There have been significant delays in the implementation of the NCIL programme both at a ward and borough level due to the need to suspend face to face meetings along with the significantly limited staff resources due to officers redeployment to support on the Council's Covid-19 response. The activities and timescales to deliver the NCIL fund will be kept under review in light of ongoing and potential future demands on the Council.

8. NCIL borough wide pot funding structure.

- 8.1. The table below shows how the Council intends to structure the borough wide fund, inviting organisations to submit project proposals that can be delivered within the funding limits outlined through the different categories.

Project Category	Allocation of borough wide pot	Project Value
Category A	£77,094	Grants up to £10,000

Is this report easy to understand?

Please give us feedback so we can improve. **Page 362**

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

Category B	£100,000	Grants from £10,000 - £35,000
Category C	£400,000	Grants from £35,000 - £50,000
Category D	£300,000	Grants of £100,000

- 8.2. Any funding not allocated during this round of borough wide NCIL would be carried over into the next funding cycle of the borough wide pot.
- 8.3. Successful projects would be subject of a timeframe of 2 years to spend their allocation, beginning on the date of the signing of the grant agreement.
- 8.4. In accordance with the council's current approach to the monitoring of grants, NCIL borough-wide funds awarded under £35,000 would receive light touch monitoring. Specific monitoring arrangements would be agreed with the individual organisation and detailed in the grant agreement.

9. Overall Conclusions/recommendations

- 9.1. In conclusion, following the impact of Covid-19 within Lewisham's communities it is recommended that:
- The NCIL Borough wide fund be topped up by £396,161 with eligible NCIL receipts collected throughout 2018-2020, increasing the funding available through the borough wide fund from £580, 933 to £977,094
 - That an additional priority to be added to the existing borough wide priorities that will assist in Lewisham's Covid-19 recovery by demonstrating a benefit to Lewisham's communities at a borough wide level

10. Financial implications

- 10.1. This report is seeking approval from Mayor and Cabinet to top up the existing NCIL borough wide fund by a further £396,161 bringing the available funding available through the borough wide pot to £977,094.
- 10.2. The Council commenced receipts of Community Infrastructure Levies in 2015 and received a total of £9.287m between 2015 and 2018. A total of £580,933 was allocated to the NCIL borough wide pot as agreed by Mayor and Cabinet in June 2019. During the period covering 2018 to 2020, the council collected a further £6,602,686 in CIL receipts, and the top up has been calculated based on the previously agreed methodology.
- 10.3. The report is also seeking approval for an additional priority to be added to the existing priorities. Any spend on these priorities will be contained within the fund and will add no further pressure to the Council's finances.

11. Legal implications

- 11.1. Regulation 59 of the Community Infrastructure Levy Regulations 2010 requires that a charging authority must apply CIL to funding the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 363

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

Section 216 of the Planning Act 2008 defines infrastructure as including—
roads and other transport facilities, (b) flood defences, (c) schools and other educational facilities, (d) medical facilities, (e) sporting and recreational facilities, and (f) open spaces

- 11.2. Regulation 59F provides that where all or part of a chargeable development is in an area which is not a parish council then a charging authority, which in this instance is the council, may use or cause to be used the CIL which would have had to have been passed to a parish council, to support the development of the area by funding:-
- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
(b) anything else that is concerned with addressing the demands that development places on an area.
- 11.3. Therefore any projects that come forward as part of this additional priority will still need to meet either (a) or (b).
- 11.4. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 11.5. In summary, the council must, in the exercise of its function, have due regard to the need to:
- (a) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act; (b) advance equality of opportunity between people who share a protected characteristic and those who do not; (c) foster good relations between people who share a protected characteristic and persons who do not share it.
- 11.6. The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the decision maker, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 11.7. The Equality and Human Rights Commission has recently 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/publication-download/technicalguidance->

Is this report easy to understand?

Please give us feedback so we can improve. **Page 364**

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

- 11.8. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
 2. Meeting the equality duty in policy and decision-making
 3. Engagement and the equality duty
 4. Equality objectives and the equality duty
 5. Equality information and the equality duty
- 11.9. The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <https://www.equalityhumanrights.com/en/advice-and-guidance/publicsector-equality-duty-guidance>

12. Equalities implications

- 12.1. In addition to the Public Sector Duty under the Equality Act 2010, the NCIL borough-wide fund seeks to further positively address the disproportionate impact COVID 19 has had across many of our communities including; BAME communities, people with disabilities, individuals with no recourse to public funds and those living in more deprived areas of the borough. To meet the needs of those whose needs are currently not being met through the provision of services, activities and projects that will have a positive and lasting benefit.

13. Climate change and environmental implications

- 13.1. As Air Quality is recommended as one of the priorities for the borough-wide NCIL pot is expected that any infrastructure funded within this area will have a positive impact in reducing air quality and improving the environment although the nature of this can not be determined ahead of the application and assessment process

14. Crime and disorder implications

- 14.1. As Community Safety is recommended as one of the priorities for the borough-wide NCIL pot is expected that any infrastructure funded within this area will have a positive impact in reducing crime and disorder although the nature of this can not be determined ahead of the application and assessment process

15. Health and wellbeing implications

- 15.1. The purpose of all NCIL funding is to offset any impacts of development and population growth so the expectation is that any and all projects that receive funding will improve the wellbeing of the local community.

16. Social Value implications [to be completed only when awarding a contract]

16.1. N/A

17. Background papers

17.1. Appendix 1 – Mayor and Cabinet paper – 5th June 2019

17.2. Appendix 2 – Mayor and Cabinet paper – 11th March 2020

18. Report author and contact

18.1. David Syme, Strategic Planning Manager, David.Syme@Lewisham.gov.uk

Christopher Frazer, Planning Policy Officer, Christopher.Frazer@Lewisham.gov.uk

19. Comments for and on behalf of the Executive Director for Corporate Resources

19.1. Paula Young, Senior Planning Lawyer, Paula.Young@Lewisham.gov.uk

20. Comments for and on behalf of the Director of Law, Governance and HR

20.1. Shola Ojo, Principal Account, Shola.Ojo@Lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve. **Page 366**

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

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

Date of Meeting	10 th March 2021
------------------------	-----------------------------


Title of Report	Statement of Community Involvement [ceasing temporary covid changes to the scheme of delegation]
------------------------	--

Originator of Report	Executive Director of Housing, Regeneration and Environment
-----------------------------	---

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

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

Signed: 
 Cllr Paul Bell Cabinet Member for Housing
 Date: 02/03/2021

Signed: 
 Kevin Sheehan Executive Director for Housing, Regen and Public Realm
 Date: 22/02/2021

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	

Scheduled Date for Call-in (if appropriate)	
---	--



Mayor and Cabinet

Statement of Community Involvement [ceasing temporary Covid changes to the scheme of delegation]

Date: 10th March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Emma Talbot

Outline and recommendations

The current unprecedented public health emergency has meant that there has been a need to review and adapt existing processes in relation to Local Meetings and Planning Committee Meetings which are set out in the Council's Statement of Community Involvement (SCI). Changes agreed in June and September have enabled the Council to continue to fulfil its statutory duty to determine the full range of planning applications, including applications relating to critical major regeneration or housing schemes. Given the successful operation of these measures since June 2020, the Planning Service have been able to work through a backlog of cases and run committee meetings effectively. Given the current position, it is not proposed to seek the continuation of the temporary changes to the scheme of delegation. However, there could be a continued need to be able to operate virtual meetings and it will be necessary to have the ability to send emails rather than letters and not rely on public venues being open to access planning applications. This is likely to remain the position for some time.

It is therefore recommended that:

- The Mayor and Cabinet note the intention to cease the temporary changes to the Council's scheme of delegation.*
- The Mayor and Cabinet authorise temporary modifications the Council's Statement of Community Involvement (SCI) for a further 18 month period.*

Timeline of engagement and decision-making

The Current Statement of Community Involvement was adopted in July 2006.

June 2020 – temporary modifications to the SCI agreed for a period of 3 months

September 2020 - temporary modifications to the SCI agreed for a further period of 6 months

December 2020 – permanent changes to the SCI to those sections addressing planning policy consultation approved by Mayor and Cabinet.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 371

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

1. Summary

- 1.1. In response to the Covid-19 pandemic, emergency temporary modifications to the Council's Statement of Community Involvement (SCI) were agreed by Mayor and Cabinet on 10th June 2020 in order to enable the determination of planning applications. The temporary changes which were introduced are (unless schemes are to be refused):
 - 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
- 1.2. It was agreed that the above changes to working practices would be reviewed by the Mayor and Cabinet after a 3 month period following introduction and following that review, they were extended for a further 6 month period in September 2020.
- 1.3. The temporary changes to the Council's Statement of Community Involvement were accompanied by parallel changes to the scheme of delegation which were agreed at Strategic Planning Committee. These were also reviewed in September 2020 and a 6 month extension was agreed.
- 1.4. Similarly, the public health emergency has meant that there was a need to review and adapt existing processes in relation to the preparation of planning policy documents which are set out in the SCI. This includes Local Development Documents that form part of the Council's statutory development plan. Furthermore, a review and update of existing processes is required to ensure the SCI appropriately reflects the latest legislation, national planning policy and guidance, having regard to changes introduced since the 2006 SCI was adopted.
- 1.5. Since their introduction in June 2020, the Planning Service have been applying the increased scheme of delegation threshold. At the beginning of February 2021, 41 decisions had been made by officers where there were 3 or 4 objections, 22 of which that would have otherwise had been determined at committee as the recommendation was for approval. The schemes have largely been small scale developments. The adjusted threshold has saved approximately 3 weeks on average that would normally be required for the process a committee meeting report preparation and a review of the decisions has shown that in most cases, issues raised were able to be successfully overcome via the imposition of conditions. The Planning Service have not seen an increase in complaints as a result of changes and the high quality of decision making has been retained.
- 1.6. Schemes with 5-9 objections or an amenity society objection have been subject to a Chair's Review meeting to determine whether a decision should be made by officers or

Is this report easy to understand?

Please give us feedback so we can improve. **Page 372**

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

committee. The Chair's Review meetings do not take a decision on if the planning application itself should be approved or refused, only who will be the decision maker for the application, based on a short presentation of the scheme and an overview of the material planning considerations/key issues. Following representations from amenity societies and feedback from the Council's Business Panel, a new field has been used on the Planning public access system to note the outcome of CRM meetings to ensure transparency on where a final decision would be taken. 47 schemes have been subject to this route as of the beginning of February 2021 with developments ranging from variations of conditions to development of a 6 storey building. 76% of schemes have been referred to officers to determine a development under delegated powers, with the remainder being decided by committee. In many instances, issues raised were able to be successfully overcome through the introduction of conditions. Those cases where more fundamental in principle objections were raised were more likely to be referred to planning committee. Reviews of the decisions made by officers has shown that the high quality of decision making and full and transparent analysis of objections in light of national, regional and local planning policies has still happened. Particular concerns were raised by amenity societies regarding the risk of harm to heritage assets in the Borough as a result of the automatic referral right to planning committees being removed. Officers have not seen evidence of this and remain confident that the decisions made have continued to appropriately protect and reflect the Borough's heritage assets.

- 1.7. Virtual planning committee meetings have been operating successfully in terms of public participation and decision making. They have been resource intensive, requiring additional officer support than would be needed for an in person meeting but the quality of decision making has been retained. An initial backlog of planning cases required regular meetings of all the planning committees but once cleared, the Planning Service have seen a reduction in cases requiring a committee decision due to the operation of the temporary scheme of delegation and Chair's Review meetings.
- 1.8. In order to ensure virtual committee meetings are conducted in an orderly fashion it has been necessary to introduce a new requirement for public speakers (including applicants and/or their agents) to register their intention to speak 24 hours in advance of the meeting so that the IT department can arrange for them to be invited to the meeting. Public speakers are also now required to submit their intended verbal statements in advance of the meeting as a precaution to ensure that their views can still be taken into account by the Planning Committee in the event that their verbal presentation is cut short due to technical difficulties. Both measures have been operating well and people have been taking part in virtual committees. Following early issues with attendees being able to operate their own technology successfully, additional support for members of the public in the form of a pre-committee test have also been introduced. These have been well received.
- 1.9. The SCI makes provision for Local Meetings where 10 or more objections have been received to a planning application. These meetings are an opportunity for the community to find out more about proposals which may affect them and to ask officers and applicants questions about the planning application. As it is no longer possible to hold face to face public meetings, a new electronic format for Local Meetings has been taking place to fulfil the same important role of community engagement. To date, this has largely relied on external IT support rather than a Council system, however progress is being made with an in house solution. 8 local meetings have taken place since June and have enabled public participation through an online meeting. A good level of public participation has been achieved and there has been no evidence of a reduction in engagement due to these measures.

- 1.10. To avoid delays to postal deliveries, wherever possible, notification of Local Meetings (in their revised electronic format) and Planning Committee Meetings have been made by email. Where an individual's or group's email address has not been given, the Council has continued to communicate with them via post. This has been operating successfully.
- 1.11. At this time, libraries remain closed, as does the Planning Information office. The SCI notes that these locations are available to view planning applications, committee agendas and decisions. As these locations are not currently available the SCI was updated to make it clear how the public can access this information such as via the Council website. The Planning Service have seen no indication that this has reduced participation in the planning process through the pandemic.
- 1.12. Officers consider that the temporary working arrangements and delegations have been operating successfully, albeit it is recognised that there has been much concern from amenity societies that their role in decision making has been weakened. Good quality decisions are being made under delegated powers on the most straightforward cases, with the cases being considered by planning committee being more complex or nuanced. The temporary measures have enabled the Planning Service to continue to issue decisions, engage with the public and reduce the committee backlog that had grown at the beginning of lockdown. The measures have not been found to give rise to concerns regarding the proper consideration of planning issues.
- 1.13. The pandemic has necessitated a level of change and adjustment to the Planning Service that has been unprecedented. Whilst the period has been challenging, it has shown that changes in how the service engages and undertakes the planning process in new ways, using technology has not disenfranchised the community. It is also evident that irrespective of where a decision is made, good quality decision making has been preserved throughout. Safeguards have been introduced through increased member involvement via Chair Review Meetings and call-in rights for ward Cllrs have also been retained throughout, ensuring proper democratic accountability remains at the heart of the planning process in Lewisham. This period has also shown that there is a need for flexibility in processes to enable the Council to respond to changes in circumstances.
- 1.14. Since September, Officers have again been progressing work on the Local Democracy Review recommendations related to planning during this period and agreement to progress with a range of measures to improve decision making, transparency and communication was given at the Local Democracy Review Working Group on 10th February 2021. The agreed recommendations include preparing proposals for a new SCI and any necessary associated changes and to undertake engagement with relevant stakeholders including a period of engagement with community groups as to how best to formally recognise them and a period of engagement with Members and the public regarding possible revisions to planning committees. As set out above, whilst challenging, it is considered that the temporary modifications have provided a useful period of learning and understanding. However, it is considered that that needs to be taken forward as part of a wider exercise in light of the LDR recommendations as opposed to continuing temporary modifications to the scheme of delegation.
- 1.15. Whilst noting that, it is considered that the measures that are necessary to enable virtual committee meetings if legislation allows and local meetings plus the ability to use electronic communication wherever possible and to make amendments to the publication of applications, agendas and decisions based on the availability of venues needs to continue. Given the uncertainty of the public health situation and the fact that these measures have operated successfully so far, it is proposed to continue these for

Is this report easy to understand?

Please give us feedback so we can improve. **Page 374**

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

18 months. This would enable the necessary Local Democracy Review work to be undertaken and implemented to eventually supersede the current SCI.

2. Recommendations

- 2.1. It is recommended that The Mayor and Cabinet:
- Note the intention to cease the temporary changes to the Council's scheme of delegation.
 - Authorise temporary modifications to the Council's Statement of Community Involvement (SCI) for a further 18 month period to enable the following:
 - 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
 - Local Meetings to be able to be held remotely
 - Make any necessary amendments regarding the publication of planning applications, agendas and decisions

3. Policy Context

- 3.1. The content of this report is consistent with the Council's policy framework, particularly the Core Strategy and the Sustainable Community Strategy (2008-2020) (SCS). The SCI is a legal planning document that sets out how the Council will consult the public and other stakeholders when preparing statutory development plan and supporting documents, and how it will consult on planning applications. The SCI also sets out how the Council will fulfil its statutory duty to support neighbourhood planning. The Council must (as a minimum) comply with statutory requirements for consultation set out in relevant legislation and policy, including:

- The Town & Country Planning (Development Management Procedure) (England) Order 2015 – for planning applications
- The Planning (Listed Buildings and Conservation Areas) Regulations 1990 (as amended) – for listed building consents
- Planning and Compulsory Purchase Act 2004 (as amended)
- The Town & Country Planning (Local Planning) (England) Regulations 2012 (as amended)
- Localism Act 2011 (as amended)
- The Neighbourhood Planning (General) Regulations 2012
- Neighbourhood Planning Act 2017
- Environmental Assessment of Plans and Programmes Regulations 2004
- Town and Country Planning (Local Planning) (England) (Coronavirus) (Amendment) Regulations 2020
- National Planning Policy Framework (NPPF) (2019) and National Planning Practice Guidance (NPPG).

4. Background

- 4.1. The Council adopted its current Statement of Community Involvement (SCI) in July 2006. The SCI forms part of the Local Development Framework and is a legal planning requirement. It sets out the Council's policy for involving and communicating with interested parties in matters relating to the preparation and revision of local

Is this report easy to understand?

Please give us feedback so we can improve.

Page 375

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

development framework documents and the exercise of the authority's functions in relation to planning applications. In particular, it sets out the circumstances in which decisions on planning applications will be made by planning committee (rather than officers) in line with the Council's Constitution. It also outlines the processes through which interested parties will be notified of the committee meeting and sets out how they can make verbal representations at the meeting. The SCI also makes provision for additional community engagement by way of a Local Meeting where 10 or more objections have been received to a planning application.

