

Overview and Scrutiny



Housing Select Committee Agenda

Thursday, 20 January 2022

7.30 pm,

Council Chamber, Civic Suite

Catford, London, SE6 4RU

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For more information contact: John Bardens (02083149976)

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

Part 1

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Housing Select Committee Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Thursday, 20 January 2022.

Kim Wright, Chief Executive
Wednesday, 12 January 2022

<p>Members</p> <p>Councillor Peter Bernards (Chair)</p> <p>Councillor Stephen Penfold (Vice-Chair)</p> <p>Councillor Aisling Gallagher</p> <p>Councillor Silvana Kelleher</p> <p>Councillor Olurotimi Ogunbadewa</p> <p>Councillor Tauseef Anwar</p> <p>Councillor Paul Maslin (ex-Officio)</p> <p>Councillor Octavia Holland (ex-Officio)</p>	
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MINUTES OF THE HOUSING SELECT COMMITTEE

Thursday, 9 December 2021 at 7.30 pm

IN ATTENDANCE: Councillors Peter Bernards (Chair), Silvana Kelleher, Olurotimi Ogunbadewa and Tauseef Anwar.

ALSO JOINING THE MEETING VIRTUALLY: Cllr Aisling Gallagher.

APOLOGIES: Councillors Stephen Penfold

ALSO PRESENT: Fenella Beckman (Director of Housing), Jennifer Daothong (Executive Director for Housing, Regeneration and Public Realm), Dawn Eckersley (Head of Housing Partnerships and Service Improvement), Ellie Eghtedar (Interim SMG Housing Needs and Refugee Services), Councillor Colin Elliott, Councillor Liz Johnston-Franklin, Councillor Caroline Kalu, Jon Kanareck (Lewisham Homes), David Lee (Estates Manager) (London Borough of Lewisham), Ella McCarthy (Housing Partnership and Insight Manager), Councillor Hilary Moore, Tony Riordan (Principle accountant) (London Borough of Lewisham), Angela Scattergood (Director of Education Services, Education Standards and Inclusion), Councillor Luke Sorba, Monsignor N Rothon (Roman Catholic Church), Kenneth Gill (Area Manager) (Pinnacle) and Erica Turner (Housing Partnership & Contracts Manager)

NB: Those Councillors listed as joining virtually were not in attendance for the purposes of the meeting being quorate, any decisions taken or to satisfy the requirements of s85 Local Government Act 1972

1. Minutes of the meeting held on 16 September 2021

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

2. Declarations of interest

The following interests were declared:

- Cllr Olurotimi Ogunbadewa is a board member of Phoenix Housing
- Cllr Silvana Kelleher is a Lewisham Homes tenant.
- Cllr Aisling Gallagher is a Lewisham Homes tenant.

3. Responses from Mayor and Cabinet

There were no responses.

4. Rent and service charge increases

Fenella Beckman, Director of Housing, introduced the report and the following key points were noted:

4.1 Rents are increased according to the government's rent formula of inflation (CPI measure) plus 1%. September's CPI rate of inflation was 3.1% so rents

will increase by 4.1%. This means average rent will rise from £99.19 p/w to £103.26 p/w.

- 4.2 The service charge increase is 5.9% for RB3 residents and 4.9% for Lewisham Homes residents.
- 4.3 Consultation with residents highlighted four main areas of concerns: affordability at a time of increased living costs; service charges not reflecting service received; garage repairs; and the resident engagement process itself.
- 4.4 Officers have agreed to respond to additional points raised by RB3 residents and this information will also be circulated to committee members.

Following the officer introduction, the committee asked a number of questions. The following key points were noted:

- 4.5 It was confirmed that benefit levels are set at the same rate as rents so will also increase.
- 4.6 A member of the public, a leaseholder from RB3, expressed concerns about the consultation process. It was felt that the process should have been more transparent, more extensive and more widely advertised. Concerns were also expressed about the proposed increases at a time of living cost rises. It was queried whether there is any discretion in how the RB3 service charge increase is calculated.
- 4.7 RB3 officers confirmed that in the future the consultation process for proposed increase will be more extensive and feature a resident focus group.
- 4.8 It was confirmed that the RB3 contract sets out the service charge increase as inflation (RPI) plus 1%. Officers were not aware of a way to depart from that.
- 4.9 In response to questions about the low number of Lewisham Homes residents who responded to the consultation, Lewisham Homes officers explained that 3,000 residents were asked and that the consultation was extended. More people used to get involved when the consultation was in-person, but the numbers have always been relatively low.
- 4.10 Lewisham Homes officers also acknowledge that it has taken time for services to recover from the time lost through sickness and self-isolation during the pandemic. The team are in the process of looking very closely at how to improve.

RESOLVED: that the report be noted and that the committee receives a copy of the officer response to the additional points raised by RB3 residents.

5. Support for families following the end of the eviction moratorium

Fenella Beckman, Director of Housing, introduced the report and the following key points were noted:

- 5.1 The council has been preparing for the end of the eviction ban as an increase in demand for services is anticipated.
- 5.2 The council's homelessness service is configured with a focus on early intervention and works closely with internal and external partners, including the homelessness forum and schools.
- 5.3 The service includes resettlement officers to support families placed out of borough. The Access and Inclusion Team in the Children and Young People Directorate also supports children to carry on attending school in Lewisham.

5.4 The council has recently received from the government an ‘exceptional homeless prevention grant’ of just over £1m to help prevent homelessness linked to rent arrears. The council are in the process of identifying eligible households.

Following the officer introduction, the committee, and invited members of the Children and Young People Select Committee, asked a number of questions. The following key points were noted:

5.5 The officer report shows that the homelessness service it is a caring and sensible department of the borough, looking after people in sometimes distressing circumstances.

5.6 In response to questions about families found to be intentionally homeless, it was noted that the council has a joint post between housing and children’s social services to support those at risk of being intentionally homeless. The post has already prevented a number of households from refusing suitable accommodation where they’ve needed some reassurance.

5.7 It was noted that taking children into care is always a last resort and working closely with families, and internal and external partners, is key.

5.8 In terms of working with schools, a partnership between housing officers and the admissions and attendance team has been built up over the last 18 months in order to share information as early as possible.

5.9 In terms of the number of households in temporary accommodation, 64% are in Lewisham, 22% are within southeast London and 14% are placed further away, mostly in other London boroughs and north Kent.

5.10 All households are placed according to the council’s Location Priority Policy, which takes into account a number of complexities that may be involved.

5.11 Decisions about whether or not a household is considered to be intentionally homeless are only made after extensive enquiries into the situation. The main focus is prevention.

