



MAYORAL MEETING

Date: WEDNESDAY, 25 MARCH 2020 at 6.30 pm

Enquiries to: Kevin Flaherty 0208 3149327ov.uk
Telephone: 0208 3149327 (direct line)

MEMBERS

Mayor Damien Egan	L
Councillor Chris Barnham	L
Councillor Paul Bell	L
Councillor Chris Best	L
Councillor Amanda De Ryk	L

Members are summoned to attend this meeting

Kim Wright
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: March 17 2020



INVESTOR IN PEOPLE

ORDER OF BUSINESS – PART 1 AGENDA

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Lewisham



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.

MAYORAL MEETING		
Report Title	Declarations of Interests	
Key Decision	No	Item No. 1
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: 25 March 2020

Declaration of interests

The Mayor is asked to declare any personal interest he has 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:-

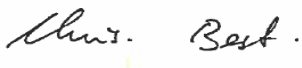
- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor 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)

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"/> <input checked="" type="checkbox"/>

Date of Meeting	25 March 2020	
Title of Report	Neighbourhood Community Development Partnerships (NCDP) Public Health Funding	
Originator of Report	Director of Public Health	Ext: 43927

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	N/A	
Risk Assessment Comments (as appropriate)	N/A	
Reason for Urgency (as appropriate)		

Signed: 
 Cabinet Member for Adult Social Care and Health
 Date: 10/03/20

Signed: 
 Executive Director for Community Services
 Date: 10/03/20

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	



Mayoral Meeting

Neighbourhood Community Development Partnerships (NCDP) Public Health Funding

Date: 25 March 2020

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Director of Public Health

Outline and recommendations

The purpose of this report is to seek approval for the award of Public Health grants to voluntary and community organisations in *Neighbourhood 1 (New Cross, Evelyn, Telegraph Hill and Brockley wards)*, *Neighbourhood 2 (Blackheath, Ladywell, Lee Green, Lewisham Central, Rushey Green wards)*, and *Neighbourhood 3 (Catford South, Downham, Grove Park and Whitefoot wards)*

It is recommended that Mayor and Cabinet (Contracts) agree:

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

Timeline of engagement and decision-making

In February 2017 LB Lewisham developed a Community Development Charter which outlines a partnership approach to community development and builds on current neighbourhood and borough-wide assets and networks by the creation of four Neighbourhood Community Development Partnerships (NCDPs).

The delivery of the aims of the Charter is led by a borough-wide Social Prescribing Coordinating Group which oversees the work of NCDPs coordinated by Community Connections.

1. Summary

- 1.1. Neighbourhood Community Development Partnerships (NCDPs) bring together all the relevant partners in each Neighbourhood to identify resources within communities to maximise their potential while also highlighting gaps in service provision and working with the local voluntary sector to develop services to meet local needs.
- 1.2. In 2018 each NCDP was allocated a Public Health grant fund of £25,000 to deliver local solutions to the local priorities identified. From April 2019 this grant reduced to £22,500 per neighbourhood.
- 1.3. In total, there were 32 applications and, after assessment, 13 projects are being recommended for funding in 2019-20.
- 1.4. This report summarises the projects recommended for NCDP funding. Projects valued at more than £10,000, presented to Mayor and Cabinet, are included for completeness

2. Recommendations

- 2.1. It is recommended that Mayor and Cabinet (Contracts) agree to award grants for the amounts of £11,000, £10,264 and £11,500 respectively as set out in Appendix 1, 2 and 3, for the financial years 2019/20.

3. Policy Context

- 3.1. Lewisham's Sustainable Community Strategy 2008-2020, 'Shaping our Future', sets out the borough's ambitions to encourage development, enable citizens to live healthy lives and to empower Lewisham's communities to prosper. It has six strategic priorities, including a commitment to creating a borough that is "Empowered and Responsible: where people are actively involved in their local area and contribute to supportive communities".
- 3.2. The "Empowered and Responsible" strand of the strategy highlights 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.
- 3.3. This is reflected in Lewisham's corporate priorities: "Community leadership and empowerment: developing opportunities for the active participation and engagement of people in the life of the community".
- 3.4. 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.

- 3.5. 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:
- 3.6. a recognition of the importance of maintaining an independent sector that can act as a critical friend to challenge public sector policy and delivery;
- 3.7. 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;
- 3.8. 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;
- 3.9. a recognition of the sector's potential to take risks and innovate which does not always sit easily within commissioning frameworks; a recognition that third sector organisations have been key delivery partners 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 ready to work in partnership with us.

4. Neighbourhood Community Development Partnerships (NCDPs)

- 4.1. In order to effectively promote health and wellbeing across the borough and reduce the need for formal health and social care provision LB Lewisham has developed a Community Development Charter. The Charter outlines partnership approaches to community development in the form of Neighbourhood Community Development Partnerships (NCDPs).
- 4.2. The NCDPs were established across the borough in early 2017 and are led by Community Connections, working closely with key voluntary and community (VCS) stakeholders across Lewisham at a localised (neighbourhood) level in order to facilitate a joined up approach towards the development of community resources.

The development of the four NCDPs builds on existing assets and take different forms in each of the areas, facilitated by Community Connections, based on the history and infrastructure of the local area. A key task of the partnerships is to identify local health and wellbeing priorities and put forward joint solutions to meet local needs.

- 4.3. The partnerships deliver benefits to local communities over and above those directly related to health and social care as they will provide vehicles for local people and organisations to take control of their areas and circumstances.

5. Main Body

- 5.1. Each NCDP has agreed up to three health and wellbeing priorities for each Neighbourhood. Applications from local voluntary and community organisations were sought for projects which focussed on the local priorities as well as taking a partnership approach with other local organisations in order to share local assets and expertise.
- 5.2. In total, there were 32 applications and, after assessment, 13 projects are being recommended for funding.
- 5.3. Each application was assessed by a panel consisting of community representatives, Public Health specialists and LBL community development officers. Each panel has made recommendations in relation to the applications received for their NCDP area. The process was facilitated by Community Connections to ensure that projects address the neighbourhood priorities and demonstrate value for money. In some cases, panels consulted with applicant organisations to seek reductions in the amount originally requested or to encourage organisations to work together to deliver value for money, e.g. Lee Green and Manor Park.

- 5.4. The following recommended grants are for the amounts of £11,000, £10,264 and £11,500 respectively:
- 5.5. The Somerville (Somerville Youth and Play Provision): The project is a partnership project with Just Older Youth (JOY) aimed at reducing social isolation by pro-actively recruiting individuals to community-based activities with proven therapeutic outcomes, including cooking, mosaic art and upcycling. The applicants have identified that the project will achieve sustainability through peer and local volunteer training, increasing the skills of local residents.
- 5.6. Lee Green Lives and Manor Park Friends: This project consists of two organisations who have come together to deliver a range of activities. The overall aim of the activities is to increase social inclusion and general health and wellbeing, including general exercise such as befriending, walking and gardening, exercise focused on older people from BAME communities, arts and crafts sessions to support general wellbeing, a Men's Group led by Blue Ribbon, and promotion of volunteering by encouraging local residents to support all the activities in a voluntary capacity. The project expects to achieve sustainability by evaluating which activities have had most success and basing future fundraising endeavours around these, using an asset based approach.
- 5.7. Diamond Club Holidays at Home: The project consists of an inter-faith partnership providing co-ordinated activities in Neighbourhood 3 for people aged 60+ and their carers and families, providing alternative activities locally to people unable to take a traditional family holiday. The project will aim to deliver Holiday At Home events throughout the year, including a full week in the summer holidays. The applicant organisation sees these activities as part of the growing social prescribing agenda and will promote this approach by producing an evaluation report for consideration by Primary Care Networks as part of the commissioning process, as well as using it as the basis for future funding applications. The project also aims to continually increase its volunteer base.
- 5.8. Robust outcome reporting mechanisms will be implemented to ensure each of the projects continues to deliver services that fulfil the health and wellbeing outcomes listed above.
- 5.9. Community Connections will offer ongoing support and assistance to all of the funded NCDP community groups.

6. Financial implications

- 6.1. This report seeks approval to award three grants totalling £32,764 to address health and wellbeing priorities in three neighbourhoods. The grants are: The Somerville Youth and Play Provision - £11,000, Lee Green Lives and Manor Park Friends - £10,264 and Diamond Club Holidays at Home - £11,500.
- 6.2. These NCDP projects are funded from the ring fenced Public Health Grant.

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. 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.

- 7.4. The level of grants at over £10,000 requires the approval of Mayor and Cabinet. The decision will be a key decision under Article 16.2(c)(xiii) of the Constitution
- 7.5. 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.
- 7.6. 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.
- 7.7. 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.
- 7.8. 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/>
- 7.9. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
- The essential guide to the public sector equality duty
- Meeting the equality duty in policy and decision-making
- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and 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. 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. Addressing health inequalities is a central aim for all the funded organisations within this report. Each organisation that receives Public Health funding will be expected to

ensure that their services meet the needs of the borough's diverse communities.

9. Climate change and environmental implications

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

10. Crime and disorder implications

10.1. There are no crime and disorder implications.

11. Health and wellbeing implications

11.1. The Neighbourhood Community Development Partnerships aim to build closer social networks and social capital, with many training and volunteering opportunities in order to improve mental wellbeing and reduce social isolation.

11.2. They will draw upon a rich knowledge base about how to reach communities, raise awareness, change behaviour and improve health outcomes.

12. Social Value implications

12.1. There are no social value implications

13. Background papers

13.1. Appendices 1, 2 and 3 – Summaries of applications submitted by projects.

14. Report author and contact

14.1. Dr Catherine Mbema, catherine.mbema@lewisham.gov.uk 020 8314 3927.

Neighbourhood Community Development Partnerships- Application for Funding 2019-20



Amount of funding requested:	£ 11,000	Reference number (office use)
Which neighbourhood is this project for:	Neighbourhood 1	
Project title:	Happier days at Somerville.	

Please read Section D and the important information at the back of before submission

SECTION A: Lead organisation

Organisation	The Somerville (Somerville Youth & Play Provision)
Lead Contact	Katherine Weston
Telephone	02077321403
Address incl Post Code	260 Queens Road, New Cross, London, SE14 5JN
Email address	Katherine.Weston@sypp.org.uk

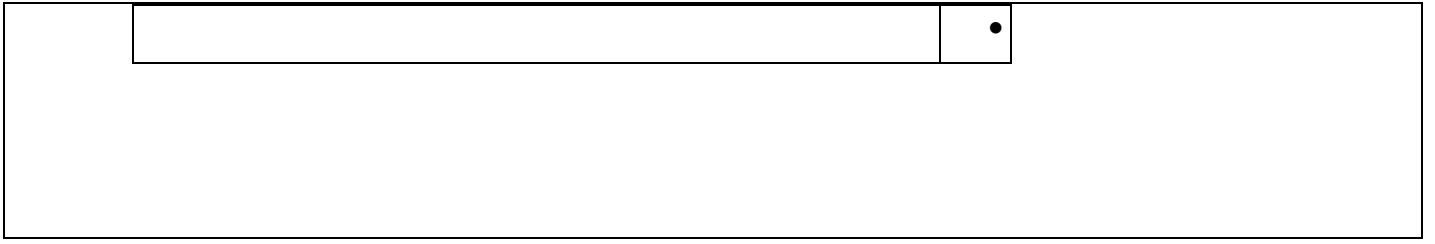
Partner Organisations	Just Older Youth
Lead Contacts	Sarah Carter
Telephone	07505113343
Address incl Post Code	C/o Flat 1 Telegraph Hill Centre Kitto Road London, SE14 5TY
Email address	singaporecarters@hotmail.com

SECTION B: The Project

Which local health and wellbeing priorities does your application address – please see guidelines for additional information on each priority

	•
	•

2



1. Describe the project:

- **What are the aims and objectives?**
- **What activities will be delivered?**
- **How will you measure the success of your project?**

Our proposal is a partnership project with Just Older Youth (JOY), which will be delivered at The Somerville and consists of 3 strands:

1. Healthy eating and growing/cookery club

A regular cookery club where participants will get the opportunity to explore a variety of dishes i.e. curries, jollof rice and much more, learn how to cook on a 'budget' as well as increase their culinary skills and independence. Participants will research a variety of healthy foods and gaining an understanding of what difference healthy eating can make to their lives. We will facilitate a variety of food taster sessions, where participants will be introduced to different foods i.e. Papayas, custard apples, cantaloupe etc.

They will learn how to grow and maintain fruit and vegetables with the opportunity to participate in regular growing activities in other local community gardens. By the end of the programme participants would have designed their own bespoke healthy menus, which can be prepared on a low budget and that can be used at their homes to make low cost meals for them and their families.

2. Mosaic

A local artist, who formerly taught at Goldsmiths University and Central St Martins, who will teach mosaic classes over two terms (7 week each term).

In this project, workshop participants will provide an individual mosaic of their own (which they get to keep), together with a 'community' piece which they will work on collectively. The Community piece will be erected in a local community space (yet to be decided by the participants).

The mosaic project will help marginalised people in neighbourhood 1 develop artistic and practical skills in mosaic-making in a project that promotes health and wellbeing, solidarity and a sense of community.

3. Crafts and upcycling

Throughout weekly sessions the participants will learn how to upcycle through learning a range of new useful skills including; For example, embroidery, quilting, screen printing, Tie dye, sewing, crochet and knitting where a range of people from all backgrounds and abilities can explore their own creativity, through socialising and gaining mental stimulation. They will use old clothes and fabric to create a range of creative pieces that they will be able to take home or give to others. These activities will also ensure that there is no right or wrong way to do them, which will make it ideal because they're fun, satisfying, and will boost self-esteem.

Furthermore, the activities will provide an opportunity for people from all backgrounds and abilities to build self-confidence, self-worth, forge new friendships, reduce isolation and positive well-being. As these activities will be delivered on the same day people attending different parts will be able to try out all that's on offer and engage in the activity of their choice. We will also provide offsite trips to the seaside during the summer for participants.

2. Who in the community is your project targeted at and how will you ensure that the project supports people across the neighbourhood? How many people do you estimate will directly benefit from accessing your project?

The activities are aimed at young and older adults living locally. We will ensure the project supports people across the neighbourhood through a range of outreach including 'door knocking' to target those that might not otherwise know about the activities we are delivering. The project will be 'open access' meaning that people can 'come and go' as they please meaning that they are more likely to interactive with these activities, rather than being restricted.

Furthermore, we will accept referrals from Community connections and other local organisations including THCN network, local doctor's surgeries, 170 Community Project, local community centres and our partners JOY. By facilitating the project at Somerville this will increase participation due to its central location and DDA compliant facilities meaning that people regardless of their physical disabilities would be able to access this project.

Our aim is to work with at least 100 people throughout the project.

3. How will the project address local health and wellbeing priorities?

By having a regular activity that is fun and of interest with people will become less isolated, increase their self-confidence/self-worth, stimulate their minds and enable them to build new friendships or forge new links with others. For example, our cooking and growing workshops will enable people to learn how to cook healthy but tasty meals, meaning they will be able to use these skills at home becoming more healthier through changing their eating options and growing their own fruits or veg.

There's much research to evidence the therapeutic benefits of arts activities (Be Creative, Be Well: Arts, wellbeing and local communities, Arts Council report 2012) even more so when those activities are done collectively. They include: reducing stress and isolation, increasing confidence and self-esteem, creating a sense of belonging and wellbeing, developing skills, which, in mosaic-making, are considerable. There's a lot of maths, you have to be able to plan, negotiate with others and make a commitment to seeing the work through.

Our crafts and upcycling programme will enable people to engage with their creative sides in a calm and relaxing environment. For older people these activities will be designed so there's no right or wrong way in doing something so that they do not become frustrated and disengaged, but instead feel comfortable.

Engaging activities can also be good alternatives to using medications that reduce agitation, challenging behaviour and depression.

The project will also provide an opportunity for older people to reminisce.

4. Locations and times where the activities will take place:

The project will be delivered on a Thursday between 10-1pm at The Somerville, 260 Queens Road, New Cross, London, SE14 5JN.

5. Outline the key risks associated with the project and how you will minimise their impact. (If you are planning an outdoor event, for example, what would happen if it rained?): **Remember a risk assessment should be completed.**

Risk	Control measures
1. Partners not carrying out designated tasks	- Partnership agreement in place
2. Staff absence	- Adhoc staff available
3. Poor attendance	- Publicise the activities affectively, door knocking and utilising partners for referrals i.e. Community Connections, Doctors surgeries and other community organisations.

6. How will you ensure sustainability of your work once the project funding ends?

Throughout the project we will take user-led approach, many of the participants would have gained new skills and through allowing them the opportunities be undertake different roles i.e. delivering a session, supporting their peers, planning, they will be able to gain the confidence to able to run sessions on their own when the project comes to an end.

We will also recruit volunteers to support the delivery of the project beyond the funded period.

SECTION C: Project Costs

How much will the project cost? If you are unable to provide precise information please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same.

Expenditure (the costs of delivering the project)	
Mosaic Tutor @ £21 per hour x 4 hours per session x 28 weeks.	2,352
Cookery/Growing Tutor @ £21 x 2.5 hours per session x 48 weeks	2,520
Crafts Tutor @ £21 per hour x 2 hours per session x 48 weeks.	2,016
Ingredients for cooking workshops @ £20 per session x 48 sessions	960
Resources and materials for mosaic workshops	800
Resources and materials for upcycling embroidery workshops	412
Printing and publicity materials	200
Refreshments for participants i.e. teas/coffees and biscuits	240
Minibus coach trip to the beach during the summer	1,000
Management and admin charged at a flat rate of £500	500
Total Project Expenditure	£11,000

Income (where the money is coming from)		
Neighbourhood Fund requirement		£11,000
Other Council funding (please specify)		
Crowdfunding		
Other Funding		
In Kind Funding. Room Hire @ £40 per hour x 3 hours per week x 48 weeks = £5,760 Confirmed		5,760
Other funding (please specify)	Applied for	Confirmed
Total Project Income		£16,760

SECTION D: Terms & Conditions

By completing and signing this application form you will be accepting your project will be subject to the following terms and conditions:

1. The grant will only be spent on the purpose detailed in the application unless otherwise

agreed in advance by the Council in writing.

2. On confirmation of the award you will receive an email confirming the final award amount, notification if supplementary documents are required and a bank form for immediate completion. Payment will only be made once this and any required supplementary documents are returned.
3. In exceptional circumstances, the grant can be withdrawn or withheld at the Council's discretion.
4. Any part of the grant that is not required for the purpose approved must be refunded to the Council.
5. Repayment of the grant can be required at the sole discretion of the Council if:
 - The Council finds that any false information has been supplied to the Council;
 - the work undertaken is not the work for which the grant was approved (if the Council has not been informed of, and approved, these changes in accordance with point 1);
 - the grant has not been spent within one year unless otherwise agreed by the Council;
 - your organisation becomes insolvent or goes into administration, receivership or liquidation, and the grant has not already been spent on its intended purpose, or;
 - there is any other breach of any of the conditions in this form.
6. The grant is made on a 'one-off' basis and does not carry any commitment to future funding of the project.
7. The grant cannot be made as "match" funding against any other Lewisham Council funded initiatives.
8. The project shall be required to return completed monitoring forms and a financial breakdown of how the grant was used mid-year and at the end date of the project. Failure to do so will render the project ineligible for future grants. A template monitoring form will be forwarded to successful applications as part of the confirmation process.
9. One representative from the project partnership to attend quarterly neighbourhood development partnership meetings.
10. The grant shall be specifically acknowledged within your annual accounts for the year in which it was received.
11. The grant and Lewisham Council will be acknowledged in all printed materials that the organisation produces about your project, and acknowledged appropriately elsewhere.
12. The Council / CCG may use your name in any publicity material.
13. The Project shall comply with any legal obligations that may be relevant in order to carry out the scheme, such as planning, licensing, employment, health and safety, insurance and equal opportunities legislation.
14. Receiving a grant from Lewisham Council does not constitute the grant of planning permission, or any other permission, and in no way prejudices future decisions of Lewisham Council or the Local Planning Authority. You must obtain all relevant permissions.
15. Lewisham Council reserves the right to share the information you have provided with relevant parties (e.g. Charity Commission) where appropriate.
16. Any Value Added Tax (VAT) payable by your organisation is your responsibility and Lewisham Council shall not be obliged to pay any additional amount.
17. Lewisham Council requires all organisations signing for an award to hold the following documentation. By signing this form you hold the relevant documents for the project the Council are pledging against, and your organisation agrees to provide these to Lewisham Council if it is deemed necessary.