- 4.2. Recommendations to the Local Democracy Working Group made in February 2020 included a recommendation that a new Statement of Community Involvement is adopted and a review of committee referral triggers are also implemented.
- 4.3. Previously, Council meetings only happened "in person". The Government has passed new legislation to enable Councils to meet remotely. This ends on 7th May 2021 and it is not yet known whether this will be extended beyond that date. Irrespective of any change to the SCI, legislation will be necessary in order to continue to hold virtual planning committees.
- 4.4. The current COVID-19 pandemic has meant that in the interests of public safety and given the need to ensure social distancing, it is not reasonably practicable to hold in-person meetings in public. This position is has the potential to persist for some time even if hybrid meeting formats are explored and it is important that the Planning service is prepared for that eventuality and in any event, to cover the period between March and May 2021. The Council is under a statutory duty to determine planning applications submitted to it. It is vitally important that the Council is able to continue to determine the full range of planning applications in order to fulfil its statutory duty and to ensure that major regeneration schemes and proposals involving the delivery of much needed affordable housing are not held up.
- 4.5. The SCI sets out that the following will occur when a planning application is to be decided by a Council Planning Committee:
 - The agenda will be available in all libraries, at the Planning Information Office and on the Lewisham website five days prior to the meeting. A specific Committee report can be sent out on request.
 - All those who have made a written representation (not statutory authorities) will be invited (by letter) to the meeting.
 - The applicant for planning permission (or a representative) will be permitted to speak to the Planning Committee for five minutes.
 - A representative of those who have made written representations will be permitted to speak to the Planning Committee for five minutes. A full list of those who have made written representations will be made available on request so that they can get together to coordinate a single presentation to the Committee.
- 4.6. The 2006 SCI also states that a local meeting will be offered to those that have made representations and the applicant at least two weeks prior to a decision being made on a planning application in the following circumstances:
 - where one or more objection(s) have been received from a residents' association, community/amenity group or ward Councillor and/or
 - where a petition is received containing more than 25 signatures and/or
 - where 10 or more individual written objections are received from different residents.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 376**

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

5. Changes to the SCI

- 5.1. In order to ensure virtual committee meetings are conducted in an orderly fashion it has been necessary to introduce a new requirement for public speakers (including applicants and/or their agents) to register their intention to speak 24 hours in advance of the meeting so that the IT department can arrange for them to be invited to the meeting. Public speakers are also now required to submit their intended verbal statements in advance of the meeting as a precaution to ensure that their views can still be taken into account by the Planning Committee in the event that their verbal presentation is cut short due to technical difficulties. Both measures have been operating well and people have been taking part in virtual committees. Following early issues with attendees being able to operate their own technology successfully, additional support for members of the public in the form of a pre-committee test have also been introduced.
- 5.2. The SCI makes provision for Local Meetings where 10 or more objections have been received to a planning application. These meetings are an opportunity for the community to find out more about proposals which may affect them and to ask officers and applicants questions about the planning application. As it is no longer possible to hold public meetings in person, a new electronic format for Local Meetings has been taking place to fulfil the same important role of community engagement. To date, this has relied on external IT support rather than a Council system, however progress is being made with an in house solution. Eight local meetings have taken place since June and have enabled public participation through an online meeting.
- 5.3. To avoid delays to postal deliveries, wherever possible, notification of Local Meetings (in their revised electronic format) and Planning Committee Meetings have been made by email. Where an individual's or group's email address has not been given, the Council has continued to communicate with them via post. This has been operating successfully.
- 5.4. At this time, some libraries remain closed, as does the Planning Information office. The SCI notes that these locations are available to view planning applications, committee agendas and decisions. As these locations are not currently available and could be unavailable for some time if venues are needed in the future to support with testing and vaccinations, it is proposed to continue to amend the SCI to make it clear how the public can access this information such as via the Council website.
- 5.5. In summary, it is recommended that The Mayor and Cabinet:
 - Note the intention to cease the temporary changes to the Council's scheme of delegation.
 - Authorise temporary modifications to the Council's Statement of Community Involvement (SCI) for a further 18 month period to enable the following:
 - 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
 - Local Meetings to be able to be held remotely
 - Make any necessary amendments regarding the publication of planning applications, agendas and decisions

6. Financial implications

- 6.1. This report is asking Mayor and Cabinet to authorise temporary modifications to the Council's Statement of Community Involvement (SCI) for a further 18 month period.
- 6.2. There are no significant financial implications relating to this report. As public meetings would be hosted online rather than physically there may be a small saving on venue hire expenditure.

7. Legal implications

- 7.1. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.2. In summary, the council must, in the exercise of its function, 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 persons who do not share it
- 7.3. The duty continues to be a "have regard duty", and the weight to be attached to it is a matter for the decision maker, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 7.4. 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/publication-download/technical-guidance-public-sector-equality-duty-england>
- 7.5. The legal implications of amending the SCI to be effective immediately have also been taken into account when these temporary measures were first introduced. It is lawful to take decisions on the basis of the new SCI if approved by the Mayor and Cabinet. The legitimate expectation that decisions will be taken in accordance with the published SCI and its procedures is important. However, public authorities also have in principle a right to alter their policies or to depart from them in a particular case. These changes have been in place since June and have not resulted in a lack of engagement.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 378**

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

8. Equalities implications

- 8.1. There are equalities implications. Key implications that officers recognise include that holding virtual meetings may risk excluding some people for a variety of reasons, including for example those who do not frequently use or have ready access to electronic media or do not have reliable access to the internet by way of broadband or sufficient data allowances, and that people with protected characteristics for example such as age may be more impacted than others. Officers also recognise that holding virtual meetings may make it easier for some others with protected characteristics to “attend” virtually. These impacts have been taken into account. We will continue to aim to reduce some of the possible impacts of virtual hearings (and advance equality) by requiring speakers to provide what they wish to say in advance, so that if there is a technological issue their representations will still be taken into account, and we will continue to record all meetings and the recording can be made available later to those who wish to view at a later time.

9. Climate change and environmental implications

- 9.1. There are no climate change or environmental implications.

10. Crime and disorder implications

- 10.1. There are no crime and disorder implications.

11. Health and wellbeing implications

- 11.1. There are no health and wellbeing implications.

12. Background papers

- 12.1. Lewisham Statement of Community Involvement
<https://lewisham.gov.uk/myservices/planning/policy/ldf/statement-of-community-involvement>

13. Glossary

Term	Definition
Statement of Community Involvement (SCI)	The SCI forms part of the Local Development Framework and is a legal planning requirement. It sets out the Council's policy for involving and communicating with interested parties in matters relating to the preparation and revision of local development framework documents and the exercise of the authority's functions in relation to planning applications.
Local Development Framework	The name for the collection of Local Development Documents. It consists of Development Plan Documents, Supplementary Planning Documents, a Statement of Community Involvement, the Local Development Scheme and the Annual Monitoring Report. Together, these documents provide the planning framework for the borough as developed at the local level.

14. Report author and contact

Christopher Dale christopher.dale@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve.

Page 379

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

Comments for and on behalf of the Director of Law, Governance & HR:

Katherine Kazantzis
Principal Lawyer
0208 314 7937
Katherine.kazantzis@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve. **Page 380**

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

Chief Officer Confirmation of Report Submission
Cabinet Member Confirmation of Briefing
Report for: Mayor
Mayor and Cabinet
Mayor and Cabinet (Contracts)
Executive Director
Information **Part 1** **Part 2** **Key Decision**

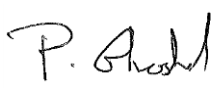
Date of Meeting	10 March 2021	
Title of Report	Decision on Acceptance of Football Foundation Capital Grant – Riverside Youth Club (Part 1)	
Originator of Report	Catherin Bunten	Ext.6577

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

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

Signed:  Executive Member

Date: 4th March 2021

Signed:  Executive Director

Date: 4th March 2021

Control Record by Committee Support

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



Mayor and Cabinet

Report title: Decision on Acceptance of Football Foundation Capital Grant – Riverside Youth Club

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: Borough wide but closest impact on Evelyn, Brockley, New Cross and Telegraph Hill wards.

Contributors: CYP Joint Commissioning; Capital Programme Delivery

Outline and recommendations

Lewisham Council have been successful in an application to the Football Foundation to support redevelopment of Riverside Youth Club.

This report provides an update on the project development and bid submission.

It is recommended that the Mayor and Cabinet:

- Approve the application for external funding from the Football Foundation;
- Approve the procurement of a works contractor to deliver the Riverside redevelopment
- Delegate authority to the Executive Director for Children & Young People, on the advice of the Executive Director for Corporate Resources and Executive Director for Housing, Regeneration & Environment to award a works contract to deliver the Riverside Youth Club redevelopment Programme
- Note the construction budget set out in Part 2 of this report.

Timeline of engagement and decision-making

- In 2017, a Riverside Steering Group was established, supported by Milwall Community Trust, Youth First and other local stakeholders including tenants groups and Councillors
- In 2018, the Football Foundation awarded seed funding to develop proposals for the Youth Club. The Steering Group appointed architectural consultants Create Streets to carry out a feasibility study, community consultation and create detailed plans
- In July 2020, the Steering Group secured planning permission
- In September 2020 a signed letter of support was sent by Lewisham Mayor to Youth First.
- In October 2020, a funding application was submitted on the Council's behalf by Youth First to the Football Foundation. The bid named Lewisham Council as lead applicant and recipient of any grant if successful
- In January 2021, the Football Foundation advised that the bid had been successful and, subject to agreement of terms, offered a grant award of £742,906.
- Bid discussed at CYP Strategic Asset Board on 2 February 2021 and project management support allocated.

REASONS FOR URGENCY AND LATENESS

Lateness: This report was not available for the original dispatch as further information was required to ensure that financial implications had been fully considered in this report.

Urgency: Given the deadline of 14th March 2021 to accept the grant from the Football Foundation, it is essential that the Mayor and his Cabinet receive this report on 10th March.

Where a report is received less than 5 clear days before the date of the meeting at which the matter is being considered, then under the Local Government Act 1972 Section 100(b) (4) the Chair of the Committee can take the matter as a matter of urgency if he is satisfied that there are special circumstances requiring it to be treated as a matter of urgency. These special circumstances have to be specified in the minutes of the meeting.

1. Summary

- 1.1. In October 2020, a funding application was submitted on the Council's behalf by Youth First, to the Football Foundation; the application was to support the redevelopment of Riverside Youth Club.
- 1.2. In January 2021 Lewisham Council were informed that the bid had been successful.
- 1.3. The Football Foundation Grant award is for £742,906.
- 1.4. It is recommended that Mayor and Cabinet:
 - Approve the application for external funding from the Football Foundation;
 - Approve the procurement of a works contractor to deliver the Riverside redevelopment
 - Delegate authority to the Executive Director for Children & Young People, on the advice of the Executive Director for Corporate Resources and Executive Director for Housing, Regeneration & Environment to award a works contract to deliver the Riverside Youth Club redevelopment Programme
 - Note the construction budget set out in Part 2 of this report

Is this report easy to understand?

Please give us feedback so we can improve.

Page 383

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

2. Policy Context

- 2.1. The redevelopment of Riverside Youth Club supports the Council’s Corporate Strategy. Specifically the priority “Giving children and young people the best start in life.”
- 3.1 It also supports the delivery of our Children and Young People’s Plan (2019-22), which establishes how we will continue to work to improve outcomes for our children and young people so that:
 - Children and young people have good physical and emotional health
 - Children and young people develop, achieve and are ready for adulthood
- 2.2. Redevelopment supports the ambitions of the Lewisham 2019 Playing Pitch Strategy; namely to increase access to quality 3G and sports provisions,
- 2.3. The redevelopment of Riverside Youth Club supports the developing vision for youth work in Lewisham and our duties under the 1996 Education Act, which established that a local authority in England must, so far as reasonably practicable, secure for young people in their area access to:
 - (a) *sufficient educational leisure-time activities which are for the improvement of their well-being, and sufficient facilities for such activities, and*
 - (b) *sufficient recreational leisure-time activities which are for the improvement of qualifying young persons (‘Qualifying young persons’ are those aged 13–19, and up to 24 for young people with a learning difficulty or particular disabilities.)*

3. Background

History of Riverside Youth Club

- 3.1. Located on Grove Street in Evelyn Ward in the north of Lewisham, Riverside Youth Club was opened in 1969 by boxer Henry Cooper initially as a boxing club for boys. It was designed to resemble a sail boat to acknowledge the naval history of the area. Sir Henry Cooper returned in 2009 to re-launch the site with then Mayor, Steve Bullock.
- 3.2. In recent years the area around the Pepys Estate has been subject to significant new housing development as more of the industrial areas along the River Thames have been developed into new housing, increasing Evelyn Ward to the second largest ward in the borough.
- 3.3. Riverside is the second largest youth club in the borough with three floors of facilities including a music studio, games room, e-sports/movie lounge, kitchen, multipurpose hall for sports, dance, theatre and breakout spaces for other activities and meetings and multi-use games area.
- 3.4. In 2019/20, 321 local young people accessed youth provision including sports at Riverside. 78% of attendees were BAME, compared to 66% of the Lewisham population.¹
- 3.5. Prior to the Covid-19 crisis, Riverside advertised a timetable of four youth club sessions over three evenings per week totalling 9.5 hours of service.
- 3.6. Over the last decade the building has deteriorated and is no longer attractive or fully functional. Poor DDA compliance means that the top floor is inaccessible to some children and young people, there are also ongoing issues with lighting and heating.

¹ Youth First – Save Riverside Youth Club Prospectus

Redevelopment Proposals

- 3.7. In 2017, Riverside Steering Group was established supported by Milwall Community Trust, Youth First and other local stakeholders including tenants groups and Councillors.
- 3.8. In 2018, the Football Foundation awarded seed funding to develop proposals for the Youth Club. The Steering Group appointed architectural consultants Create Streets to carry out a feasibility study, community consultation and create detailed plans.
- 3.9. In July 2020, the steering group secured planning permission for the proposed redevelopment and in October 2020 Youth First submitted an application, on the Council's behalf to the Football Foundation. An outcome of the application process is that the Council and property owner are required to receive and authorise the grant, as opposed to Youth First who are the current leaseholder.
- 3.10. In January 2021, the Football Foundation advised that the bid had been successful and, subject to agreement of terms, offered a grant award of £742,906.

4. Redevelopment Plans

- 4.1. The redevelopment proposal is to create a transformative football, multisport and wellbeing centre for young people at Riverside Youth Club. This will include:
 - New floodlit 3G Football Turf Pitch (5v5 – 37m x 27m)
 - High quality, accessible sports facilities and amenities (toilets, showers, changing)
 - A new kitchen area
 - A new gym
 - Updated consultation rooms
 - Media and learning zones
- 4.2. The next stage is for Officers to prioritise and finalise the programme of works for the Riverside Youth Club redevelopment.
- 4.3. It is therefore recommended that Mayor and Cabinet delegate authority to the Executive Director for Children and Young People to finalise the programme of works to be procured for the Riverside Youth Club redevelopment, in line with the budget set out in section 4.14.

Procurement method for contractors to deliver the Riverside redevelopment programme

- 4.4. The construction works for Riverside will be procured externally because the Council has neither the skills nor capacity to deliver such building works. Setting up the required infrastructure to enable this function does not represent good commercial or practical sense, given the nature and scale of works.
- 4.5. All works will be procured through an open tender exercise via the London Tenders Portal.
- 4.6. Tenders will be evaluated on a 50/50 basis (price/quality). The quality weighting will include either 5% or 10% social value in line with the Council's procurement policies.
- 4.7. A separate contract award report will be prepared seeking to appoint the winning bidder, in line with the Council's procurement rules and procedures. A consultant (procured separately) will administer the contract that is awarded and will be responsible for ensuring the works are carried out as required.
- 4.8. It is therefore recommended that Mayor and Cabinet delegate authority to Executive Director for Children & Young People to procure, award and enter into contract for these works on the advice of the Executive Director for Corporate Resources and

Is this report easy to understand?

Please give us feedback so we can improve.

Page 385

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

Executive Director for Housing, Regeneration & Environment.

4.9. Proposed procurement timetable:

Activity	Date
Tender Issue	April 2021
Tender Returns	May 2021
Evaluation	May/June 2021
Internal approvals	June 2021
Award	June/July 2021

Delivery model

- 4.10. A draft operational service agreement has been developed between London Borough Lewisham, Youth First and Millwall Community Trust (MCT) to be implemented once the site reopens.
- 4.11. Under draft proposals and for a period of 5 years, Youth First will manage use of the site and its facilities to develop and deliver a programme of youth work. MCT will have priority access to the 3G pitch for delivery of their community football programme. Access to the site is intended to be maximised for the use of local young people.
- 4.12. Redevelopment proposals have received significant support from local organisations, and the aim is for increased community and partnership use of the site once reopened.
- 4.13. The long term sustainability of the project is based around an income generation model, predominately from the new 3G pitch. Target income generation is £120k per annum, which would predominately support pitch maintenance and upkeep, including a reserve to cover the costs of pitch refurbishment.
- 4.14. Income targets are estimated based on 60% usage from evening commercial bookings, room hire and the potential for longer rentals to services (e.g. gym operator, learning provider, or music studio provider). A gradual usage increase, taking into account Covid restrictions, is also built into the model.

Risk

- 4.15. As with any grant funding award and capital build project there are a number of potential risks that Members should be aware of; these are outlined below:

Acceptance of grant agreement and terms of grant

- 4.16. The Football Foundation have advised that Lewisham has two months from the date of the Grant Offer Letter (14 Jan 2021) to electronically accept the terms and requirements of this Grant; that is a deadline of 14 March 2021.
- 4.17. The Football Foundation have advised that Lewisham must then request the first payment of Grant within six months of the date of the Grant Offer Letter Deadline 14 July), unless otherwise agreed in writing by the Foundation. (Deadline 14 July) and Lewisham must request the last payment of the Grant within 12 months of the date that the first claim is paid by the Foundation.
- 4.18. The Football Foundation expectation is that works start on site within 6 months of the date of offer letter; that is a deadline of 14 June 2021.
- 4.19. A number of outstanding conditions are required to be met ahead of formal grant acceptance these include:
- Football Foundation requiring the processes for Restriction of Title over the land to have commenced.
 - Football Foundation require written confirmation from Lewisham that the all funding requirements are secured.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 386**

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

- Football Foundation require confirmation of the planning status of existing floodlights on site.
- 4.20. Officers have met with and written to the Football Foundation to advise that there will be delays in meeting the terms of acceptance and outstanding conditions outlined above; namely due the impact of ongoing COVID-19 restrictions and response.
- 4.21. The Football Foundation have advised that the process for returning the grant if suitable build process cannot be agreed; or if costs are deemed too substantial to continue is simple.
- 4.22. There are a number of further conditions attached to the grant offer. Most notably:
- The Football Foundation's claw back period is 21 years. This will be invoked if we fail to fulfil the terms of the grant award as outlined below
 - LBL will be asked to provide pitch quality data three times per year using a Digital Assessment Tool
 - As lead applicant the Council must ensure and evidence sinking funds are in place for the maintenance and replacement of the 3G pitch, and ensure that the 3G pitch remains on the FA Pitch Register throughout the 21 year period
 - As lead applicant the Council must ensure a robust and regular maintenance programme is in place that follows the pitch contractor stipulated maintenance regime.
- 4.23. The terms above are not unusual for grant awards of this size and the conditions should be achievable regardless of wider changes to youth work in Lewisham; for example should the provider of youth services change. But they will need to be noted in any future development proposals for the area.

Income Generation Model

- 4.24. The long term sustainability of the project is based around an income generation model, predominately from the new 3G pitch.
- 4.25. Target income in the first year of opening is £120k per annum (at 60% capacity), which would predominately cover pitch maintenance and upkeep, including a reserve to cover the costs of pitch refurbishment.
- 4.26. There is risk associated with income generation modelling, which is untested in the area and may be impacted by Covid. If income cannot be generated to a sufficient level then an alternative building management and delivery model will need to be developed to meet the minimum expectations of the grant agreement.

Wider Dependencies

- 4.27. The current delivery model, and access to fundraising, is predicated on agreement of a youth services contract with Youth First from 1 April 2021. Approval for award of contract was given by Mayor and Cabinet in December 2020, subject to agreement of terms, and the negotiation of this process is underway.
- 4.28. If this cannot be agreed then an alternative model of delivery will need to be developed or grant award returned to the Football Foundation.