5.12 The additional £1m of grant funding from the government will go a long way to helping households in the private rented sector at risk of homelessness. The council is reaching out to make people aware.

5.13 It was noted that homelessness and being placed in housing out of the borough do have an impact academically and socially. This is why it is important to share information between the housing department, the CYP directorate, and schools so plans can be put in place to preserve education, particularly for those with special education and other needs.

RESOLVED: that the report be noted and that the committee considers further joint working with the CYP Select Committee on this issue at a future date.

6. Select Committee work programme

The Scrutiny Manager introduced the work programme and the following points were discussed:

6.1 It was proposed that the March meeting of the committee is expanded to cover a number of issues relating to homelessness in addition to the scheduled updates on the housing and homelessness strategies. The committee

suggested drawing up some focused questions and inviting relevant witnesses.

RESOLVED: that the work programme be agreed with the changes agreed so that the March meeting is focussed on homelessness.

The meeting ended at 9.10 pm

Chair:

Date:



Housing Select Committee

Declarations of Interest

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Chief Executive (Director of Law)

Outline and recommendations

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

1. Summary

1.1. Members must declare any personal interest they have in any item on the agenda. 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.

1.2. Further information on these is provided in the body of this report.

2. Recommendation

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

3. Disclosable pecuniary interests

3.1 These 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.

4. Other registerable interests

4.1 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.

5. Non registerable interests

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

6. Declaration and impact of interest on members' participation

- 6.1. Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take not part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- 6.2. Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph 6.3 below applies.
- 6.3. Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- 6.4. If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- 6.5. Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

7. Sensitive information

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

8. Exempt categories

- 8.1. 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).

9. Report author and contact

9.1. Jeremy Chambers, Director of Law, Governance and Elections, 020 8314 7648



Housing Select Committee

Lewisham Homes Responsive Repairs

Date: 20 January 2022

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Fenella Beckman, Director of Housing Services, LB Lewisham

Mark Newstead, Director of Property Services and Safety, Lewisham Homes

Margaret Dodwell, Chief Executive Officer, Lewisham Homes

Outline and recommendations

The purpose of this report is to provide Housing Select Committee with an overview of Lewisham Homes' Repairs Service and the ongoing work to improve performance.

Timeline of engagement and decision-making

- Clienting Meetings between the council and Lewisham Homes (throughout the year)
- Lewisham Homes Annual Performance Outturn Report 2020/21 – Housing Select Committee – 20th January 2022

1. Summary

- 1.1. This paper gives an overview of Lewisham Homes' Repairs Service performance in the year to date, the challenges the service faces and the action being taken to improve the service to residents.

2. Recommendations

It is recommended that Housing Select Committee:-

- 2.1. note this report.
- 2.2. request an update report on Lewisham Homes Responsive Repairs for scrutiny later this year

3. Policy Context

- 3.1. Lewisham Homes' repairs service is delivered in accordance with the Repairs Policy (September 2021), which supports the delivery of the Lewisham Homes Corporate Plan, 2020-2021, which was developed in collaboration with London Borough of Lewisham (LBL).
- 3.2. The Repairs Policy also supports the aims and objectives of LBL and aligns with key priorities in Lewisham's Corporate Strategy, notably on tackling the housing crisis and providing a decent home.

4. Background

- 4.1. Lewisham Homes, like many other managers of social housing, is seeing an increased demand for repairs. Since the pandemic it has been observed that residents across the social housing sector have been reporting more repairs, possibly due to spending more time within their homes.
- 4.2. Prior to the pandemic Lewisham Homes based its repair budgets on completing around 60,000 reactive repairs per annum. Within the current financial year to date Lewisham Homes have already completed almost 59,000 repairs. With three months of the year remaining, it seems likely Lewisham Homes will complete around 80,000 repairs this financial year. It is unclear if the level of repairs will stabilise or eventually reduce but currently the higher demand for repairs shows no sign of abating.
- 4.3. Expectations of the repairs services in social housing are growing. The Government, the Regulator for Social Housing and the Housing Ombudsman have all made it clear they expect managers to go further in delivering a more proactive, high quality and resident focused service.
- 4.4. Following recent press coverage there is heightened awareness of the problem of damp and mould in the homes and across the sector. Lewisham Homes like many other managers of social homes have a rising number of ongoing damp cases being actively managed. The causes of damp can be multifaceted making the problem

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difficult to diagnose and treat, with some cases requiring long-term ongoing engagement with the residents. The stock condition survey completed in 2020 identified around 2,400 homes with potential damp issues. Lewisham Homes have works programmes in place to address those specific issues. However, the problem is not limited to those properties and Lewisham Homes daily identify other properties with damp issues. Over 30% of the responsive repairs are plumbing related – many involving leaks. With over 90% of the stock Lewisham Homes manage being flats, water leaks affecting multiple homes are a major problem.

- 4.5. Following the self-referral to the Regulator of Social Housing last year, the Council and Lewisham Homes agreed at the end of last year an action plan to drive improvements across all the areas described in this report. Progress against the Action Plan is being monitored through Operational Clienting meetings with progress reports being made to Strategic Clienting and to the Council's Executive Management Team.
- 4.6. Housing Services welcomes Housing Select Committee input into the work that is taking place to improve our responsive repairs service and to ensure our tenants and leaseholders are living in homes that are safe and secure

5. Repairs Performance

- 5.1. Lewisham Homes measures the performance of the repairs service through a number of KPIs. The Board monitors three specific repairs KPIs, which are First Time Fix, Appointments Made and Kept and Last Repair Resident Satisfaction. The targets for these measures were set pre-pandemic and Lewisham Homes haven't reduced the aspirations.
- 5.2. First Time Fix is currently above target year to date at 90% against a target of 80%. This measure indicates that Lewisham Homes are carrying out the works anticipated on the first visit on the majority of occasions. Lewisham Homes are working to make the service more proactive and ensure more works can be done in a single visit.
- 5.3. Appointments made and kept is 93% year to date against a target of 98%. Although the measure is below target, Lewisham Homes keep the majority of appointments and are working to further improve this and miss fewer appointments.
- 5.4. Lewisham Homes' currently measure last repair satisfaction via independently conducted telephone surveys of residents who recently had a repair carried out. Residents are selected randomly which ensures a representative balance of different households and property types to ensure results are reasonably statistically reliable. The last repair satisfaction year to date is 80% against a target of 90%.
- 5.5. Feedback from residents suggests the biggest driver of dissatisfaction is the difficulty of reporting repairs and communicating with us – only 69% were satisfied with ease of reporting a repair. Satisfaction with actual works (91%) and attitude of workers (97%) are much higher than the total score. While Lewisham Homes cannot be complacent about the quality of works, this does suggest the biggest impact of satisfaction will come from improving repairs call handling.