Required documents:

- Organisation's constitution or governing document.
- Equalities and Diversity policy and procedures.
- Public liability insurance.

Project specific documents:

- Health & safety policy.

- Volunteers' policy.
- Child protection and vulnerable adults safeguarding policy.
- Statement evidencing that all staff & practitioners are DBS checked to the required standards for the project being undertaken.
- Risk Assessment.

DECLARATION

*I the undersigned confirm the information given in this application is correct. The organisation is neither established for profit nor is conducted for profit. We will inform the relevant officer of Lewisham Council of any changes in the organisation's contact details or circumstances that would affect this application or the use of any grant relating to it. **This declaration can be typed and sent in electronically***

Signed: B.Cummings
on behalf of the organisation

Name in block capitals: BRADLEY CUMMINGS

Position in the Organisation: DIRECTOR, THE SOMERVILLE

Date: 30th October 2019

IMPORTANT INFORMATION FOR APPLICANTS

The deadline for submitting this form is midnight on Thursday 31st October 2019.

The total funding available is £22,500 Page 19

Funding awarded is subject to formal approval by the Executive Director for Community Services or Mayor and Cabinet depending on the value of the award.

Funded organisations must ensure that:

1. A bank account is in operation into which payment can be made, please note we will not pay into individual bank accounts.
2. All legal and insurance liabilities associated with the project are fulfilled.
3. Appropriate safeguarding measures are implemented such as DBS checks.
4. All projects are completed by 31st March 2021
5. A completed monitoring form with appropriate information is provided at the end of the project. Failure to provide this will result in the organisation being ineligible for future funding.
6. All financial evidence, including receipts, is kept for at least two years after submission of monitoring information.

Please return your completed application form to:

Contact: Local Assembly Team
Email: NCDP@lewisham.gov.uk

Address: Cultural & Community Development Service, 3rd floor Laurence House,
1 Catford Road, SE6 4RU

Tel: 020 8314 7858

If you have any questions about the above requirements or anything else related to this application form please contact the Local Assembly Team (contact details above)

For Completion by Officer upon successful application

Documentation	Required Yes / No	Comments
Constitution / Terms of Reference		
Public Liability Insurance		
Health & Safety Policy		
Equal Opportunities Policy		
Risks Assessments		
Evidence of DBS Checks		

Neighbourhood Community Development Partnerships- Application for Funding 2019-20



Amount of funding requested:

£10,006

Which **neighbourhood** is this project for:

2

Project title:

Living Well in and around Lee Green

Please read Section D and the important information at the back of before submission

SECTION A: Lead organisation

Organisation	Lee Green Lives
Lead Contact	Roz Hardie
Telephone	020 7998 1004
Address incl Post Code	Lee Green Community Centre 3 Leegate London SE12 8SS
Email address	development@lgl.org.uk

Partner Organisations	Lee Fair Share, Blue Ribbon and Lewisham Artworks
Lead Contacts	Lorraine Spenceley < leefairshare@hotmail.com > – Lee Fairshare Trevor Pybus - Trevor.pybus@blueribbonfoundation.org.uk Laura X Carlé 07789362068 www.lauraxcarle.com
Telephone	020 7998 1004
Address incl Post Code	c/o Lee Green Lives
Email address	See above

SECTION B: The Project

Which local health and wellbeing priorities does your application address – please see guidelines for additional information on each priority

Addressing social isolation and men's health inequalities	

1. Describe the project:

- **What are the aims and objectives?**
- **What activities will be delivered?**
- **How will you measure the success of your project?**

Living Well in and around Lee Green **aims** to support people to reduce social isolation and stay well in Lee Green and adjacent wards. It is based on the principles of the national *Five Ways to Wellbeing*.¹

- Connect
- Be Active
- Take Notice
- Keep Learning
- Give

Our **objectives** are:

- To reduce social isolation, particularly faced by socially excluded communities
- To encourage people to live well through healthy exercises and walking
- To provide well-being opportunities through creativity
- To target the social isolation faced by men in the area

Delivery

Led by Lee Green Lives, the project will be delivered through a consortium of local groups which will offer a holistic package of activities for people in Lee Green and adjacent wards to enable people to stay well and mitigate stress, depression and ill-health linked to being physically inactive. This will complement the advocacy and support services that we provide, supporting people to move on from challenging situations and stay well through promoting opportunities to socialise, be creative, exercise and access to local green spaces.

Specifically, the activities will include:

A. Keeping Healthy, Well and Connected - led by Lee Fair Share

One day a week for 48 weeks – blended sessions of:

- A weekly 'Keeping Healthy, Well and connected afternoon tabled based discussion group, led by a skilled facilitator to enable people to share conversation and light refreshments – 7-10 beneficiaries per week;
- A weekly walking group, targeted at participants in the above group, to encourage healthy exercise, walking to local green spaces –5 beneficiaries per week;
- A weekly chair-based exercise group, targeted at older and disabled participants in the above activities but open to other sign-ups –5 beneficiaries per week;

- Occasional gardening sessions as an alternative to walking in the local community green spaces

B. Healthy exercise for seniors led by Lee Green Lives

One day a week for 46 weeks – sessions led by Lee Green Lives

Two weekly healthy exercise sessions, targeted at older people in the local communities with emphasis on black and minority ethnic (BAME) communities

15 beneficiaries per week

C. Get Crafty in Lee Green – led by Lee Green Lives/ tutor via Arthouse

One day a week for 46 weeks – sessions led by Lewisham Arthouse/ Making Works

Crafts for wellbeing sessions, supporting older people and those with physical and learning disabilities to keep well by engaging in art

10 beneficiaries per week

D. Men's Group led by Blue Ribbon

One day a week for 46 weeks – scoping and delivery of a Area 2 Men's Group – led by Blue Ribbon

5 beneficiaries per week

E. Community Giving in Lee Green – Led by Lee Green Lives

To provide volunteering / timebanking opportunities for at least 10 people during the project's duration. Across all activities there will be a connection where participants are encouraged to give e.g. through men's group undertaking community support activities, through craft work being displayed locally and skills being shared between participants

Success criteria and evaluation

We will evaluate the project against the beneficiary numbers detailed above (outputs) and against the following outcome-based questions via a survey for all participants and volunteers:

Once to ten scale (0 = not at all, 10 = a great deal)

Since taking part in the project I feel more **connected** to my local community.

Taking part in Living Well in Lewisham has encouraged me to **be more active**

Take Notice – I have increased my knowledge of where to find other opportunities in Lee Green and the area around

Free text

Since taking part in the project I have **learned**

Taking part in the project has enabled me to **give back to the community** through

2. Who in the community is your project targeted at and how will you ensure that the project supports people across the neighbourhood? How many people do you estimate will directly benefit from accessing your project?

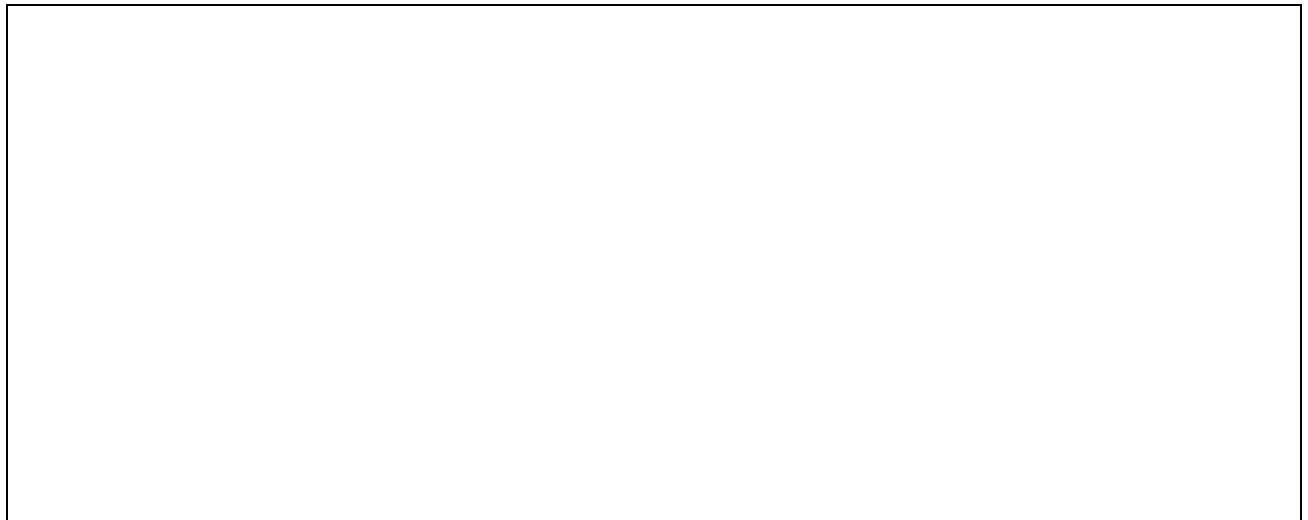
The project is targeted specifically at socially excluded groups in our community, including those living in the concentrated areas of social housing and temporary accommodation in Neighbourhood 2 with whom already work closely:

We have prioritised these groups as:

- Social isolation is nationally recognised as particularly acute for older people. According to Age UK, more than 2 million people in England over the age of 75 live alone, and more than a million older people say they go for over a month without speaking to a friend, neighbour or family member. This was backed up by our Lee Green survey in 2019 where 48% of 222 respondents said community facilities for older people should be a priority
- Health related issues linked to nutrition, access to exercise and diabetes risk are disproportionately high in some BAME Communities. In a recent study in the UK by age 80, twice as many British South Asian, Black African and African Caribbean men and women had developed diabetes compared with Europeans of the same ageⁱⁱ
- Men's health is a priority area for Area 2 and Community Connections as a whole because of the borough wide gaps analyses undertaken by Lewisham Connections show this as an urgent area for development. This is echoed by research from Lewisham Healthwatch where men surveyed identified *having a trusted person to speak to, a friend, or a support group as a need*ⁱⁱⁱ.
- Access to green space is associated with a range of better health outcomes and income-related inequality in health is less pronounced where people have access to green space.^{iv}
- Our recent Lee Green Survey showed 60% of respondents wanted community activities to support creativity, and 42% wanted local healthy exercise opportunities

We will ensure that it is targeted appropriately by:

- Monitoring our beneficiaries
- Using our existing well-established links with Clarion Housing's residents on the Leybridge and Newstead estates, working with Lewisham Homes and other local landlords to promote to their tenants
- Working closely with local community facilitators (Community Connections) to encourage referrals
- Using an outcomes star (or similar for clients with learning disabilities) to monitor the difference that participation in the projects makes



3. How will the project address local health and wellbeing priorities?

The project is intended to address local priorities, particularly through the reduction in social isolation and by keeping people physically active.

All activities are intended to meet at least one of the Five Ways to Wellbeing

Connect

The project will enable people to connect across local communities by providing structured opportunities for people to meet in an accessible community setting and through volunteering opportunities

Be Active

The gardening, healthy walks and exercise classes will encourage increased physical movement in line with the *Lewisham Whole System Obesity Action Plan*^v The local area has two relatively big parks.

Take Notice

The project will encourage participants to identify local activities more generally in the borough and become more engaged in local decision making e.g. it will run parallel to the work we are currently doing with Clarion to improve tenant participation

Keep Learning

The project will employ tutors to increase participants knowledge of exercise

Give

The project will encourage local giving particularly through regular volunteering/ time banking but also through encouraging participants to support broader initiatives where ad hoc volunteers are required such as helping with one-off community events.

4. Locations and times where the activities will take place:

Mondays – afternoons for Lee Fair Share element at Lee Green Lives Community Centre

Thursdays and Fridays for exercise sessions/ craft activities and men’s group – based on availability of facilitators – at Lee Green Lives Community Centre with walks going to local parks (including Manor House Gardens and Manor Park)

Throughout the year and across Lee Green – volunteering opportunities including in open spaces

5. Outline the key risks associated with the project and how you will minimise their impact. (If you are planning an outdoor event, for example, what would happen if it rained?): **Remember a risk assessment should be completed.**

Key risks

– the activities “fill up” with participants who are not our target demographic or who already have accessed significant opportunities in the borough.

We will mitigate this through working closely with community facilitators and encouraging GP referrals/ signposting

- Some of the client group have additional needs or can exhibit challenging behaviour We will mitigate this through ensuring at least one trained activity leader who is DBS checked per activity and a minimum of one other responsible adult supporting each activity.
- Some clients may present other issues or safeguarding concerns – we will deal with this on a case by case basis, following existing procedures, referring to other services

and/or other elements of the LGL offer e.g. Advocacy service, adult safeguarding referral.

6. How will you ensure sustainability of your work once the project funding ends?

Our interventions are based on an “Asset Based” approach, to encourage increasing self-motivation and independence from our participants rather than fostering an over-reliance on the local offer. We will evaluate the project and its components seeking funding from alternative sources where the biggest impact has been made and outstanding need is identified. During the end period of the delivery we will work with community facilitators to ensure participants are supported to alternative activities where appropriate.

SECTION C: Project Costs

How much will the project cost? If you are unable to provide precise information please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same.

Expenditure (the costs of delivering the project)	
See spreadsheet attached detailing breakdown	
Total Project Expenditure	£17335

Income (where the money is coming from)			
Neighbourhood Fund requirement	£10006		
Other Council funding (please specify) – main grant	1000		
Crowdfunding	0		
Other Funding – LGL unrestricted reserves from fundraising	1638		
Awards for All	4692		
In Kind Funding – Volunteer/ Timebanking hours calculated at London Living Wage – not counted in total cost	2490		
Other funding (please specify)	Applied for	Confirmed	
Total Project Income			£17335

SECTION D: Terms & Conditions

By completing and signing this application form you will be accepting your project will be subject to the following terms and conditions:

1. The grant will only be spent on the purpose detailed in the application unless otherwise agreed in advance by the Council in writing.
2. On confirmation of the award you will receive an email confirming the final award amount, notification if supplementary documents are required and a bank form for immediate completion. Payment will only be made once this and any required supplementary documents are returned.
3. In exceptional circumstances, the grant can be withdrawn or withheld at the Council's discretion.

4. Any part of the grant that is not required for the purpose approved must be refunded to the Council.
5. Repayment of the grant can be required at the sole discretion of the Council if:
 - The Council finds that any false information has been supplied to the Council;
 - the work undertaken is not the work for which the grant was approved (if the Council has not been informed of, and approved, these changes in accordance with point 1);
 - the grant has not been spent within one year unless otherwise agreed by the Council;
 - your organisation becomes insolvent or goes into administration, receivership or liquidation, and the grant has not already been spent on its intended purpose, or;
 - there is any other breach of any of the conditions in this form.
6. The grant is made on a 'one-off' basis and does not carry any commitment to future funding of the project.
7. The grant cannot be made as "match" funding against any other Lewisham Council funded initiatives.
8. The project shall be required to return completed monitoring forms and a financial breakdown of how the grant was used mid-year and at the end date of the project. Failure to do so will render the project ineligible for future grants. A template monitoring form will be forwarded to successful applications as part of the confirmation process.
9. One representative from the project partnership to attend quarterly neighbourhood development partnership meetings.
10. The grant shall be specifically acknowledged within your annual accounts for the year in which it was received.
11. The grant and Lewisham Council will be acknowledged in all printed materials that the organisation produces about your project, and acknowledged appropriately elsewhere.
12. The Council / CCG may use your name in any publicity material.
13. The Project shall comply with any legal obligations that may be relevant in order to carry out the scheme, such as planning, licensing, employment, health and safety, insurance and equal opportunities legislation.
14. Receiving a grant from Lewisham Council does not constitute the grant of planning permission, or any other permission, and in no way prejudices future decisions of Lewisham Council or the Local Planning Authority. You must obtain all relevant permissions.
15. Lewisham Council reserves the right to share the information you have provided with relevant parties (e.g. Charity Commission) where appropriate.
16. Any Value Added Tax (VAT) payable by your organisation is your responsibility and Lewisham Council shall not be obliged to pay any additional amount.
17. Lewisham Council requires all organisations signing for an award to hold the following documentation. By signing this form you hold the relevant documents for the project the Council are pledging against, and your organisation agrees to provide these to Lewisham Council if it is deemed necessary.

Required documents:

- Organisation's constitution or governing document.
- Equalities and Diversity policy and procedures.
- Public liability insurance.

Project specific documents:

- Health & safety policy.
- Volunteers' policy.
- Child protection and vulnerable adults safeguarding policy.
- Statement evidencing that all staff & practitioners are DBS checked to the required standards for the project being undertaken.
- Risk Assessment.

--

DECLARATION

*I the undersigned confirm the information given in this application is correct. The organisation is neither established for profit nor is conducted for profit. We will inform the relevant officer of Lewisham Council of any changes in the organisation's contact details or circumstances that would affect this application or the use of any grant relating to it. **This declaration can be typed and sent in electronically***

Signed: _____ Rosalind Hardie _____
on behalf of the organisation

Name in block capitals: _____ ROSALIND HARDIE _____

Position in the Organisation: _____ BUSINESS DEVELOPMENT OFFICER _____

Date: _____ 31/10/19 _____

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IMPORTANT INFORMATION FOR APPLICANTS

The deadline for submitting this form is midnight on Thursday 31st October 2019.

The total funding available is £22,500

Funding awarded is subject to formal approval by the Executive Director for Community Services or Mayor and Cabinet depending on the value of the award.

Funded organisations must ensure that:

1. A bank account is in operation into which payment can be made, please note we will not pay into individual bank accounts.
2. All legal and insurance liabilities associated with the project are fulfilled.
3. Appropriate safeguarding measures are implemented such as DBS checks.
4. All projects are completed by 31st March 2021
5. A completed monitoring form with appropriate information is provided at the end of the project. Failure to provide this will result in the organisation being ineligible for future funding.
6. All financial evidence, including receipts, is kept for at least two years after submission of monitoring information.