5. Financial implications

- 5.1 Financial implications are as set out in Part 2 of this report

6. Legal implications

- 6.1. The Council has a wide general power of competence to do anything that individuals generally may do (Section 1 of the Localism Act 2011). Further, the Council can undertake activities that are either economically, socially or environmentally beneficial for the authority and residents (Local Government Act 2000). Finally, the Council has a duty to obtain best value in the procurement of works, services and supplies and to secure continuous improvement in the way functions are carried out, having regard to a combination of economy, efficiency and effectiveness (Local Government Act 2003).
- 6.2. In accordance with the Council's Constitution, officers require approval to apply for external funding. The bid for funding was put together and submitted by Youth First on behalf of the Council. The Council are the lead partner and will need to enter into the grant agreement with the Football Foundation. The risks in relation to accepting the grant are set out in the body of the report and how these can be mitigated.
- 6.3. The report seeks approval to procure an external contractor to carry out the works on Riverside Youth Club. Given the potential spend on this contract it would be categorised by Contract Procedure Rules as a Category A contract. The report also seeks delegation to Executive Director of the decision about the appropriate route for engaging such a provider, with the choice available to the Executive Director being between use of a framework agreement or an open tender route. The report sets out the other options considered and explains why those are the recommended options.
- 6.4. Assuming that Mayor and Cabinet accepts the recommendation, Contract Procedure Rules place requirements on how that should happen. The Rules require that when letting contracts steps must be taken to secure value for money through a combination of cost, quality and competition, and that competitive tenders or quotations must be sought depending on the size and nature of the contract (Rule 5). Given the potential spend on this contract is below the financial threshold for the application of the procurement regulations (Public Contracts Regulations 2015 as amended by the Public Procurement (Amendment etc.) (EU Exit) Regulations 2020) they will not apply. The requirements of the Contract Procedure Rules would be satisfied by use of an open tender procedure. The process for procurement and the award of the contract would have to be in accordance with the Contract Procedure Rules. As a Category A contract, it would be for Mayor and Cabinet to take a decision on the award of any contract however officers are requesting that the award of contract be delegated to the Executive Director for Children & Young People, on the advice of the Executive Director for Corporate Resources and Executive Director for Housing, Regeneration & Environment.
- 6.5. The decisions to be made in this report are not Key Decisions.
- 6.6. In taking this decision, the Council's public sector equality duty must be taken into account. 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.
- 6.7. In summary, the Council must, in the exercise of its functions, have due regard to the need to: eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act; advance equality of opportunity between people who share a protected characteristic and those who do not; foster good relations between people who share a protected characteristic and those who do not.
- 6.8. It is not an absolute requirement to eliminate unlawful discrimination, harassment, victimisation or other prohibited conduct, or to promote equality of opportunity or foster good relations between persons who share a protected characteristic and those who do not. It is a duty to have due regard to the need to achieve the goals listed above. The weight to be attached to the duty will be dependent on the nature of the decision

Is this report easy to understand?

Please give us feedback so we can improve. **Page 388**

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

and the circumstances in which it is made bearing in mind the issues of relevance and proportionality and understanding 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.

- 6.9. The Equality and Human Rights Commission (EHRC) has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance. The Council must have regard to the statutory code in so far as it relates to the 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 on the EHRC website.
- 6.10. The EHRC has issued five guides for public authorities in England giving advice on the equality duty. The 'Essential' guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice.

7. Equalities implications

- 7.1. Once complete, the Riverside redevelopment will lead to improved outcomes for all protected characteristics; through increased access, capacity and improved DDA compliance.
- 7.2. It is possible that the decant and build process will be disruptive for current service users. The current intention is to decant to nearby Richard MacVicar Adventure Playground for the period of the build to minimise disruption.
- 7.3. This project will be included in a wider Youth Services EAA that is being undertaken as part of proposed changes to youth service delivery in Lewisham and will be completed before April 2021

8. Climate change and environmental implications

- 8.1. Prospective tenderers will be assessed on the environmental and sustainability implications of their submissions, as part of the quality evaluation process.
- 8.2. Every effort will be made to ensure that the refurbishment works improve the environmental performance of the building and, where possible, support efforts to make Lewisham carbon neutral by 2030.

9. Crime and disorder implications

- 9.1. Increased access to youth workers, positive activities, trusted relationships and safe spaces should help reduce participation in and perceptions of crime and disorder

10. Health and wellbeing implications

- 10.1. The project supports increased physical activity, healthy eating and emotional wellbeing outcomes

11. Social Value implications

- 11.1. Youth First have secured significant external fundraising of £273,071 to support this project. As well as offers of in-kind additional support for materials and fittings.
- 11.2. Officers will work with colleagues in the Local Labour Business Scheme, Climate Resilience and Procurement teams to ensure the project delivers social value, by setting targets in line with the Council's strategic aims and objectives and monitoring performance on a regular basis.

12. Background papers

- 12.1. n/a

13. Glossary

- 13.1. n/a

14. Report author and contact

- 14.1. David McCollum, CYP Joint Commissioner: david.mccollum@lewisham.gov.uk
- 14.2. Mia Agnew, Legal Implications: mia.agnew@lewisham.gov.uk
- 14.3. Peter Allery, Financial Implications: peter.allery@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve. **Page 390**

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

Chief Officer Confirmation of Report Submission
Cabinet Member Confirmation of Briefing
Report for: Mayor
Mayor and Cabinet
Mayor and Cabinet (Contracts)
Executive Director
Information **Part 1** **Part 2** **Key Decision**

Date of Meeting	10 March 2021	
Title of Report	Governing Body Proposal regarding the future of St Mary Magdalen's Catholic Primary School	
Originator of Report	Matt Henaughan	Ext.3381

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

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

Signed:  Executive Member

Date: 1st March 2021

Signed:  Executive Director

Date: 1st March 2021

Control Record by Committee Support

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



Mayor and Cabinet

Report title: Governing Body Proposal regarding the future of St Mary Magdalen's Catholic Primary School

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: Crofton Park, Whole Borough

Outline and recommendations

This report provides an overview of a proposal from the Governing Body of St Mary Magdalen's Catholic Primary School regarding future of the school and proposing closure, including the associated rationale and implications.

The Mayor and Cabinet are recommended to approve that officers work with the Governing Body and Diocese to ensure that the statutory process for consultation on school closure is followed.

Timeline of engagement and decision-making

10 March 2021	Cover Report and Governing Body proposal to Mayor & Cabinet
19 April 2021	Stage 1 – Governing Body process for consultation commences
28 May 2021	Close of Stage 1 Consultation
10 June 2021	Governing Body deadline for consideration of changes to proposal following Stage 1 Consultation
11 June 2021	Stage 2 – Governing Body Publication of Proposal

11 June 2021	Stage 3 – Governing Body Representation period commences
9 July 2021	Period of representation closes
w/c 12 July 2021	Responses to be shared with Council to enable Decision report to be produced for consideration by Mayor and Cabinet. If the Council does not make a decision within 2 months of the end of the Representation period, the Council must refer to the Schools Adjudicator who will then also be the decision-maker.
Late July 2021	Stage 4 - Decision report to Mayor & Cabinet (within 1 week decision must be published with reasons and notify various stakeholders – the decision if challenged are referred to Schools Adjudicator)
Autumn term 2021	Bespoke admissions round for those pupils still at the school
31 December 2021	Stage 5 – Proposed Implementation of School Closure

1. Summary

- 1.1 The report presents and considers the proposal from the Governing Body of St Mary Magdalen's Catholic Primary School, Crofton Park (Appendix 1) to start the statutory consultation and decision process for closing the school on the basis that the school is not viable.
- 1.2 The report then seeks authorisation from Mayor and Cabinet for officers to work with the Governing Body and Diocese to ensure that the Governing Body of the school follows the statutory process and to ensure that the requisite information is provided. This will enable Mayor and Cabinet to make an informed decision on the closure later in 2021; the Council will be the statutory decision maker.

2. Recommendations

- 2.1 The Mayor and Cabinet are recommended to approve:
- 2.2 That officers work with the Governing Body and Diocese to ensure that the statutory process is followed.

3. Policy Context

- 3.1 The proposal to close St Mary Magdalen's Catholic Primary School is in line with the following key priority outcome of Lewisham's Corporate Strategy 2018-2022:
- 3.2 Giving children and young people the best start in life – every child has access to an outstanding and inspiring education and is given the support they need to keep them safe, well and able to achieve their full potential.
- 3.3 Additionally the Local Authority has a duty to ensure the provision of sufficient places for pupils of statutory school age; at present a falling birth rate means that we are currently reducing the number of places in our Primary schools to prevent oversupply and allow schools to plan on a more stable footing.

Place Planning Strategy 2017-22

- 3.4 A recommendation of the 2016 Lewisham Education Commission Report was for the Council to develop a new 5 year Place Planning Strategy that succeeded the Primary Strategy for Change. Officers reviewed what had occurred previously and what needed to be achieved in the future. Subsequently the draft strategy went through a public consultation process. The strategy was approved by Mayor and Cabinet on 22 March 2017.
- 3.5 Within the new strategy the Council committed to constantly review its forecasting to ensure that the supply of school places met need as accurately as possible, as both undersupply and oversupply can have knock on effects on school standards and finances.

School Organisation Requirements

- 3.6 Proposals to close a school must comply with the provisions set out in *The Education and Inspections Act 2006 (EIA 2006)* and *Opening and Closing Schools - Statutory Guidance for Proposers and Decision Makers, November 2019* (Appendix 2). These set out the statutory process for closing a school, and the statutory guidance on closing a maintained school indicates 5 stages to be completed. These are:
 - 1) Consultation
 - 2) Publication of a Statutory Notice

3) Representation period

4) Decision making

5) Implementation

3.7 In the case of a Voluntary Aided (VA) school (which St Mary Magdalen's Catholic Primary School is) the Governing Body can propose and conduct the Consultation, Publication and Representation periods, with the local authority (as statutory decision maker) then making the decision.

4. Background

4.1 The Governing Body of St Mary Magdalen's Catholic Primary School and the Archdiocese of Southwark Education Commission have been in discussions with officers since Autumn 2020 regarding the future of the school. The school at present is struggling to operate as in the recent past it has had a drastically reduced cohort, falling student rolls and a deficit budget. As such the Governing Body believe the school to be non-viable, and that pupils would be effectively educated elsewhere.

4.2 The Governing Body with the support of the Diocese have made the decision that the school is unviable, for a range of factors detailed in their proposal at Appendix 1, including:

- Parental Support/Reputation
- Falling rolls/Reducing primary numbers forecast in Lewisham
- Deficit Budget/Finances

4.3 The school is currently rated as 'Red' by the local authority and as such has been receiving significant additional support, however the numbers on roll continue to fall.

4.4 The Governing Body proposal refers to the reduction in future primary school pupil numbers forecast by the Council. The relevant context of this is that the Council has reduced the number of Council-wide Reception places over the past 4 years from 3900 to 3660 (for 2021), and forecasting shows that further reductions need to take place over the coming years.

4.5 With regards to places available in neighbouring schools for potentially displaced pupils, the Governing Body proposal refers to local Catholic schools in particular and also mentions the spare capacity across the wider Lewisham schools within a 1 mile radius. As of the end of January 2021 there were 150 pupils on roll at St Mary Magdalen, spread across the 7 year groups as follows:

Year Group	YR	Y1	Y2	Y3	Y4	Y5	Y6	Total
Numbers on roll	17	25	24	21	23	18	22	150

4.6 Also, as of the end of January 2021, there were a total of 681 spare places at the 19 Lewisham schools within a 1 mile radius. Officers therefore agree that there are sufficient places in local schools to be able to accommodate any pupils that may be displaced as a result of the proposed closure, specifically:

Vacancies @ Jan21								
SchoolName	R	1	2	3	4	5	6	Total YR-Y6
Ashmead Primary School	0	11	4	22	1	1	9	48
Beecroft Garden Primary	3	2	5	2	7	10	12	41
Dalmain Primary School	6	5	10	6	10	1	18	56
Edmund Waller Primary School	5	3	8	7	9	21	3	56
Gordonbrock Primary School	3	1	2	14	1	7	5	33
Haberdashers' Aske's Hatcham Temple Grove	0	3	3	3	4	0	2	15
Haberdashers' Aske's Hatcham Temple Grove Free School	0	0	0	3	1	0	0	4
Holbeach Primary School	0	3	0	10	9	7	14	43
John Stainer Community Primary School	3	3	4	5	15	11	9	50
Lucas Vale Primary School	0	4	8	9	17	13	0	51
Myatt Garden Primary School	1	4	3	8	6	11	2	35
Prendergast Ladywell School	0	1	5	3	12	5	15	41
Prendergast Vale School	2	0	1	1	6	5	1	16
St Mary's Lewisham CofE Primary School	0	0	0	1	2	2	2	7
St Stephen's Church of England Primary School	0	5	2	1	2	3	0	13
St William of York Catholic Primary School	6	0	0	0	0	2	4	12
Stillness Infant School	0	5	7	0	0	0	0	12
Stillness Junior School	0	0	0	14	11	10	21	56
Turnham Academy	0	30	26	5	6	12	13	92
Total	29	80	88	114	119	121	130	681

- 4.7 The Governing Body proposal outlines a timeline for completing the statutory process with a proposed implementation date (closure date) of 31 December 2021.
- 4.8 If a decision to close the school is made following the consultation process then officers will work with the Governing Body to run a bespoke admissions round for those pupils that are still on role at that time, to ensure that there is a clear, transparent and coordinated process for parents and children to exercise their preferences.
- 4.9 Separately to the statutory process outlined, officers will immediately commence work with the Governing Body, the senior leadership team at the School, the Diocese, and the parents/carers and children currently at the school - who will clearly be anxious following the news that the Governing Body plan to consult on school closure – to ensure that all necessary assistance and support is put in place.

5. Financial implications

Capital Financial Implications

- 5.1 There are no capital financial implications as a result of this report.

Revenue Financial Implications

- 5.2 The school currently has a cumulative deficit position which Lewisham has been actively working with the school to reduce. Lewisham will need to continue to work effectively with the school to ensure that the overspend position at worst is maintained by undertaking actions to reduce this over the remaining period.
- 5.3 Schools are funded on lagged number basis; as such the funding for the school (at least in respect of their main delegated budget share) will be confirmed for the period April to December.

6. Legal implications

- 6.1 This report considers the proposal made by the school regarding closure. There is no decision currently sought from the Council other than to work with the school to ensure the process is done correctly; the report notes that the Council is likely to be asked to make a decision on closure later in 2021.
- 6.2 Section 14 of the Education Act 1996 obliges each local authority to ensure that there are sufficient primary and secondary school places available for its area i.e. the London Borough of Lewisham, although there is no requirement that those places should be exclusively in the area. The Authority is not itself obliged to provide all the schools required, but to secure that they are available. In exercising its responsibilities under section 14 of the Education Act 1996 a local authority must do so with a view to securing diversity in the provision of schools and increasing opportunities for parental choice.
- 6.3 The Human Rights Act 1998 safeguards the rights of children in the borough to educational provision, which the local authority is empowered to provide in accordance with its duties under domestic legislation.
- 6.4 The Education and Inspections Act 2006 places requirements on local authorities to make their significant strategic decisions concerning the number and variety of school places in their localities against two overriding criteria:
- to secure schools likely to maximise student potential and achievement;
 - to secure diversity and choice in the range of school places on offer.

Section 15 of the Education and Inspections Act 2006 provides that where the governing body of a voluntary aided school proposes to close a maintained school and it is permitted to make that alteration, it must follow the 5 stage statutory process.

- 6.5 In relation to the proposal to close St Mary Magdalen's Catholic Primary School, the relevant statutory Guidance (to which regard must be had; it is at Appendix 2 of the report) states that the local authority is the decision maker as referred in the above timetable at Stage 4 of the Statutory Consultation Process. The decision must be made within a period of two months of the end of the Stage 3 representation period or be referred to the Schools Adjudicator. Therefore in due course when making the decision as to whether to close the school, Mayor and Cabinet will need to be satisfied that the appropriate statutory consultation, publication, and representation process has been carried out and that the proposer has had regard to the responses received. Mayor and Cabinet must consider all the views submitted, including all support for, objections to and comments on the proposal. The recommendation in this report will support that future consideration by Mayor and Cabinet.
- 6.6 This is a key decision given this report relates to 'the closure or significant change in the character of a school ...'.

Equalities Legislation

- 6.7 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.
- 6.8 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.

6.9 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 at 6.7 above.

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

6.11 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:

www.equalityhumanrights.com/en/advice-and-guidance/equality-actcodes-practice

www.equalityhumanrights.com/en/advice-and-guidance/equality-acttechnical-guidance

6.12 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

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

www.equalityhumanrights.com/en/advice-and-guidance/public-sectorequality-duty-guidance#h1

7. Equalities implications

7.1 There are no direct equalities implications from the decisions recommended. However any future decision report will include the necessary implications.

8. Climate change and environmental implications

8.1 There are no climate change and environmental implications.

9. Crime and disorder implications

9.1 There are no crime and disorder implications.

10. Health and wellbeing implications

10.1 There are no health and wellbeing implications

11. Appendices

11.1 **Appendix 1** – Outline proposal prepared by the Governing Body of St Mary Magdalen School for Mayor and Cabinet

11.2 **Appendix 2** – Opening and closing maintained schools

12. Report author and contact

12.1 Matt Henaughan, CYP Strategic Service Planning and Business Change.
Matt.Henaughan@lewisham.gov.uk 0208 314 3321

13. Comments for and on behalf of the Director of Finance

13.1 Mala Dadlani, Malasona.Dadlani@lewisham.gov.uk

14. Comments for and on behalf of the Director of Law, Governance and HR

14.1 Stephanie Fleck, stephanie.fleck@lewisham.gov.uk Principal Lawyer 0208 314 9968 (ref SZP)

St Mary Magdalen Catholic Primary School

Outline proposal prepared by the Governing Body for Lewisham Mayor and Cabinet

February 2021



Author	Intended Recipients
Governing Body	Lewisham Mayor & Cabinet Executive Director for Children and Young People Director of Education Education Commission, Archdiocese of Southwark

Governing Body recommendations

In collaboration with the Archdiocese of Southwark and Lewisham Education the governing body have reached the conclusion that in the present climate and taking account of the local demographic data and financial position of the school, they are unable to sustain the continuation of St Mary Magdalen Catholic Primary School. The Governing Body therefore call for the closure of St Mary Magdalen school at the earliest opportunity but no later than December 2021.

The Governing Body will continue in place until the proposed closure of the school and will assist the Senior Management Team, Lewisham Education, and the Archdiocese of Southwark in securing alternative provision for those children still on the roll at the school.

Context

St Mary Magdalen Catholic Primary School is a one-form primary school situated in Howson Road Brockley. The school has been central to the Catholic community within the local area for many years, it is adjacent to the Parish Church of St Mary Magdalen.

Over the recent past the school has experienced some turbulent times, the latest of which was in 2018 when the key stage 2 maths results were disapplied by the DfE, the allegation being the children being overly assisted by adults.

Parental support diminished due to lack of leadership and management in the school.

In April 2018 the school had been confirmed as 'Good' by Ofsted, and was categorised as a Green school by the LA, which meant there was little LA Officer support.

In May 2019 the then Headteacher and Chair of Governors resigned their positions.

In Summer term 2019 it was re-categorised as Red, triggering high level support with teaching and learning, HR issues and finance.

All teaching staff bar one fulltime and one part time resigned their positions at the school.

There was no permanent Premises Officer and the vacant School Business Manager Post had not been recruited to.

The Archdiocese identified a National Leader of Governance to be appointed to the Board; she was immediately appointed as Chair.

With the support of the Archdiocese an Interim Headteacher from outside Lewisham was secured and a Head of School was seconded from another school within Lewisham.

By hand over in July 2019 the new Leadership team had secured staff to all the vacant positions in the school.

Once the new Leadership team were allowed full access to the school it was apparent that the school was in disarray. There was no up to date budget information available on the system, no internal school data recorded for the children's progress over time and generally the school buildings were in a poor condition.

There were 168 children on roll September 2019.

Supported by Lewisham Education Finance team, the latest predicted figures for the school is that the budget will close at April 2021 with a deficit balance of £42,000, which includes a carry forward deficit of from the previous financial year.

Rationale

The school is currently significantly below PAN (147 pupils on roll). The data across both the local authority and the Archdiocese indicates that there is little evidence of the downward trend changing. For academic year 2020-21 the school received 7 first preferences, reinforced by 12 first preferences for 2021-22. At the end of 2020/21 to compound this there are 22 pupils who will be leaving Year 6. Within a 1 mile radius of St Mary Magdalen there are currently 777 spare places available across all primary year groups in Lewisham schools

Local capacity for displacement

The Baptism numbers in the Lewisham deanery show that there has been around a 10% reduction in baptisms for children aged 1 – 7 from 2018 to 2019. (The latest figures available). The PAN of Catholic places across Lewisham is 390. In 2016 there were 535 applications, the most recent data puts that number at 330. Early evidence would suggest that the current situation is less favourable, based on baptism numbers and birth rate. There are currently 139 places available in the nearest four Catholic primary schools, across all year groups. (All within 1 mile) There are a further five Catholic schools, slighter more distant but still within Lewisham.