6. Repairs Reporting and Call Handling

- 6.1. Over the past 12 months repair call volumes have been elevated well above their historic pre-pandemic levels. Enquiries in to the Repairs' Service Centre averaged over 1,750 per week over the 3 months to Christmas. Lewisham Homes had hoped that the spike in calls caused by the pandemic would tail off. However, there has been an increase in calls over the same period in 2020/21 when calls were closer to 1,500 per week. The majority of the contacts received, circa 95%, are by telephone.
- 6.2. This has placed considerable strain on the frontline repairs call handlers. Lewisham Homes has increased staffing levels by over 50% in this area from pre-pandemic. Although Lewisham Homes have sought to recruit more staff in to the repairs call

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centre, it has proved difficult to find and retain staff. Lewisham Homes currently have eight full-time and three part-time staff in the call centre and four full time equivalent vacancies. In recent months Lewisham Homes have interviewed over 20 people for the vacant roles but with little success. Lewisham Homes are continuing to advertise the posts and actively seeking to recruit.

- 6.3. Call waiting times and call handling times both went up significantly following the first lock down and have remained high since. This is due to a combination of increasing repair calls, as discussed above, and reduced efficiency in call handling. The average call waiting time is currently 34 minutes, compared to circa 7 minutes this time of year pre-pandemic. Call handling time has risen to 39 minutes in comparison with the historic average of around 7 minutes previously. The increase in handling time is partially due to Covid checks being introduced but more significantly due to the inefficiency of remote working. Call handlers are often kept waiting while trying to contact other teams or contractors on the telephone, who themselves are struggling with elevated call volumes. This can produce long wait times with residents struggling to get through at busy times.
- 6.4. From 4th January staff within the repairs contact centre and DLO scheduling teams both returned to substantive working from Laurence House. This should improve call handling efficiency and remove the need for phone calls between the teams. Discussions are being had about the possibility of co-location with some of the key contractors also within Laurence House to improve coordination and call handling response times.

7. Repairs Service Delivery

- 7.1. Lewisham Homes seeks to deliver as many of the responsive repairs as practicable through the in-house DLO. However the increased workloads and the changing more specialist nature of some repairs, has meant Lewisham Homes have had to sub-contract more works to external suppliers. Some trades Lewisham Homes used to provide have become far more complex and regulated, like scaffolding and roofing, leading to a move to buying in those services from specialists. Lewisham Homes have also seen a big increase in health and safety related works like fire equipment maintenance, fire stopping and fire door repairs, which require specially trained and certified engineers.
- 7.2. Lewisham's housing stock is relatively old, with the majority being over 60 years old with old or original components. Despite a significant investment in planned maintenance by the Council, Lewisham Homes still frequently identify homes in need of urgent major repairs. These homes need large-scale investment like a kitchen or bathroom replacement that Lewisham Homes might otherwise do through the planned works programme. However the urgent nature often means Lewisham Homes have to do the work through the sub-contracted responsive repairs contractors. There has also been a big increase in legal disrepair claims, where the property often needs extensive works completed under the scrutiny of the courts and independent experts. Consequently, major disrepair works are also normally done through sub-contractors.
- 7.3. Currently around 50% of the responsive repairs work is done through external sub-contracted suppliers. Lewisham Homes are working to reduce this but are likely to continue to see a significant proportion of responsive repairs being delivered by external suppliers. Lewisham Homes believe the future of the DLO is in focusing on carrying out smaller repairs within residents' homes and communal areas. These are typically the repairs residents care most about and where Lewisham Homes can get the most added value from well-trained committed directly employed operatives. The vision is for the DLO to provide a high quality customer focussed reactive repairs service mainly within residents' homes.
- 7.4. The change in DLO operatives' terms of employment in October 2020, away from

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piecework to fixed salaries, continues to reverberate with staff. Although a positive and necessary move to modernise the service, Lewisham Homes are still addressing issues of greatly elevated levels of sickness, low productivity and a lack of motivation. Lewisham Homes are gradually engendering a performance culture to improve the quality of repairs and operative productivity. Although Lewisham Homes are seeing improvements, it is acknowledged there is some way to go before the service represents the excellent value for money to which all aspire.

- 7.5. With a much higher rate of sub-contracted repairs, Lewisham Homes have had to develop the capacity to effectively manage those external suppliers. Lewisham Homes have now formed a client side Repairs Team to manage the Repairs service. This team provides strong management of external suppliers and acts as a client to the DLO, with the aim of improving overall repairs performance.

8. Damp and Disrepair

- 8.1. Lewisham Homes has seen an expedient growth in damp and damp related legal disrepair cases. Legal disrepair cases are growing right across the sector. This is mainly driven by aggressive marketing by no win no fee solicitors. Lewisham Homes receive around 150 new legal disrepair claims per annum and currently have 224 live cases. Disrepair claims are often costly and time-consuming to resolve due to legal process.
- 8.2. A recent disrepair case highlighted potential shortcomings within the systems and processes for dealing with urgent decants, disrepair, damp and mould, and persistent complex water leak cases. Around 90% of the disrepair cases relate to damp or water leaks. Last year Lewisham Homes and LBL spent c£1m on disrepair, almost 75% of which went on legal fees and compensation. On top of the legal disrepair cases, Lewisham Homes have a further circa 150 properties on the damp and leaks register.
- 8.3. Following investigations in to the above case, Lewisham Homes produced a lessons learned report and a formal action plan to improve the handling of damp and disrepair cases. Delivery of this action plan is being monitored by Lewisham Homes' Board and through the Client meetings with council officers. Lewisham Homes are making solid progress and aim to have completed the initial plan actions by the end of March 2022.
- 8.4. As per the action plan, Lewisham Homes have recruited, and continue to seek to recruit, additional staff to form a professional surveying team to allow better management of complex repair cases. Lewisham Homes has now appointed a specialist leak detection firm and has a new inter-property water leak protocol. A programme of training and awareness for frontline staff on disrepair and fit for habitation standards has been initiated. Lewisham Homes have reviewed all known damp and disrepair cases and Lewisham Homes have appointed a new Property Analyst to help identify other properties that may be suffering damp from the property records. Alongside this Lewisham Homes have reviewed the decant policy and the disrepair policy to reflect lessons learned.
- 8.5. Many damp cases involve a leak or building defect but equally many relate to condensation problems. Some of the properties are more susceptible to this problem than others due to their poor thermal performance, older designs, poor ventilation or ineffective heating. The use of the property can also play a large part in condensation. Where properties are overcrowded, cluttered, poorly heated and/or poorly ventilated, condensation is more likely to form and lead to mould. It is quite difficult to prevent condensation in an overcrowded home, as normal living e.g. bathing, cooking, drying clothes and even breathing all create excessive levels of moisture beyond that removed by normal air ventilation rates. Where Lewisham Homes believe damp is due to condensation Lewisham Homes look at ways to improve the property (if possible) but also seek to engage with residents about use of their home. Increasingly Lewisham Homes proactively monitor these properties after initial works are completed. To aid

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with this Lewisham Homes are fitting smart thermostats that can remotely monitor humidity levels.