Please return your completed application form to:

Contact: Local Assembly Team
Email: NCDP@lewisham.gov.uk

Address: Cultural & Community Development Service, 3rd floor Laurence House,
1 Catford Road, SE6 4RU

Tel: 020 8314 7858

If you have any questions about the above requirements or anything else related to this application form please contact the Local Assembly Team (contact details above)

For Completion by Officer upon successful application

Documentation	Required Yes / No	Comments
Constitution / Terms of Reference		

Public Liability Insurance		
Health & Safety Policy		
Equal Opportunities Policy		
Risks Assessments		
Evidence of DBS Checks		

References

ⁱ The Five Ways to Wellbeing are a government-backed set of evidence-based public mental health messages aimed at improving the health and wellbeing of the whole population

<https://www.gov.uk/government/publications/five-ways-to-mental-wellbeing>

ⁱⁱ Public Health England

ⁱⁱⁱ Men Talk Health, Lewisham Healthwatch, July 2018 <https://www.healthwatchlewisham.co.uk/wp-content/uploads/2017/02/Men-Talk-Health.pdf>

^{iv} Local action on health inequalities: Improving access to green spaces – Public Health England https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/357411/Review8_Green_spaces_health_inequalities.pdf

^v *Lewisham Whole System Obesity Action Plan*

<http://councilmeetings.lewisham.gov.uk/documents/s44626/Item%208%20-%20Lewisham%20Whole%20System%20Approach%20to%20Obesity%2019%2007%2016.pdf>

Neighbourhood Community Development Partnerships~ Proposal Form



Amount of funding requested:

£700

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Which **neighbourhood** is this project for:

Neighbourhood 2 (Blackheath, Ladywell, Lewisham Central, Lee Green, Rushey Green)

Project title:

Manor Park Gardening Club

Please read Section D and the important information at the back of before submission

SECTION A: Your organisation

Organisation	Manor Park Friends
Contact person	Richard Sanderson
Telephone	02084630490
Address incl Post Code	30 Pascoe road, Hither Green, Lewisham, SE13 5JB
Email address	bagrec@gmail.com

If an organisation will be receiving the funds on your behalf please provide details below:

Delivery Organisation	
Contact person	
Telephone	
Address incl Post Code	
Email address	

SECTION B: The Project

Which priorities does your application address ~ please see guidelines for additional information on each priority Tick all that apply.

Befriending	
Men's physical and mental health	x
Transport	

1. What would you like to do with the funding? Please describe the project:

- **What are the aims and objectives?**
- **Describe the activities to be delivered**
- **How will the local health and wellbeing priorities be addressed?**

Max 500 words

We would like to start a gardening group for Manor Park. We would revitalise parts of the park which are underused, lacking plants and flowers, or have become overgrown or neglected.

Gardening has been [proven to improve physical health and mental wellbeing](#). Previously we have run tree and bulb planting days with many local residents participating, including several families.

Estimated cost breakdown (we will obtain 3 quotes for each but have included some indicative suppliers in the links which are all reputable and some of which we have used before. Prices can also be seen in the links). We have included this in this section to provide more detail:

- shade tolerant plants ([ferns](#), [aquilegia](#), [hydrangea](#) etc.) For entire length of wall (about 30m in length). Plus wire supports for wall. £250

- ornamental plants for planter and currently weeded area ([perennial geraniums](#), [rosemary](#), shrubs - species to be decided). £200

- tools (we have use of some tools that Glendale kindly lend to us but would like to diversify what we have ([secateurs](#) x3, [gardening gloves](#) x10, [loppers](#) x 1). £100

- [mulch bark](#) to keep away weeds and retain moisture across all of these areas. £150

Total £700

2. Who in the community is your project targeted at and how will you ensure that the project supports people across the neighbourhood?

How many people do you estimate will directly benefit from accessing your project?

Everyone will be welcome to join the group - we will openly advertise on social media to local residents but will also reach out to less digitally inclined locals with posters and leaflets. For past communal planting events we have had around 20 participants each time. All park users will also benefit from the improvements to the park that the gardening will bring.

3. How will the project address the local health and wellbeing outcomes?

(Appendix A)

The group will undertake a range of tasks, including digging, clearing weeds, mulching and planting. We will match tasks appropriately to level of physical ability. The group will convene for several hours at a time.

Light exercise such as gardening is an easy way to do exercise and an easy entry point into a more active life.

Physical exercise and spending time in green spaces both separately benefit mental and physical health, but it has been shown that doing [the two together amplifies these benefits](#).

4. When will the activity take place:

Start Date:

(Please note it can take up to 12 weeks after the decision on funding to be confirmed for you to be paid).

Spring 2019

End Date:

(Please note that the project must be completed by the end of December 2019)

Autumn 2019

5. Locations where the activities will take place:

In Manor Park, Lewisham. There are three areas of the park where we wish to focus efforts:

1. A large shaded wall and plant border next to the cafe on the east side of the park. It is currently has no plants in it so we would choose shade tolerant cover plants and climbers.
2. A planter on the North west entrance to the park. We wish to tidy up the planter and fill the centre with flowers.
3. The eastern entrance to the park, which has become overgrown in places. We wish to weed this and replace with perennial flowers and shrubs.

6. How will you work with others to deliver the project? (For example will your project involve other community groups, local residents, Community Connections, GCDA, Council officers or any other partners? Use this space to tell us how they will be involved during the different phases of the project):

We will involve local residents and existing groups, including Goodgym Lewisham and The Conservation Volunteers (TCV) in the gardening group.

We will also work closely with Glendale, who manage the park, to ensure work we carry out is appropriate. They have already confirmed that they are happy for us to work in the areas listed above.

7. Outline the key risks associated with the project and how you will minimise their impact. (If you are planning an outdoor event, for example, what would happen if it rained?): **Remember a risk assessment should be completed.**

There is low risk of injury from gardening activities. We do not have any plans that involve heavy lifting or moving of large objects. We will ensure gardeners use appropriate tools for the job and wear gardening gloves. We will also match tasks to physical ability. We also include a risk assessment with our application.

8. How will you ensure sustainability of your work once the project funding ends?

The group will be responsible for ongoing maintenance of any newly planted areas, including weeding and watering if necessary. Manor Park Friends have successfully maintained a small community orchard that we planted in the spring, by watering it regularly throughout the drought this summer.

We will seek additional funds in the future as necessary for the maintenance and further improvement of these areas and for the group as a whole.

SECTION C: Project Costs

How much will the project cost? *If you are unable to provide precise information please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same.*

Expenditure (the costs of delivering the project)		
Please see above for details		
Plants for all areas		450
Tools		100
Bark Mulch		150
Total Project Expenditure		£700

Income (where the money is coming from)			
Neighbourhood Fund requirement			£700
Other Council funding (please specify)			
Crowdfunding			
Other Funding			
In Kind Funding			
Other funding (please specify)	Applied for	Confirmed	
Total Project Income			£700

SECTION D: Terms & Conditions

By completing and signing this application form you will be accepting your project will be subject to the following terms and conditions:

1. The grant will only be spent on the purpose detailed in the application unless otherwise agreed in advance by the Council in writing.
2. On confirmation of the award you will receive an email confirming the final award amount, notification if supplementary documents are required and a bank form for immediate completion. Payment will only be made once this and any required supplementary documents are returned.
3. In exceptional circumstances, the grant can be withdrawn or withheld at the Council's discretion.
4. Any part of the grant that is not required for the purpose approved must be refunded to the Council.
5. Repayment of the grant can be required at the sole discretion of the Council if:
 - The Council finds that any false information has been supplied to the Council;
 - the work undertaken is not the work for which the grant was approved (if the Council has not been informed of, and approved, these changes in accordance with point 1);
 - the grant has not been spent within one year unless otherwise agreed by the Council;
 - your organisation becomes insolvent or goes into administration, receivership or liquidation, and the grant has not already been spent on its intended purpose, or;
 - there is any other breach of any of the conditions in this form.
6. The grant is made on a 'one-off' basis and does not carry any commitment to future funding of the project.
7. The grant cannot be made as "match" funding against any other Lewisham Council funded initiatives.
8. The project shall be required to return a completed monitoring form and financial breakdown of how the grant was used at the end date of the project. Failure to do so will render the project ineligible for future grants. A template monitoring form will be forwarded to successful applications as part of the confirmation process.
9. The project agrees to attend quarterly neighbourhood development partnership meetings to report back on the success of the project.
10. The grant shall be specifically acknowledged within your annual accounts for the year in which it was received.
11. The grant and Lewisham Council will be acknowledged in all printed materials that the organisation produces about your project, and acknowledged appropriately elsewhere.
12. The Council / CCG may use your name in any publicity material.
13. The Project shall comply with any legal obligations that may be relevant in order to carry out the scheme, such as planning, licensing, employment, health and safety, insurance and equal opportunities legislation.
14. Receiving a grant from Lewisham Council does not constitute the grant of planning permission, or any other permission, and in no way prejudices future decisions of Lewisham Council or the Local Planning Authority. You must obtain all relevant permissions.
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Required documents:

- Organisation's constitution or governing document.
- Equalities and Diversity policy and procedures.
- Public liability insurance.

Project specific documents:

- Health & safety policy.
- Volunteers' policy.
- Child protection and vulnerable adults safeguarding policy.
- Statement evidencing that all staff & practitioners are DBS checked to the required standards for the project being undertaken.
- Risk Assessment.

DECLARATION

*I the undersigned confirm the information given in this application is correct. The organisation is neither established for profit nor is conducted for profit. We will inform the relevant officer of Lewisham Council of any changes in the organisation's contact details or circumstances that would affect this application or the use of any grant relating to it. **This declaration can be typed and sent in electronically***

Signed: Richard Sanderson _____
on behalf of the organisation

Name in block capitals: RICHARD SANDERSON _____

Position in the Organisation: Chair _____

Date: 9 December 2019 _____

IMPORTANT INFORMATION FOR APPLICANTS

The **deadline** for submitting this form is **Monday 10th September at 12.00 noon**

Electronic applications sent as a Word Document are preferred; however we will accept handwritten proposals. Please DO NOT submit this application as a PDF.

Funding awarded by the Public Health is subject to formal approval by the Executive Director for Community Services or Mayor and Cabinet depending on the value of the award.

Where the value of the project is over £5,000, payment will be made in two instalments: one initial payment followed by a second final payment on completion of the project and the return of satisfactory monitoring information.

Funded organisations must ensure that:

1. A bank account is in operation into which payment can be made, please note we will not pay into individual bank accounts.
2. All legal and insurance liabilities associated with the project are fulfilled.
3. Appropriate safeguarding measures are implemented such as DBS checks.
4. All projects are completed in 2020.
5. A completed monitoring form with appropriate information is provided at the end of the project. Failure to provide this will result in the organisation being ineligible for future Public Health funding.
6. All financial evidence, including receipts, is kept for at least two years after submission of monitoring information.

If you have any concerns or questions about the above requirements or anything else related to this application form please contact your Development Officer:

Email: NCDP@lewisham.gov.uk

Tel: **020 8314 6036**

Address: **Cultural & Community Development Service, 2nd floor Laurence House, 1 Catford Road, SE6 9SE**

For Completion by Officer upon successful application

Documentation	Required Yes / No	Comments
Constitution / Terms of Reference		
Public Liability Insurance		
Health & Safety Policy		
Equal Opportunities Policy		
Risks Assessments		
Evidence of DBS Checks		

Neighbourhood Community Development Partnerships- Application for Funding 2019-20



Amount of funding requested:

£11,500

Which neighbourhood is this project for:

Neighbourhood three

Project title: "Come Fly with Me" Holidays at Home

Please read Section D and the important information at the back of before submission

SECTION A: Lead organisation

Organisation	Diamond Club
Lead Contact	Lesley Allen
Telephone	07729785843
Address incl Post Code	Hartley Hall, Culverly Rd, Catford, SE62LD
Email address	lesleyaallen@btopenworld.com

Partner Organisations	St Andrews Church Brownhill Baptist Salvation Army St Laurences Church
Lead Contacts	Fr Lindsay Mckenna Pastor Armend Qehaja Michael Eden Fr Charles Pickstone
Telephone	fatherlindsay@gmail.com armendgjakova@yahoo.com Michael.Eden@salvation army.org.uk St.laurence@btconnect.com

SECTION B: The Project

Which local health and wellbeing priorities does your application address – please see guidelines for additional information on each priority

Social Inclusion	

1. Describe the project:

- What are the aims and objectives?
- What activities will be delivered?
- How will you measure the success of your project?

A large partnership project co-designing and co-delivering a co-ordinated programme of activities for older people and their carers and families which will address some holiday poverty issues, reduce isolation and bring people together building local resilience.

Objectives

1. *To expand the provision of holiday at home sessions which have proved successful to work with more partnership organisations and therefore increase the number of people from the community benefitting from the project. Catford South alone had 2338 people aged over 60 (census 2011) with just one club one day a week so there is a great need which the partnership will contribute to addressing.*
2. *To address isolation, promote health and particularly mental wellbeing, address holiday poverty for families and support those living with Dementia.*
3. *To provide a co-ordinated programme of accessible activities for people to connect create friendships and establish relationships. Activities will be based around festivals and celebrations and the activities themed. Each session will have similar elements such as hospitality exercise, mental stimulation and information sharing.*
4. *To encourage intergenerational volunteering opportunities and give volunteers an opportunity to develop skills and address their own wellbeing needs. There will be training around Safeguarding and Dementia awareness.*
5. *To involve local residents in the delivery of the events making use of local talents and skills.*
6. *To provide support days for families, particularly in the summer months, as well as addressing some hard to reach groups such as men by provide activities which will connect and engage with them.*
7. *To extend local capacity, and co-ordinate joint working with other local faith and community groups to be involved in providing activities and to encourage and make it easier for older residents from different parts of Catford South to access activities and services around health promotion and improving mental wellbeing, reducing isolation and encouraging community cohesion.*

Activities

The project will deliver events throughout the year which will work out 6 summer events for older people, 4 events for families and 6 more events throughout the year across the differing faith organisations.

- *12 full days of summer event activities for older people will be delivered across all the partnership organisations based on the theme of flying to different countries. A holiday experience will be provided at each event including virtual airline e.g. sunshine airlines, with the volunteers being airline crew, flight attendees. Each event will provide the experience of a different country and culture, with the entertainment and food themed around the country.*
- *In preparation for the holiday experiences, there will be a number of workshops throughout the year with everyone engaged in art and craft, making accessories, costumes and props, as well as rehearsing entertainment possibilities.*
- *In addition, family support fun days will be delivered allowing up to 100 people to access similar themed events including having a day at the park.*

Success

- *Success will be measured by post event surveys to find out how participants felt about the event, post code will show where people have come from and equalities info to demonstrate the events are accessible and appropriate for a diverse population and men engaged.*
- *Register showing the number of people who attended each day.*
- *Photographs and videos of the events in action to support data above and provide a sense of each*

2. Who in the community is your project targeted at and how will you ensure that the project supports people across the neighbourhood? How many people do you estimate will directly benefit from accessing your project?

The project is targeted at:

6 local church leaders and their teams 4 in neighbourhood 3 and 2 on the border will provide venues, and create events for 100 people most coming from the neighbourhood three area to attend each. All six faith leaders have been part of preliminary discussions, are in support of delivering the programme and have expressed a keen desire to work together.

Older people who will be our main target audience for the 12 days and will include people living in care homes, those living with Dementia.

Families struggling with isolation and holiday poverty will be targeted for the 4 family support fun days through the different faith organisations.

As there will be a key element of addressing mental health and wellbeing then the project will be keen to recruit volunteers from the community and those looking to improve well being and they will work with TTT a mental health drop in support group to assist deliver some elements to the programme of events.

Those living with Dementia will be targeted as all the 16 events will be Dementia friendly with a Dementia Champion being at each of the events.

Supporting people across the neighbourhood

The project will aim to engage with people in need of personal support, a service or information stall will be at each of these events and signpost then to weekly regular health promotional opportunities such as Yoga, Dance classes, Diamond club, Fellowship, Dementia and Reminiscence cafes in the local vicinity and other services via community connections and other services who attend.

The project will promote the events and help to target audience through posters, articles in newsletters including the positive ageing council and pensioners forum and through social media and through community connections libraries, shop windows, Table Talk and local assemblies, community centres as well as each church leaders' congregations and the best of all word of mouth through personal networks which evaluation shows is the most effective method.

Post codes will be checked when reviewing evaluations at the end of each event to identify gaps and where additional targeted marketing can be undertaken.

3. How will the project address local health and wellbeing priorities?

The project will help reduce isolation and loneliness by connecting people during events and activities throughout the year. We know through studies that acute isolation and loneliness can impact gravely on people's health with a direct link to depression and can be a cause of hospitalisation and death.

Also, those living with Dementia and their carers will benefit as all the events will be Dementia friendly with a two Dementia Champions being part of the project.

Each event will have elements of exercise through either dancing, Tai Chi or Zumba again helping address balance and strength.

The creative element of the project delivering workshops in prop and costume making and preparing the entertainment through singing dancing and acting in preparation for the events will all have a positive impact on people's mental wellbeing.

The participation in the recent creative ageing festival evaluation showed an improvement in mood and confidence through the arts.

Those attending previous events have described feeling joyous and happy. Some carers from a local care home who brought five clients said it was lovely bringing people into their community and mixing with others outside of the home they described clients returning to the home with a spring in their step.

A gentleman who was recently widowed and whose daughter was concerned about his withdrawal and lack of interest was overjoyed to see her father laughing and chatting to others at a recent event. She said "it has given me hope for Dads future"

The events will deliver other benefits by having representatives from community organisations there to give advice take referrals and sign post attendees to areas of support, these will include community connections, table talk, Carers Lewisham, Mindshare, Time Bank and Energy champions there to help address fuel poverty. Two volunteers are already identified are in the process of undergoing training.

There will be a specific event planned to address the needs of men bearing in mind they are often a harder to reach group based on a men's shed experience which will include walking football, and men's mental health workshops, dominoes and playing Chess.

The family support days will assist those who struggle with holiday poverty and find it hard to provide stimulating activities for their children that they can afford. The family days supported by youth leaders from the faith organisations and teaching assistants and sure start workers will help deliver fun filled activities and parents can benefit from some arts and crafts, pampering sessions, as well as Yoga or Tai chi and a massage to address their wellbeing needs.

A healthy lunch will be served in conjunction with a nutritionist who is willing to run healthy eating workshops at the family days for children and parents which will look at good food and mood and cooking on a budget all of which will address local health and wellbeing priorities.

4. Locations and times where the activities will take place:

The project will be located at different faith-based settings across Neighbourhood three and nearby including:

- Holy Cross church, Sangley Rd, Catford, SE6-2LD,
- St, Andrews Anglican church, Sandhurst Rd, SE6-1XD,
- Brownhill Rd Baptist church, 292 Brownhill rd. Catford, SE6 1AU
- Hither Green Methodist Church, Catford, SE6 1RQ
- St Laurence Anglican church, 37 Bromley Rd, Catford, SE6 2TS
- The Salvation Army, 23-25 Brownhill Rd, Catford, SE6 2HE
- Catford Synagogue, 6 Crantock rd, SE62QT (Yet to confirm)

At least 12 days for older adults and four family days will take place over the course of the year and spaced giving attendees an opportunity to attend an event fairly regularly and usually monthly. The majority of days, 6 in total, will be concentrated in the summer school holidays a time which can be quite lonely for people as often clubs and activities close down. The events will be held between 11am and 3pm.

The project will culminate in a finale day at the largest of the venues.

5. Outline the key risks associated with the project and how you will minimise their impact. (If you are planning an outdoor event, for example, what would happen if it rained?): **Remember a risk assessment should be completed.**

- One of the risks is having too many people wanting to attend the venues which have limited capacity although people will be asked to register first. The larger venues such as St Andrews and St Laurence's will be used for the summer activities as it has capacity for over 100 people.
- Due to older people attending with mobility issues, Dementia, and sensory impairments means all venues must be fully accessible with their own robust first aid procedure, Defib in situ with first aiders being knowledgeable in CPR. At least two first aiders will be in attendance. All volunteers will receive a Dementia Awareness session.
- Attendees not being able to come due to transport issues, VSL transport and Lewisham Community transport will be asked to assist with the project ensuring those who cannot use public transport can still attend.
- Each venue will have its own furniture etc so each venue will be assessed individually and have a risk assessment and include appropriate chairs, tables and kitchen requirements. All have been visited and appear appropriate for use.
- The number of volunteers will be sufficient for the session and no less than 10 per event. To date there are 35 volunteers who are identified as wishing to assist.
- Those leading will all be DBS checked and safeguarding of vulnerable adults and children will be adhered to. For the family support days all children will be accompanied by an adult. The Coordinator will ensure all health and safety policies for each venue are available and read and understood and although each venue has their own public liability insurance the Coordinator also has their own.