Travel implications

		Places	Route	Time (Mins)	Distance (Miles)
SMM	SMA	94	Bus (122)	28	2.5
SMM	St Saviour's	11	Bus (122)	17	2.7
SMM	St William of York	12	Bus (122)	14	1.3
SMM	St Winifred's	22	Bus (122)	35	2.9

Alternative options

Options regarding staffing are limited. There is potential to restructure the senior leadership team. The possibility to merge year groups has been explored. Given current numbers in each year group, this does not appear to be viable. The statutory limit on class sizes in KS1 prevents this. In KS2, where classes are fuller, the result of merging year groups would result in class sizes in excess of 40 pupils.

Timeline

Date	Action
10 March 2021	Report to Mayor & Cabinet
16 March	Potential Scrutiny
24 March	Potential Referral back to Mayor & Cabinet
19 April	Stage 1 – Consultation commences
28 May	Close of Stage 1 consultation
10 June	Deadline for consideration of changes to proposal following Stage 1 Consultation
11 June	Stage 2 - Publication of proposal
11 June	Stage 3 – Representation period commences
9 July	Period of representation closes
w/c 12 July	Responses to be shared with Council
Late July	Stage 4 Decision report to Mayor & Cabinet
Autumn term	Bespoke admissions round for those pupils still at the school
31 December	Stage 5 – Proposed Implementation of School Closure



Department
for Education

Opening and closing maintained schools

**Statutory guidance for proposers and
decision-makers**

November 2019

Contents

1: Summary	4
About this guidance	4
Who is this guidance for?	4
Main points	5
2: Proposing a new school	7
The free school presumption	9
School competitions	9
Proposing a maintained school outside competitive arrangements	10
Factors to consider when proposing a new school	11
3: Proposing to close (discontinue) a maintained school	15
The presumption against the closure of rural schools	17
The presumption against the closure of nursery schools	18
Amalgamations	18
Existing schools wishing to acquire, change or lose a religious character	19
Two years notice of closure – voluntary and foundation schools	19
Closure of a community or foundation special school in the interests of pupils	20
Temporary school closures	20
4: The statutory process	21
Stage one: pre-publication consultation	21
Stage two: publication	21
Stage three: representation	23
Stage four: decision	23
Stage five: implementation	25
5: Guidance for decision-makers	27
Issuing a decision	27
Factors to consider when determining proposals	28
Determining revocation proposals	34
Determining requests to modify approved proposals	35
Annex A: School closure consultations	37
Annex B: Statutory proposals for school closures	39
Annex C: Statutory proposals for establishing a new school	42

1: Summary

About this guidance

This is statutory guidance from the Department for Education. This means that recipients must have regard to it when carrying out duties relating to establishing (opening) a new maintained school and / or the discontinuance (closing) of an existing maintained school.

The purpose of this guidance is to ensure that good quality school places are provided where they are needed, and that surplus capacity is removed where necessary. It should be read in conjunction with Part 2 and Schedule 2 of the Education and Inspections Act (EIA) 2006 as amended by the Education Act (EA) 2011 and *The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013*.

Review date

This guidance will be reviewed in September 2020.

Who is this guidance for?

This guidance is relevant to all categories of maintained school, unless explicitly stated otherwise, and is for those proposing to open and / or close a school (e.g. governing bodies, dioceses, and local authorities (LAs)), decision-makers (LAs, the [Schools Adjudicator](#) and governing bodies), and for those affected by a proposal (e.g. dioceses, trustees, parents etc.).

Proposers and decision-makers must have regard to this guidance when making proposals or decisions related to Schedule 2 of [EIA 2006](#) (as amended by [EA 2011](#)) and the [Establishment and Discontinuance Regulations](#).

Separate advice is available on making [prescribed alterations to maintained schools](#) and [significant changes to academies and academy closure by mutual agreement](#).

It is the responsibility of LAs, proposers and school governing bodies to ensure that they act in accordance with the relevant legislation and have regard to statutory guidance when seeking to make changes to or to open or close a maintained school and they are advised to seek independent legal advice where appropriate. Similarly when making decisions on such proposals, LAs and

Schools Adjudicator must act in accordance with the law and must have regard to statutory guidance.

Main points

- Where a LA identifies the need for a new school, specifically to meet increased basic need in their area, section 6A of EIA 2006 places them under a duty to seek proposals to establish an academy (free school) via the '[free school presumption](#)' process. The LA is responsible for providing the site for the new school and meeting all associated capital and pre-/post-opening revenue costs.
- The final decision on all new free school presumption proposals lies with the [Regional Schools Commissioner](#) (RSC) on behalf of the Secretary of State.
- In November 2018, the department launched a capital scheme for proposers to apply to the department for capital funding to support the creation of new voluntary aided (VA) schools under section 11 of the EIA 2006. More information can found [here](#).
- Proposers wishing to establish a new school may also wish to consider [opening a free school](#).
- It is possible for any person ('proposer'), in certain circumstances, to publish a proposal for a new maintained school outside of the competitions processes under section 11 of EIA 2006. It is also possible to apply to the Secretary of State for consent to publish proposals to establish a new maintained school under section 10 of EIA 2006.
- All decisions on proposals to open or close a maintained school must be made with regard to the factors outlined in this guidance and follow the relevant [statutory process](#).
- Both the consultation period and the representation period should be carried out in term time to allow the maximum numbers of people to see and respond to what is proposed.
- The decision-maker will need to be satisfied that the consultation and representation period were appropriate, fair and open, and that the proposer has given full consideration to all the responses.
- Proposers should be aware of the guidance for decision makers set out in part 5 of this guidance and ensure that their proposals address the considerations that the decision-maker must take into account. The decision-maker must consider the expressed views of all those affected

by a proposal or who have an interest in it, including cross-LA border interests. The decision-maker should not simply take account of the number of people expressing a particular view. Instead, they should give the greatest weight to responses from those stakeholders likely to be most directly affected by a proposal – especially parents¹ of children at the affected school(s).

- In determining proposals decision-makers must ensure that the guidance on [schools causing concern](#) (intervening in failing, underperforming and coasting schools) has been considered where necessary.
- Within one week of the date of their publication the documents below **MUST** be sent to the Secretary of State (via schoolorganisation.notifications@education.gov.uk):
 - a copy of the statutory proposal
 - a copy of the statutory notice
 - a copy of the decision record on the proposal.
- The School Organisation Team will make the necessary updates to the [Get Information About Schools](#) (GIAS) system

¹ A 'parent' should be considered to be anyone who has parental responsibility, including parents, carers and legal guardians.

2: Proposing a new school

This section sets out how to propose the establishment of a new school. Proposer groups may also wish to consider [establishing a free school](#).

Type of Proposal	Proposer	Decision-Maker	Right of appeal to the Adjudicator?
Free School Presumption	Other proposers (academy trusts/sponsors)	RSC (on behalf of the Secretary of State)	No
Section 7 (Stage 1) Any free school proposals will be considered first. If a proposal is received and considered suitable the competition ends and the the free school proposal is taken forward.	Other proposers	RSC (on behalf of the Secretary of State)	No
Section 7 (Stage 2) Where no suitable free school bid is received, proposals submitted for a new foundation, foundation special or voluntary school will be considered.	Other proposers	LA ² (Schools Adjudicator where the LA is involved in the Trust of a proposed foundation school)	No

² Where the LA does not make a decision within the prescribed two month period, they must refer the proposal to the Schools Adjudicator.

Type of Proposal	Proposer	Decision-Maker	Right of appeal to the Adjudicator?
Section 11	Other proposers	LA ³	The Diocesan Board of Education of any CofE diocese in the relevant area. The bishop of any Roman Catholic church in the relevant area. Proposers (if the LA is the decision maker)
Section 10	LA	Schools Adjudicator	No.
Section 10	All other proposers	LA (Schools Adjudicator where the LA is involved in the Trust of a foundation school)	Where the LA is the decision maker ⁴ ; Proposers The Diocesan Board of Education of any CofE diocese in the relevant area. The bishop of any Roman Catholic church in the relevant area.

Related proposals

A proposal should be regarded as 'related' if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal. Proposers should ensure that this information is set out clearly within their proposal.

³ Where the LA does not make a decision within the prescribed two-month period, they must refer the proposal to the Schools Adjudicator.

⁴ Where the Schools Adjudicator is the decision-maker, there is no right of appeal.

The free school presumption

Where a LA identifies the need for a new school to meet basic need for additional school places, section 6A of EIA 2006 places the LA under a duty to seek proposals to establish an academy (free school) via the [‘free school presumption’](#).

The LA is responsible for providing the site for the new school and meeting all associated capital and pre-/post-opening revenue costs. All new free school presumption proposals require the RSC’s approval (on behalf of the Secretary of State) as it is the Secretary of State who will enter into a funding agreement with the academy trust/sponsor.

LAs planning a presumption project to establish a primary school should include nursery provision in the specification, unless there is a demonstrable reason not to do so.

In considering the need for a new school, the LA should take account of any proposals they are aware of that will meet that need. If a LA has received a proposal for a new LA maintained school, and subsequently identifies the need for a new school, then the LA can decide the maintained school proposal⁵ before deciding whether it is necessary to seek proposals via the free school presumption.

School competitions

If the free school presumption competition does not yield a suitable proposal, then a statutory competition can be held under section 7 of the EIA 2006. This will not require a separate application for the Secretary of State’s approval, because the Secretary of State will inform the LA that approval to hold a section 7 competition is given at the same time as informing the LA that no suitable free school proposal was identified.

Where a LA holds a section 7 competition, the LA must follow the statutory process set out in Schedule 2 to EIA 2006 and the [Establishment and Discontinuance Regulations](#).

The LA must publish a specification for the new school. The specification is only the minimum requirement and proposals may go beyond this. Proposers may submit proposals for a free school, foundation, foundation special or voluntary school into the competition. Where a free school proposal is received, the RSC

⁵ Where the LA does not make a decision within the prescribed two month period, they must refer the proposal to the Schools Adjudicator.

(on behalf of the Secretary of State) will consider any free school proposals first when making a decision on the case.

The LA is expected to provide premises and meet the capital costs of implementing the winning proposal and must include a statement to this effect in the notice inviting proposals. Proposers should set out the estimated premises requirements and/or capital costs of a proposal submitted in response to a competition and, where these exceed the initial cost estimate made by the LA, the proposer should set out the reasons for the additional requirements and/or costs.

Proposing a maintained school outside competitive arrangements

It is possible to publish proposals for a new maintained school outside of the competitive arrangements at any time. Sections 10 and 11 of the EIA 2006 permit proposals to establish new schools under certain conditions either with the Secretary of State's consent (section 10 cases) or without (section 11 cases).

In all cases, proposers must follow the required statutory process as set out in part 4 of this guidance.

Section 11 proposals

Any persons ('proposer'), e.g. a diocese or charitable trust, may publish a proposal, at any time, for a new school outside the free school presumption and competitions process under section 11 of the EIA 2006.

The Secretary of State's consent is not required in the case of proposals for:

- a new community or foundation primary school to replace a maintained infant and a maintained junior school;
- a new voluntary aided school (e.g. in order to meet demand for a specific type of place such as demand from those of a particular faith);
- a new foundation or voluntary controlled school resulting from the reorganisation of existing faith schools in an area, including an existing faith school losing or changing its religious designation;
- a new foundation or community school, where a section 7 competition has been held but did not identify a suitable provider;
- a former independent school wishing to join the maintained sector; and
- a new maintained nursery school.

The statutory process described in [part 4](#) must be followed to establish the new school.

In November 2018, the department launched a capital scheme to support the delivery of new voluntary aided schools. Further information about the scheme is available [here](#).

Section 10 proposals

It is also possible to apply to the Secretary of State for 'consent to publish' proposals to establish a new school under section 10 of EIA 2006:

- for a community or foundation school to replace an existing maintained school; or
- for a brand new foundation or voluntary controlled school.

Proposers wishing to apply for consent should email schoolorganisation.notifications@education.gov.uk and request an application form. Each request for consent will be considered on its merits and the particular circumstances of the case.

Proposers should wait to receive confirmation of consent before following the statutory process in [part 4](#) to establish the new school.

The Schools Adjudicator will decide LA proposals (as well as proposals where the LA are involved in the trust of a proposed foundation school or fails to determine the proposals within the specified time). The LA will decide proposals from other proposers⁶.

Factors to consider when proposing a new school

Proposers should consider the following factors when making proposals to establish a new school.

Demand vs Need

For parental choice to work effectively, there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards. However, excessive surplus capacity should be managed appropriately. Proposers may wish to discuss their plans with their LA to understand levels of need for their proposed school.

Proposers should also demonstrate parental demand for the new school places and the type of provision being proposed, the quality and diversity of provision available in the local area, and the impact of the new places on existing educational provision in the local area.

⁶ Where the LA does not make a decision within the prescribed two month period, they must refer the proposal to the Schools Adjudicator.

Proposed admission arrangements

Proposers should set out their intentions for the admission arrangements of the proposed school, including, where the proposal is for a voluntary or foundation school, whether the school will have a religious character and apply faith-based admissions criteria.

Proposers should ensure that they consider all expected admission applications when considering demand for the school, including those from outside the LA area in which the school is situated.

National Curriculum

All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community⁷.

Integration and community cohesion

Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of and respect for other cultures, faiths and communities.

Proposer should have regard to the [Integrated Communities Action Plan](#) as well as any local integration and community cohesion strategies.

When making a proposal, the proposers should take account of the community to be served by the school and set out how:

- The school will be welcoming to pupils of all faiths and none; and show how the school will address the needs of all pupils and parents.
- How the school will provide a broad and balanced curriculum and prepare children for life in modern Britain including through the teaching of spiritual, moral, social and cultural (SMSC) education.
- How the school will promote fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs or none.
- How the school will encourage pupils from different communities, faiths and backgrounds to work together, learn about each other's customs, beliefs and ideas and respect each other's views.

⁷ Under sections 90, 91, 92 and 93 of the Education Act 2002.

Travel and accessibility

Proposers should be satisfied that accessibility planning has been properly taken into account and that the proposal will not adversely impact disadvantaged groups.

LAs have a duty to promote the use of suitable travel and transport to school.

Proposals should include a statement that the proposals are not expected to increase journey times, increase transport costs or result in children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

Funding

Proposers must include a statement setting out that any land, premises or necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement to the funding arrangements.

Proposers relying on the department as a source of capital funding should not assume that approval of the proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available.

School premises and playing fields

Under the School Premises (England) Regulations 2012 all maintained schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

Under the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, where proposals for a new VA school provide for the provision of playing fields, the duty to implement that part of the proposal (i.e. to provide the playing field) rests with the LA.

For Foundation, Foundation Special, and Voluntary Controlled schools, the duty to implement any proposals falls to either the governing body, or LA, as the proposal respectively provides for them to do so (i.e. the proposal for the new school will specify who will be providing the playing fields, which they then have a duty to actually provide).

[Non-statutory guidelines](#) setting out suggested areas for pitches and games courts are in place. Where the proposals for a new foundation or voluntary school are approved, the LA must transfer any interest it has in the premises to either the trustees of the school or, where the school has no trustees, the school's foundation body to be held by that body for the relevant purposes. The LALAMust pay to relevant persons any reasonable costs incurred in connection with the transfer.

If any doubt or dispute arises as to the persons to whom that transfer it to be made, it must be made to such persons as the Schools Adjudicator thinks proper.

3: Proposing to close (discontinue) a maintained school

This section sets out information for LAs and governing bodies wishing to propose the closure of a maintained school.

Under Section 15 of the EIA 2006, a LA can propose the closure of ALL categories of maintained school. The statutory process is set out in [part 4](#). The governing body of a voluntary, foundation or foundation special school may also publish proposals to close its own school following the statutory process.

Alternatively, it may give [at least two years' notice of its intention to close](#) the school to the Secretary of State and the LA.

The table below sets out a summary of the process for closing a maintained school⁸:

Proposer	Type of proposal	Decision-maker	Right of appeal to the Adjudicator? ⁹
LA	Following a statutory process to close a community, community special or maintained nursery school	LA	The Diocesan Board of Education of any CofE diocese in the relevant area. The bishop of any Roman Catholic church in the relevant area.

⁸ Proposers should be aware that in ALL cases where the LA does not make a decision within the prescribed two month period, they must refer the proposal to the Schools Adjudicator.

⁹ Where the Schools Adjudicator is the decision maker, there is no right of appeal.

Proposer	Type of proposal	Decision-maker	Right of appeal to the Adjudicator?⁹
LA	Following a statutory process to close a foundation, foundation special or voluntary (VC or VA) school	LA	<p>The Diocesan Board of Education of any CofE diocese in the relevant area.</p> <p>The bishop of any Roman Catholic church in the relevant area.</p> <p>The governing body or any foundation of the foundation or voluntary school specified in the proposals.</p>
Governing Body	Following a statutory process to close a voluntary (VC or VA), foundation or foundation special school	LA	<p>The Diocesan Board of Education of any CofE diocese in the relevant area.</p> <p>The bishop of any Roman Catholic church in the relevant area.</p> <p>The governing body or any foundation of the foundation or voluntary school specified in the proposals.</p>

Reasons for closing a school

Reasons for closing a maintained school include, but are not limited to, where:

- There are surplus places elsewhere in the local area which can accommodate displaced pupils and there is no predicted demand for the school in the medium to long term;
- It is to be [merged or amalgamated with another school](#);
- It has been judged inadequate by Ofsted and there is no sponsored academy solution;
- It is to [acquire, lose or change its religious character](#);
- It is no longer considered viable; or
- It is being replaced by a new school.

Schools causing concern

In determining proposals, decision-makers must ensure that the guidance on [schools causing concern](#) (intervening in failing or underperforming schools) has been considered where necessary.

Related proposals

Where proposals are related, this should be made clear in consultation and representation periods, in published notices, and proposals. All notices should be published together / or as one notice (e.g. where one school is to be enlarged because another is being closed, a single notice could be published) and specified as 'related'.

Related proposals must also be considered together and, where possible, decisions should be made at the same time.

The presumption against the closure of rural schools

Proposers should be aware that the Department expects all decision-makers to adopt a presumption against the closure of rural schools. This doesn't mean that a rural school will never close, but that the case for closure should be strong and clearly in the best interests of educational provision in the area.

The presumption doesn't apply where a rural infant and junior school on the same site are being closed to establish a new primary school.

Proposers should set out whether the school is referred to in the [Designation of Rural Primary Schools \(England\) Order](#) or, where it is a secondary school, whether the school is identified as rural on the [Get Information about Schools](#) database.

Proposers should provide evidence to show they have carefully considered:

- alternatives to closure including: federation with another local school; conversion to academy status and joining a multi-academy trust; the

scope for an extended school to provide local community services and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc;

- transport implications i.e. the availability, and likely cost of transport to other schools and sustainability issues;
- the size of the school and whether it puts the children at an educational disadvantage e.g. in terms of breadth of curriculum or resources available;
- the overall and long term impact on the local community of the closure of the village school and of the loss of the building as a community facility; and
- wider school organisation and capacity of good schools in the area to accommodate displaced pupils.

The presumption against the closure of maintained nursery schools

Proposers should be aware that decision-makers are expected to adopt a presumption against the closure of maintained nursery schools. This does not mean that a maintained nursery school will never close, but that the case for closure should be strong.

Where a proposal is for the closure of a maintained nursery school, the proposer should set out:

- plans to develop alternative early years provision clearly demonstrating that it will be at least equal in quantity and quality to the provision provided by the nursery school with no loss of expertise and specialism; and
- replacement provision is more accessible and more convenient for local parents.

Amalgamations

There are two ways to amalgamate two (or more) existing maintained schools:

- The LA or governing body (depending on school category) can publish a proposal to close two, or more, schools and the LA, or a proposer other than the LA (e.g. diocese, faith or parent group, trust), can publish a proposal to open a new school, depending on category. Where this is a presumption school, this will be subject to publication of a section 6A notice (see [part 2](#)). This will result in a new school number being issued.