9. Property MOTs

- 9.1. An important part of the action plan is to carry out property MOTs to 2,000 of the most vulnerable properties. Carrying out proactive inspections and repair visits is very much in line with the changing expectations of the Government and Regulator for Social Housing.
- 9.2. The concept of the MOT is that a multi-skilled operative visits the resident's home and checks the property over. While there they complete any necessary minor repairs thus ensuring the home is in good condition and avoiding the need for future repair visits. Over time this should reduce repair reporting and lower overall repair costs, as it should cut the number of repair visits per property. Lewisham Homes currently carry out 5/6 visits per property per annum on average, which is very high.
- 9.3. The current MOT programme commenced in October through external contractor, Gilmartins. Lewisham Homes initially focused on a list of 850 properties identified as being at risk of damp or being in poor condition based on their previous history.
- 9.4. To date, Gilmartins have only managed to complete around 300 surveys and follow up repairs. In part this is due to access problems, with many residents being difficult to contact or refusing the MOT. Where MOT visits have been completed, Lewisham Homes have typically identified a high number of repairs and/or major repairs. This has slowed the number of visits possible but also meant the contractor has had to allocate a team of operatives to follow up repairs. The initial MOTs have typically resulted in over £500 of repairs per property.
- 9.5. Lewisham Homes has now engaged a second contractor, Masher Bros, to bring extra capacity and accelerate the programme. Lewisham Homes are also capturing lessons learned and working on developing a new protocol for the MOT process. Lewisham Homes eventually hope to carry out property MOTs through the DLO but for the time being Lewisham Homes intend to carry on with external contractors to deliver at least the initial circa 2,000 MOTs.

10. Financial implications

- 10.1. Housing Select Committee are asked to note the contents of this update report, as such there are no direct financial implications.
- 10.2. Repairs to the Council's social housing stock is chargeable to the Housing Revenue Account (HRA) which provides annual resources to undertake both planned and responsive repairs. However, sustained increases in repair volumes and initiating new work streams like property MOTs may not be covered by the existing resources and may have financial implications for the Housing Revenue Account.
- 10.3. Once the results of the MOT's/surveys are known, repairs and follow-up actions will be taken to resolve issues identified. This may require the allocation of additional resources which are not currently forecast within the current HRA budget allocations. Discussions are on-going with Lewisham Homes on how to fund work.

11. Legal implications

- 11.1 The report sets out how Lewisham Homes is seeking to meet the statutory, regulatory and contractual repair requirements of a social landlord on behalf of the Council.
- 11.2 There are no direct legal implications beyond this.

12. Equalities implications

- 12.1 The repairs service is delivered in line with Lewisham Homes Equalities, Diversity and

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Inclusion (EDI) strategy.

13. Climate change and environmental implications

13.1. There are considerable benefits to both residents and the environment through homes which are properly insulated, efficiently heated and free from drafts and other issues. The repairs service seek to improve the performance of properties through timely repairs and correction of issues which hinder this. As noted in this report, the housing stock is mostly older, and thus less efficient, however, outside the scope of this report, measures are being taken to apply for funding to assist Lewisham Homes with making improvements to their stock.

14. Crime and disorder implications

14.1 During the year there has been an increase in reports of anti-social behaviour and abusive and aggressive behaviour to staff. Some of this undoubtedly arises out of frustrations over repairs. Improving the repairs service should have a positive impact.

15. Health and wellbeing implications

15.1. The condition of a person's home has a major impact on their physical and mental health and wellbeing. Ensuring residents can easily access the repairs service and that the homes are maintained in a good condition will have a positive impact on the residents' health and well-being.

16. Glossary

16.1 The following terms are used in this report:

Term	Definition
Property MOT	A proactive pre-appointed check on the condition of a resident's home to proactively identify any repairs. The concept is based on repairs generally being completed at the time of the MOT.
KPI	'Key Performance Indicator'. A measurement taken of a specific element of business performance. A KPI usually has a target that performance can be tracked against.
LBL	'London Borough of Lewisham'

17. Report author and contact

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Housing Select Committee

Report title: Shared Ownership Update

Date: 20th January 2021

Key decision: No

Class: Part 1

Ward(s) affected: All

Contributors: Director of Inclusive Regeneration

Outline and recommendations

The purpose of this report is to provide responses in relation to points raised by Housing Select Committee members in relation to the Shared Ownership Policy that was approved by Mayor and Cabinet on the 3rd November 2021. These points were also discussed at Overview and Scrutiny Business Panel on 16th November 2021.

It is recommended that Housing Select Committee review and note the report.

Timeline of engagement and decision-making

1st November 2021 – Discussion with Housing Select Committee members regarding the Shared Ownership Mayor and Cabinet report including the shared ownership policy

3rd November – Mayor and Cabinet approval of the approach to shared ownership including the shared ownership policy

16th November – Overview Scrutiny and Business Panel review of the Mayor and Cabinet report approved on the 3rd November 2021

1. Summary

- 1.1. The purpose of this report is to provide responses in relation to points raised by Housing Select Committee (HSC) members in relation to the Shared Ownership Policy that was approved by Mayor and Cabinet on the 3rd November 2021. These points were also discussed at Overview and Scrutiny Business Panel on 16th November 2021.

2. Recommendations

- 2.1. It is recommended that Housing Select Committee review and note the report.