6. How will you ensure sustainability of your work once the project funding ends?

The project has opportunities to develop with more organisations working in partnership, this is what has been happening to date with originally one organisation delivering Holiday at Home type activities then three working together and now 6 wanting to work together substantially extending the offer for older people on more days and more locations. This work is already extending the number of activities they offer and can be built on individually by each church.

The model fits well with Social prescribing providing non-clinical options which has more impact on well-being than medication and if adopted by commissioners could be seen as value for money keeping people connected to their communities reducing isolation and loneliness and providing health opportunities.

Each church organisation recognises the need to support the local authority in the delivery of social activities and health initiatives to enhance the lives of the local residents especially in a time of cut backs and money saving requirements.

The opportunity to develop volunteering and intergenerational work is far reaching and can be used for many other events outside of this project especially in relation to connecting with our young people from the churches who we will be working with and the connecting schools especially in school holidays and Saturdays when these events will be delivered.

The role of volunteering is key in sustaining the longevity of this project. Much of the emphasis will be on developing their role and maximising their skills and time and recognising their value.

Other funding opportunities will be sought through housing associations assembly and social prescribing opportunities as well as funds for health and wellbeing.

Evaluation report will be produced and given to the new local Primary Care Networks with a view that they will consider the work when commissioning services to meet local need as part of their prevention and maintaining wellbeing priorities for the local population as a socially prescribed service.

SECTION C: Project Costs

How much will the project cost? If you are unable to provide precise information please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same.

Expenditure (the costs of delivering the project)	
Venue hire £100x16 sessions	£1,600
Coordination Cost £100x16 sessions	£1,600
Hospitality and refreshments £150x16 sessions	£2,400
Entertainment and exercise £200x 16 sessions	£3,200
Delivery of prep workshops and hall hire £70x10 sessions	£700
Publicity, banners and fliers	£400
Resources and decorations	£600
Evaluation and Admin	£400
Community transport £50x12 sessions	£600
In Kind volunteering of adults	£39,168
In Kind volunteering of young people	£1,828.80
Total Project Expenditure	£52,497

Income (where the money is coming from)		
Neighbourhood Fund requirement		£11,500
Other Council funding (please specify)		
Crowdfunding		
Other Funding		
In Kind Funding Adult volunteering 30 volunteers x 8 hours @ London living wage of £10.20 per hour x16 sessions		£39,168
In Kind funding- Young persons volunteering 6 volunteers x5 hours @ national living wage of £3.81 per hour x 16 sessions		£1,828.80
Other funding (please specify)	Applied for	Confirmed
Total Project Income		£52,497

SECTION D: Terms & Conditions

By completing and signing this application form you will be accepting your project will be subject to the following terms and conditions:

1. The grant will only be spent on the purpose detailed in the application unless otherwise agreed in advance by the Council in writing.
2. On confirmation of the award you will receive an email confirming the final award amount, notification if supplementary documents are required and a bank form for immediate completion. Payment will only be made once this and any required supplementary documents are returned.
3. In exceptional circumstances, the grant can be withdrawn or withheld at the Council's discretion.
4. Any part of the grant that is not required for the purpose approved must be refunded to the Council.
5. Repayment of the grant can be required at the sole discretion of the Council if:
 - The Council finds that any false information has been supplied to the Council;
 - the work undertaken is not the work for which the grant was approved (if the Council has not been informed of, and approved, these changes in accordance with point 1);
 - the grant has not been spent within one year unless otherwise agreed by the Council;
 - your organisation becomes insolvent or goes into administration, receivership or liquidation, and the grant has not already been spent on its intended purpose, or;
 - there is any other breach of any of the conditions in this form.
6. The grant is made on a 'one-off' basis and does not carry any commitment to future funding of the project.
7. The grant cannot be made as "match" funding against any other Lewisham Council funded initiatives.
8. The project shall be required to return completed monitoring forms and a financial breakdown of how the grant was used mid-year and at the end date of the project. Failure to do so will render the project ineligible for future grants. A template monitoring form will be forwarded to successful applications as part of the confirmation process.
9. One representative from the project partnership to attend quarterly neighbourhood development partnership meetings.
10. The grant shall be specifically acknowledged within your annual accounts for the year in which it was received.
11. The grant and Lewisham Council will be acknowledged in all printed materials that the organisation produces about your project, and acknowledged appropriately elsewhere.
12. The Council / CCG may use your name in any publicity material.
13. The Project shall comply with any legal obligations that may be relevant in order to carry out the scheme, such as planning, licensing, employment, health and safety, insurance and equal opportunities legislation.
14. Receiving a grant from Lewisham Council does not constitute the grant of planning permission, or any other permission, and in no way prejudices future decisions of Lewisham Council or the Local Planning Authority. You must obtain all relevant permissions.
15. Lewisham Council reserves the right to share the information you have provided with relevant parties (e.g. Charity Commission) where appropriate.
16. Any Value Added Tax (VAT) payable by your organisation is your responsibility and Lewisham Council shall not be obliged to pay any additional amount.
17. Lewisham Council requires all organisations signing for an award to hold the following documentation. By signing this form you hold the relevant documents for the project the Council are pledging against, and your organisation agrees to provide these to Lewisham Council if it is deemed necessary.

- Organisation's constitution or governing document.
- Equalities and Diversity policy and procedures.
- Public liability insurance.

Project specific documents:

- Health & safety policy.
- Volunteers' policy.
- Child protection and vulnerable adults safeguarding policy.
- Statement evidencing that all staff & practitioners are DBS checked to the required standards for the project being undertaken.
- Risk Assessment.

DECLARATION

*I the undersigned confirm the information given in this application is correct. The organisation is neither established for profit nor is conducted for profit. We will inform the relevant officer of Lewisham Council of any changes in the organisation's contact details or circumstances that would affect this application or the use of any grant relating to it. **This declaration can be typed and sent in electronically***

Signed:
on behalf of the organisation

Lesley a allen

Name in block capitals:

LESLEY ALLEN

Position in the Organisation:

DIAMOND CLUB COORDINATOR

Date:

28/10/19

Agenda Item 3

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

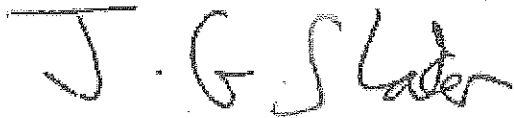
Date of Meeting	25/03/20
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Title of Report	Single Equality Framework 2020-24
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Originator of Report	Paul Aladenika	Ext.	47148
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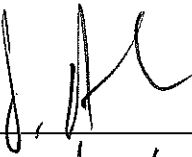
At the time of submission for the Agenda, I confirm that the report has:

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



Signed: _____ Executive Member

Date: 17/0320

Signed:  Director/Head of Service

Date 17/3/2020

Control Record by Committee Support

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



Mayoral Meeting

Single Equality Framework 2020-24

Date: 25 March 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Interim Chief Finance Officer

Executive Director for Community Services

Director of Corporate Policy and Governance

Outline and recommendations

The purpose of this report is to present the Council's draft equality objectives and assurance process, which are set within the Single Equality Framework 2020-24. In particular the report:

- Presents the draft equality objectives for the next four years (a requirement of the Equality Act 2010 [Specific Duties] 2011); and
- Presents the draft assurance framework within which the draft equality objectives sit.

The Mayor is invited to:

- Note and approve the draft equality objectives set out in paragraph 14 and in the attached Appendix; and
- Note and approve the draft assurance framework, which is attached to this report as a supplementary Appendix.

Timeline of engagement and decision-making

November 2019 – January 2020 – engagement activity with voluntary and community stakeholders.

March 2020 – presentation of draft Single Equality Framework at Safer Stronger Communities Select Committee.

Summary

1. This report presents the draft equality objectives and assurance process underpinning the the Single Equality Framework 2020-24. The Single Equality Framework replaces the Comprehensive Equalities Scheme 2016-20, which comes to the end of its life in March 2020.

Recommendations

2. The Mayor is recommended to:
 - i) Note and approve the draft equality objectives set out in paragraph 14 and in the attached Appendix; and
 - ii) Note and approve the draft assurance framework, which is attached to this report as a supplementary Appendix.

Policy context

3. Promoting equality, by tackling inequality, sits at the heart of the Council's public welfare role. The performance of this role is framed within the Council's Corporate Strategy 2018-22 and given specific expression through the seven Corporate Strategy priorities as follows:
 - 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 and defending: health, social care and support - ensuring everyone receives the health, mental health, social care and support services they need.

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- 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. The Single Equality Framework 2020-24 contributes to the Corporate Strategy by helping the Council to better understand the equality implications of the various decisions that it makes in delivering on corporate priorities and meeting Corporate Strategy commitments.

Background

5. The Equality Act (Specific Duties) 2011 require public bodies to set and publish one or more equality objectives on a four yearly cycle. In addition, the Specific Duties require public bodies to ensure that the objectives can be measured.
6. The above requirements are set within the broader context of the Act and in particular the Public Sector Equality Duty which sets out that when public authorities carry out their functions, they must have due regard or think about the need to:
- Eliminate unlawful discrimination
 - Advance equality of opportunity between people who share a protected characteristic and those who do not share that characteristic
 - Foster or encourage good relations between people who share a protected characteristic and those who do not share that characteristic
7. Within the context of the Equality Act 2010, the protected characteristics are defined as follows:
- Age
 - Disability
 - Gender-reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race
 - Religion or belief
 - Sex
 - Sexual orientation
8. The Single Equality Framework builds on and replaces the Comprehensive Equalities Scheme, which was previously used as the vehicle for the Council's equality objectives from 2012 to 2020.

Single Equality Framework 2020-24

9. The Single Equality Framework is a statement of equality objectives reflecting the the Council's public welfare role in promoting the social, economic and environmental well-

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being of the borough. In addition, the Single Equality Framework describes the assurance mechanism within which those equality objectives sit. The application of the Framework is intended to help the Council to better understand the equality implications of the decisions that it makes, the functions that it performs and the services that it provides.

10. The Framework is informed by the the socio-economic context of inequality in Lewisham, builds upon existing strategic priorities and reflects the likely longer term impact of current events such as Brexit and the climate crisis.
11. The Single Equality Framework is not a strategy or a plan; rather, it is a lens through which to test and assess the process through which the Council does things and a way for it to better understand whether it is doing them in the right way. However, arrangements are being made to design an assurance framework of proxy indicators based on the broader aims of this framework. This will help to ensure that evidence of the effective application of the Framework can be tested.

a. equality objectives

12. The Single Equality Framework objectives are set at an intentionally high-level and are intended to ensure that every resident regardless of their background, can recognise themselves or the experience of others in them.
13. The setting of the objectives in this way is the part of the underlying aim of equality, which is implicit in the Corporate Strategy and predicated on the idea that the most effective tool for tackling inequality is mutual understanding of the diverse life experiences and life stories that make Lewisham such a unique place as well as a willingness to treat eachother with dignity and respect.
14. The draft equality objectives for the Council's Single Equality Framework are as follows:
 - Promote access to opportunities for the seldom heard
 - Tackle socio-economic inequality affecting the most disadvantaged and vulnerable in the borough
 - Improve the quality of life of residents by tackling preventable illnesses and diseases
 - Promote Lewisham as a borough of inclusion for all
 - Promote active citizenship and social responsibility
15. The intention is that at the end of each financial year, the Safer Stronger Communities Select Committee will receive information setting out progress made to meet objectives. The range of information that will be presented to Committee will include some or all of the following (depending on what is available):
 - Progress updates against relevant equality performance indicators
 - Evaluation of equality analysis assessments that have been undertaken during the course of the year
 - Case studies reflecting the successful application of the Single Equality Framework or from lessons learnt

b. equality prisms

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16. The equality prisms are a series of questions that are intended to help the Council to better understand the specific dimension of inequality that it is trying to tackle. Set out below is the list of equality prisms that have been developed to support this Framework:

- Has consideration been given to the 'due regard' duty?
- Is disproportionality a factor?
- Is intersectionality a factor?
- Is unconscious bias a factor?
- Is unfairness a factor?
- Is marginalisation a factor?

17. The equality prisms are not an exhaustive list of questions, but rather a guide to the dimensions of inequality that could be of material significance in the policy formulation, strategic development, service re-design, financial planning, service commissioning and other areas of the Council's business system.

c. data digest

18. The Single Equality Framework will be supplemented by a data digest that will be updated annually. The data digest will provide a basic equality profile of the borough's residents - viewed through the prism of Equality Act protected characteristics and other dimensions such as socio-economics.

19. The intention is that the data digest will be used as a starting point to help those who are utilising the Framework to better understand different dimensions of inequality. It is not intended to be a comprehensive compendium of equalities data, as it is acknowledged that a much broader suite of data is collected by and available to Council services and partner agencies on an ongoing basis.

Roll out and engagement

20. It is recognised that the successful application of the Single Equality Framework will rely on effective engagement with the organisation. As part of this, the following activities will be initiated over the next 12 months:

- Briefings for Members
- Workshops for staff
- Targeted one to ones with service leads
- Regular briefings for service and directorate management teams
- Publicity and promotion

Review of the corporate equality policy and member-led review

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21. The Single Equality Framework is part of wider review of the Council's approach to equality which includes the Safer, Stronger Communities Select Committee's in-depth review of equality and an ongoing corporate review of the Council's corporate equality policy.
22. As part of this, the corporate equality policy review, which commenced in January 2020 is being intentionally 'slow-walked' to ensure that it aligns with the publication of the Committee's in-depth review recommendations.

Presentation at Safer, Stronger Communities Select Committee

23. On the 5th March 2020 the draft SEF was presented to the Safer, Stronger Communities Select Committee for consideration.
24. In their recommendation to Mayor & Cabinet on this report, the Committee acknowledged that: *"both equalities objectives and prisms via which they must be considered provides a clear framework within which officers can conduct their work, and if adopted should ensure a consistent approach is taken across the Council."*
25. In addition, the Select Committee recommendation to Mayor & Cabinet highlights the fact that *"the proposed Single Equality Framework 2020-24 (SEF) clearly meets the Public Sector Equality Duty (PSED) of the Equality Act 2010 to prepare and publish equality objectives at least every four years"*.
26. The Committee's recommendation, does however bring further comments back for Mayor & Cabinet to consider about the SEF and the Select Committee In-depth Review of the equalities agenda, which can be taken forward in May. It is important that in the implementation of the SEF, due regard is given to the Safer Stronger Select Committee and the In-depth Review. This would be helpful in the further development of equalities policy and the implementation of the SEF.

Financial implications

27. There are no direct financial implications from noting the contents of this report.

Legal implications

28. The Equality Act 2010 (Specific Duties) Regulations 2011 obliges 'public authorities' "...to prepare and publish [at intervals of no more than 4 years] one or more objectives it thinks it should achieve to do any of the things mentioned in paragraphs (a) to (c) of subsection (1) of section 149 of the ..." Equality Act 2010, known as the 'public sector equality duty'.
29. Section 149 (1) provides, "A public authority must, in the exercise of its functions, have due regard to the need to – (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it."
30. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty) as set out within paragraph 28.2 above. It covers the following nine

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protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

31. 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.
32. 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>

Equalities implications

33. The Single Equality Framework 2020-24 sets out the Council’s equality objectives for the next four years and through the assurance framework, within which the objectives sit, describes how the Council will further assure its business system. In particular the Single Equality Framework will help the Council to:
 - More clearly demonstrate the equality implications and impact of Council decisions
 - Increase the assurance of democratic decision-making and management action
 - Better understand and mitigate the risks that might arise from decisions made and actions that can be taken to mitigate those risks
 - Better evidence the contribution that the Council is making to tackling inequality and promoting equality and fairness

Climate change and environmental implications

34. This report proposes: ‘promote active citizenship and social responsibility’ as one of the Council’s draft equality objectives for the next four years. As part of the development of the above-mentioned objective it is recognised that active citizenship and social responsibility make a significant contribution towards tackling climate change and by so doing, will help to mitigate the impact of actions taken by individuals and entities that could have a negative effect on the life chances and quality of life of current and future generations.

Crime and disorder implications

35. This report proposes: ‘promote Lewisham as borough of inclusion for all’ as one of the Council’s draft equality objectives for the next four years. As part of the development of the above-mentioned objective it is recognised that tackling crime and particularly hate crime make a significant contribution to perceptions of public safety.

Health and wellbeing implications

36. This report proposes: ‘improve the quality of life of residents by tackling preventable illnesses and diseases’ as one of the Council’s draft equality objectives for the next four years. As part of the development of the above-mentioned objective it is recognised that

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tackling preventable illnesses will improve the health of the population and contribute to both increased life expectancy and improved life experience. This in turn will have practical benefits for Lewisham residents including greater sense of wellbeing, increased independence, choice and access.

Background papers

37. The following background documents have shaped and informed the development of this report:

- Lewisham’s Corporate Strategy 2018-22
- Draft Single Equality Framework 2020-24
- Local Democracy Review

Glossary

Term	Definition
Due regard	The Public Sector Equality Duty of the Equality Act 2010, sets out that in the discharge of their duties, public bodies must have due regard to the need to eliminate unlawful discrimination, foster good relations and promote opportunities for advancement for and between protected characteristics.
Disproportionality	The ratio between the percentages of persons in a particular racial or ethnic group experiencing an event (eg: imprisonment, school exclusions) compared to the percentage of the same racial or ethnic group in the overall population.
Intersectionality	The interconnected nature of social categorisations such as race, class, and gender as they apply to a given individual or group and the extent to which these connections result in an overlapping and interdependent systems of discrimination or disadvantage.
Marginalisation	A form of social exclusion whereby people or communities are relegated to the fringe of the communities within which they live.
Unconscious bias	Unconscious biases are social stereotypes about certain groups of people that individuals form outside their own conscious awareness.

Report author and contact

38. If there are any queries about this report then please contact Paul Aladenika (Service Group Manager, Policy Development) on x47148 or email paul.aladenika@lewisham.gov.uk

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Appendix



Single Equality Framework

2020-24

Contents

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What is the Single Equality Framework?

The Single Equality Framework is a strategic tool used to assess how the Council promotes equality and fairness through the performance of its functions and the provision of services. The Framework is comprised of five objectives, six prisms and a data digest. The objectives and prisms are a mechanism through which we can assess the rationale and impact of our decisions before making them and ensure effective monitoring and outcome measurement thereafter. By applying this framework, the Council will also be able to determine what reasonable steps it might take to mitigate any negative impacts that might arise from the performance of its functions.

Equality objectives

In total there are five equality objectives, which set out the aims and aspirations of the Council over the lifetime of this Framework. The expectation is that the objectives are reflected in the way in which the Council conducts its business, makes decisions and provides services.

Equality prisms

The objectives are complemented by six equality prisms. The prisms are questions that should be considered when making judgements about equality implications. The questions are intended to help the Council to better understand the type and severity of equality risk, before making decisions.

Data digest

A data digest will be published alongside this Framework. The data digest brings together available information that has been captured across each of the nine characteristics protected under the Equality Act 2010. The digest will be reviewed and updated annually with new information, as and when this becomes available.

“The Single Equality Framework is a strategic tool used to assess how the Council promotes equality and fairness through the performance of its functions and provision of services.”

Page 67 What is the context?

Why does equality matter?

Why should we care?

As a public body, the Council's primary role is to promote the social, economic and environmental well-being of the borough. In doing so, the Council recognises that we serve a diverse population, where not everyone has access to the same opportunity and where many face significant disadvantage. As such it is essential that the Council stewards public resources and performs its functions in a way that is demonstrably fair, equitable and responsive to need. Fundamentally, therefore, equality matters because it is the right thing to do.