- The LA and / or governing body (depending on school category) can publish a proposal to close one school (or more) and enlarge / change the age range / transfer site (following the statutory process as / when necessary) of an existing school, to accommodate the displaced pupils. The remaining school would retain its original school number, as it is not a new school, even if its phase has changed.

Existing schools wishing to acquire, change or lose a religious character

It is not possible for an existing maintained school to change its religious character. Instead, the LA or governing body must publish a proposal to close the existing school and a proposer, normally a faith organisation, must issue a 'related' proposal to establish a new voluntary or foundation school with a religious character. This can be done by either gaining the Secretary of State's consent under section 10 or as a special case under section 11 of EIA 2006.

In **ALL** cases, before the religious designation flexibilities can be utilised, the proposer will need to [apply separately, to the Secretary of State, for the new school to be designated with a religious character](#). This would normally be done once the proposal for the new school has been approved.

Schools designated with a religious character that close will automatically have the designation revoked. This means that where two or more schools have amalgamated and the intention is that the successor school will have a religious designation, the new school will have to apply for that designation. Upon gaining a religious designation, a school cannot immediately change its admissions policy to include faith-based criteria. It will need to have consulted on, and determined, its admission arrangements in accordance with the [School Admissions Code](#).

Two years notice of closure – voluntary and foundation schools

In addition to the statutory process for closure in [part 4](#), the governing body of a voluntary or foundation school may, subject to specified provisions¹⁰, give the Secretary of State and the LA at least two years' notice of their intention to close the school.

The trustees of a foundation or voluntary school must give their governing body at least two years' notice if they intend to terminate the school's occupation of its

¹⁰ As outlined in section 30 of the SSFA 1998, and including those in the DBE Measure 1991.

site. The minimum two years' notice allows the LA and / or governing body time to make alternative arrangements for pupils.

Closure of a community or foundation special school in the interests of pupils

The Secretary of State may direct¹¹ a LA to close a community special or foundation special school if he considers it is in the interests of the health, safety or welfare of the pupils. Prior to making the direction, the Secretary of State must consult: the LA, any other LA who would be affected by the closure of the school; the person(s) who appoints the foundation governors (for a foundation special school with a foundation); and any other person(s) the Secretary of State considers appropriate.

The Secretary of State must give notice of the direction in writing to both the governing body and the head teacher of the school. The school must be closed on the date specified by the Secretary of State.

Temporary school closures

A proposal to close a school is not required where a school will temporarily cease to operate due to a rebuild. Where a school operating over multiple sites proposes to cease operations on one (or more) of its sites, the proposal will be for a [prescribed alteration](#), and not a school closure.

¹¹ Section 17 of EIA 2006

4: The statutory process

This section sets out the stages of the statutory process. The statutory process below must be followed for opening¹² and closing¹³ a maintained school.

Stage one: consultation

It is a statutory requirement to consult any parties the proposer thinks is appropriate before publishing proposals under section 10 or 11 for new schools and for section 15 proposals to close a maintained school.

The proposer may use the consultation to consider a range of options for the future of a school (e.g. amalgamation, federation or closure). However, the proposer must then publish specific proposals (see stage two of the statutory process below). It is these specific proposals setting out details of the new school or the school to be closed which can be commented on or objected to during the statutory representation period.

It is for the proposer to determine the nature and length of the consultation. It is best practice for consultations to be carried out in term time to allow the maximum number of people to respond. Proposers should have regard to the Cabinet Office guidance on [Consultation principles](#) when deciding how to carry out the consultation period.

In the case of the closure of rural primary schools and special schools, the Act sets out some particular groups who must be consulted. This is set out in Annex A.

Stage two: publication

A statutory proposal should be published within 12 months of the initial consultation period being completed. This is so that it can be informed by up-to-date feedback. A proposal **MUST** contain the information specified in either Schedule 1¹⁴ for establishing a new school or Schedule 2 for closing a school of the Establishment and Discontinuance Regulations. Annex B summarises the information required for closure proposals and Annex C summarises the information required for establishing a new school under the section 10 or 11 processes.

¹² Under sections 10 and 11 of EIA 2006

¹³ Under section 15 of EIA 2006

¹⁴ Of the School Organisation (Establishment and Discontinuance) (England) Regulations 2013.

The proposer must publish the full proposal on a website along with a statement setting out:

- how copies of the proposal may be obtained;
- that anybody can object to, or comment on, the proposal;
- the date that the representation period ends; and
- the address to which objections or comments should be submitted.

A brief notice containing the website address of the full proposal must be published in a local newspaper and may also be published in a conspicuous place on the school premises (where any exist), such as at all of the entrances to the school.

In all cases, within one week of the date of publication on the website, the proposer **MUST** send a copy of the proposal and the information set out above to:

- the Secretary of State
(schoolorganisation.notifications@education.gov.uk);
- Where the proposal is to close a special school, the parents of every registered pupil at the school;
- The Diocesan Board of Education of any Church of England diocese in the relevant area;
- the bishop of any diocese of the Roman Catholic Church any part of which is comprised in the area of the relevant authority; and
- any other body or person that the proposer thinks is appropriate (e.g. any relevant religious authority).
- Where the proposal is for a new school under section 10 or 11 of the EIA 2006 and the LA is not the proposer, the LA which it is proposed would maintain the school.
- Where the proposal is for the closure of a maintained school, the governing body or the LA responsible for maintaining the school (as appropriate)

Within one week of receiving a request for a copy of the proposal the proposer must send a copy to the person requesting it.

Stage three: representation

Except where a proposal is for the closure of a rural primary school or a special school, where there are prescribed consultees (see [Annex A](#)), proposers of a school closure should consult organisations, groups and individuals they feel to be appropriate during the representation period (the information at Annex A can be used for examples).

The representation period starts on the date of publication of the statutory proposal and **MUST** last for four weeks. During this period, any person or organisation can submit comments on the proposal to the LA, to be taken into account by the decision-maker. It is also good practice for LAs to forward representations to the proposer (subject to any issues of data protection or confidentiality) to ensure that they are aware of local opinion.

The decision-maker will need to be satisfied that the proposer has had regard for the statutory process and must consider **ALL** the views submitted during the representation period, including all support for, objections to, and comments on the proposal.

Stage four: decision

The LA will be the decision-maker on a school closure proposal, unless the closure proposal is 'related' to another proposal that is to be decided by the [Schools Adjudicator](#).

The Schools Adjudicator will decide proposals for new schools made by the LA (and cases where the LA is involved in the trust of a proposed foundation school). The LA will decide proposals for new schools from other proposers.

The Schools Adjudicator will also be the decision-maker in any case where the LA does not make a decision within a period of two months of the end of the representation period. Where this happens, the LA must, within a week of the end of that two-month period, refer the case to the Schools Adjudicator.

The decision-maker must have regard to the statutory decision makers guidance contained in this document.

When issuing a decision, the decision-maker can:

- reject the proposal;
- approve the proposal without modification;
- approve the proposal with such modifications as they think desirable, after consulting the LA and/or proposer (as appropriate); or

- approve the proposal – with or without modification – subject to certain conditions¹⁵ (such as the granting of planning permission) being met.

A proposal can be withdrawn by the proposer at any point before a decision is taken. When revoking a proposal prior to a decision being made, the proposer must send written notice to the LA and the [Schools Adjudicator](#) (where applicable). A notice must also be placed on the website where the original proposals were published.

Where the LA is the decision-maker, within one week of making a determination they **MUST** publish their decision and the reasons for that decision being made on their website. They **MUST** arrange for notification of the decision and reasons for it to be sent to:

- The Secretary of State (via schoolorganisation.notifications@education.gov.uk)
- the governing body/proposers (as appropriate);
- the Schools Adjudicator;
- The Diocesan Board of Education of any Church of England diocese in the relevant area;
- the bishop of any diocese of the Roman Catholic Church any part of which is comprised in the area of the relevant authority; and
- for a special school, the parents of every registered pupil at the school;
- any other body considered appropriate (e.g. other relevant religious authority); and
- the trustees of the school (where relevant e.g. site trustees).

Where the Schools Adjudicator is the decision-maker, where possible they should send notification of the decision and reasons for it, within one week of making a determination to the LA and the Secretary of State (via schoolorganisation.notifications@education.gov.uk) to ensure the appropriate records can be updated and to allow for any actions required as a consequence of the decision to be completed (e.g. an admissions preference exercise following approval to close a school).

Rights to refer LA decisions to the Schools Adjudicator

For rights to refer a decision taken by the LA on establishment proposals to the Schools Adjudicator, see table on page 6. For rights to refer a decision taken by the LA on closure proposals to the Schools Adjudicator, see table on page 15.

¹⁵ As specified in regulation 16 of the Establishment and Discontinuance Regulations

Within one week of receipt of a request for a referral, a LA decision-maker must send the proposal, representations received and the minutes and papers from the meeting at which it considered the proposals to the [Schools Adjudicator](#).

There is no right of appeal against determinations made by the Schools Adjudicator. Adjudicator decisions can be challenged only by judicial review in the courts.

Stage five: implementation

There is no maximum limit on the time between the publication of a proposal and its proposed date of implementation. However, decision-makers should be confident the proposers have good justification (for example an authority-wide reorganisation) if they propose a timescale longer than three years.

The proposer must implement a proposal in the form approved, including any modifications made by the decision-maker.

The school organisation team will make the necessary changes to the school(s) GIAS record(s).

For proposals to establish a new school, the proposer should contact the school organisation team (via schoolorganisation.notifications@education.gov.uk) one month before the proposed opening date to confirm that the new school will be opening on time. It is at this point that a GIAS record will be created and your school will be assigned a URN.

Modification post determination

If it becomes necessary, due either to a major change in circumstance or it being unreasonably difficult to implement a proposal as approved, the proposer can propose modifications (e.g. to amend the implementation date) to the decision-maker before the approved implementation date. However, proposals cannot be modified to the extent that new proposals are substituted for those that have been approved.

The LA or the Schools Adjudicator (where the original proposals were decided by the Schools Adjudicator) will be the decision maker for any proposals for modifications post determination.

Revocation

If the proposer does not wish to implement an approved proposal because doing so would be unreasonably difficult or circumstances have changed (so that implementation would be inappropriate) the proposer must publish a revocation

proposal, in order to be relieved of the duty to implement. A revocation proposal must contain:

- a description of the original proposal as published;
- the date of the publication of the original proposal; and
- a statement as to why the duty to implement the original proposal should not apply.

The proposer must publish the revocation proposal on a website and a brief notice of the proposal in a local newspaper. Details of what must be included in this notice are the same as in the [publication section](#).

Within one week of publication, the proposer must send copies of the proposal to:

- The Secretary of State (via schoolorganisation.notifications@education.gov.uk)
- Any other body or person that the proposer think appropriate.

Proposers must send the revocation proposal to the LA within one week of the date of publication on the website. Where the original proposal was decided by the [Schools Adjudicator](#), the LA must refer the revocation proposal together with any comments or objections within two weeks of the end of the representation period to the Schools Adjudicator.

5: Guidance for decision-makers

This section sets out the considerations that should be made by the LA or Schools Adjudicator when deciding proposals to establish or discontinue (close) a school. The decision-maker must have regard to the statutory guidance contained in this document. Proposers will wish to ensure that their proposals contain the information that the decision-maker will need in order to decide the proposal taking account of this section of the guidance.

The LA will be the decision-maker on a school closure proposal, unless the closure proposal is 'related' to another proposal that is to be decided by the [Schools Adjudicator](#).

The Schools Adjudicator will be the decision-maker for LA proposals to establish a new school (and cases where the LA is involved in the trust of a proposed foundation school). The LA is the decision-maker for any proposals for a new school from other proposers.

The Schools Adjudicator will be the decision-maker in any case where the LA does not make a decision within a period of two months from the end of the representation period. Where this happens, the LA must, within a week of the end of that two month period, refer the case to the Schools Adjudicator.

In all cases, the decision-maker should be satisfied that the proposer has carried out the statutory process satisfactorily and should have due regard to all responses received during the representation period.

Issuing a decision

When issuing a decision, the decision-maker can:

- reject the proposal;
- approve the proposal without modification;
- approve the proposal with such modifications as they think desirable, after consulting the LA and/or proposer (as appropriate);
or
- approve the proposal – with or without modification – subject to certain conditions¹⁶ (such as the granting of planning permission) being met.

Such decisions **must** be taken within two months of the end of the representation period, it is **not** possible for a LA to defer the decision beyond the two-month period.

¹⁶ As specified in regulation 16 of the Establishment and Discontinuance Regulations

A proposal can be withdrawn by the proposer at any point before a decision is taken. When doing so the proposer must send written notice to the LA and the [Schools Adjudicator](#) (if the proposal has been sent to them). A notice must also be placed on the website where the original proposal was published. It is good practice to notify any other interested parties that the proposal has been withdrawn.

Where the LA is the decision-maker, within one week of making a determination they **must** publish their decision and the reasons for such a decision being made on their website. They **must** arrange for notification of the decision and reasons for it to be sent to:

- The Secretary of State (via schoolorganisation.notifications@education.gov.uk)
- the governing body/proposers (as appropriate);
- the Schools Adjudicator;
- The Diocesan Board of Education of any Church of England diocese in the relevant area;
- the bishop of any diocese of the Roman Catholic Church any part of which is comprised in the area of the relevant authority; and
- for a special school, the parents of every registered pupil at the school;
- any other body considered appropriate (e.g. other relevant religious authority); and
- The trustees of the school (where relevant e.g. site trustees).
- Where the Schools Adjudicator is the decision-maker, where possible they should send notification of the decision and reasons for it, within one week of making a determination to the LA and the Secretary of State (via schoolorganisation.notifications@education.gov.uk) to ensure the appropriate records can be updated and to allow for any actions required as a consequence of the decision to be completed (e.g. an admissions preference exercise following approval to close a school).

Factors to consider when determining proposals

Demand and need

When considering proposals to establish new provision, the decision-maker should be satisfied that the proposer has demonstrated demand for the provision being proposed. This should include:

- the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools), in relation to the number of places to be provided.
- the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the needs of parents; raise local standards and narrow attainment gaps.
- the popularity of other schools in the area and evidence of parental demand for a new school. Whilst the existence of surplus capacity in neighbouring schools should not in itself prevent the creation of new places, they should consider the impact of the new places on existing good educational provision in the local area.

When determining proposals to discontinue (close) provision, the decision-maker should be satisfied that there are sufficient surplus places elsewhere in the local area to accommodate displaced pupils, and the likely supply and future demand for places in the medium and long term.

The decision-maker should take into account the overall quality of alternative places in the local area, balanced with the need to reduce excessive surplus capacity in the system. The decision-maker should have regard for the local context in which the proposals are being made, taking into account the nature of the area, the age of the children involved and, where applicable, alternative options considered for reducing excess surplus capacity.

Suitability

When considering any proposal for a new maintained school, the decision-maker should consider the proposal on its merits and take into account all matters relevant to the proposal. Any proposal put forward by organisations which advocate violence or other illegal activity must be rejected. In order to be approved, a proposal should demonstrate that, as part of a broad and balanced curriculum, the proposed new school would promote the spiritual, moral, cultural, mental and physical development of pupils at the school and of society, as set out in the department's guidance on [Promoting fundamental British values through SMSC](#).

Proposed admission arrangements

Before approving a proposal the decision-maker should confirm that the admission arrangements of the school are compliant with the [School Admissions Code](#). Although the decision-maker cannot modify proposed admission

arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.

National Curriculum

All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community¹⁷.

School size

Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

Equal opportunity issues

The decision-maker must have regard to the Public Sector Equality Duty (PSED), which requires them to have 'due regard' to the need to:

- eliminate discrimination;
- advance equality of opportunity; and
- foster good relations between people with a protected characteristic and those without that characteristic.

The decision-maker must consider the impact of the proposals on the relevant protected characteristics and any issues that may arise from the proposals (e.g. where there is a proposal to establish new single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand). Decision-makers should be satisfied that the proposer has shown a commitment to providing access to a range of opportunities which reflect the ethnic and cultural mix of the area, whilst ensuring that such opportunities are open to all.

Integration and community cohesion

The decision-maker should consider the impact of any proposal on local integration and community cohesion objectives and have regard to the [Integrated Communities Action Plan](#).

¹⁷ Under sections 90, 91, 92 and 93 of the Education Act 2002.

When considering, publishing or deciding a proposal, the proposer and the decision-maker should take account of the community to be served by the school and the views of different sections within the community. They should also consider:

- Whether the school will be welcoming to pupils of any faith and none; and how the school will address the needs of all pupils and parents.
- Whether the curriculum will be broad and balanced and prepare children for life in modern Britain including through the teaching of spiritual, moral, social and cultural (SMSC) education.
- Whether the school will promote fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs and none.
- Whether the school will encourage pupils from different communities, faiths and backgrounds to work together, learn about each other's customs, beliefs and ideas and respect each other's views.

Travel and accessibility

The decision-maker should satisfy themselves that the proposers have been taken into account accessibility planning and that the proposal will not adversely impact on disadvantaged groups.

Decision-makers should consider whether the proposal will unreasonably extend journey times or increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes. The decision-maker will need to consider the local context, for example in areas with excessive surplus places, the decision-maker should consider whether the travel implications of the proposal are reasonable compared to those for alternative options.

A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

Further information is available in the statutory [Home to school travel and transport guidance](#) for LAs.

Funding

The decision-maker should be satisfied that any land, premises or necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement to the funding arrangements.

Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available.

Where a proposer is proposing a new voluntary aided school under section 11 and has applied for capital funding from the department, the decision-maker may, if satisfied that the department has given written 'in principle' agreement to provide capital funding, approve the proposals on the condition that the proposer enter into an arrangement with the Department for Education for any necessary building work.

Schools causing concern

In determining proposals, decision-makers must ensure that the guidance on [schools causing concern](#) (intervening in failing or underperforming schools) has been considered where necessary.

Rural schools and the presumption against closure

Decision-makers should adopt a presumption against the closure of rural schools. This does not mean that a rural school will never close, but the case for closure should be strong and a proposal must be clearly in the best interests of educational provision in the area. When producing a proposal to close a rural primary school, the proposer must consider:

- the likely effect of the closure of the school on the local community;
- the proportion of pupils attending the school from within the local community i.e. is the school being used by the local community;
- educational standards at the school and the likely effect on standards at neighbouring schools;
- the availability, and likely cost to the LA, of transport to other schools;
- whether the school is now surplus to requirements (e.g. because there are surplus places elsewhere in the local area which can accommodate displaced pupils, and there is no predicted demand for the school in the medium or long term);
- any increase in the use of motor vehicles which is likely to result from the closure of the school, and the likely effects of any such increase; and
- any alternatives to the closure of the school.

'Rural primary school', in this context, means any school referred to in the [Designation of Rural Primary Schools \(England\) Order](#). Proposers should also consider the above factors when proposing the closure of a rural secondary school. Rural secondary schools are identified on the Get Information about Schools database using the Office for National Statistics' [Rural and Urban Area Classification](#). Decision-makers should consider this indicator when deciding a proposal for the closure of a rural secondary school. Where a school is not recorded as rural on GIAS, the decision-maker can consider evidence provided by interested parties that a particular school should be regarded as rural. The presumption against the closure of rural schools does not apply in cases where a rural infant and junior school on the same site are being closed to establish a new primary school.

Maintained nursery schools and the presumption against closure

Decision-makers should adopt a presumption against the closure of maintained nursery schools. This does not mean that a nursery school will never close, but the case for closure should be strong and the proposal should demonstrate that:

- plans to develop alternative early years provision clearly demonstrate that it will be at least equal in quality and quantity to the provision provided by the nursery school with no loss of expertise and specialism; and
- replacement provision is more accessible and more convenient for local parents.

In considering a proposal to close a school which currently includes early years provision, the decision-maker should consider whether the alternative early years provision will integrate pre-school education with childcare services and/or with other services for young children and their families.