3. Policy Context

- 3.1. The Council's Corporate Strategy (2018-2022) outlines the Council's vision to deliver for residents over the next four years. Building on Lewisham's historic values of fairness, equality and putting our community at the heart of everything we do, the Council will create deliverable policies underpinned by a desire to promote vibrant communities, champion local diversity and promote social, economic and environmental sustainability. Delivering this strategy includes the following priority outcomes that relate to the provision of new affordable homes:
 - 3.1.1. Tackling the Housing Crisis – Providing a decent and secure home for everyone;
 - 3.1.2. Building an Inclusive local economy – Ensuring every resident can access high-quality job opportunities, with decent pay and security in our thriving and inclusive local economy; and
 - 3.1.3. Building Safer Communities – Ensuring every resident feels safe and secure living here as we work together towards a borough free from fear of crime.
- 3.2. Lewisham's Housing Strategy (2020-2026), includes the following themes that relate to the provision of new affordable homes:
 - 3.2.1. Delivering the homes that Lewisham needs;
 - 3.2.2. Preventing homelessness and meeting housing need;
 - 3.2.3. Improving the quality, standard and safety of housing;
 - 3.2.4. Supporting our residents to live safe, independent and active lives; and
 - 3.2.5. Strengthening communities and embracing diversity.

4. Background

- 4.1. A Mayor and Cabinet report was drafted for consideration at the 3rd November 2021 Mayor and Cabinet meeting. This sought permission for:
 - 4.1.1. The Council to become a provider of shared ownership homes in the borough;
 - 4.1.2. The proposed Shared Ownership Policy;
 - 4.1.3. Lewisham Homes to market, sell and manage shared ownership homes on behalf of the Council; and
 - 4.1.4. Delegations to officers to accept and apply GLA grant and RTB receipts, to agree sales and to agree a variation to the LH/LBL Management Agreement.
- 4.2. Ahead of the Mayor and Cabinet meeting officers met with Housing Select Committee members on the 1st November 2021. In advance of this meeting some questions were shared with officers and these were discussed with Housing Select Committee members on the 1st November 2021. Officers provided feedback on these points and confirmed that additional legal advice was being sought on a number of the matters raised.
- 4.3. Mayor and Cabinet approved the report recommendations on the 3rd November 2021.
- 4.4. Following Mayor and Cabinet's approval Overview and Scrutiny Business Panel requested to review this report. At the overview and Scrutiny Business Panel meeting the points discussed with Housing Select Committee members at the meeting on the 1st November were further discussed. Officers confirmed that legal advice was awaited and that a further response would follow.
- 4.5. Legal advice has been received in relation to the points raised. This paper sets out the responses to the points raised by Housing Select Committee members.

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5. Discussion points

5.1. Cross subsidy

- 5.1.1. HSC members have enquired whether shared ownership properties will be cross subsidising social rent properties.
- 5.1.1. It is confirmed that the shared ownership homes perform positively in viability terms and therefore will provide effective cross subsidy for the delivery of social homes. This varies by the value of the shared ownership units sold especially their location

5.2. Tenancy / lease arrangements

- 5.2.1. HSC members have enquired what type of tenancy the Shared Owners will have with particular concern about the ability for the Council to use Ground 8 to take possession proceedings.
- 5.2.2. It is confirmed that the leases will be long leases (999 years). They will not be assured (or secure) tenancies as defined by the Housing Act 1988 (or 1985).
- 5.2.3. The leases cannot be assured tenancies (as they might in the case of a housing association landlord) because of the status of the landlord as a local authority (Housing Act 1988, Schedule 1 para 12(1)(a)). Nor can they be secure tenancies, because long leases (defined by section 115 of the Housing Act 1985 to include leases of a term exceeding 21 years) are specifically excluded from the secure tenancy regime (Housing Act 1985, Schedule 1 para 1). This is a distinction between the 1985 and 1988 Housing Acts.
- 5.2.4. Accordingly, neither Ground 8, nor any other possession grounds as set out in the Housing Acts have any application to these leases and there is no "quick route" to possession.
- 5.2.5. The Shared Owners will have the statutory protection of sections 166 to 171 of the Commonhold and Leasehold Reform Act 2002 (CLRA), which means the Council must follow a formal process to forfeit the lease in the event of default. The leases must also contain a forfeiture (or "re-entry") clause.
- 5.2.6. Rent must be demanded in accordance with section 166 CLRA and arrears must have reached a certain level (£350) or have been outstanding for at least 3 years before any action is taken to forfeit. In the case of non-rent arrears, there must also be a determination of breach, in the absence of an admission, before forfeiture proceedings can begin.

5.3. Repayment of equity

- 5.3.1. HSC members have asked what Lewisham's policy on the repayment of equity in the event of possession proceedings will be, with specific concern raised about the potential for Shared Owners to lose their built up equity in these cases.
- 5.3.2. It is noted that Lewisham Homes are developing policies to ensure that in the first instance any Shared Owner is helped and supported if they are experiencing financial difficulty which affects their ability to pay rent or service charge.
- 5.3.3. Lewisham Homes will refer Shared Owners to relevant specialist advice and support with the permission of the Shared Owner.
- 5.3.4. Lewisham Homes will contact Shared Owners who fail to pay rent or service charge payments to discuss the circumstances and make a repayment agreement.
- 5.3.5. Downward stair-casing which involves the Council repurchasing some of the equity from the existing Shared Owner, who will remain living in the property owning a smaller share, is also an option for Lewisham Homes and the Council to consider in these circumstances.

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5.3.6. It is noted that there is no statutory requirement for a landlord to repay any equity in the case of forfeiture. Following discussions with Members, legal advice has been sought on this matter to consider options to protect the equity of Shared Owners whilst also protecting the Council's position. Final advice is awaited on this point and will be shared with HSC members upon receipt.

5.4. Lease length and extensions

5.4.1. HSC members have enquired as to the lease length and whether leases can be extended at a later stage.

5.4.2. Leases granted by the Council for shared ownership homes will be for 999 years.

5.4.3. There will be a process for lease extensions. This will be managed by Lewisham Homes on the Council's behalf.

5.5. Resources and Expertise

5.5.1. HSC members have enquired as to what resources and expertise Lewisham Homes have to take on this role for the Council especially given there is no Right to Manage option for Share Owners.

5.5.2. The Lewisham Homes development team members have extensive experience of delivering shared ownership homes. A specialist consultant was initially employed by Lewisham Homes to work on developing the policies and procedures that are required to take on this function and a permanent member of staff has now been recruited to continue this work. Lewisham Homes are making good progress on establishing the required infrastructure for a sales programme. A Sales Agent will be employed for the first development at Creekside and then a permanent team will be appointed once there is a larger sales programme in place.

5.5.3. Following Mayor and Cabinet's approval in November 2021 the Management Agreement between the Council and Lewisham Homes is being varied to include responsibility for the marketing, sales and management of shared ownership homes. This variation includes expectations of the experience and skills the Lewisham Homes team will need to have in carrying out this work. In addition there are a series of KPIs within the agreement. The Council will monitor performance in relation to these KPIs. These KPIs have been further strengthened following discussions at Housing Select Committee and Overview and Scrutiny Business Panel.