What does this mean in practical terms?

In practical terms tackling inequality and promoting equality means that we have to understand how the Council's policies, strategies and decisions affect the borough's diverse communities. In some instances, based on information that we have available, we may need to do things differently; if by doing so we can help those facing the greatest disadvantage. However, at all times it means that we must remain sensitive to the changing needs of our residents and vigilant to any emerging risks.

What are we trying to achieve?

We want to assure ourselves that the Council's decisions and actions continue to make a meaningful contribution towards improving life chances for our residents, particularly those facing the most challenging circumstances. We also want to ensure that every resident, irrespective of their background or life experience, is able to recognise themselves in the goal of equality for all. This is because you do not always need first hand experience of inequality to understand its negative impact on society. As such, we believe that tackling inequality is not just the responsibility of the Council— it is the responsibility of every single resident. We all have an important part to play.

“...our ambition is for every resident irrespective of their background or life experience to recognise themselves in the goal of equality for all.”

It is the law: Equality Act 2010

What is the Public Sector Equality Duty?

The Public Sector Equality Duty (PSED) is a provision in the Equality Act 2010. The PSED sets out that, when public authorities carry out their functions, the Equality Act says they must have **due regard** or think about the need to:

- eliminate **unlawful discrimination**
- advance equality of opportunity** between people who share a protected characteristic and those who do not share that characteristic
- foster or **encourage good relations** between people who share a protected characteristic and those who do not share that characteristic

Having due regard means public authorities must consciously consider or think about the need to do the three things set out in the public sector equality duty. As appropriate it is for the courts to decide if a public authority has done enough to comply with the duty.

What are the protected characteristics?

The term 'protected characteristic' is used to describe the various groups that are afforded protection under the provisions of the Equality Act 2010. These groups are set out below:

Age	Disability	Gender re-assignment
Marriage and Civil Partnership	Pregnancy and maternity	Race
Religion or Belief	Sex	Sexual orientation

It is integral to Lewisham's Corporate Strategy

The Single Equality Framework is a delivery vehicle for Lewisham's Corporate Strategy priorities and commitments. In particular it helps the Council to ensure that all of the various activities that are geared towards the delivery of the Corporate Strategy [eg: policy, strategy, planning, service design and resourcing decisions] are equality proofed. It also helps to ensure that, where there are gaps in the Council's knowledge, careful and thoughtful analysis can be undertaken, ahead of time, to identify risks and any mitigating action that needs to be taken.

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Corporate Strategy 2018-2022

below the
don Living
Wage

3%

Gender Breakdown

Male **49%** Female **51%**

Percentage of all children
in low income households

22.7%

Ethnicity

White **54%** BAME **46%**

Residents
are EU national

8%

Workless
households

1%

Lone parent
households with
dependent children

4.3%

Population of Lewisham

303,500

Religion or belief

64%

Residents with
qualifications

5%

Identify as LGB

4%

Working age (16-64)

70%

Age breakdown

0-19 **25%** 65 plus **10%**

Marriage/ Civil
Partnership

33%

Living with
disability

15%

Prevalence of
diabetes at Year 6

4%

Average life
expectancy (years)

Male

79.0

Female

83.7

Total employee jobs

Full time

62%

Part time

38%

Gross weekly pay
(place of residence)

Male

£707

Female

£598

Residents of
various nationalities
in Lewisham

70%

Children
looked After

70

Estimated diabetes
diagnosis rate

64%

Households with children
in temporary
accommodation

1,838

Schools population of
BME heritage

77%

Language
spoken in
borough

17

Physically active
adults

2%

Proportion of fuel poor
households

11%

Children claiming
Free School Meals

7,062

Emergency food
parcels supplied (April
to September 2019)

Adults

2,773

Children

1,539

English is not
main language

20%

The English indices of multiple deprivation

Income deprivation

Lewisham ranks 50th out of 326 local authorities nationally

ranked 50th in 2015 [1 equals high deprivation]

Employment adults

Lewisham ranks 99th out of 326 local authorities nationally

ranked 99th in 2015 [1 equals high deprivation]

Education, skills and training

Lewisham ranks 239th out of 326 local authorities nationally

ranked 239th in 2015 [1 equals high deprivation]

Health and disability

Lewisham ranks 120th out of 326 local authorities nationally

ranked 120th in 2015 [1 equals high deprivation]

Overall Lewisham ranks **63rd out of 326** local authority areas for relative deprivation nationally

ranked 63rd in 2015 [1 equals high deprivation]

Crime and disorder deprivation

Lewisham ranks 57th out of 326 local authorities nationally

ranked 57th in 2015 [1 equals high deprivation]

Barriers to housing and services

Lewisham ranks 13th out of 326 local authorities nationally

ranked 13th in 2015 [1 equals high deprivation]

Living environment

Lewisham ranks 20th out of 326 local authorities nationally

ranked 20th in 2015 [1 equals high deprivation]

Income deprivation affecting children

Lewisham ranks 37th out of 326 local authorities nationally

ranked 37th in 2015 [1 equals high deprivation]

What are Lewisham's equality objectives?

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Five equality objectives

The Single Equality Framework is the vehicle used to promote the Council's equality objectives. The objectives themselves reflect the aspiration we have for a borough where all those who live, work and use services within it, are treated with dignity and respect. We believe that it is important that every resident, regardless of their background, is able to recognise themselves and others, in the objectives that we have set.

The Council's five equality objectives are set out below:

- Promote access to opportunities for seldom heard communities
- Tackle socio-economic inequality affecting the most disadvantaged and vulnerable in the borough
- Improve the quality of life of residents by tackling preventable illnesses and diseases
- Promote Lewisham as a borough of inclusion for all
- Promote active citizenship and social responsibility

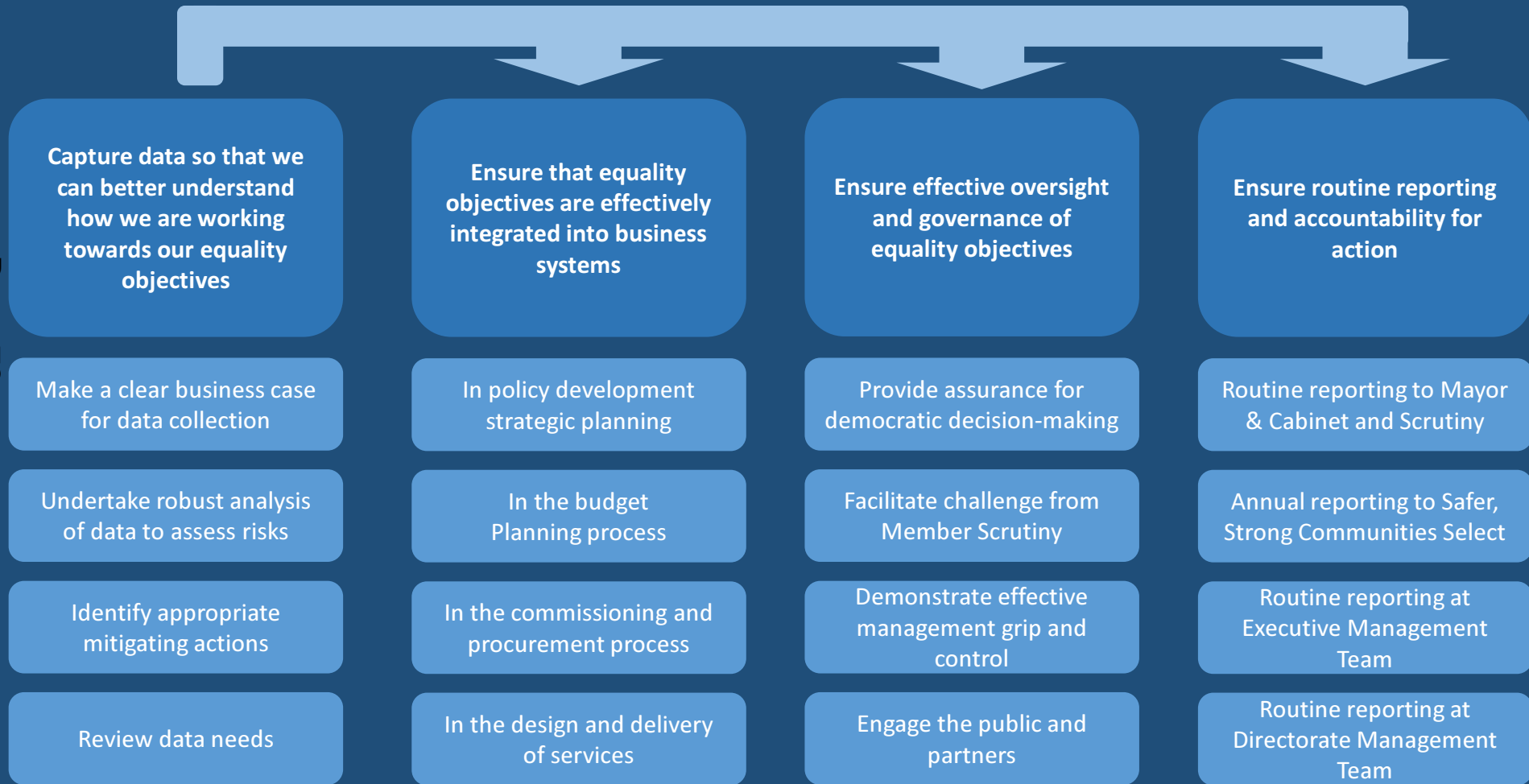
“Our aim is to ensure that every resident, regardless of their background, should be able to recognise themselves and others in the objectives that we have set.”

How will we progress our equality objectives?

What do we need to do?

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How are we going to do it?



What are the six equality prisms?

The six equality prisms

The equality prisms are a series of additional questions that are intended to help the Council to better assess equality impacts and determine whether there is a specific dimension of inequality that it needs to focus on. The six equality prisms are set out below.

Has consideration been given to the ‘due regard’ duty?

The Public Sector Equality Duty of the Equality Act 2010, sets out that in the discharge of their duties, public bodies must have due regard to the need to eliminate unlawful discrimination, foster good relations and promote opportunities for advancement for and between protected characteristics.

Is disproportionality a factor?

Consideration should be given to whether particular groups or communities may be over-represented or under-represented compared to others as well as compared to their cohorts in the wider population as a whole.

Is intersectionality a factor?

Consideration should be given to the extent to which the combination of characteristics represented by an individual increases their vulnerability or exposure to risk and whether or not this is reflected in the way in which assessments are made and decisions are reached.

Is unconscious bias a factor?

Consideration should be given to whether assessments made and decisions reached are based largely on assumptions about particular groups or communities of interest.

Is the risk of unfairness a factor?

Consideration should be given to whether assessments made or decisions reached are not sufficiently informed by an understanding of all those in need – in particular those whose circumstances make them most vulnerable.

Is marginalisation a factor?

Consideration should be given to whether the needs, wants and aspirations of particular individuals or groups may have been treated as insignificant or peripheral. This could be due to a lack of awareness or a failure to actively engage.

Equality Prisms

Can you demonstrate how you have shown 'due regard'?

Have you considered intersectionality?

Have you considered the impact on marginalised groups?

Are you able to identify those facing the greatest disadvantage?

Should the needs of those who are over or under-represented need to be given special consideration?

Are any of the judgements being made based on assumptions?

Product

Impact assessment

Options appraisal

Needs analysis

Budget decision/ allocation

Survey design

Strategy development

Service design

Service planning

Commissioning decision

Committee report

Business case /proposals paper

Assurance

Demonstrate 'due regard' by tackling discrimination, fostering good relations and advancing opportunity

Tackle unconscious bias

Reach the seldom heard

Ensure equity in performance of functions and delivery of service

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When should this framework be applied?

When to apply the single equality framework

ewisham's Single Equality Framework should be applied across all aspects of the Council's business system. The intention is to ensure that it is embedded and integrated in the performance of functions and provision of services. Some examples of when the Framework should be applied and how it can be beneficial are set out below:

Policy and strategic planning

Application of this Framework will help inform the development of policy and strategic objectives and help you to better understand the likely outcomes that changes to your strategy or policy will have for particular groups and communities. As part of this, through the application of this framework you will also be better able to plan and target your consultation in a way that helps you to hear from all relevant local stakeholders.

Equality analysis assessment

Application of this Framework will help you to demonstrate the robustness of evidence being relied upon to support your proposal or recommendation for Member scrutiny of Mayor & Cabinet decisions. This kind of equality proofing is essential as it demonstrates a commitment to due diligence.

Budget planning decisions

Application of this Framework will help you to better understand the likely impact of budget planning decisions on protected characteristics particularly where such an impact suggests evidence of intersectionality or disproportionality. This type of information is essential as it helps the Council to decide whether its decisions are reasonable and fair.

Report and bid writing

Application of this Framework will help you to more clearly demonstrate, for Member scrutiny and Mayor & Cabinet decision, the likely equality implications of recommendations and proposals that are contained within your reports. Application of this Framework will also enable you to demonstrate how funding bids will contribute to delivering equality outcomes for local residents such as tackling disproportionality or closing the gap in outcomes between different groups.

Service design and commissioning

Application of this Framework will help you to nuance your commissioning objectives and more clearly define the equality impacts of and outcomes from externally commissioned services. It will also help you to demonstrate to providers what is expected of them and set a clear context within which performance can be measured.

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How should this framework be applied?

How you should apply the single equality framework?

Wisham's Single Equality Framework is designed to give assurance to management action and democratic decision making, by evidencing how equality issues have been considered. The five key steps in applying this framework are set out below:

1. Consider what evidence is available

Data is the evidence that will help to establish your baseline, measure outcomes and support your conclusions. Examples of available data sources that you may want to consider include: service monitoring statistics, responses to consultation, public data, complaints, case work from voluntary and community organisations. In some cases however, data may also be anecdotal.

2. Consider which of the five equality objectives apply

Once you have analysed your data, you should know which of Council's five equality objectives apply to the piece of work that you are undertaking? If you choose to discount some objectives, be sure that you know why they do not or should not apply.

3. Consider which of the nine protected characteristics will be impacted

Once you have decided which objectives apply, you need to consider which protected characteristics that they apply to. For example, if you are developing a strategy to tackle hate crime, your data would likely point to the protected characteristics of disability, race, religion or belief, sexual orientation and gender reassignment as those most likely to be impacted by the strategy that you are developing.

4. Consider which of the six equality prisms apply

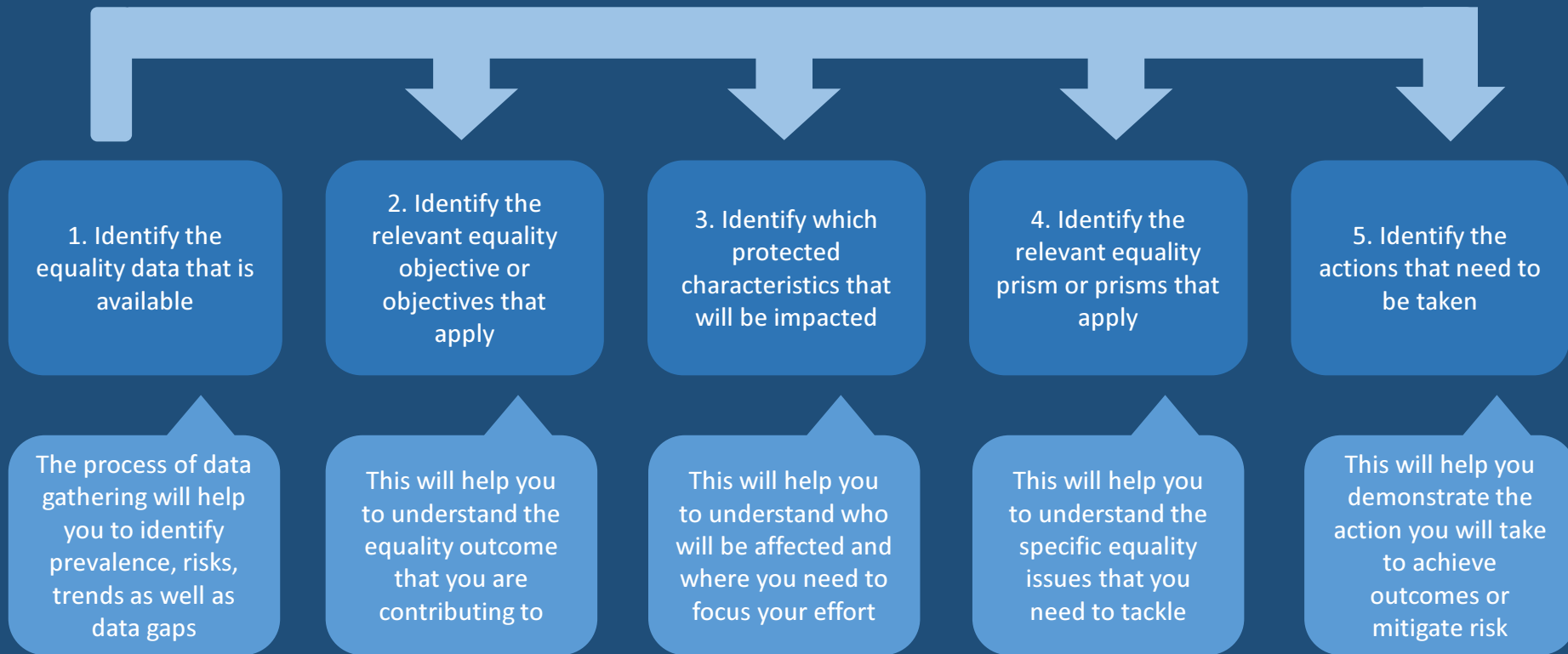
Use the six equality prisms to demonstrate the kinds of equality issues that you are trying to address (this should be evident from the data that you have considered). For example, is there an issue of disproportionality? Is there a significant gap in life outcomes between groups? Application of the six equality prisms will also help you to challenge any assumptions that you have made and satisfy yourself that any such assumptions are not based on an unconscious bias.

5. Consider the action that is needed to address the issue

Having understood the dimensions of the equality issue that you are looking to address, you should be able to identify the actions and mitigation needed to address the issue. These actions and measures should be reflected in the piece of work that you are undertaking.

Applying the framework

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What difference are we trying to make?

What do we mean by equality in Lewisham?