Balance of denominational provision

In deciding a proposal to close a school that has been designated with a religious character, decision-makers should consider the effect that this will have on the balance of denominational provision in the area, as well as taking account of the number of pupils currently on roll, the medium and long term need for places in the area, and whether standards at the school have been persistently low.

In relation to the balance of denominational provision, if an infant and a junior school of a particular religious character in an area are to close and be replaced with a new all-through school, then there should normally be a preference for

that new school to be of the same religious character as the predecessor schools.

Where one school has a religious character and the other does not, or has a different religious character, both proposers and decisions-makers should consider what would best meet the needs of the local community. Decision-makers should consider what impact the proposal will have on the balance of denomination provision in the area, the quality of the provision available (particularly when proposing a merger) and parental demand in the area for the different types of provision.

Community services

Some schools may be a focal point for family and community activity, providing extended services for a range of users, and their closure may have wider social consequences. Where the school is providing access to extended services, provision should be made for the pupils and their families to access similar services through their new schools or other means.

Determining revocation proposals

When a proposer or LA does not wish to implement an approved proposal because doing so would be unreasonably difficult or circumstances have changed (so that implementation would be inappropriate), the proposer must publish a revocation proposal, to be relieve themselves and/or the LA of any duty to implement.

The LA will be the decision-maker for revocation proposals with the exception of cases where the original proposal was determined by the [Schools Adjudicator](#). In such cases, the LA must refer the revocation proposal together with any comments or objections within two weeks of the end of the representation period to the Schools Adjudicator. Where the LA made the initial determination of the original proposals and the proposals were later referred to the adjudicator, the LA should determine any revocations proposals made.

The decision-maker should be satisfied that the proposer has carried out the statutory process appropriately (as set out in part 4 of this guidance) and should have regard for any responses received during the representation period.

LAs must determine a revocation proposal within two months of the end of the representation period. Where the LA has not determined the proposal by the end of the two-month period, the decision-maker must refer the decision to the Schools Adjudicator. The decision-maker should make such persons aware of the decision as they consider appropriate. This should include:

- the Secretary of State (via schoolorganisation.notifications@education.gov.uk)
- the governing body/proposers (as appropriate);
- the Schools Adjudicator or LA (as appropriate);
- the Diocesan Board of Education of any Church of England diocese in the relevant area;
- the bishop of any diocese of the Roman Catholic Church any part of which is comprised in the area of the relevant authority; and
- for a special school, the parents of every registered pupil at the school;
- any other body considered appropriate (e.g. other relevant faith organisation); and
- the trustees of the school (where relevant e.g. site trustees).

Determining requests to modify approved proposals

Proposers may request modifications to approved proposals or ask the body which approved the proposals to specify a later date in respect of conditional approval¹⁸. Where the Schools Adjudicator determined the original proposals, the LA must refer the case to the Schools Adjudicator within two weeks of receipt of the request from the proposers.

The decision-maker should be satisfied that the proposal does not modify the existing proposals to the extent that new proposals are substituted for those that were originally published.

Where approved proposals are modified, the LA or the Schools Adjudicator (as the case may be) must notify the Secretary of State (via schoolorganisation.notifications@education.gov.uk) within one week of the date of the proposals being modified.

Where the bodies listed below are unsatisfied with the outcome of a decision taken on a revocation, they may appeal to the Schools Adjudicator within four weeks of the publication of the decision. The Schools Adjudicator will take a fresh decision on the proposals.

- the Diocesan Board of Education for any diocese in the Church of England that is comprised in the area of the relevant authority;
- the bishop of any Roman Catholic Church in the area of the relevant authority;
- the proposers;

¹⁸ Under paragraph 21(2)(a) of Schedule 2 to the Act

- the governing body or trustees of any foundation or voluntary school which is the subject of the proposals (where relevant).

Within one week of receiving the appeal the LA must send to the adjudicator:

- any objections or comments in relation to the proposals;
- minutes of the meeting at which the revocation proposals were considered; and
- any papers considered by the LA at that meeting.

Annex A: School closure consultations

In the case of the proposed closure of a rural primary school or a community or foundation special school, prior to publishing a statutory notice and proposal, proposers **must**, under section 16(1) of EIA 2006 consult:

- The LA (as appropriate);
- The parents of registered pupils at the school;
- where the LA is a county council the local district or parish council where the school that is the subject to the proposal is situated; and
- in the case of a special school – any LA which maintains an EHC plan or statement of special educational needs in respect of a registered pupil at the school.

The Secretary of State considers that these bodies, along with those listed below should be consulted in the case of the proposed closure of all schools:

- the governing body (as appropriate);
- pupils at the school¹⁹;
- (if a proposal involves, or is likely to affect a school which has a particular religious character) the appropriate diocese or relevant faith group²⁰;
- the trustees of the school (if any);
- teachers and other staff at the school;
- any LA likely to be affected by the proposal, in particular neighbouring authorities where there may be significant cross-border movement of pupils;
- the governing bodies, teachers and other staff of any other school that may be affected;
- parents of any pupils at other schools who may be affected by the proposal including where appropriate families of pupils at feeder primary schools;
- any trade unions who represent staff at the school; and representatives of any trade union of staff at other schools who may be affected by the proposal;

¹⁹ Under section 176 of the Education Act 2002.

²⁰ Under the DBE Measure 1991 Church of England schools must consult with their diocese before making closure proposals.

- MPs whose constituencies include the school that is the subject of the proposal or whose constituents are likely to be affected by the proposal; and
- any other interested organisation / person that the proposer thinks are appropriate.

Annex B: Statutory proposals for school closures

As set out in Schedule 2 to the Establishment and Discontinuance Regulations the information below **must** be included in a proposal to close a school:

Contact details

The name and contact address of the LA or governing body publishing the proposals and the name, address and category of the school it is proposed that should be discontinued.

Implementation

The date on which it is proposed to close the school or, where it is proposed that the closure be implemented in stages, the dates of and information about each stage.

Reason for closure

A statement explaining the reason why closure of the school is considered necessary.

Pupil numbers and admissions

The numbers (distinguishing between compulsory and non-compulsory school age pupils), age range, sex, and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is currently made at the school.

Displaced pupils

A statement and supporting evidence about the need for school places in the area including whether there is sufficient capacity to accommodate displaced pupils.

Details of the schools or further education colleges at which pupils at the school to be discontinued will be offered places, including—

- a) any interim arrangements;
- b) the provision that is to be made for those pupils who receive educational provision recognised by the LA as reserved for children with special educational needs; and
- c) in the case of special schools, the alternative provision made by any LA other than the LA which maintain the school.

Details of any other measures proposed to be taken to increase the number of school or further education college places available if necessary, in consequence of the proposed discontinuance.

Impact on the community

A statement and supporting evidence about the impact on the community of the closure of the school and any measures proposed to mitigate any adverse impact.

Rural primary schools

Where proposals relate to a rural primary school designated as such by an order made for the purposes of section 15, a statement that the LA or the governing body (as the case may be) considered section 15(4).

Balance of denominational provision

Where the school has a religious character, a statement about the impact of the proposed closure on the balance of denominational provision in the area and the impact on parental choice.

Maintained nursery schools

Where proposals relate to the discontinuance of a maintained nursery school, a statement setting out—

- a) the LA's assessment of the quality and quantity of the alternative provision compared to the school proposed to be discontinued and the proposed arrangements to ensure the expertise and specialism continues to be available; and
- b) the accessibility and convenience of replacement provision for local parents.

Sixth form provision

Where the school proposed to be discontinued provides sixth form education, the effect for 16 to 19 year olds in the area that the closure will have in respect of—

- a) their educational or training achievements;
- b) their participation in education or training; and the range of educational or training opportunities available to them.

Special educational needs provision

Where existing provision that is recognised by the LA as reserved for pupils with special educational needs is being discontinued, a statement as to how the LA or the governing body (as the case may be) believes the proposals are likely to lead to improvements in the standard, quality and/or range of the educational provision for these children.

Travel

Details of length and journeys to alternative provision.

The proposed arrangements for travel of displaced pupils to other schools including how the proposed arrangements will mitigate against increased car use.

Annex C: Statutory proposals for establishing a new school

As set out in the Establishment and Discontinuance Regulations the information below must be included in section 10 and 11 proposals to establish a new school:

Contact details

The name and contact address of the LA or the proposers (as the case may be).

Implementation

The date on which it is proposed that the school be opened or, where it is proposed that the opening be implemented in stages, the dates of and information about each stage.

Where the proposals are to establish a voluntary, foundation or foundation special school, a statement as to whether the proposals are to be implemented by the LA or by the proposers, and if the proposals are to be implemented by both,

- (a) a statement as to the extent that they are to be implemented by each body, and
- (b) a statement as to the extent to which the capital costs of implementation are to be met by each body.

Reason for the new school

A statement explaining the reason why the new school is considered necessary and whether it is to replace an existing school or schools.

Category

Whether the school will be a foundation or foundation special school (and, if so, whether it is to have a foundation), a voluntary school (and whether it will be voluntary controlled or voluntary aided), a community or community special school, or a LA maintained nursery school and, if required by section 10, a statement that the Secretary of State's consent has been obtained to publish the proposals.

Ethos and religious character

A short statement setting out the proposed ethos of the school, including details of any educational philosophy, which it is proposed that the school will adhere to.

If it is proposed that the school is to have a religious character, confirmation of the religion or religious denomination in accordance with whose tenets religious education will, or may be required to be provided at the school; and a statement that the proposers intend to ask the Secretary of State to designate the school as a school with such a religious character.

Where it is proposed that the school—

- (a) has a religious character, evidence of the demand in the area for education in accordance with the tenets of the religion; or
- (b) adheres to a particular philosophy, evidence of the demand for education in accordance with that philosophy that is not already met in other maintained schools or academies in the area.

Pupil numbers and admissions

The numbers (distinguishing between compulsory and non-compulsory school age pupils), age range, sex, and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is to be made at the school.

Admission arrangements

Except in relation to proposals for special schools, the proposed admission arrangements and over-subscription criteria for the new school including, where the school is proposed to be a foundation or voluntary school which is to have a religious character—

- (a) the extent to which priority for places is proposed to be given to children of the school's religion or religious denomination; and
- (b) the extent, if any, to which priority is to be given to children of other religions or religious denominations or to children having no religion or religious denomination.

Early years provision

Where the proposals are to include provision for pupils aged two to five—

- (a) details of how the early years provision will be organised, including the number of full-time and part-time pupils, the number of places, the number and length of sessions in each week, and the services for disabled children that will be offered;
- (b) how the school will integrate the early years provision with childcare services, and how the proposals for the establishment of the school are consistent with the integration of early years provision with childcare;

- (c) evidence of parental demand for additional early years provision;
 - (d) assessment of capacity, quality and sustainability of provision in schools, and in settings outside of the maintained school sector which deliver the Early Years Foundation Stage within three miles of the school; and
 - (e) the reasons why schools and settings outside the maintained school sector which deliver the Early Years Foundation Stage within three miles of the school and which have spare capacity, cannot make provision for any forecast increase in the numbers of such children.
- Sixth form provision

Where it is proposed that the school will provide sixth form education, for 16 to 19 year olds in the area, how the proposals will —

- (a) improve the educational or training achievements;
- (b) increase participation in education or training; and
- (c) expand the range of educational or training opportunities available to them.

Where the addition of sixth-form provision is being proposed, a change of age-range will be required, and proposers should refer to the prescribed alterations guidance.

Special educational needs provision

Whether the school will have provision that is recognised by the LA as reserved for children with special educational needs and, if so, the nature of such provision.

Details of the proposed policy of the school relating to the education of pupils with special educational needs.

Where the school will replace existing educational provision for children with special educational needs—

- (a) a statement on how the proposer believes the proposal is likely to lead to improvements in the standard, quality and range of educational provision for these children;
- (b) details of the improvements that the proposals will bring in respect of—
 - (i) access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the LA's Accessibility Strategy;

- (ii) access to specialist staff, both education and other professionals, including any external support or outreach services;
- (iii) access to suitable accommodation; and
- (iv) supply of suitable places.

Single sex school

Where the school is to admit pupils of a single sex—

- (a) evidence of local demand for single sex education and how this will be met if the proposals are approved; and
- (b) a statement giving details of the likely effect the new school will have on the balance of provision of single sex education in the area.

Curriculum

Confirmation that the school will meet the general requirements in relation to the curriculum contained in section 78 of EA 2002 and an outline of any provision that will be in addition to the basic curriculum required by section 80 of EA 2002, in particular any 14-19 vocational education.

Relevant experience of proposers

Evidence of any relevant experience in education held by the proposers including details of any involvement in the improvement of standards in education.

Effects on standards and contributions to school improvement

Information and supporting evidence on—

- (a) how the school will contribute to enhancing the diversity and quality of education in the area; and (b) how the school will contribute to school improvement.

Location and costs

A statement about -

- (a) the area or the particular community or communities which the new school is expected to serve;
- (b) the location of the site or sites including, where appropriate, the postal address or addresses;

- (c) the current ownership and tenure (freehold or leasehold) on which the site will be held, and if the site is to be held on a lease, details of the proposed lease;
- (d) whether the site is currently used for the purposes of another school and if so, why the site will no longer be required by the other school;
- (e) the estimated capital costs of providing the site and how those costs will be met (including the extent to which the costs are to be met by the proposers and the LA) and how the proposers intend to fund their share of the costs of implementing the proposals (if any);
- (f) whether planning permission is needed under the Town and Country Planning Act 1990, and when it is anticipated that it will be obtained;
- (g) confirmation from the Secretary of State or LA (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

Travel

The proposed arrangements for travel of pupils to the school.

Federation

Details of any proposals for the school to be established as a federated school.

Voluntary aided schools

Where the school is to be a voluntary aided school—

- (a) details of the trusts on which the site is to be held; and
- (b) confirmation that the governing body will be able and willing to carry out their obligations under Schedule 3 to SSFA 1998.

Foundation schools

Where the school is to be a foundation or foundation special school, confirmation as to—

- (a) whether it will have a foundation and if so, the name or proposed name of the foundation;
- (b) the rationale for the foundation and the particular ethos that it will bring to the school;
- (c) the details of membership of the foundation, including the names of the members;

- (d) the proposed constitution of the governing body; and
- (e) details of the foundation's charitable objects.

Annex D: Further Information

This guidance primarily relates to:

- [The Education and Inspections Act 2006](#), as amended by the [Education Act 2011](#)
- [The School Standards and Framework Act 1998](#), as amended by the [Education Act 2002](#)
- [The School Organisation \(Establishment and Discontinuance of Schools\) Regulations 2013](#)
- [The School Organisation \(Prescribed Alterations to Maintained Schools\) \(England\) Regulations 2013](#)
- [The free school presumption – Departmental advice for local authorities and new school proposers \(May 2018\)](#)
- [Presumption against the closure of primary schools](#)
- [Rural and Urban Area Classification](#)
- [The Religious Character of Schools \(Designation Procedure\) Regulations 1998](#)
- [How to apply for religious designation](#)
- [Schools Adjudicator](#)
- [School Admissions Code](#)

It also relates to:

- [School Governance \(Constitution\) \(England\) Regulations 2012](#)
- [School Governance \(Roles, Procedures and Allowances\) \(England\) Regulations 2013](#)
- [Governors handbook](#).
- [School Premises \(England\) Regulations 2012](#)
- [The School Companies Regulations 2002](#) as amended by the [2003 Regulations](#) and the [2014 Regulations](#)
- [Change your charity's governing document](#)
- [Academies Act 2010](#)
- [Making significant changes to an existing academy and Closure by Mutual Agreement \(2018\)](#);
- [Regional Schools Commissioner](#)
- [Consultation principles](#)

© Crown copyright 2008

This publication (not including logos) is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

To view this licence:

visit www.nationalarchives.gov.uk/doc/open-government-licence/version/3
email psi@nationalarchives.gsi.gov.uk
write to Information Policy Team, The National Archives, Kew, London, TW9 4DU

About this publication:

enquiries www.education.gov.uk/contactus
download www.gov.uk/government/publications

Reference: DFE-00334-2018



Follow us on Twitter:
[@educationgovuk](https://twitter.com/educationgovuk)



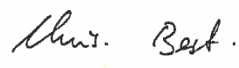
Like us on Facebook:
facebook.com/educationgovuk


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

Date of Meeting	10 March 2021	
Title of Report	Learning Disability Framework - Request for permission to procure a contract for Supported Living through call off from the Framework (Mayow Road Supported Living units)	
Originator of Report	Tom Bird, Integrated Commissioning Manager John Wiggins, Legal Services Yusuf Shaibu – Interim Group Finance Manager	Ext. 07393005420

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

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

Signed: 
 Cllr Chris Best - Cabinet Member for Health and Adult Social Care
 Date: 1/3/2021

Signed: 
 Tom Brown - Executive Director for Community Services
 Date: 17/2/2021

Control Record by Committee Support

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



Mayor and Cabinet

Report title: Learning Disability Framework - Request for permission to procure a contract for Supported Living through call off from the Framework (Mayow Road Supported Living units)

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: Perry Vale

Contributors: Tom Bird, Integrated Commissioning Manager
Stephanie Fleck, Principal Lawyer, Contracts Team
Yusuf Shaibu – Interim Group Finance Manager

Outline and recommendations

The purpose of this report is to seek agreement from Mayor and Cabinet to initiate a procurement process. The procurement will involve the commissioning of a supported living contract as a call off under the Framework Agreement for the Provision of Services to Adults with Learning Disabilities.

The service will be delivered to people with learning disabilities and / or autism with challenging behaviour living in 6 new Supported Living flats which is part of the new Mayow Road social housing development

The development of this new supported living scheme is strategically supported by the Council and the CCG. NHS England have made grant funding available for the development of the Supported Living element of the Mayow Road scheme as a part of the 'Transforming Care' programme. A grant of c. £900k has been made available following the award of planning approval for the scheme in November 2019

Timeline of engagement and decision-making

On 13th February 2019 Lewisham's Mayor and Cabinet approved that the Council should pursue the development of new high-quality Supported Living and temporary accommodation homes at the Mayow Road Warehouse site.

On 7th August 2019 Lewisham's Mayor and Cabinet authorised the scheme be submitted for Planning Approval

On 1st November 2019 Planning Permission was granted

Three consultation events were held between December 2018 and March 2019 with the general public on the housing development at Mayow Road, including the development of the supported living unit.

The capital grant agreement between NHSE and Lewisham Council finalised and signed February 2020 to confirm NHS funding for the housing development of the supported living flats in Mayow Road

A housing / service design development workshop was held in December 2018 involving Framework providers, adult social care and LD Specialist Therapy and Psychology lead professionals. Adult social care and health clinicians have been involved in ongoing design meetings.

1. Summary

- 1.1. The purpose of this report is to seek agreement from Mayor and Cabinet to initiate a procurement process. The procurement will involve the commissioning of a supported living contract as a call off under the Framework Agreement for the Provision of Services to Adults with Learning Disabilities.
- 1.2. The service will be delivered to the 6 new Supported Living homes for residents with learning disabilities which is part of the new Mayow Road social housing development
- 1.3. The development of this new supported living scheme is strategically supported by the Council and the CCG. NHS England have made grant funding available for the development of the Supported Living element of the Mayow Road scheme as a part of the 'Transforming Care' programme. A grant of c. £900k has been made available following the award of planning approval for the scheme in November 2019
- 1.4. The Joint Commissioning Teams for Adults and Children Services (CCG and LBL) have agreed the approach to delivering the supported living scheme which will provide an alternative to residential care locally for people with a learning disability and/or autism with challenging behaviour in Lewisham, and is an important new service which will expand the local offer to meet the needs of young people coming through Transition from Children and Young People's services and reduce the need for out of borough placements.
- 1.5. This Part 1 report is accompanied by a Part 2 report which contains commercially sensitive financial information.