5.5.4. In relation to the Right to Manage (RTM) it is correct that Shared Owners with a local authority as their landlord are excluded from this right. The Council have received legal advice confirming this point. The legal advice clarified that leaseholders do however retain the right to form a Recognised Tenants' Association. This does not give them the right to manage the scheme, but it would give them the right to be consulted on issues such as the appointment of managing agents, the power to appoint a surveyor to advise on service charge matters and the ability to act collectively in relation to service charges.

6. Financial implications

6.1. Financial implications are as set out in the Mayor and Cabinet report of the 3rd November 2021.

7. Legal implications

7.1. Trowers and Hamlin have provided the additional legal advice required to respond to a number of the point raised by HSC members. They are also finalising advice in relation to the equity matter which will be shared with HSC members once finalised.

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8. Equalities implications

- 8.1. Equalities implications are as set out in the Mayor and Cabinet report of the 3rd November 2021.

9. Climate change and environmental implications

- 9.1. Climate change and environmental implications are as set out in the Mayor and Cabinet report of the 3rd November 2021.

10. Crime and disorder implications

- 10.1. Crime and disorder implications are as set out in the Mayor and Cabinet report of the 3rd November 2021.

11. Health and wellbeing implications

- 11.1. Health and wellbeing implications are as set out in the Mayor and Cabinet report of the 3rd November 2021.

12. Background papers

- 12.1. More information on the previous Mayor and Cabinet report is available on the Council's website at <https://councilmeetings.lewisham.gov.uk/>

13. Report author(s) and contact

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Housing Select Committee

Report title: Introduction of a new Location Priority Policy

Date: 20 January 2022

Key decision: Yes.

Class: Part 1

Ward(s) affected: All

Contributors: Fenella Beckman, Director of Housing Services

Outline and recommendations

Housing Select Committee are asked to review the report and the proposed policy and to provide comments.

Housing Select Committee are asked to support the approval of this policy by Mayor and Cabinet.

Timeline of engagement and decision-making

11 November 2015	Mayor and Cabinet approval of Location Priority Policy and Procurement Strategy
18 November 2019	Housing Select Committee review of Out of Borough Placements
12 March 2020	Housing Select Committee review of Homelessness in Lewisham
11 and 18 November 2020	Housing Select Committee and Mayor and Cabinet approved proposed Allocations Policy changes, with recommendation for Public Consultation
27 November 2020 – 14 March 2021	Public Consultation
7 June 2021	Allocations Policy Consultation report presented to Housing Select Committee
16 September 2021	Revised Allocations Policy presented to Housing Select Committee
6 October 2021	Allocations Policy Consultation report and Revised Allocations Policy approved by Mayor and Cabinet

1. Summary

- 1.1. This report details the reason that Lewisham is required to have a Location Priority Policy and the rationale behind the proposed policy.
- 1.2. It also contains a summary of the key changes that are proposed to the policy.
- 1.3. The proposed Location Priority Policy is included as Appendix 1.

2. Recommendations

- 2.1. Housing Select Committee are asked to review the report and the proposed policy and to provide comments.
- 2.2. Housing Select Committee are asked to support the approval of this policy by Mayor and Cabinet.

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:
 - 3.1.1. Tackling the housing crisis – Everyone has a decent home that is secure and affordable.
- 3.2. The contents of this report support the achievement of the following Housing Strategy 2020-26 objectives:
 - 3.2.1. Preventing Homelessness and meeting housing need;

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3.2.2. Strengthening communities and embracing diversity.

3.3. The contents of this report also support the achievement of the following Homelessness Strategy 2020-22 objectives:

3.3.1. Support people to access a stable and secure home.

4. Background

- 4.1. Mayor and Cabinet approved a Location Priority Policy and Procurement Strategy on 11th November 2015.¹
- 4.2. The Council strives to make all placements in borough or as close to borough as possible. The Location Priority Policy sets out how the council will prioritise the allocation of the temporary accommodation that is available.
- 4.3. The Procurement Strategy sets out the approach that the council will take to ensure it secures enough accommodation to meet the anticipated demand.
- 4.4. There has been a substantial change in demand over this time. In September 2015 the council was accommodating 1,741 households in temporary accommodation of which 583 were in nightly paid accommodation. As of the end of December 2021 the council was accommodating 2,666 households in temporary accommodation of which 874 were in nightly paid accommodation.
- 4.5. In November 2019, Housing Select Committee reviewed a paper on Out of Borough placements and made comments on the policy and practice of the Council.
- 4.6. Mayor and Cabinet approved a revised Allocation Policy in October 2021. The report set out the need to review the Location Priority Policy and the Private Rented Sector Offer policy prior to implementation of the new Allocations Policy.
- 4.7. A number of changes to the Location Priority Policy have been proposed: due to the importance of the Location Priority Policy in the new Allocations Policy; a change in local needs; and broader changes to some of the characteristics assessed in the policy.
- 4.8. No material changes are proposed to the existing Private Rented Sector Offer policy, therefore this policy is not currently being presented for discussion.
- 4.9. An updated Procurement Strategy will be presented for discussion to a future Housing Select Committee meeting.

5. The Location Priority Policy

- 5.1. Section 208 of the Housing Act 1996 requires that 'so far as reasonably practicable' local authorities should accommodate homeless households in borough.²
- 5.2. The scale of the housing crisis is such that it is not always possible to accommodate households within Lewisham. A combination of high demand and limited supply mean that many households are accommodated out of the borough.
- 5.3. The Supreme Court judgment in the case of *Nzolameso v Westminster City Council* required local authorities to have "a policy for procuring sufficient units of temporary accommodation secondly, each local authority should have and keep up to date, a policy for allocating those units to individual homeless households."³
- 5.4. Section 17 of the Homelessness Code of Guidance sets out some of the

¹ <https://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=139&MId=3861&Ver=4>

² <https://www.legislation.gov.uk/ukpga/1996/52/section/208>

³ <https://www.supremecourt.uk/cases/uksc-2014-0275.html>

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considerations that an authority should take into account in its policy, including but not limited to matters such as education, employment and medical need.⁴

- 5.5. The Location Priority Policy presently effect in Lewisham was approved in November 2015 and reflects Lewisham’s approach to allocating temporary accommodation in a manner consistent with the decision in Nzolameso v Westminster City Council.
- 5.6. The policy sets out that whilst the council will always seek to place a household in borough if possible, households may be allocated accommodation outside of the borough, and establishes criteria by which households will be prioritised for in-borough accommodation or accommodation closer to the borough.
- 5.7. Households that are prioritised for an in-borough placement under the current policy have a substantial need linked to education, health or wellbeing that cannot be satisfactorily met should the household be moved out of borough.⁵
- 5.8. Households that are prioritised for a close to borough placement under the current policy are those where the household has employment in borough or where a member of the household is in the final years of their education for certain examinations.
- 5.9. Households that do not meet these criteria are awarded no location priority policy.
- 5.10. The current policy sets out that a close to borough placement is one that is within 90 minutes travelling distance by public transport.
- 5.11. The below table sets out the percentage breakdown of location priority policy awards since the introduction of the Homelessness Reduction Act in April 2018. Over two thirds of households were assessed to have either an in-borough priority or a within 90 minutes priority in 18/19 and 19/20. This changed in 20/21 as a consequence of the shift in demand due to the Pandemic. More single households approached for support during 20/21, and they are more likely to fall into the no location priority cohort.