Meeting the needs of
m heard communities

Supporting all residents, but
particularly those in
greatest need

Tackling health inequalities
to improve quality of life

Being a place of sanctuary
for refugees, asylum seekers
and migrants

Helping older residents to
live independently in their
own homes

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Creating a culture of
aspiration for our school
population

Reducing the gap in life
outcomes between the
most affluent and most
deprived

Mitigating the harm caused
by climate change, on
future generations

Increasing ways in which
residents can participate
and be involved in decision
making

Creating a pathway to the
labour market for parents
with dependent children

Promoting inclusion
through the design and
delivery of services

Creating communities
where people from diverse
backgrounds respect each
other

Celebrating the diversity of
our population

Promote access to opportunities for the seldom heard

We recognise that equality is about enabling and empowering residents from all sections of our community to express their views - especially those who do not normally engage with us because of language barriers, lack of knowledge, a previous negative experience or other reasons. The aim is to make it easier for everyone to be able to engage, not just those who have access and opportunity. Set out below are some of the areas where we expect this equality objective to make a difference:

- Increased public trust
- Increased opportunities for participation and engagement for seldom heard communities
- Greater confidence that decisions affecting Lewisham residents are fair and reasonable, particularly for those whose circumstances make them vulnerable
- Increased access and choice for groups such as refugees and migrants, who face a significant risk of exploitation
- Better local engagement with groups in regular contact with seldom heard communities

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Promote socio-economic equality for the most disadvantaged and vulnerable in the borough

We recognise that social mobility is one of the most effective ways to tackle inequality. However, whilst socio-economic status is not a characteristic protected under the Equality Act 2010, it is none-the-less part of the lived experience of many communities and groups irrespective of their characteristic. Set out below are some of the areas where we expect this equality objective to make a difference:

- Increased provision of affordable housing
- Reduction in child poverty in absolute and relative terms
- Reduction in rogue landlord activity
- Reduction in fuel poverty and the excess winter deaths that arise from it
- Reduction in the attainment gap between the best performing pupils and those who perform least well
- A higher number of businesses in Lewisham paying the London Living Wage to their employees
- Increased access to employment for those (eg: lone parents and older people) who are often furthest from the labour market

Improve the quality of life of residents by tackling preventable illnesses and diseases

We recognise that one of the most effective contributions that can be made to equality isn't just to increase the life expectancy of Lewisham residents, but more importantly, the quality of life that our residents are able to enjoy. We will therefore continue to take active steps to promote healthier lifestyles for our residents so that they can experience both improved life chances and better life outcomes. Set out below are some of the areas where we expect this equality objective to make a difference:

- Improved mental health and well being
- Reduction in preventable illnesses such as obesity and diabetes
- Reduction in incidence of sexually transmitted infections
- Reduced alcohol and substance dependency

Promote Lewisham as a borough of inclusion for all communities

We recognise that part of the experience of equality is how our residents feel about living in the borough and whether they choose to stay. Therefore we want to ensure that their experience is a positive one that speaks to Lewisham as a place that is welcoming of all people, irrespective of their background. Set out below are some of the areas where we expect this equality objective to make a difference:

- Increased social cohesion and sense of belonging
- Greater feeling of safety in the borough
- Openness to new communities including those fleeing war and persecution
- Celebration of the borough's rich cultural diversity as a strength
- A Council workforce that is representative of the borough's diverse population

Promote active citizenship and social responsibility

We recognise that one of the most effective ways to promote equality is through active citizenship and social responsibility. Residents and service users have a key role to play in creating a borough, where there is mutual respect for the rights of others including those of future generations. This means that everyone has to do their fair share. Set out below are some of the areas where we expect this equality objective to make a difference:

- Sustainable use of resources for the benefit of current and future generations
- Reduced carbon emissions
- Increased social capital and community engagement
- Increased civic participation

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How will the Single Equality Framework be overseen?

Governance and oversight

We understand that the most effective way to ensure the effective application of the Single Equality Framework is to ensure that it is part and parcel of the way the Council conducts business. Set out below are examples of how arrangements for the governance and oversight of the Single Equality Framework will be managed.

Mayor and Cabinet

Mayor and Cabinet approves the Single Equality Framework on a four yearly cycle. However, on an ongoing basis, Mayor and Cabinet will hold officers to account to ensure that equality issues and implications are reflected in the suite of information needed to inform democratic-decision making.

Member Scrutiny Committees

Each of the Council's Select Committees will oversee the application of the Framework through their ongoing scrutiny role. As part of this, Select Committee Members will be able to challenge officers to demonstrate how the objectives of the Framework have been applied in the presentation of information to their respective Committees. In addition, each year the Safer, Stronger Communities Select Committee will receive an annual review of the Single Equality Framework.

Executive Management Team

The Council's Executive Management Team will ensure application of the Framework through its broader oversight role for policy development, strategic and financial planning, service design, management action and decision-making. Through this role, the Executive Management Team, will be able to provide assurance that management grip and control is effective.

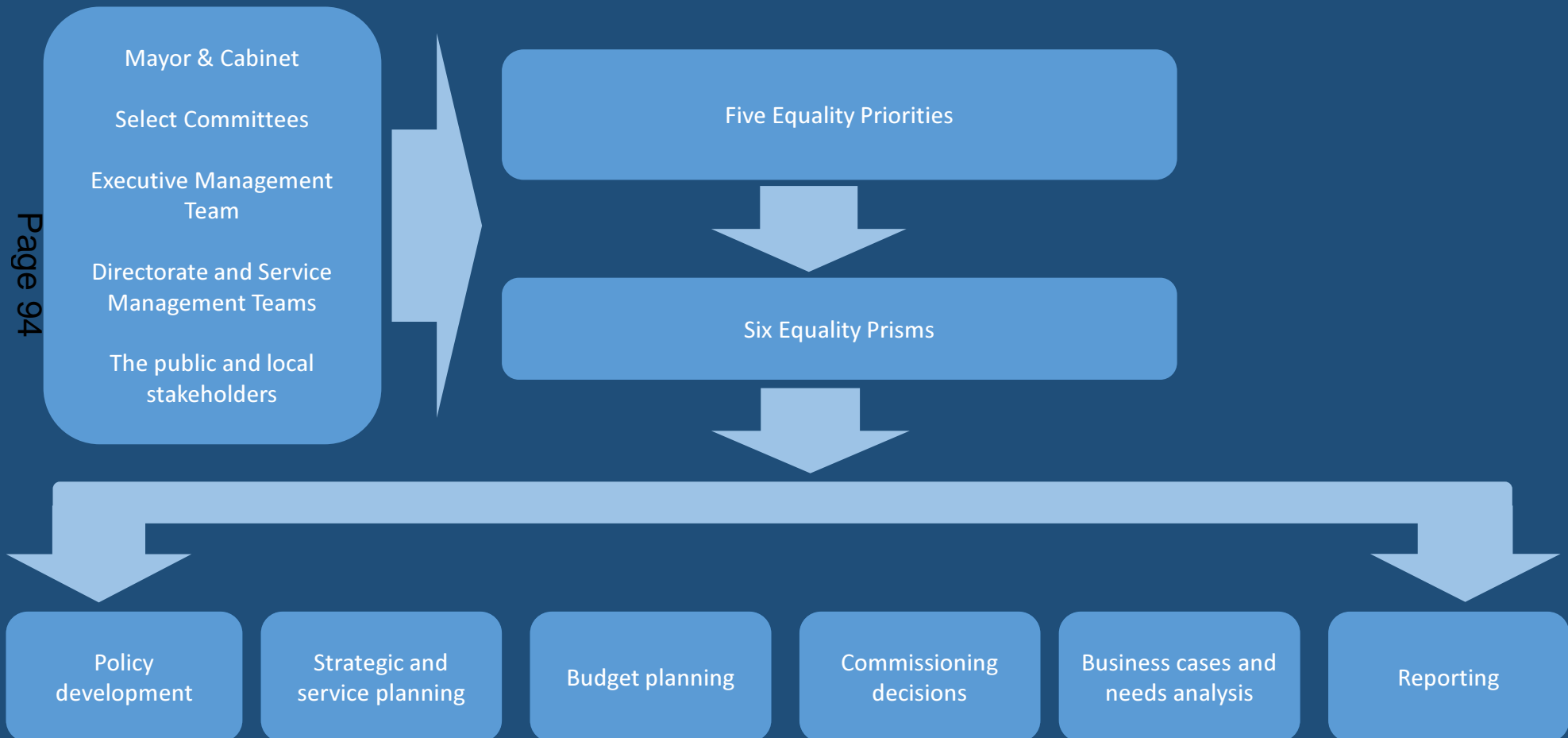
Directorate and Service Management Teams

Directorate and Service Management Teams will oversee the application of this Framework across the functions performed and services delivered within their areas of responsibility. In addition, Directorate and Service Management Teams will provide assurance to the Executive Management Team, that equality issues and risks are being considered and effectively managed.

The public and local stakeholders

The Council will actively seek feedback and learning opportunities from local stakeholders in an effort to better understand how this framework is being applied locally. This information will be used to shape the ongoing development of the Framework.

How the governance structure fits together



Data sources

- Earnings below the London Living Wage (Annual Survey of House and Earnings, Office for National Statistics, November 2018)
- Gross weekly earnings [place of residence] (Annual Survey of House and Earnings, Office for national Statistics, November 2018)
- Children in low income households (Her Majesty's Revenue and Customs, January 2019)
- Lewisham's population/ gender breakdown/ working age population/ age breakdown (Mid-year Population Estimates 2018, Office for National Statistics)
- Estimate of Lewisham's Lesbian Gay and Bisexual population (Lewisham Residents Survey, 2015)
- Adults classified as overweight or obese/ Year 6 prevalence of obesity/ diabetes detection/ physically active adults (Public Health England, 2019)
- All data on religion or belief/ marriage/ race/ lone parent households with dependent children/ living with disability/ English is not their main language (2011 Census)
- English Indices of Multiple Deprivation (Ministry of Housing Communities and Local Government, September 2019)
- Residents that are European Union Nationals in Lewisham and residents of other nationalities living in Lewisham (Lewisham Electoral Roll, January 2020)
- Workless households (Annual Population Survey, Office for National Statistics)
- Fuel poor households (Department of Business, Industrial Strategy, June 2019)
- Children Looked After (London Borough of Lewisham, 2020)
- Emergency food parcels supplied (The Trussell Trust)
- Average life expectancy male and female (Office for National Statistics, December 2018)
- Schools population of BAME heritage and languages spoken in the borough (Spring School Census 2019, Department for Education)
- Households with children in temporary accommodation April 2018-March 2019 (Ministry of Housing and Local Government, September 2019)
- Pupils entitled to Free School Meals (Autumn Schools Census 2019, Department for Education)



Mayor and Cabinet

Referral from Safer Stronger Communities Select Committee – Single Equalities Framework

Date: 25 March 2020

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Scrutiny Manager

Outline and recommendations

This report informs Mayor and Cabinet of the Safer Stronger Communities Select Committee's comments following discussion on the Single Equalities Framework, at a meeting held on 4 March 2020.

- To note the views of the committee as set out in Appendix A of this referral and agree to provide a response.

1 Summary

1. This report informs Mayor and Cabinet of the views of the Safer Stronger Communities Select Committee on the Single Equalities Framework and requests a response from the Mayor and Cabinet as to how these comments will be taken into account.

2. Recommendation

- 2.1. The Mayor and Cabinet is recommended to note the views of the committee as set out in Appendix A of this referral and agree to provide a response.

3. Policy Context

- 3.1. The strategic priorities of the Council's [Corporate Strategy for 2018-2022](#) 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 and 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. Safer Stronger Communities Select Committee's views

4.1. Safer Stronger Communities Select Committee have reviewed the proposed Single Equalities Framework including the Council draft equalities objectives for the next four years.

4.2. The Committee had a number of concerns and recommendations which they wish the Mayor and Cabinet to consider prior to making a decision. These views and recommendations are set out in detail by the Committee at Appendix A and Mayor and Cabinet is asked to consider these and provide a response to the Committee.

5. Financial implications

5.1. There are no direct financial implications arising from the implementation of the recommendation in this report.

6. Legal implications

6.1. There are no direct legal implications arising from the implementation of the recommendation in this report.

7. Equalities implications

7.1. Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

7.2. The Council must, in the exercise of its functions, have due regard to the need to:

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

8. Climate change and environmental implications

8.1. There are no direct climate change or environmental implications arising from the implementation of the recommendation in this report.

9. Crime and disorder implications

9.1. There are no direct crime and disorder implications arising from the implementation of the recommendation in this report.

10. Health and wellbeing implications

10.1. There are no direct health and wellbeing implications arising from the implementation of the recommendation in this report.

Is this report easy to understand?

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11. **Background papers**

11.1. [Agenda for Safer Stronger Communities Select Committee, 4.03.20](#)

12. **Report contact**

12.1. *Katie Wood, Scrutiny Manager*, katie.wood@lewisham.gov.uk 020 8314 9446

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Single Equality Framework 2020-24 Recommendations

Safer and Stronger O&S Select Committee | 04.03.2020

Councillor Juliet Campbell (Chair) & Councillor James Rathbone (Vice Chair)

The Safer and Stronger Communities Select Committee recommends that;

1. A more proactive approach should be taken to address the Public Sector Equality Duty.
 2. Equality objectives should be readily understandable to the public.
 3. Equality objectives should be specific, achievable and measurable.
 4. Equality objectives should identify areas of work via which improvements in equality can be made.
 5. These areas of work should identify the relevant protected characteristic/s it intends to benefit, the measures via which success can be evaluated, and be specific on which organisation is responsible for leadership in this area of work.
 6. Whilst specific and targeted work to improve equality is needed, meeting the Public Sector Equality Duty and addressing the equality objectives is a collective duty of the whole Council; every decision should further equality and improve fairness, and be evaluated as recommended by the SEF using the equality objectives and prisms.
-

The Committee welcomes the proposed Single Equality Framework 2020-24 (SEF) which presents an approach to evaluating policy proposals and Council decisions. The identification of both equalities objectives and prisms via which they must be considered provides a clear framework within which officers can conduct their work, and if adopted should ensure a consistent approach is taken across the Council.

Whilst conducting the Committee's ongoing review "How Lewisham Council embeds Equalities across its service delivery" we have seen many examples of how officers are already considering equalities in policy development, strategic planning, service design and commissioning. We have been impressed at the quality of this work and the diligence of the officer's responsible for it. We are confident that due regard to equalities is embedded into Council decision making.

The proposed Single Equality Framework 2020-24 (SEF) clearly meets the Public Sector Equality Duty (PSED) of the Equality Act 2010 to prepare and publish equality objectives at least every four years. The proposed SEF does not however reflect the approach to equality objectives which the Committee intends to recommend to Mayor and Cabinet. We have seen examples of other Local Authorities that are taking a more proactive approach to addressing the PSED and improving equality, and the Committee believes this approach would better suit the needs of Lewisham.

It is the Committee's intention to provide comprehensive recommendations relating to Lewisham Council's approach equalities as part of the final report of this review, but unfortunately this work is not yet complete. As such we are making specific recommendations relating to the SEF as part of the pre-decision scrutiny process, so that they may be considered by Mayor and Cabinet at their meeting on the 25th of March 2020 prior to the deadline for adoption of new equality objectives on April 1st 2020.

It is our view that the five equalities objectives identified by the SEF represent broad thematic aspirations, rather than specific objectives with clear plans for delivery over the next four years. This is intentional, as paragraphs eleven and twelve of the report clearly state;

11. The Single Equality Framework is not a strategy or a plan; rather, it is a lens through which to test and assess the process through which the Council does things and a way for it to better understand whether it is doing them in the right way. However, arrangements are being made to design an assurance framework of proxy indicators based on the broader aims of this framework. This will help to ensure that evidence of the effective application of the Framework can be tested.

12. The Single Equality Framework objectives are set at an intentionally high-level and are intended to ensure that every resident regardless of their background can recognise themselves or the experience of others in them.

Whilst we understand the logic of this approach, we do not feel that it reflects the Committee's recommended approach for improving equality in the borough. The final report of our review will reflect our preferred direction of travel for the council. We intend to recommend an approach to equalities similar to that taken by Glasgow City Council, which we consider to be proactive and effective in meeting the identified needs of residents.

The equality objectives are presented in more detail in the SEF statement itself, but paragraph fourteen of the report summarises the five proposed equality objectives for Lewisham Council;

14. The draft equality objectives for the Council's Single Equality Framework are as follows:

- Promote access to opportunities for the seldom heard
- Tackle socio-economic inequality affecting the most disadvantaged and vulnerable in the borough
- Improve the quality of life of residents by tackling preventable illnesses and diseases
- Promote Lewisham as a borough of inclusion for all
- Promote active citizenship and social responsibility

We are concerned that these objectives will not be understood by most residents, who will not see themselves or the experiences of others reflected in them. Terminology such as "active citizenship and social responsibility" does not have a clear and common meaning, and the more extensive descriptions in the SEF do not provide sufficient additional clarity. The Democracy Review conducted by Lewisham Council identified that the use of jargon and unnecessarily complex language is a barrier to residents engaging with the Council, and we would like to see the proposed SEF reflect that understanding and learning.

We are also concerned that these objectives are so high-level that they have limitations in reducing inequalities at an organisational level. We do not believe this is the correct approach to take when setting equality objectives; the objectives should be specific, realistically defined, achievable and measurable. Addressing these objectives to reduce inequality in Lewisham needs to be approached via targeted and proactive action.

The third equality objective is in our opinion the strongest, precisely because it shares the approach we are recommending. "Improve the quality of life of residents by tackling preventable illnesses and diseases" is

clear in its purpose and meaning, and has specific achievable and measurable outcomes. The four areas of work identified with it share this clarity. We believe that this should form the basis upon which the other equality objectives are redrafted in line with the proactive approach we are recommending.


Agenda Item 4

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

Date of Meeting	25 March 2020	
Title of Report	Clarification to previous reports to Mayor and Cabinet and consultation material on the making of an Article 4 direction in Deptford High Street and St Paul's Church Conservation Area	
Originator of Report	Joanna Ecclestone	Ext.49912

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)		X
Reason for Urgency (as appropriate)		X

Signed:  Mayor of Lewisham

Date: 17th March 2020

Signed:  Executive Director for Housing, Regeneration & Environment

Date: 13th March 2020

Control Record by Committee Support

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

MAYOR		
Report Title	Clarification to previous reports to Mayor and Cabinet and to consultation material on the making of an Article 4 direction in Deptford High Street and St Paul's Church Conservation Area.	
Key Decision	Yes	Item No.
Wards	Evelyn, New Cross, Brockley	
Contributors	Director of Planning and Director of Law	
Class	Part 1	Date: 25 March 2020

1. Purpose

- 1.1 To bring to Mayor and Cabinet's attention an omission in a previous report and appendices and to seek confirmation of the Mayor and Cabinet's previous resolution to approve the making of a non-immediate Article 4 Direction on 13 single family dwelling houses in Deptford High Street and St Paul's Church Conservation Area.

2 Summary

- 2.1 A report was brought to M&C at their meeting on 8 May 2019 seeking authorisation for public consultation on proposals for a non-immediate Article 4 Direction on thirteen single family dwelling houses on Watson's Street and Tanners Hill, along with proposals to amend the boundary of the Deptford High Street and St Paul's Conservation Areas and to adopt a new draft Conservation Area Appraisal Supplementary Planning Document (SPD).
- 2.2 Public consultation was undertaken in June - August 2019. The results of the consultation were brought back to Mayor and Cabinet on 11 December 2019, who agreed the recommendation to make a non-immediate Article 4 Direction, amend the boundary and adopt the Conservation Area Appraisal SPD.
- 2.3 On proceeding to make the Direction officers saw that the draft Direction appended to both the M&C reports and the online consultation did not include, as intended, the class of development which includes alterations to windows (Class A The enlargement, improvement or other alteration of a dwelling house) and the second report that went before M&C on the 11 December 2019 did not include reference in the text to the Class of permitted development rights as being removed.
- 2.4 This report is to bring this omission to members' attention and to seek confirmation of their previous authorisation to make the Direction.

3. Recommendation

3.1 The Mayor is asked to:

1. Note the omission in the previous appendices, consultation material and appendices, and
2. Re-confirm his previous authorisation to make a non-immediate Article 4 Direction in Deptford High Street and St Paul's Church Conservation Area, that includes the class of permitted development that includes alterations to windows.