2. Recommendations

- 2.1. Mayor and Cabinet are recommended to approve the initiation of the procurement of the supported living contract via a mini-competition under Lot 1: Supported Living of the Framework Agreement for Adults with Learning Disabilities 2019-2023. This will be a 4 year contract.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 455

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

3. Policy Context

- 3.1. In line with other councils, Lewisham Council became the lead agency for commissioning services for adults with a learning disability on 1st April 2009. The Joint Commissioning Section 75 signed in 2014 means that it leads on commissioning in respect of adult services for Mental Health, Learning Disabilities, Older Adults, Physical Disabilities and Carers.
- 3.2. The Care Act 2014 is the most substantial piece of legislation relating to adult social care to be implemented since 1948. It consolidated previous legislation, common law decisions and other good practice guidance. The Care Act places a wide emphasis on prevention, the provision of advice and information, changes to eligibility, funding reform and market shaping and commissioning.
- 3.3. The Council requires that contracts continue to be delivered in accordance with the principles laid out in Transforming Care, the Government's Concordat Programme of Action (2012) and the national plan "Building the right support" (2015) to develop community services for people with a learning disability and/or autism. These principles are:
- 1) People should be supported to have a good and meaningful everyday life
 - 2) Care and support should be person-centred, planned, proactive and coordinated
 - 3) People should have choice and control over how their health and care needs are met
 - 4) People should be supported to live in the community
 - 5) People should have a choice about where and with whom they live
 - 6) People should get good care and support from mainstream NHS services
 - 7) People should be able to access specialist health and social care support in the community
 - 8) People should be able to get support to stay out of trouble
 - 9) When health needs cannot be met in the community people should be able to access high quality assessment and treatment in a hospital setting
- 3.4. The Framework Agreement established in 2019 links with the Council's Corporate Strategy (2018 – 2022). The Framework operates in line with the Council's commitments:
- to ensure all health and social care services are robust, responsive and working collectively to support communities and individuals:
 - to defend and deliver health and social care services that protect the most vulnerable in our borough:
 - to ensure everyone receives the health, mental health, social care and support services they need
- 3.5. The contract being commissioned is being procured under the Framework Agreement and in line with these Council commitments.
- 3.6. There has been increased recognition of the need to develop local accommodation-based services for people with learning disabilities and autism, in particular for those young people in Transition from Children to Adults Services. This is reflected in the Council's Corporate Strategy 2018-22 with building new homes for people with a learning disability listed as a commitment. Commissioners confirm that there is sufficient need for the flats to be fully occupied

Is this report easy to understand?

Please give us feedback so we can improve. Page 456

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

- 3.7. The supported living development will be in line with Shaping the Future, the Council's Sustainable Community Strategy (2008-2020)¹, which includes the following priority outcomes that relate to the provision of new housing:
- Ambitious and Achieving – where people are inspired and supported to fulfil their potential.
 - Empowered and Responsible – where people can be actively involved in their local area and contribute to supportive communities.
 - Clean, Green and Liveable – where people live in high quality housing and can care for and enjoy their environment
 - Dynamic and Prosperous – where people are part of vibrant communities and town centres, well connected to London and beyond

4. Background

- 4.1. On the 13th February 2019 Lewisham's Mayor and Cabinet approved that the Council should pursue the development of new high-quality Supported Living and temporary accommodation homes at the Mayow Road Warehouse site. This scheme is part of a wider emerging programme of development and refurbishment for people with learning disabilities in Lewisham whose behaviour challenges. The project is based on the success of the challenging needs service at Holmbury Dene, which was refurbished into self-contained flats in 2018 to provide personalised support to meet individual's needs. The service has received positive feedback from service users and families and have been able to support people with challenging behaviour successfully. Social work have been an integral part of the team working on this project and have influenced the design development. Social work will continue to be involved in the development of the service specification and identification of service users for the scheme.
- 4.2. This scheme is part funded by NHS England through the 'Transforming Care Programme' capital fund. The NHS England 'Transforming Care Programme' seeks to improve health and care services for people with a Learning Disability and/or autism who display challenging behaviour, including those with a mental health condition. The aim of the programme is to enable more people to live in the local community, with the right support, and close to home.
- 4.3. LB Lewisham has secured c £900,000 in NHS Capital Grant to pay for the development of 6 1-bedroom flats that are being specially designed and developed to meet the housing needs of people with a learning disability and/or autism who have behaviour that challenges. The flats will also provide communal space for use by staff and for meetings with professionals/families etc. LB of Lewisham is funding the balance for any additional requirements people housed in these flats will need.
- 4.4. The service is welcomed locally by LD Specialist Therapy Services. Lead professionals have been involved in developing the design approach to date and will continue to be involved in the development of the service specification for the service, and the start-up of the new service.
- 4.5. The Council's Strategic Housing Team and Lewisham Homes, who will be managing the scheme, have developed a partnership approach to deliver the scheme and have allocated project management resources to drive the project forward. They have worked closely with Lewisham Social Care and Health to develop the scheme, which will form part of the Council's 1000 new home programme and help to achieve a key

¹ <https://www.lewisham.gov.uk/mayorandcouncil/aboutthecouncil/strategies/Pages/default.aspx>

housing commitment to build more new homes for people with learning disabilities in the borough. The new flats are being built to enable specialist care and support services to be provided onsite 24/7, without an institutional feel.

- 4.6. To develop the Supported Living designs the Strategic Housing team have taken specialist advice from best practice guidance to inform key principles and promote a well thought out approach to the development. This includes Supported Housing Guidance and lessons learnt from other successful projects in the UK, as well as holding consultation events with service providers and design workshops with the Adults with Learning Disabilities (AWLD) social work team and multidisciplinary staff from the AWLD Community Health Team.
- 4.7. The Council has received positive feedback from providers who are on Lewisham Learning Disability Framework for the category of Supported Living who were invited to a design development workshop, which enabled the scheme design to benefit from a wealth of local knowledge and experience. Many of these providers will be interested in bidding to provide the care and support services into the service through this procurement. The provider for the supported living service will be procured by September 2021 to enable a minimum 6 month period before the service starts to establish the service, recruit staff and work with the Council to identify service users.
- 4.8. The Council has received positive feedback from a local parent/carer organisation, Campaign for Lewisham Autism Spectrum Housing (CLASH) who attended a consultation meeting and who circulated the proposals to their members. The Head Teacher of local SEN School, Greenvale, also attended the consultation event and gave her support for the scheme.
- 4.9. The successful provider will be required to work with local advocacy groups and Learning Disability and Autism Spectrum Disorder professional teams to identify individuals who may be eligible to move into the service at the time it becomes available and to work with them and the potential future service users to personalise the scheme and service to meet their needs and preferences. The specification will be informed by the work that Lewisham Speaking Up have already done about Housing at their People's Parliament meetings.
- 4.10. The supported living service will be procured through the Learning Disability Framework Agreement for adult learning disability services under the category of Supported Living (Lot 1). The Framework was implemented on 1 September 2019 with a term of 4 years.
- 4.11. Twenty-one (21) organisations have been appointed to the Framework Agreement in the category of supported living. Providers appointed to the Framework for this category will be invited to bid for this service.
- 4.12. The Framework Agreement allows the Council to both call off contracts using the prices and quality information submitted on appointment to the Framework Agreement or through a mini competition amongst Framework Providers. The Framework Agreement does not preclude an open tender process if the Council does not believe that existing Framework providers could deliver the type and complexity of service required.
- 4.13. The Framework Agreement is an overarching contract under which services are procured using service specifications that are particular to the service and service category concerned. Procuring this service through the Framework Agreement will enable commissioners to continue to ensure the contract delivers best value. The new contractual agreement will give the flexibility to commissioners to review the service and costs to reflect changing needs and support requirements and strategic priorities.
- 4.14. The new supported living scheme will provide much-needed supported housing to enable young people with Learning Disabilities and/or autism with challenging

Is this report easy to understand?

Please give us feedback so we can improve. **Page 458**

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

behaviour to live independently in Lewisham, reducing the need for expensive out-of-borough placements for this group of service users, which could save the Council in the region of £145k per annum.

- 4.15. Lewisham has a high prevalence of young people diagnosed with autism in comparison to other local authorities. Every year approximately 6 young adults with LD and/or autism 'in transition' are at risk of hospital admission as adults. Some of these young people are admitted to hospital and some are placed in out of borough schools or colleges. They are often placed in crisis as their behaviour becomes increasingly impossible for families to manage at home.
- 4.16. There are insufficient numbers of specialist accommodation in Lewisham for young people whose behaviour challenges, which means that they are not currently able to return to the borough post-19 and remain long-term in unsuitable placements or accommodation far from their families and support networks. There is also a lack suitable accommodation for young people at risk of admission to move into, triggering a move to hospital or an out of area placement.
- 4.17. The Mayow Road supported living development will deliver these benefits for individuals:
- 6 new self-contained units of settled accommodation will enable 6 young adults with learning disabilities and/or autism who display behaviour which challenges to return from out of borough placements/ be discharged from hospital/ leave family home
 - Clients/ patients to receive care closer to home
 - Individuals will be able to better maintain contact with family friends and support networks
 - The Council will be able to provide closer quality assurance and monitoring of service provision in the borough, compared to out of borough services, thus ensuring both safety of care and quality of life
 - Improved continuity of care and treatment
 - Improved self-determination and citizenship
 - Improved opportunity to follow education and employment plans (EHCPs) uninterrupted and locally
- 4.18 The supported living service specification issued through this procurement process is based on current best practice and learning and comprises a general specification detailing the values and standards required of providers delivering supported living services in the borough and additional service requirements specific to the needs of people with a learning disability and / or autism who challenge services through their behaviour who are the target group for this service. In addition, individualised specifications will be drawn up detailing commissioners' expectations and requirements for the service and key outcomes expected for each service user. The contract specification and pricing schedule reflect the need for providers to deliver personalised services for individuals in accordance with assessed needs and specified financial modelling.

5. Options Appraisal & Tender Process

5.1. Options Appraisal

5.2 An option appraisal (Gateway 3 Business Case report) has been carried out considering the options of procuring the Framework Agreement through either:

- a. commercial contractors;
- b. in house;
- c. as a shared service or
- d. through a wholly owned contractor.

5.3 The appraisal was both a financial and qualitative evaluation of the different options. The qualitative element considered for each option:

- Who bears the delivery risk, the level of risk and how managed?
- What barriers exist to entering and operating in the marketplace?
- How control is achieved and how flexible the option model is?
- What other commercial potential exists through using this structure / approach?

5.4 Each of the qualitative areas considered carried 10% of the overall evaluated score – 40% in total. The financial evaluation which considered the cost of each option carried 60% of the overall score.

5.5 The outcome of the appraisal was that in all areas, both qualitative and financial, the option of procuring the service via the Framework Agreement to an external commercial contractor was most favourable. The scores were as follows:

Delivery option	Delivery Risk 10%	Barriers to entry into marketplace 10%	Nature of control and Flexibility 10%	Commercial potential 10%	Cost 60%	TOTAL (out of 100%)
<i>Commercial contractor</i>	8	9	9	8	60.00	94.00
<i>In house</i>	4	3	8	4	44.44	63.44
<i>Shared service</i>	4	4	5	6	40	59
<i>Wholly owned contractor</i>	3	2	7	7	50	71.32

5.6 For the mini-competition officers are issuing a tender pack to include:

- ITT
- Form of Tender

Is this report easy to understand?

Please give us feedback so we can improve. Page 460

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

- Pricing Schedule
 - Specification
 - Method Statements
 - Social Value template
 - Anonymised pen portraits giving characteristics of people who are the intended recipients of this service
- 5.7 The mini-competition will be open for 35 days to enable bidders to respond in sufficient detail to the proposals. The top 3 shortlisted providers will be invited to interview which will account for a percentage of the overall quality weighting. Although individual service users and their families will not be identified by the time interviews take place the Council will be seeking representation of user views through the involvement of Lewisham Speaking Up.
- 5.8 The evaluation of the mini-competitions will be split 60:40 between quality and price in line with the evaluation criteria for securing a place on the Framework. This approach is proposed because all of the potential bidders have already competed on price when they were appointed to the Framework. Supported living rates are set within the Framework Agreement and in this procurement exercise bidders will be required to price the service based on the Council's rates. Bidders are advised they cannot submit prices above the Council's maximum rates.
- 5.9 The quality evaluation is tailored to this mini-competition and comprises 6 general method statements, which all bidders will need to complete, detailing how they will deliver the service to the required standard and meet the specific needs of the intended client group. At interview stage the top 3 shortlisted bidders will need to deliver a presentation on topics specific to the needs of the service.
- 5.10 One of the method statements concerns Social Value and requires tenderers to detail targets around social value across the four council objectives:
- Employment, skills and economy
 - Creating a greener Lewisham
 - Training Lewisham's future
 - Making Lewisham Healthier
- 5.11 Tenderers will be asked to detail their KPI social value targets in areas including the employment of LBL residents, reducing carbon footprint and use of local businesses. Tenderers will also be made aware that if they are successful they will also be required to meet targets around the following social value KPIs:
- Demonstrate commitment to work practices that improve staff physical and mental wellbeing and reduce absenteeism due to ill health
 - Any accreditation that promotes health and wellbeing of service users staff and/or wider community (Dementia Friendly, Disability Confident)
- 5.12 Tenderers will also have to submit two additional method statements specific to this service. These cover their understanding of how the commissioner's statement will influence staffing and management of the service and how they will support the achievement of the key outcomes identified for the individuals in the service.

- 5.13 The Learning Disability Framework Agreement has been established on the basis of an hourly cost inclusive of the London Living Wage and it will be a requirement of the successful bidder, as detailed in the Council's Invitation and Instructions to Tenderers, that any employee working on the contract awarded via this procurement exercise will be remunerated at a rate which is, at a minimum, equal to the London Living Wage at the time the new contract starts (currently £10.85 per hour).
- 5.14 This mini-competition is being procured in accordance with the Council's Contract Procedure Rules and the terms and conditions of the specific Framework Agreement. A report on the outcomes of the procurement process and recommendation for award of contract will be presented to Mayor & Cabinet. It is anticipated this will be in September 2021 based on the procurement timetable as detailed below.
- 5.15 The anticipated project completion date for the building of the Mayow Road development is 09 September 2022. The contract commencement date for the service is due to start significantly before that date. However, the detailed design and fitting out of the scheme, which includes the supported living flats is scheduled to take place between the end of December 21 and July 22 and it will be preferable for the service delivery partner to be available to advise the build. Additionally, as this is a new service, there is an associated significant lead in period to recruit and train staff, to work with young people and their families to 'get to know' the person and their needs, to work with the learning disability social work and clinical teams to complete assessments develop the complex care and support plans, particularly the positive behavioural support plans, that will be required for this service to be successful.
- 5.16 Proposed Procurement Timetable:

Activity	Proposed Date
Publish Tender Documentation to all providers appointed to the Learning Disability Framework Agreement in the categories of Supported Living (Lot 1) & Residential Care (Lot 2)	3 rd May 2021
Clarification Request Deadline	31 st May 2021
Tender return deadline	7 th June 2021
Tender Evaluation	7 th June – 5 th July 2021
Contract award	15 th September 2021 (TBC)
Standstill	15 th September - 27 th September 2021 (TBC)
Contract commencement	1 st November 2021

6. Financial implications

- 6.1 This report recommends the procurement of a supported living contract for adults with learning disabilities and / or autism who require specialist in borough support. The contract will be for a period of four years. The contract will be funded through the Package & Placement Budget.
- 6.2 An increase in the supply of supported housing in the borough will provide an opportunity to avoid hospital admissions and facilitate hospital discharge. It will also provide an opportunity to avoid costly out of borough residential placements.

Is this report easy to understand?

Please give us feedback so we can improve. Page 462

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

- 6.3 The cost modelling for this service anticipates an approximate £145K revenue saving to the Council on existing and new packages of care and an overall revenue saving to Adult Social Care and to the NHS together of approximately £620K.
- 6.4 The Council's hourly rates are inclusive of the London Living Wage as at 1st April 2020 (£10.75 per hour). However, it has been announced (November 20) that the London Living Wage for 21/22 will increase to £10.85 per hour. At the point the contract is issued the Council will have made a decision on any fee uplifts for 2021/22 and 22/23 taking into account the uplift in LLW. If Framework rates are amended the successful provider will have to conform to the new rates agreed.
- 6.5 The provider awarded the contract through this procurement process will be required to provide evidence that all staff are remunerated at rates equal to or above the London Living Wage as standard terms and conditions of employment. The Contract will require providers to maintain the London Living Wage for the lifetime of the Contract.
- 6.6 Any changes in contract price, following award of contract, will be as a result of Council agreed uplifts or due to changing service user need which could lead to either an increase or decrease in price. Any changes agreed by the Council during the period of the contract will be applied in line with the Council's standard terms and conditions of the Framework Agreement.
- 6.7 Use of the Framework Agreement will continue to help the Council achieve savings and control costs. While savings from the Framework moving forwards may be lower than in earlier exercises, the risk of cost pressure if contract prices are not contained is high.
- 6.8 The Framework Agreement has been commissioned on the basis of a 60% Quality & 40% Price weighting. This weighting reflects the need to appoint providers to the Learning Disability Framework Agreement who are committed to delivering economically efficient services, which are also of a high quality in the respect of the support provided and outcomes achieved. Local authorities have a duty under the Local Government Act 2003 to obtain best value in the procurement of works, services and supplies and to secure continuous improvement in the way they carry out their functions, having regard to a combination of economy, efficiency and effectiveness

7. Legal implications

- 7.1 The contract referred to in the body of the report is a social/health contract above the Light Touch limit to which the "Find a Tender" (formerly OJEU) limits would apply. The value of the services means that it is a Category A contract for the purposes of the Council's Contract Procedure Rules, as the estimated total value over 4 years exceeds £500,000.
- 7.2 A Category A contract must be subject to a formal tender exercise and bidders must be invited to tender by either a public advertisement, alternatively by a compliant public consortium Framework, or by a dynamic purchasing system. The Council may also use a Framework Agreement provided it complies with the requirements in section 33 of the Public Contract Regulations. The proposal is to use the existing compliant framework to obtain suitable bids. The award of the contract must be published in accordance with legal requirements.
- 7.3 The decision is a key decision and should go in the forward plan.
- 7.4 The Equality Act 2010 (the Act) brings together all previous equality legislation in England, Scotland and Wales. The Act includes a new public sector equality duty (the

Is this report easy to understand?

Please give us feedback so we can improve.

Page 463

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

equality duty or the duty), replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6th April 2011. The new duty covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

- 7.5 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.
- 7.6 As was the case for the original separate duties, the new duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 7.7 The Equality and Human Rights Commission issued guides in January 2011 providing an overview of the new equality duty, including the general equality duty, the specific duties and who they apply to. The guides cover what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guides were based on the then draft specific duties so are no longer fully up-to-date, although regard may still be had to them until the revised guides are produced. The guides do not have legal standing unlike the statutory Code of Practice on the public sector equality duty, the guides can be found at:
<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-duties/new-public-sector-equality-duty-guidance/>

8. Equalities implications

- 8.1. The Council has a public sector equality duty covering nine protected characteristics. These contracts concern the protected characteristic of Disability as the recommendations made in this report relate to one specific group of people with disabilities, people with a learning disability. Implementing these recommendations will not compromise the quality of support delivered to those affected as they will continue to be monitored through commissioning’s contract monitoring arrangements. The Council will ensure that as individual contracts are re-let it will comply with the Equality Act 2010 and will not allow any unlawful discrimination
- 8.2. The Council requires that contracts continue to be delivered in accordance with the principles laid out in the national plan “Building the right support” (2015) to develop community services and inpatient facilities for people with a learning disability and/or autism.
- 8.3. People with learning disabilities from black and minority ethnic communities often suffer from a double discrimination. In order to combat this, service specifications include specific sections on meeting the cultural and religious needs of users in the service. These standards and requirements are monitored as part of the overall contract monitoring arrangements.
- 8.4. Government reports such as ‘Death by Indifference’ have highlighted the risk to people with learning disabilities of being discriminated against in how their health and

Is this report easy to understand?