	A. Location Priority - In Borough	B. Location Priority - 90 mins	C. No Location Priority
18/19	21.6%	49.2%	29.1%
19/20	20.6%	52.1%	27.3%
20/21	22.8%	42.0%	35.2%

- 5.12. In reality, recent analysis suggests that far greater proportions of households are being accommodated in or close to borough when compared to their designated Location Priority. Therefore, even where the policy does currently allow for households to be located further away, in the majority of cases, accommodation is found nearer to Lewisham.
- 5.13. The below table shows all TA placements by area as at December 2021. The vast majority of placements are within Lewisham and neighbouring boroughs, with 3% outside of London.

Area	TA placements	% of total
Lewisham	1652	64%
SE London (Bexley, Bromley, Croydon, Greenwich, Lambeth, Southwark)	580	22%
Rest of London	269	11%
Outside of London	88	3%

⁴ <https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities/chapter-17-suitability-of-accommodation>

⁵ <https://lewisham.gov.uk/-/media/location-priority-policy.ashx>

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- 5.14. It should be noted that a number of these out of London placements include locations such as Dartford, Sevenoaks and Medway which are in relatively close proximity to Lewisham and Catford which travelling by public transport, in contrast with areas within North West London which are a greater travelling distance away. Flexibility in the policy will be allowed in order to accommodate households in areas such as Dartford, if a household wishes to be accommodated there, rather than other areas within Greater London.
- 5.15. In March 2017 Mayor and Cabinet agreed a Private Rented Sector Offer Policy that sets out how the Council will bring the main housing duty to an end for households where it has secured a suitable home in the private rented sector. The policy sets out that the council will use the Location Priority Policy when making such offers.

6. Proposed Changes

- 6.1. In 2019, Housing Select Committee received a report on Out of Borough Placements and the Vice-Chair subsequently made a number of recommendations for consideration. These were:
 - 6.1.1. The Location Priority Policy is used to determine appropriateness of private rented sector discharge but it is not made clear in the Priority Policy that it will be used as such. The policy should be amended to reflect this;
 - 6.1.2. Carers who are not part of a household are afforded in-borough priority, but the cared for are not. Further to this, the policy is restricted to family members and is only applicable where the resident is in receipt of Carer's allowance and not whether the resident receives Disability Living Allowance or Personal Independence Payments at a level sufficient to trigger the allowance;
 - 6.1.3. The 90 minute 'close to borough' priority is afforded to a number of groups for whom a placement so far away may come at burdensome expense or fundamentally take too long i.e. those in employment that cannot be moved, or those in exam year at school;
 - 6.1.4. AS Levels no longer exist and the two year nature of GCSE's and A-Levels mean that households should be awarded the priority if their household has a member either in GCSE or A level year, or the year immediately prior.
- 6.2. The COVID-19 pandemic meant that this review has been paused for some time. It is now an appropriate time to review the policy, given the inclusion of the Location Priority Policy in determining priority banding for Homeless households on the Housing Register, and its role in identifying appropriate locations for discharge of duty through the use of a Private Rented Sector Offer.
- 6.3. It is proposed that the Location Priority Policy awards remain as:
 - 6.3.1. Priority A - Priority to be located in the London Borough of Lewisham;
 - 6.3.2. Priority B – Priority to be located close to the London Borough of Lewisham
 - 6.3.3. Priority C - No priority as to the location of the property.
- 6.4. A number of changes are proposed in order to:
 - 6.4.1. Make explicit reference within the Location Priority Policy regarding its use in Private Rented Sector discharges. Namely that policy will also be used to identify appropriate locations where the council will consider discharging the main housing duty under s.193 Housing Act 1986 through the use of a Private Rented Sector Offer.
 - 6.4.2. Award in-borough priority to those who are in receipt of care through a longstanding

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arrangement. Those being cared for must be in receipt of the Daily Living Component of the Personal Independence Payment or the middle or highest care rate of the Disability Living Allowance.

- 6.4.3. Move away from the Priority B 90 minutes travelling time criteria. The proposal is for Priority B, close to borough priority to be defined as within the Greater London area, with provision made for placement outside of Greater London where there are exceptional circumstances, and for a yearly review to be carried out in order to assess the impact of the policy in terms of customer satisfaction and cost.
- 6.4.4. Remove references to AS Levels and take into account the two-year nature of GCSEs and A-Levels, so that close to borough priority is awarded to households where children are enrolled in GCSE or A level courses in the London Borough of Lewisham, with public exams to be taken in the current or next academic year.
- 6.5. Officers will endeavour to place all households within or as close as possible to the London Borough of Lewisham. The policy does not prevent a household from considering other housing options, including asking the council for advice, support and assistance in relocating to more settled accommodation.
- 6.6. The Council will have due regard to the principal needs of any children in the household, and the need to safeguard and promote the children's welfare. In particular, regard will be had to any disruption to schools, medical care, social work, other key services and other support.
- 6.7. The award of any location priority does not guarantee the provision of temporary accommodation within those areas, rather priority for such accommodation should it be available and suitable.
- 6.8. This work supports the implementation of the revised Allocations Policy, alongside the recent implementation of a new integrated housing system.

7. Next Steps

- 7.1. Officers will develop a comprehensive communications plan to inform applicants about the changes. This will explain why changes have been made and set out how to make representations should they believe the change to be incorrect.
- 7.2. An updated Procurement Strategy will be presented for discussion at Housing Select Committee in March 2022 and subsequently to Mayor and Cabinet for approval.
- 7.3. Officers will continue to closely monitor the policies after implementation. This will allow any issues that arise to be addressed promptly. Officers will also continue to monitor allocations to ensure that the Allocations Policy is delivering against its objectives. An annual outturn report will be presented to Housing Select Committee for scrutiny.