4. Background

- 4.1 A report was brought to M&C at their meeting on 8 May 2019 seeking authorisation for public consultation on proposals for a non-immediate Article 4 Direction on thirteen single family dwelling houses on Watson's Street and Tanners Hill, along with proposals to amend the boundary of the Deptford High Street and St Paul's Conservation Areas and a new draft Conservation Area Appraisal SPD.
- 4.2 This was justified by the survey of condition of the conservation area which concluded that only a small number of properties in the area benefit from full permitted development rights and that, of these, nos. 1-9 (odd), nos. 12-16 (even) and no. 20 Watson's Street; and nos. 11-17 Tanners Hill form part of uniform or coherent small groups that made a positive contribution to the Conservation Area (CA) and to the setting of adjacent listed buildings on Tanners Hill. These buildings were found to be in generally good condition but painting of brickwork and loss of timber window joinery and replacement with non-traditional windows has eroded the special character (paras 6.10 – 6.11 Appendix 1).
- 4.2 Public consultation was undertaken between 17 June and 9 August 2019 and the results of the consultation were brought back to M&C on 11 December 2019. On the non-immediate Article 4 proposal, comments were generally in favour of the introduction of the Direction, with no comments that referred to specific permitted development rights proposed for removal (para 10.5, Appendix 2). Mayor and Cabinet agreed the recommendation to make a non-immediate Article 4 Direction, along with adoption of the boundary changes and the Conservation Area Appraisal SPD.
- 4.3 However, on proceeding to make the Direction Officers saw that the draft Direction appended to the M&C reports and the online consultation did not include the class of development which includes windows, namely *Class A - the enlargement, improvement or other alteration of a dwelling house*. In addition, unlike the first report to M&C on 8 May, the second report on 12 November did not include reference to windows as one of the permitted development rights to be removed.

- 4.4 As there is a possibility that Members may have been unaware that permitted development rights for windows were being proposed for removal, this report is submitted now so as to make this fact clear.
- 4.5 There is also a possibility that it was not clear to residents whether this class of permitted development rights were intended to be removed. During the consultation period a letter setting out the proposals was sent to all residents. It contained the following information on the Article 4 proposal (particularly relevant sections highlighted in bold):
- ‘These buildings [*on Watson’s Street and Tanners Hill*] are in generally good condition and there has been relatively little harmful alteration to their external faces or roofscapes. **Development that has eroded the special character chiefly comprises painting of brickwork and loss of timber window joinery and replacement with non-traditional windows.** It is considered better practice to introduce smaller directions more often than attempting to cover everything in one large direction. **At this stage it is considered expedient on the basis of existing and likely change to remove pd rights only for those items which appear to be frequently or likely to be undertaken,** and monitor the situation as regards other items of pd. A copy of the proposed Article 4 direction is attached as Appendix 2 to this report’.
- 4.6 As mentioned in para 4.3 above, the proposed Article 4 Direction included in the consultation materials on the Council’s website did not include the class of development which includes windows, namely Class A -The enlargement, improvement or other alteration of a dwelling house. Consultees may therefore have been unclear as to whether this specific class of development was, or was not, proposed for removal.
- 4.7 That process of consultation on the wider conservation area proposals did not constitute statutory consultation for the purposes of the Article 4. Any Article 4 direction made would have to follow the statutory consultation procedures for Article 4(1) Directions (non-immediate) as set out within Schedule 3, paragraph 1 of the Order. Officers consider that any ambiguity can be rectified during the forthcoming statutory consultation process by clearly setting out the permitted development rights to be removed and the implications of this in the required site notices, press notice and letters to affected owners and occupiers. As per the required process, any representations received would be brought back to Mayor and Cabinet for consideration of whether to confirm the Article 4 Direction, and the Direction would not come into force until the Direction has been confirmed and between 12-24 months have elapsed from the date of making of the Direction.
- 4.8 Officers will also write to the affected properties advising them of this report so that they have the opportunity to make representations to Mayor and Cabinet if they wish.

5. Legal Context

- 5.1 Under Section 71 of the Planning (Listed Building and Conservation Areas) Act 1990 the local planning authority has a duty from time to time to formulate and publish proposals for the preservation and enhancement of conservation areas.

6. Policy Context

- 6.1 With regard to **Article 4 Directions**, paragraph 53 of the NPPF states;

‘The use of Article 4 directions to remove national permitted development rights should be limited to situations where this is necessary to protect local amenity or the well-being of the area (this could include the use of Article 4 directions to require planning permission for the demolition of local facilities)’.

- 6.16 The procedure to be followed in making an Article 4 direction is set out in Schedule 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015.

7 Financial Implications

- 7.1 There are no direct financial implications arising from the delay in making the non-immediate Article 4 Direction or reporting this omission back to Mayor and Cabinet. The costs of consulting on the non-immediate Article 4 Direction will be met from the existing Planning budget.

8 Legal Implications

- 8.1 Section 71 of the Planning (Listed Buildings & Conservation Areas) Act 1990 places a duty on local planning authorities to from time to time formulate and publish proposals for the preservation and enhancement of their conservation areas; to hold a public meeting to canvas views; and to take into consideration the views expressed at that time.
- 8.2 The procedure for making an Article 4 Direction is set out in Schedule 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015.
- 8.3 There is no statutory obligation to carry out consultation prior to making an Article 4 Direction. However the fact that the Council has chosen to consult those likely to be affected by the decision to make the Article 4 Direction means that those people may have a legitimate expectation that such consultation is carried out properly. The Council has now identified an error with the consultation process, therefore those affected by that error should be notified and given adequate time to comment before the matter is further considered by Mayor and Cabinet. This will enable Mayor and Cabinet to take their comments into account when arriving at their decision.

8.4 Section 9D of the Local Government Act 2000 states that any function of the local 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 does not specify that the certain functions proposed here are by law the responsibility of the Council, and therefore they are an executive function.

9. Crime and Disorder Implications

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

10. Equalities Implications

10.1 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. It describes the Council's commitment to equality and fairness for citizens, service users and employees through its powers to influence access to good quality housing, education, safety & security, health and leisure services.

10.2 When considered against the five objectives of this strategy the proposed making of an Article 4 Direction does not have any direct implications on tackling victimisation, discrimination and harassment or on closing the gap in outcomes for all residents. However, through provision of the associated Supplementary Planning Guidance it will provide equality of access to guidance that, if used, will increase the likelihood of successful planning applications. The process of research for the first draft Appraisal and consulting on the draft provided opportunities for engagement with residents and visitors, particularly at the public drop in stall on the High Street in January 2019, and may have contributed to furthering mutual understanding within this community, as well as involving an element of citizen participation and engagement.

10.3 The consultation process was in line with the Council's Statement of Community Involvement.

11. Environmental Implications

11.1 There are no environmental implications associated with the introduction of the Article Direction.

12. Conclusion

- 12.1 The omission of text from the 11 December 2019 report to Mayor and Cabinet and from the draft Article 4 Direction used in consultation and appended to the previous reports to Mayor and Cabinet may have led to Members and consultees being misled as to the intention to remove the permitted development rights in Class A including alteration of windows.
- 12.2 This report is to make members aware of the omission and to ask for their confirmation of their previous authorisation to make the non-immediate Article 4 Direction.
- 12.3 Any ambiguity amongst members of the public would be addressed by the opportunity to comment on the matter before Mayor and Cabinet and by the formal statutory consultation period on the making of a non-immediate Article 4 Direction which would take place once the Direction was made, subject to Mayor and Cabinet agreeing the recommendations of this report.
- 12.4 Any representations received would be brought back to Mayor and Cabinet for consideration as to whether to confirm the Direction.

Background documents and originator

Short Title Document	Date	File Location	File Reference	Contact Officer	Exempt
Planning & Compulsory Purchase Act 2004	May 2004	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Localism Act 2011	November 2011	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
National Planning Policy Framework (NPPF)	June 2018	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Town and Country Planning (Local Planning) Regulations 2012 (as amended)	March 2012	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
The London Plan 2016 (and draft London Plan 2018)	March 2016	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
The Core Strategy	June 2011	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Lewisham Development Management Plan	November 2014	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No

Statement of Community Involvement	July 2006	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Comprehensive Equalities Scheme 2016 - 2020	2016	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Conservation Area Designation, Appraisal and Management Historic England Advice Note 1	March 2016	2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No
Corporate Strategy 2018-22		2 nd floor Civic Suite	Strategic Planning Team	Joanna Ecclestone	No

If you have any queries on this report, please contact David Syme, Strategic Planning Manager, 2nd floor Civic Suite, Catford Road, Catford, SE6 4RU, telephone 020 8314 7400.

Appendix 1: Report to M&C 26 May 2019 seeking authorisation to consult

Appendix 2: Report to M&C 11 December 2019 seeking authorisation to make Article 4 Direction

Appendix 3: Consultation material sent to residents

Agenda Item 5

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"/>	<input checked="" type="checkbox"/>

Title of Report	Annual Lettings Plan 2020/21	
Originator of Report	Lee Georgiou	Ext.

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

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



Signed:

Executive Member

Date: 17th March 2020



Signed:

Director/Head of Service

Date 3rd March 2020

Control Record by Committee Support

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



Mayoral Meeting

Report title: Annual Lettings Plan 2020/21

Date: 25th March 2020

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Director for Housing Services

This report contains a summary of the number of lets in previous years as well as the proposed Annual Lettings Plan for 2020/21.

Officers recommend that Mayor and Cabinet:

- Note the lettings outcomes for 2018/19 and 2019/20 to date.
- Approve the proposed Lettings Plan for 2020/21 set out in Appendix 1 of this report.

Timeline of engagement and decision-making

This report was considered at Housing Select Committee on the 12th March 2020 and is now for consideration by the Mayor on 25th March 2020.

1. Summary

- 1.1. The Annual Lettings Plan (ALP) sets out how the Council will allocate the properties that become available for let in 2020/21.
- 1.2. This includes properties that become available from council stock and those of other providers where the Council has nomination rights.
- 1.3. The report also presents the final lettings outcomes for 2018/19 and the position for the first nine months of 2019/20 (1st April '19 to 31st December '19). It also shows the current demand for social housing from the housing register.
- 1.4. The number of lets available has been decreasing in recent years. Between 2014/15 and 2018/19 the number of available re-lets decreased by 6%.
- 1.5. It is expected that this decrease in available re-lets will continue. Projections indicate that 860 properties will be available for let in 2020/21.
- 1.6. The ALP distributes available lets to those in most need. The primary focus of the plan is to:
 - reduce the number of households in unsuitable and costly temporary accommodation;
 - reduce under occupation and severe overcrowding;
 - support move-on for single vulnerable households on from supported accommodation to independence and;
 - support the regeneration of certain housing estates.
- 1.7. Demand for homelessness assistance has remained high in recent years. Lewisham Council have accepted an average of 700 households as homeless every year since 2014/15. This, combined with a lack of supply, has led to an increasing numbers of households in Temporary Accommodation (TA) each year. Since 2010/11 the number of households in TA has more than doubled.
- 1.8. The proposed ALP allocates a large number of lettings to homeless households to help to manage the continued high level of homelessness.
- 1.9. The proposed ALP for 2020/21 contains no policy changes nor substantive changes to the approach taken in previous plans.

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2. Recommendations

Mayor is recommended to:

- 2.1. Note the lettings outcomes for 2018/19 and 2019/20 to date.
- 2.2. Approve the proposed Lettings Plan for 2020/21 set out in Appendix 1 of this report.

3. Policy Context

- 3.1. The contents of this report are consistent with the Council's policy framework. It supports the achievements of the Corporate Strategy objectives:
- 3.2. Tackling the housing crisis – Everyone has a decent home that is secure and affordable
- 3.3. 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.
- 3.4. This report is also aligned with the council's allocation scheme, which allows for an ALP to be agreed on an annual basis to determine how best to allocate available stock.

4. Background

- 4.1. Social housing provides a quality, affordable home that allows households to prosper. Unfortunately, for many years demand has outstripped the supply of social housing. Determining how best to allocate this scarce resource to those in housing need is a substantial challenge.
- 4.2. Housing Allocations schemes are governed by legislation which requires housing authorities to determine and publish a lettings scheme, setting out how it will prioritise applications for social housing. It is a requirement that certain groups are given "reasonable preference" within the policy. These groups are:
 - People who are homeless
 - Those living in unsatisfactory housing, e.g. overcrowded or lacking amenities
 - Those who need to move on medical grounds
 - Those who need to move to a particular locality within the district where it would cause hardship if they were unable to do so
 - Those owed a duty under other relevant legislation such as a prohibition order on a property.
- 4.3. Allocation policies must give preference to these groups above others. There is no requirement to give an equal weighting to all of the reasonable preference categories.
- 4.4. The ALP allows the Council to outline the number of properties that are expected to become available in the year and how it will distribute these amongst the groups mentioned above, and others on the Housing Register.
- 4.5. Five priority areas have been identified for the plan, as listed below in no particular order:
 - Homeless households in TA. This is amongst the worst and least secure form of housing, particularly nightly paid and shared B&B accommodation. The ALP allocates a large number of properties to these households to support them in finding stable accommodation and providing opportunities to thrive.
 - Households who are overcrowded by 2 bedrooms or more. Living in overcrowded conditions has a negative impact on health and wellbeing.

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Reducing overcrowding is a key local and national priority.

- Under-occupation. By supporting households to move out of accommodation that is larger than they need, other households in housing need have the opportunity to occupy the property that is vacated. This also helps mitigate the impact of the bedroom tax where it applies.
- Move-on from supported housing schemes. Moving vulnerable households into independent homes when ready frees up much needed supported housing. These bed spaces can then be allocated to those with support needs waiting for accommodation.
- Decants. These are crucial in enabling the Council and partners to move households out of properties at regeneration sites, supporting the delivery of new homes across Lewisham.

- 4.6. The ALP for 18/19 projected that 1,208 properties would become available to let. The final number of lets for 18/19 was 1,150, of which 187 were new build properties. The slight shortfall is largely due to a number of anticipated new build schemes not completing in 18/19.
- 4.7. Lewisham continues to actively participate in ‘Housing Moves’, a pan-London mobility scheme launched by the Mayor of London in May 2012. Lewisham contributes a number of properties per year to this scheme, always ensuring that the quota is met.
- 4.8. Properties offered up by Lewisham as part of the Housing Moves scheme are matched by other authorities meaning no loss of available lettings to Lewisham applicants. The scheme prioritises household moves for those needing to move elsewhere for work, and under-occupiers.

5. Lettings Outcomes for previous years

- 5.1. A summary of the main outturn results in lettings is shown below. Full details for 18/19 and 19/20 to date are provided in Appendices 2 & 3.

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20 Projected
General needs lets	996	1172	865	994	1015	788
Special lets	152	95	94	72	135	105
Housing moves	10	12	11	12	4	12*
Total lets	1,158	1,279	970	1,078	1,154	905

*The total number of lets under the Housing Moves scheme has yet to be confirmed by the GLA

- 5.2. Over the long-term, the number of lets available has been decreasing. The projected outturn for 2019/20 is 905. This is 7% below the previous year and represents almost 950 fewer units than were available in 2011/12. This presents significant difficulties for the service as demand for social housing remains high.
- 5.3. Fewer lets were made to decants in 2019/20 than were proposed in the ALP. This reflects delays in some new build schemes meaning decant programmes have not been accelerated as had originally been expected. The below table outlines the number of lets to decant households in 2019/20 to date.

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5.4. Decant moves in 2019/20 to date

Scheme	Households moved via CBL	Direct matched
Excalibur	0	1
Milford Towers	4	0
Deptford	2	0
Individual decants	N/A	N/A
Total	6	1

5.5. Detail of waiting times for successful lettings is shown at Appendix 4 and 5. The below table shows the average time on the housing register for successful applicants over the last five years.

5.6. The below table shows the average time on the housing register for successful applicants.

Average Time on Housing Register (weeks)	Band			Grand Total
	1	2	3	
Financial Year				
14/15	214	49	104	113
15/16	175	60	101	103
16/17	143	61	119	108
17/18	85	66	126	103
18/19	118	75	127	111
19/20 (Apr – Dec 2019)	106	60	147	110
Grand Total	148	62	117	108

5.7. Whilst the average length of time for successful applicants has remained stable, many households remain on the housing register for a considerable length of time before a property becomes available to them.

5.8. The sheer scale of demand and desirability of a social home means that unless there is a structural shift in supply, there will always be a large number of bids per available property.

5.9. This is particularly the case with family sized properties between 2 and 4 beds. Demand on the housing register for 2 and 3 beds in particular is high, meaning a substantial number of bids may be expected for any available let.

5.10. Over 93,000 bids were made by 6,600 households on the Housing Register during 2018/19, slightly higher than the number made in 2017/18. In 2019/20 to date over 3,600 households have made almost 66,000 bids.

5.11. The below table shows the average number of bids per advertised property.

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Number of Bedrooms	17/18	18/19	19/20 to date
Studio	13.5	5.6	5.7
1 Bed	24.4	12.0	16.1
2 Bed	175.6	112.6	138.6
3 Bed	240.1	165.9	193.9
4 Bed+	158.6	70.9	157.1

- 5.12. The number of bids for some desirable properties is particularly high, with 321 of the properties advertised in the year to date receiving over 100 bids and 10 properties receiving more than 500 bids.
- 5.13. There are currently just over 9,500 households on the Housing Register, of which 8,776 households have been on for over 6 months. Almost 4000 households that are active have made a bid within the past 6 months.
- 5.14. Based on current projections, and with no additional applications to the housing register, it would take over ten years for all applicants on the register to receive a property.
- 5.15. The Allocations team continue to work closely with Homeseach partners to ensure that records are up to date. A data cleansing exercise is being undertaken to support this, which will ensure the Housing Register is an accurate reflection of those still in housing need in Lewisham.
- 5.16. This exercise has resulted in a decrease in the number on the Housing Register up to June 2019. The number of households on the register has begun to increase again following the end of this exercise.

6. Proposed Plan for 2020/21

- 6.1. The Lettings Plan proposed is set out at Appendix 1. It projects a decrease in the number of relets expected to become available in 2020/21 based on the trend across recent years. This is offset by the continued delivery of new builds by the Council and Registered Providers. It is anticipated that a total of 860 properties will be available for let during the course of the year.
- 6.2. There were 2,370 households in temporary accommodation at the end of December 2019, an increase of 84% compared to March 2013 and a 12% increase on the number of households in temporary accommodation at the end of December 2018.
- 6.3. To reduce the number of households in TA it is proposed that a large number of 2 and 3 bed properties are allocated to this group.
- 6.4. The below table identifies the anticipated decant need based on all current projects. By allocating a number of properties to this group each year the decant team are able to facilitate the full decant required on sites in the required timeframe. The ALP allocates a number of properties to this group in 2020/21 to ensure that there is opportunity to move for those who require it.
- 6.5. The below table shows the decant need broken down by the schemes in progress.