Please give us feedback so we can improve. **Page 464**

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

wellbeing is supported. The service specifications require providers to recognise their specific responsibilities for supporting people with their health through Health Action Plans, and working in partnership with generic primary and secondary health providers to meet these needs.

- 8.5. This report supports the delivery of the Council's house building programme and Housing Strategy 2015-2020 by ensuring that those in housing need in Lewisham have a safe, secure and high quality residence from which to live, prosper and grow. Due regard will be given to making sure that these two developments meet the necessary requirements for access, quality and amenity space required as part of the GLAs housing design guide standards. For example, where possible, new housing will attempt to deliver the requisite number of wheelchair accessible units, including meeting SE London Housing Partnership 'Wheelchair Homes Design Guidelines'.

9. Climate change and environmental implications

- 9.1. There are no specific environmental implications arising from this procurement process. However, procurement of the Framework Agreement contracts require tenderers to demonstrate sound environmental, and sustainability practice, supported by robust policies and procedures. The Council's environmental objectives will be further addressed in tenderers' Social Value submission and the targets set will be monitored within the Council's contract monitoring process for Learning Disability Framework contracts.
- 9.2. Environmental factors have been taking into consideration in the housing design

10. Crime and disorder implications

- 10.1. There are no specific crime and disorder implications arising from this piece of procurement. However, contract compliance measures include safeguarding, assertiveness and anti-bullying initiatives. These will also be built into the service specification. Crime and security considerations have been built into the housing design specification including securing the ground floor lobby of the supported living block.

11. Health and wellbeing implications

- 11.1. The health and well-being implications relate to a necessary change in housing for service users. Early award of contract will enable service staff to support the transition of service users to the new scheme. This will help provide reassurance maintain stability for the service user and continuity of staff support around the maintenance of activities and support for health and well-being.
- 11.2. The service has been designed to meet the health needs of this population, particularly those relating to adverse responses to over stimulating environments, and the risks to mental health and wellbeing.
- 11.3. It will be a requirement of the appointed provider to work together with service users and their families to manage any anxiety or worries that have about moving into a new home

12. Social Value implications

- 12.1 The Public Services (Social Value) Act 2012 came into force on 31st January 2013. It is now a legal obligation in certain circumstances for local authorities and other public bodies to consider the social good that could come from the procurement of services before they embark upon it.

- 12.2 Social Value is defined as the additional economic, social and environmental benefits that can be created when Lewisham Council purchases services outside of the organisation. Lewisham aims to agree social value through commissioning and procurement activities through four objectives:
- Employment, skills and economy
 - Creating a greener Lewisham
 - Training Lewisham's future
 - Making Lewisham Healthier
- 12.3 The procurement for the Framework Agreement required providers to detail how they would ensure social value across their contracts and provide the Council with targets covering the 4 objectives listed in 12.2.
- 12.4 The providers awarded the contracts for this service under the Framework Agreement will therefore need to ensure that the Borough receives a strong added value offer from performance of this contract.
- 12.5 Section 6.6. above details the specific social values set for the contracts being tendered through this procurement exercise. Progress against these will be monitored in line with the Council's Social Value Policy (2019), and will be built into the formal contract management and monitoring processes.
- 12.6 The Council has a stated commitment in its Corporate Strategy (2018-2022) to fair pay as a Living Wage employer and to increasing the number of Living Wage employers in Lewisham. The Framework Agreement has a contractual requirement that providers pay staff the London Living Wage as a minimum

13. Background papers

- 13.1. 'Authorisation to Submit for Planning Approval: Temporary Accommodation and Supported Living Accommodation at Mayow Road Warehouse and 118 Canonbie Road – Delegated Authority Report' 7th August 2019
- 13.2. 'Demolition of Mayow Road Warehouse & 118 Canonbie Rd to build new Council Homes' 13th February 2019
- 13.3. 'Framework Agreement for the Provision Of Services To Adults With Learning Disabilities – Stage Two: Appointment to Framework' 26th June 2019

14. Glossary

14.1.

Term	Definition
Framework Agreement	A Framework Agreement provides an overarching agreement with potential suppliers to establish general terms and conditions governing contracts that may be awarded during the life of the Framework. It operates essentially as a list of preferred providers, who have evidenced competence and financial sustainability against a generic service specification at a competitive price.
London Living Wage	means the hourly rate of pay as calculated and published annually by the Greater London Authority taking into account the higher cost of living in London and the rate of inflation

Is this report easy to understand?

Please give us feedback so we can improve. Page 466

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

Social Value	is defined as the additional economic, social and environmental benefits that can be created when Lewisham Council purchases services outside of the organisation.
Commissioning/Commissioner	<p>A person or organisation that plans, buys and monitors the services that are needed by the people who live in the local area.</p> <p>The local council is the commissioner for Adult Social Care. NHS care is commissioned separately by local clinical commissioning groups (CCG). In many areas health and social care Commissioners work together to make sure that the right services are in place for the local population.</p>
NHS Fully Funded Continuing Healthcare	Ongoing care outside hospital for someone who is ill or disabled, health care arranged and funded by the NHS. This type of care can be provided anywhere, and can include the full cost of a place in a nursing home. It is provided when your need for day to day support is mostly due to your need for health care, rather than social care. The Government has issued guidance to the NHS on how people should be assessed for continuing health care, and who is entitled to receive it.
Contract Award	When an organisation or a provider is selected to deliver a service and asked to enter into a Contract.

15. Report author and contact

- 15.1. Tom Bird, Integrated Commissioning Manager tom.bird@nhs.net / tom.bird@lewisham.gov.uk Tel: 0208314

16. Comments for and on behalf of the Executive Director for Corporate Resources

- 16.1. Yusuf Shaibu, Interim Group Finance Manager – email: yusuf.shaibu@lewisham.gov.uk.

17. Comments for and on behalf of the Director of Law, Governance and HR

- 17.1. Stephanie Fleck, Principal Lawyer Contracts Team (Ref JZW) stephanie.fleck@lewisham.gov.uk tel 02083149968.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 467

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

Agenda Item 13

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

Date of Meeting	10 March 2021	
Title of Report	Parks and Open Spaces Management	
Originator of Report	James Lee, Director of Communities, Partnerships and Leisure / Vincent Buchanan, Head of Parks, Sport and Leisure	Ext. 46548

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

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

S.McGeevor

Signed:

Clr Sophie McGeevor, Cabinet Member for Transport and Environment

Date: 1/3/2021

Tom Brown

Signed:

Tom Brown - Executive Director for Community Services

Date: 1/3/2021

Control Record by Committee Support

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



Mayor and Cabinet
Contract Extension – Parks and Open Spaces Management.

Contract Extension – Parks and Open Spaces Management.

Date: 10 March 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors:

James Lee	Director of Communities, Partnerships and Leisure
Vince Buchanan	Head of Parks, Sport and Leisure
Mia Agnew,	Senior Contracts Lawyer
Yusuf Shaibu	Group Finance Manager Community Services (interim)

Outline and Recommendations

The purpose of this report is to set out in brief the impact of COVID-19 on the Parks Service and its ability to successfully insource the parks service as agreed by Mayor and Cabinet on the 10 October 2019.

It is recommended that the Mayor and Cabinet:

- Agree an extension to the Green Space Contract until 31 October 2023.
- Instruct Officers to make the necessary contract amendments to facilitate the extension

Timeline of engagement and decision-making

See report to Mayor and Cabinet 10 October 2019

<https://councilmeetings.lewisham.gov.uk/documents/s68146/Green%20Scene%20The%20Future%20Management%20and%20Maintenance%20of%20Parks%20and%20Open%20Spaces.pdf>

1. Summary

- 1.1. The report sets out the impact of COVID-19 on the Parks Service and the ability of officers to undertake the substantial amount of work required to insource the service successfully as agreed by Mayor and Cabinet on 10 October 2019.

2. Recommendations

- 2.1. It is recommended that Mayor and Cabinet agree to:
 - 2.1.1. a further extension of 24 months to the Green Space Contract with Glendale Grounds Management from 1st November 2021 until 31st October 2023 at a cost of £ £5.2m.

3. Policy Context

- 3.1. Lewisham's Corporate Strategy includes our commitment to Making Lewisham Greener- Everyone enjoys our green spaces, and benefits from a healthy environment as we work to protect and improve our local environment.

A key aspect of this commitments is the: Preservation of our award-winning green spaces.
- 3.2. The current Green Space Contract was initially let for a duration of 10 years i.e. from 1 March 2010 until 29 February 2020.

4. Background

- 4.1. On 4th November 2009 the Mayor and Cabinet agreed the recommendation to award a 10 year Green Space Management Contract 2010-2020 to Glendale Grounds Management.
- 4.2. On 10th October 2019 Mayor and Cabinet agreed in principle to insource parks and open spaces services, they also agreed a formal contract extension of 20 months from 1 March 2020 until 31 October 2021.
- 4.3. Within the report presented to Mayor and Cabinet on 10th October 2019 officers set out an indication of the scope of work that would be required to enable a successful insourcing of the service.

Is this report easy to understand?

Please give us feedback so we can improve. Page 470

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

- 4.4. However, due to a number of factors related to the COVID-19 pandemic officers are now recommending that the current contract is extended for a further 24 months and the services are insourced on 31st October 2023.
- 4.5. Officers do not intend that the recommendation to Mayor and Cabinet for a further contract extension to run contrary to the Council's assumption to be the preferred provider as set out with the Corporate Strategy. The extension is intended to de-risk any future insourcing as the world returns to more certainty as we learn to mitigate against the impact of COVID-19.

5. Reason for Contract Extension and Performance

- 5.1. The recommendation for Mayor and Cabinet to agree a further contract extension has been presented by officers due to the impact of the COVID-19 pandemic. This has brought about significant changes to the context in which the Council and the parks service now exists. Acknowledging these social and economic changes prompted officers to recommend that the current contract is extended whilst the impact of Covid-19 is mitigated allowing for a successful insourcing of the service.
- 5.2. As a result of Covid-19, opportunities for income generation have reduced significantly. This would impact the financial modelling in relation to the insourced model meaning that insourcing at this current time could significantly increase the cost to the Council whilst the impact of Covid-19 is still ongoing. In the year to November 2020 Glendale have experienced a 47% drop in events revenues with the full year impact likely to be considerably worse. Due to the way that the current contract is structured the Council is protected against this risk. It is possible that recovery from COVID-19 and the impact on the events sector could take a number of years.
- 5.3. It has been reported that some parks management organisations around the UK that have built their business model around the revenues generated from events, concessions and other commercial activities may be on the brink of collapse as their source of revenue has dried up.¹
- 5.4. When considering the risk of the Council failing to generate the revenues forecast as part of its insourced model and shifting estimates towards a less favourable position it will place pressure on the parks revenue budget, potentially having a negative impact on the quality of the services provided.
- 5.5. In addition to these financial considerations the social impact of the pandemic has seen a significant rise in the number of visitors to our parks and open spaces as people have looked for some respite from the impact of lockdown and other restrictions on people's ability to pursue many of the usual family, social and cultural activities that they may have enjoyed pre-COVID.
- 5.6. This has increased demand on the parks service with all members of the parks team focused on their day to day work and working closely with Glendale to manage and mitigate the impact of COVID-19 and the increased demand on the service. This major

¹ 'Precarious parks: the impact of coronavirus on London's green spaces'. London Landscape no-55 Summer 2020, The London Parks and Gardens Trust

distraction from 'business as usual' brought about a pause the initial work that officers had begun on the insourcing of the service.

- 5.7. The pandemic has impacted more widely across the Council placing additional demands on departments that would contributed to the work required for the successful insourcing, e.g. Finance, HR, Legal Services, Health and Safety and Regeneration and Place.
- 5.8. The pandemic has also impacted on Glendale nationally as they have focused on mitigating the impact of COVID-19 on many of their clients and communities that receive their services including locally in Lewisham. Therefore it was considered unreasonable by Officers to begin the process of decommissioning the service and distracting their management team at such a critical time although lines of communication on this matter have remained open.
- 5.9. As such, Officers have explored how feasible it would be to extend the current contract with Glendale to mitigate against the impact of Covid-19 on the service provision. This would also allow for the deferral of capital investment required to mobilise an in-house service and the revenue budget growth anticipated as being required for a newly insourced service in 2021.
- 5.10. Negotiations with Glendale have been broadly successful in delivering these aims and an 'in principle' agreement has been reached that would contain the expenditure position on the service broadly in line with the current projections.
- 5.11. The outcome of the negotiations were that all existing contract terms and conditions will remain for the life of the extension, apart from the following amendments:
 - Contract Clause 10, amendment of the contract efficiency mechanism i.e. RPIx-3% with the agreement to increase the contract bill of quantities by 1% as set out below at paragraph 6.7.
 - Contract Clause 33.5 'Plant and Equipment' as set out below at paragraph 6.8
- 5.12. Officers do not intend that the recommendation to Mayor and Cabinet for a further contract extension to run contrary to the Council's assumption to be the preferred provider as set out with the Corporate Strategy. The extension is intended to de-risk any future insourcing as the world returns to more certainty as we learn to mitigate against the impact of COVID-19.
- 5.13. Officers have advised Glendale that if the Mayor and Cabinet decide that they do not want to agree to a further contract extension that we will commence with the insourcing as previously agreed i.e. from 1 November 2021. However Officers believe that in the current situation that to insource as we navigate or way out of the COVID pandemic and the wider economic challenges the Council is currently dealing with would be the sub-optimal choice.
- 5.14. Officers are satisfied with Glendale's performance across all aspects of the contract and have no concerns that they will continue to perform at the current levels. Any potential drop in the quality of service will be identified via the contract monitoring and managed via the robust default mechanisms.

6. Financial implications

- 6.1. The Green Space Contract 2010-2020 was awarded to Glendale Grounds Management

Is this report easy to understand?

Please give us feedback so we can improve. **Page 472**

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

on 4 November 2009 with an annual cost of £3.521m per annum therefore at that time the forecast cumulative contract sum over the life of the contract would have been approximately 35m.

- 6.2. However due to a number of factors such as the contract efficiency mechanism, a reduction in revenue budgets and subsequent cuts in services due to austerity and the removal of the Lewisham Homes elements of the contract the current annual contract sum is £2.533m (£2.483m after Contract performance mechanisms applied) with the cumulative sum being less than forecast.
- 6.3. The cost of the current 20 month contract extension previously agreed, which ends October 2021 is approximately 4.2m. The current further extension being requested for a further extension 24 months from 1 November 2021 until 31 October 2023 will be approximately £5.1m
- 6.4. For the reasons set out above at 5.11 and 5.12 'in principle' agreement has been reached with Glendale that would contain the expenditure position of the service broadly in line with the current projections.
- 6.5. It has all been agreed that there will be 1% increase in the contract Bill of Quantities on the 1 November 2021 and further increases of 1% from the 1 April for remaining 2 years of the contract.
- 6.6. There will also be a requirement to amend Contract Condition 33.5 'Plant and Equipment' this will change the current requirements in relation to the provision of plant and equipment and the end of the extension. This will enable Glendale to make the capital investment in plant and equipment necessary to successfully deliver a high quality service. The Financial implication of this change is an end of contract liability to the council of approximately £43k to cover the Net Book Value (NBV) of the plant and equipment that will pass to the council to enable continuity of service.
- 6.7. The annual available budget is £2.487m. There are however additional unbudgeted costs to cover annual 1% inflation (approximately £75k over 3 years) increases as well as the £43k residual NBV to be paid for plant and equipment at end of contract. So in essence £120k funding gap will need to be identified

7. Legal implications

- 7.1. The recommendation in the report is to extend the contract with Glendale Grounds Management, for a further two years without carrying out a competitive process. The report notes that this organisation has been providing this service since 2010. The proposal is to make a change to the current contract, by extending it for a further two years.
- 7.2. The Council is obliged to comply with the procurement Regulations (Public Contracts Regulations 2015 as amended by the The Public Procurement (Amendment etc.) (EU Exit) Regulations 2020). Some variations to existing contracts may trigger a requirement to undertake a new competitive tender process. The Council's Contract Procedure Rules set out which variations can be made without a new competitive process (Constitution Part IV I, paragraph 17 of Contract Procedure Rules). This report explains why this extension to the contract for a further two years is proposed.
- 7.3. Rule 17 of the Council's Contract Procedure Rules allows for extensions of contract in certain circumstances. These include necessary changes to purchase new works, services or supplies from the contractor and not included in the original procurement, or for changes to deal with unforeseen circumstances. This can only be relied on where a change of contractor would cause significant inconvenience (or substantial duplication of cost) or, a change of contractor cannot be made for economic or technical reasons.

Is this report easy to understand?

Please give us feedback so we can improve.

Page 473

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

In addition, the change must not result in an increase in price of more than 50% of the total value of the contracts across their term. This price limit applies to each separate change however, it must not be used as a means of circumventing the procurement rules. The extension requested meets the circumstances set out in Rule 17.

- 7.4. The decision to extend the contract is a key decision.
- 7.5. In taking this decision, the Council's public sector equality duty must be taken into account. 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. 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; and foster good relations between people who share a protected characteristic and those who do not.
- 7.6. 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 above. 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 Mayor and Cabinet, bearing in mind the issues of relevance and proportionality. Mayor and Cabinet must understand the impact or likely impact of the decision on those with protected characteristics who are potentially affected by the decision. The extent of the duty will necessarily vary from case to case and due regard is such regard as is appropriate in all the circumstances.
- 7.7. The Equality and Human Rights Commission (EHRC) has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance. The Council must have regard to the statutory code in so far as it relates to the 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 on the EHRC website.

8. Equalities implications

- 8.1. There are no direct equalities implications arising as a result of this report.

9. Climate change and environmental implications

- 9.1. There are no direct environmental implications arising as a result of this report.

10. Crime and disorder implications

- 10.1. There are no direct crime and disorder implications arising as a result of this report.

11. Health and wellbeing implications

- 11.1. There are no direct health and wellbeing implications arising as a result of this report.
- 11.2. Glendale will continue to pay the London Living Wage for the duration of the contract extension.

Is this report easy to understand?

Please give us feedback so we can improve. **Page 474**

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

12. Social Value implications

- 12.1. Glendale will continue to pay the London Living Wage for the duration of the contract extension.

13. Background papers

- 13.1. <https://councilmeetings.lewisham.gov.uk/documents/s68146/Green%20Scene%20The%20Future%20Management%20and%20Maintenance%20of%20Parks%20and%20Open%20Spaces.pdf>

14. Glossary

Term	Definition
Net book value (NBV)	It is the value at which the assets are valued in the balance sheet of the company as on the given date

15. Report author and contact

- 15.1. Vince Buchanan, Head of Parks, Sport and Leisure , 020 8314 2024, vince.buchanan@lewisham.gov.uk

16. Comments for and on behalf of the Executive Director for Corporate Resources

- 16.1. Yusuf.Shaibu, Interim Group Finance Manager, Yusuf.Shaibu1@lewisham.gov.uk

17. Comments for and on behalf of the Director of Law, Governance and HR

- 17.1. Mia Agnew, Senior Contract Lawyer, mia.agnew@lewisham.gov.uk 020 8314 7546

Is this report easy to understand?

Please give us feedback so we can improve.

Page 475

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

Agenda Item 14

MAYOR & CABINET		
Report Title	Exclusion of the Press and Public	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: March 10 2021

Recommendation

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

15. Learning Disability Framework - request to procure a contract for Supported Living
16. Building for Lewisham Programme requirements.
17. Acceptance of Football Foundation Capital Grant - Riverside Youth Club

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

Document is Restricted

Document is Restricted

Agenda Item 16

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

Document is Restricted

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

Document is Restricted

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

Document is Restricted

Document is Restricted