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Scheme	1 Bed	2 Bed	3 Bed	4+ Bed	Total
Excalibur Phase 4	0	15	1	0	16
Excalibur Phase 5	0	15	2	2	19
Milford Towers	13	0	0	0	13
Deptford	0	7	1	0	8
Other potential regen schemes	10	25	10	5	50
Total	23	62	14	7	106

- 6.6. The remaining lets have been targeted to the other priority bands to ensure that rehousing opportunities are allocated to those in the highest need. Although all groups will have access to many of the properties on the register, it is proposed to allocate a number to specific cohorts based on the priorities outlined earlier.
- 6.7. An exercise has been completed by Trading Places team to ensure that the housing register is more reflective of actual need. This closed historic cases where no bid had been made in the last three years. As a result there are now 362 active households registered in band 1 as under occupiers, a decrease of 404 from last year.
- 6.8. The Trading Places officer works with this cohort to support those affected by the spare room subsidy alongside those who are under-occupying but not impacted by welfare reform. This remains a key priority as it mitigates the impact of government policy in households, whilst maximising the effective use of available stock. The table below shows the number of properties released via the Trading Places programme in 19/20 and the size of the property they moved to. Of the 40 who moved below, 16 were affected by the bedroom tax and as a consequence of this move are no longer at high risk of eviction.
- 6.9. The below table details moves made by the trading places team in 2019/20

	Bed size moved to				Total Moves
Bed Size released	1	2	3	4+	
2	14				14
3	6	14 (5 of which are waiting to move into new builds)	0	0	20

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4+	0	3	3	0	6
Total		6	0	0	40

- 6.10. The team has also facilitated a series of chain lettings, promoting churn within the stock by supporting transferring households to move who thus vacate a property that can be utilised elsewhere. 11 of the chain lettings enabled freed up larger sized properties that have been advertised to overcrowded tenants, ensuring that the needs of the original household moving and the overcrowded tenants that are successful in bid are both met, as well as the needs of whoever then occupies the additional property vacated.
- 6.11. Trading Places continue to work with Housing Benefit colleagues and Registered Providers to maximise the use of Discretionary Housing Payment. 106 tenants are currently being supported to move, of which 49 are affected by the bedroom tax. Officers will continue to assist this cohort with the continued, intensive support required to help them move into more appropriate accommodation.
- 6.12. A pilot was implemented on two new build developments. This allocated a number of properties to social tenants seeking to transfer, and allocating every subsequent let to transferring tenants. The aim of the pilot is to enable greater churn within the housing stock.
- 6.13. 32 properties were let as per the above pilot with moves into the properties commencing from May 2019. As at the end of November 2019 the approach had resulted in 49 properties being let. This was a combination of the new builds, or the properties that had been vacated by existing social tenants moving into the new builds. A further 10 properties were ready to be advertised which may also deliver further lets as part of the chain approach.
- 6.14. The impact of this approach is still being assessed, and once all the evidence is available will be analysed in detail to understand whether this might apply on a broader scale.
- 6.15. There are currently 103 cases registered with a decant need. The council's major regeneration scheme at Heathside & Lethbridge is nearly complete with no ongoing decant requirement. Work at Excalibur and Milford Towers is ongoing. These will require a number of homes to be made available to these households to support the continued regeneration of these areas. The development at the Deptford Southern Sites is also due to commence soon and provision will be made to facilitate this.
- 6.16. Move on within the supported housing pathway remains a core priority for Lewisham's single homeless intervention team and the supported housing providers. The supported housing move-on nominations are an integral part of the move on from the pathway and in preventing homeless applications within the single homeless cohort. They also enable the council and partners to manage the flow of people through the supported housing pathway. These properties are currently the only form of move on from the Supported Housing Pathway, of which there are currently over 900 units of commissioned accommodation.
- 6.17. Nominations are being used to support quicker hospital discharge and better health outcomes for those within the mental health supported housing cohort. This facilitates a reduction in the number using expensive registered care placements and helps to create churn in these schemes. This is being project managed by the Mental Health Trust in collaboration with Housing.
- 6.18. The use of supported housing pathways and initiatives such as housing first, forms a

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key part of the Council's efforts to address the rising number of rough sleepers in the borough.

- 6.19. Following analysis of supply and demand within the Young Persons Pathway, the Commissioning team have transferred over ten units to the Young Persons Pathway.
- 6.20. Care leavers that are placed in the pathway are now also coming under the Supported Housing Move On quota to ensure equitable move on options for all supported housing clients and reduce the administrative burden on Personal Assistants within Children's Services.
- 6.21. There were 146 lets to supported housing move on cases in 2018/19, and there are currently 91 supported housing move on clients on the Housing Register.
- 6.22. 539 households that were on the housing register as at the end of December 2019 lack two or more bedrooms, a slight increase from December 2018 where there were 531 such households on the register.
- 6.23. 51 seriously overcrowded households moved between April 2019 and December 2019 representing an increase on the same period in 2018/19. A total of 65 seriously overcrowded properties moved in 2018/19. Targets will continue to be set for this group in 2020/21 as it remains a priority area. Trading Places are continuing to facilitate chain lets; three bedroom properties released via the scheme are advertised with preference to overcrowded households.
- 6.24. The GLA have not yet provided detail on the number of properties that Lewisham will be expected to contribute for the Housing Moves programme in 2020/21.
- 6.25. The production of a detailed Lettings Plan, targeting a range of priorities in each band is a more proactive and focused way of addressing lettings priorities. A half year review of progress against the lettings plan targets will be undertaken and will be reported back to the Housing Select Committee and Mayor & Cabinet.

7. Financial implications

- 7.1. There are significant costs associated with housing generally, including managing the allocations service, managing the provision of council housing and providing services to those experiencing homelessness or the threat of homelessness. All of these are affected over time by the demand for housing. The lettings plan is merely the means by which that demand is allocated to existing properties. As such, changes to the plan do not have direct financial implications.
- 7.2. The Council is currently working on plans to deliver the Mayor's new 1,000 social homes target and completing its regeneration schemes at Heathside & Lethbridge and Excalibur estates. It is worth noting, however, that the Council's financial plans in respect of these schemes are dependent on the timely and effective operation of decant programmes and development negotiations and any delays in such programmes would have a negative impact on those plans and the availability of new lettings.

8. Legal implications

- 8.1. Section 159(1) of the Housing Act 1996 requires a local authority to comply with Part 6 of the Act (sections 159 to 174) in allocating housing accommodation. Section 159(7) provides that "subject to the provisions of this Part, a local housing authority may allocate housing accommodation in such manner as they consider appropriate." Section 169 provides that, when exercising their functions under Part 6 of the 1996 Act, as amended by the 2002 Homelessness Act, local housing

- authorities “shall have regard to such guidance as may be given by the Secretary of State” when carrying out their role in allocating social housing.
- 8.2. In compliance with section 166A (of the 1996 Act,) Lewisham Housing Authority has a scheme (Allocations Policy), “... for determining priorities...” which sets out the procedure to be followed when allocating housing accommodation.
 - 8.3. The ‘Allocation of accommodation; guidance for local housing authorities in England’ was published on 29th June 2012. It replaced all previous guidance on social housing allocations. It expressly aims to assist local housing authorities to take advantage of the provisions within the Localism Act 2011. It also encourages authorities to make use of the existing flexibilities within the allocation legislation to ensure that social homes are allocated to people who are deemed to need and deserve them the most, such as “hard working” families and members of the Armed Forces. Further Guidance, namely “Providing social housing for local people” [Statutory guidance on social housing allocations for local authorities in England] was published in December 2013.
 - 8.4. The Localism Act 2011 introduced a number of significant amendments to Part 6 of the 1996 Act. Of particular relevance here are the following provisions: Section 160ZA was inserted by the Localism Act 2011. It established the concept of the qualifying person. Social housing may only be allocated to ‘qualifying persons’ and housing authorities are given the power to determine what classes of persons are or are not qualified to be allocated Housing (s.160ZA(6) and (7)).
 - 8.5. Section 166A requires housing authorities in England to allocate accommodation in accordance with a scheme which must be framed to ensure that certain categories of applicants are given reasonable preference for an allocation of social housing. Section 166A(9) includes a new requirement for an allocation scheme to give a right to review a decision on qualification in s.160ZA(9), and to inform such affected persons of the decision on the review and the grounds for it. This is in addition to the existing right to review a decision on eligibility.
 - 8.6. Section 166A(12) provides that housing authorities must have regard to both their homelessness and tenancy strategies when framing their allocation scheme. The requirement for an allocation scheme to contain a statement of the authority’s policy on offering a choice of accommodation or the opportunity to express preferences about their accommodation is retained. (s.166A(2)). However, the requirement to provide a copy of this statement to people to whom they owe a homelessness duty (under s.193(3A) or s.195(3A) of the 1996 Act) is repealed by s.148(2) and s.149(3) of the Localism Act 2011. This is because, following the changes to the main homelessness duty made by the Localism Act 2011, there can no longer be a presumption that the homelessness duty will be brought to an end in most cases with an allocation under Part 6.
 - 8.7. The European Convention on Human Rights states in Article 8 that “Everyone has the right to respect for his private and family life, his home and correspondence”. The Human Rights Act 1998 incorporates the Convention. Whilst it does not, however, mean that everyone has a *right* to a home, the provision by an Authority of a relevant proactive Allocations Policy and Lettings Plan does assist to reinforce the Article 8 principles.
 - 8.8. 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.

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- 8.9. 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.
- 8.10. 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 advance equality of opportunity or foster good relations. The Equality and Human Rights Commission 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>
- 8.11. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
- The essential guide to the public sector equality duty
 - Meeting the equality duty in policy and decision-making
 - Engagement and the equality duty
 - Equality objectives and the equality duty
 - Equality information and the equality duty
- 8.12. The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:
<https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty-guidance>

9. Equalities implications

- 9.1. The proposed Annual Lettings Plan for 19/20 allocates more properties to Homeless households and Supported Housing Move on households than any other priority category. This is reflective of the high ongoing rate of homelessness applications and demand for supported housing, and the subsequent need to find appropriate permanent accommodation for each of these priority groups to discharge our housing duty.
- 9.2. A substantial number of those on the housing register have not completed the

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equalities monitoring assessment or have opted to not disclose their information, as is their right. This is particularly true of those on the housing register for the above mentioned priority rehousing reasons. Analysis of the ethnicity of those accepted as homeless indicates that a disproportionately large number of households accepted as homeless are BAME, and analysis of the gender of those accepted as homeless shows a disproportionately large number of female applicants.

- 9.3. In allocating a substantial proportion of properties to those accepted as homeless, the Annual Lettings Plan is likely to have an impact on BAME households and females as per the above. This mitigates the impact of the reduction in lets to overcrowded households, who are also disproportionately likely to share those protected characteristics.
- 9.4. Regular reviews of the characteristics of those on the Housing Register and those that are successfully bidding for properties are to be undertaken to understand the impact that the Annual Lettings Plan is having on the above mentioned characteristics. This will enable officers to take action to ameliorate any negative impact where appropriate, and to continue to refine the lettings process.

10. Climate change and environmental implications

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

11. Crime and disorder implications

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

12. Health and wellbeing implications

- 12.1. There are no direct health and wellbeing implications arising from this report.

13. Glossary

- 13.1. The glossary below sets out the definition of some of the terms used in the above report.

Term	Definition
Housing Register	The list of households eligible to bid for properties that become available as part of the Lewisham allocations scheme.
Nightly Paid and B&B	Temporary accommodation that the council pays for on a night-by-night basis. Bed and Breakfast properties may also include the sharing of some facilities.
Nominations	Properties where the Council has rights to nominate households to be the tenant of the property.
Priority Bands	Grouping of applicants based on priority need for housing.
Registered Care Placements	Placements in properties managed by organisations set up to support those with mental health needs.

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Term	Definition
Registered Provider	Housing providers registered with the Regulator of Social Housing.
Re-lets	Social housing that is already in use as social housing that is let to a new tenant.
Seriously Overcrowded	Households that require two or more bedrooms than their current accommodation contains as defined by the Lewisham allocations scheme.
Social Housing	Housing provided by the Council or registered providers at below market rates.
Social Tenants	Tenants renting property from the Council or registered provider at below market rates.
Supported Accommodation / Housing	Support for vulnerable people to maintain and improve their ability to live independently in their own homes, as well as a range of specialist supported housing.
Supported Housing Move On quota	The amount of properties allocated to households on the housing register requiring a move on from supported housing.
Supported Housing Pathways	Accommodation for those with support needs and where the accommodation is provided alongside a package of support.
Temporary Accommodation (TA)	Accommodation that a household may be placed into whilst a decision is being made on their homelessness application, or after their application has been accepted.
Young Persons Pathway	Accommodation part of the supported housing pathway specifically for people aged 16 – 25.

14. Report author and contact

- 14.1. If you have any queries in relation to this report please contact Lee Georgiou at the following address Lee.Georgiou@lewisham.gov.uk.

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15. Appendix

15.1. Appendix 1 – Lettings Plan 2020/21

Count of Lets Band & Rehousing Reason	No. of Beds					Grand Total	Percentage
	Studio	One	Two	Three	Four plus		
Band 1 Total	2	89	43	12	3	149	17.33%
Decant	0	8	21	5	2	36	4.19%
Emergency	0	3	3	2	0	8	0.93%
Exceptional Homeless	0	1	0	0	0	1	0.12%
Exceptional Medical	0	0	2	2	0	4	0.47%
Leaving Care	1	32	5	0	0	38	4.42%
Management Discretion 1	1	7	1	0	1	10	1.16%
Overcrowded - unable to succeed tenancy	0	1	0	0	0	1	0.12%
Retiring Lewisham Employee with tied housing	0	2	0	0	0	2	0.23%
Succession - property too large	0	3	0	0	0	3	0.35%
Under Occupied - High Demand	0	32	11	3	0	46	5.35%
Band 2 Total	27	116	54	52	16	265	30.81%
Homeless Prevention	3	3	26	3	0	38	4.42%
Management Discretion 2	2	4	0	0	0	6	0.70%
Medical High	0	13	11	16	5	48	5.58%
Overcrowded by 2 bed or more	0	0	8	33	11	53	6.16%
Supported Housing Move On	22	96	9	0	0	127	14.77%
Band 3 Total	36	179	127	79	25	446	51.86%
Medical Low	5	26	1	1	0	33	3.84%
Awaiting Medical Assessment	0	0	0	1	0	1	0.12%
Overcrowded By 1 Bed	3	19	2	4	3	31	3.60%
Right to Move	0	0	6	3	0	9	1.05%
Priority Homeless	12	68	115	70	22	287	33.37%
Welfare Affordability	0	7	0	0	0	7	0.81%
Welfare Housing For Older People	16	59	3	0	0	78	9.07%
Grand Total	65	384	224	143	44	860	100.00%

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15.2. Appendix 2 - Total Lettings – 2018/19

Count of Lets Band & Rehousing Reason	No. of Beds					Grand Total	Percentage
	Studio	One	Two	Three	Four plus		
Band 1 Total	1	121	33	10	1	166	14.43%
Decant		29	7	1		37	3.22%
Emergency		3	3	2		8	0.70%
Exceptional Homeless		1				1	0.09%
Exceptional Medical			2	2		4	0.35%
Leaving Care	1	37	6			44	3.83%
Management Discretion 1	1	8	1	0	1	11	0.96%
Overcrowded - unable to succeed tenancy		1				1	0.09%
Retiring Lewisham Employee with tied housing		2				2	0.17%
Starred decant priority		2	1	2		5	0.43%
Succession - property too large		4				4	0.35%
Under Occupied - High Demand	0	37	13	3	0	53	4.61%
Band 2 Total	31	136	74	65	20	326	28.35%
Homeless Prevention	3	4	39	3		49	4.26%
Management Discretion 2	2	5				7	0.61%
Medical High		16	14	20	6	56	4.87%
Overcrowded by 2 bed or more			9	42	13	64	5.57%
Supported Housing Move On	25	111	10	0	0	146	12.70%
Band 3 Total	41	210	248	128	31	658	57.22%
Medical Low	6	30	1	1		38	3.30%
Awaiting Medical Assessment				1		1	0.09%
Overcrowded By 1 Bed	3	22	2	5	3	35	3.04%
Priority Homeless	14	79	232	112	25	462	40.17%
Welfare Affordability		8				8	0.70%
Welfare Housing For Older People	18	68	3			89	7.74%
(blank)			12	9	4	25	2.17%
Grand Total	73	467	355	203	52	1150	100.00%

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15.3. Appendix 3 – Total Lettings 19/20 to date – (1st April '19 – 30th December '19)

Count of Lets	No. of Beds					Grand Total	Percentage
	Studio	One	Two	Three	Four plus		
Band & Rehousing Reason							
Band 1 Total	3	64	30	3		100	17.21%
Decant		5	2			7	1.20%
Emergency		1		1		2	0.34%
Exceptional Homeless		1				1	0.17%
Leaving Care	1	32	6			39	6.71%
Management Discretion 1	2	6	1			9	1.55%
Overcrowded - unable to succeed tenancy		1				1	0.17%
Retiring Lewisham Employee with tied housing			1			1	0.17%
Succession - property too large		1				1	0.17%
Under Occupied - High Demand		17	20	2		39	6.71%
Band 2 Total	22	105	29	35	7	198	34.08%
Homeless Prevention		12	5			17	2.93%
Management Discretion 2	3	13	4	1		21	3.61%
Medical High		12	12	8		32	5.51%
Overcrowded by 2 bed or more			7	26	7	40	6.88%
Supported Housing Move On	19	68	1			88	15.15%
Band 3 Total	19	99	108	52	5	283	48.71%
Former armed forces personnel	1	1				2	0.34%
Medical Low		12				12	2.07%
Overcrowded By 1 Bed	2	8	15	4		29	4.99%
Priority Homeless	8	39	90	44	3	184	31.67%
Welfare Housing For Older People	8	39	3			50	8.61%
(blank)				4	2	6	1.03%
Grand Total	44	268	167	90	12	581	100.00%

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15.4. Appendix 4 - Average waiting times of households moved based on lettings outcomes (weeks) 2018/19

Average Weeks on Housing Register	No. of beds					
Band & Rehousing Reason	Studio	One	Two	Three	Four plus	Grand Total
Band 1 Total	3	107	161	116	129	118
Decant		222	224	274		224
Emergency		21	18	21		20
Exceptional Homeless		5				5
Exceptional Medical			14	22		18
Leaving Care	3	19	8			17
Management Discretion 1	0	15	15	0	129	28
Overcrowded - unable to succeed tenancy		21				21
Retiring Lewisham Employee with tied housing		22				22
Starred decant priority		204	135	135		162
Succession - property too large		18				18
Under Occupied - High Demand	0	145	267	179	0	179
Band 2 Total	5	22	122	140	150	75
Homeless Prevention	11	5	123	144		108
Management Discretion 2	3	5				5
Medical High		146	124	152	102	138
Overcrowded by 2 bed or more			171	135	165	146
Supported Housing Move On	4	6	91			11
Band 3 Total	61	81	142	172	216	127
Medical Low	97	105	110	168		105
Awaiting Medical Assessment				96		96
Overcrowded By 1 Bed	79	114	502	325	812	316
Priority Homeless	46	49	186	168	191	176
Supported Housing Move On		3				3
Welfare Affordability		134				134
Welfare Housing For Older People	57	94	20			84
(blank)			156	147	187	158
Grand Total	36	70	140	159	189	111

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15.5. Appendix 5 - Average waiting times based on lettings outcomes (weeks) - April 1st 2019 – 30th December 2019

Average Time on Housing Register (weeks)	No. of Beds					Grand Total
	Studio	One	Two	Three	Four plus	
Band 1 Total	1	53	227	134		106
Decant		256	172			232
Emergency		13		5		9
Exceptional Homeless		4				4
Leaving Care	2	17	16			16
Management Discretion 1	1	36	42			29
Overcrowded - unable to succeed tenancy		19				19
Retiring Lewisham Employee with tied housing			13			13
Succession - property too large		8				8
Under Occupied - High Demand		77	316	199		206
Band 2 Total	5	16	104	129	356	60
Homeless Prevention		14	120			45
Management Discretion 2	2	9	29	1		11
Medical High		43	99	202		104
Overcrowded by 2 bed or more			141	111	356	159
Supported Housing Move On	6	13	115			12
Band 3 Total	39	84	186	220	221	147
Former armed forces personnel	2	1				1
Medical Low		102				102
Overcrowded By 1 Bed	27	130	455	607		357
Priority Homeless	29	42	148	185	240	130
Welfare Housing For Older People	57	113	0			97
(blank)				214	193	207
Grand Total	20	50	179	182	300	110

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MAYOR		
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 25 2020

Recommendation

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

7. Housing Property Acquisition of Morton House.
8. Moving PLACE/Ladywell.
9. FM Procurement: Hard FM Services Lot 1 Contract Award.
10. FM Procurement - Lot 2 Contract Award Building Fabric.
11. School Meals Contract Extension.

Agenda Item 7

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

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

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Agenda Item 8

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

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Agenda Item 9

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

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

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Agenda Item 10

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

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