8. Financial implications

- 8.1. As has been previously narrated and outlined in this report, the current housing issues experienced both nationally and in the borough are putting severe pressure on the council's housing allocations and budgets. 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.
- 8.2. All of these are affected over time by the demand for housing. The allocations policy, which includes the Location Priority Policy, is the means by which that demand is allocated to existing properties.
- 8.3. The allocations policy, including the Location Priority Policy, assists in managing those

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pressures and helps officers to make the best use of the resources available to them.

- 8.4. However, the change from the 90 minutes close to borough requirement to 'Greater London', as a location could put additional pressure on the Housing services budget as Greater London rents tend to be more expensive than locations outside of the London region. This could increase the net cost of placements over time, depending on which London locations clients are placed.

9. Legal implications

- 9.1. The implications of the decision of the Supreme Court in *Nzolameso v Westminster City Council* have been set out in this report. There are two main groups of applicants to whom the Council owes a duty to source accommodation on a temporary basis, those to whom a Children Act 1989 duty is owed, following assessment, and those to whom a homelessness duty is owed, pursuant to the 1996 Act and Guidance.
- 9.2. Sections 206 and 208 of the Housing Act 1996 ["the 1996 Act"] impose distinct but related requirements upon the local authority.
- 9.3. Section 206(1) provides that the authority may discharge their housing functions only by securing "suitable" accommodation, albeit by a variety of routes.
- 9.4. Section 208(1) provides that: "So far as reasonably practicable a local housing authority shall in discharging their housing functions under this Part secure that accommodation is available for the occupation of the applicant in their district".
- 9.5. By virtue of section 205(1) of the 1996 Act, their "housing functions" refers to their functions under Part 7 to secure that accommodation is available for a person's occupation. It is clear, therefore, that these are duties owed to the individual person to whom the main homelessness duty is owed. The accommodation offered has to be suitable to the needs of the particular homeless person and each member of her household and the location of that accommodation can be relevant to its suitability; this has since been fleshed out in statutory guidance.
- 9.6. Under section 182(1) of the 1996 Act, local housing authorities are required to have regard to such guidance as may from time to time be given by the Secretary of State. The current general guidance is contained in the Homelessness Code of Guidance for Local Authorities (Department for Communities and Local Government, 2006). As to the duty in section 208(1), this provides: "16.7. Section 208(1) requires housing authorities to secure accommodation within their district, in so far as is reasonably practicable. Housing authorities should, therefore, aim to secure accommodation within their own district wherever possible, except where there are clear benefits for the applicant of being accommodated outside of the district. This could occur, for example, where the applicant, and/or a member of his or her household, would be at risk of domestic or other violence in the district and need to be accommodated elsewhere to reduce the risk of further contact with the perpetrator(s) or where ex-offenders or drug/alcohol users would benefit from being accommodated outside the district to help break links with previous contracts which could exert a negative influence."
- 9.7. As to suitability, the Code says this about the location of the accommodation: "17.41. The location of the accommodation will be relevant to suitability and the suitability of the location for all the members of the household will have to be considered. Where, for example, applicants are in paid employment account will need to be taken of their need to reach their normal workplace from the accommodation secured. The Secretary of State recommends that local authorities take into account the need to minimise disruption to the education of young people, particularly at critical points in time such as close to taking GCSE examinations. Housing authorities should avoid placing applicants in isolated accommodation away from public transport, shops and other facilities, and, wherever possible, secure accommodation that is as close as possible to

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where they were previously living, so they can retain established links with schools, doctors, social workers and other key services and support essential to the well-being of the household.”

- 9.8. This has since been expanded upon. Under section 210(2), the Secretary of State may by order specify (a) the circumstances in which accommodation is or is not to be regarded as suitable, and (b) the matters to be taken into account or disregarded in determining whether accommodation is suitable for a person. During the passage of the Localism Act 2011, the Government undertook “to remain vigilant to any issues that arose around suitability of location”. It had come to light that some local authorities were seeking accommodation for households owed the main homelessness duty “far outside their own district”. The Government was therefore “willing to explore whether protections around location of accommodation need to be strengthened and how this might be done” (Department for Communities and Local Government, Homelessness (Suitability of Accommodation) (England) Order 2012 – Consultation, May 2012, para 38). A full consultation exercise showed widespread support for strengthening that protection (Department for Communities and Local Government, Homelessness (Suitability of Accommodation)(England) Order 2012 – Government’s Response to Consultation, November 2012): “Government has made it clear that it is neither acceptable nor fair for local authorities to place households many miles away from their previous home where it is avoidable. Given the vulnerability of this group it is essential that local authorities take into account the potential disruption such a move could have on the household.”
- 9.9. The method chosen was to make it a matter of statutory obligation to take the location of the accommodation into account when determining whether accommodation is suitable. Hence, in October 2012, shortly before the decisions were taken in this case, the Secretary of State made the Homelessness (Suitability of Accommodation) (England) Order 2012 (SI 2012/2601).
- 9.10. Article 2 provides: “In determining whether accommodation is suitable for a person, the local housing authority must take into account the location of the accommodation, including - (a) where the accommodation is situated outside the district of the local housing authority, the distance of the accommodation from the district of the authority; (b) the significance of any disruption which would be caused by the location of the accommodation to the employment, caring responsibilities or education of the person or members of the person’s household; (c) the proximity and accessibility of the accommodation to medical facilities and other support which - (i) are currently used by or provided to the person or members of the person’s household; and (ii) are essential to the wellbeing of the person or members of the person’s household; and (d) the proximity and accessibility of the accommodation to local services, amenities and transport.”
- 9.11. The Government’s response to consultation had emphasised that the Order “does not prevent or prohibit out of borough placements where they are unavoidable nor where they are the choice of the applicant”. However, the Department also issued Supplementary Guidance on the homelessness changes in the Localism Act 2011 and on the Homelessness (Suitability of Accommodation) (England) Order 2012 (November 2012), which strengthened the obligation to secure accommodation as close as possible to where the household had previously been living:
- 9.11.1. “48. Where it is not possible to secure accommodation within district and an authority has secured accommodation outside their district, the authority is required to take into account the Page 9 distance of that accommodation from the district of the authority. Where accommodation which is otherwise suitable and affordable is available nearer to the authority’s district than the accommodation which it has secured, the accommodation which it has secured is not likely to be suitable unless the authority has a justifiable reason or the applicant has specified a preference.

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- 9.11.2. 49. Generally, where possible, authorities should try to secure accommodation that is as close as possible to where an applicant was previously living. Securing accommodation for an applicant in a different location can cause difficulties for some applicants. Local authorities are required to take into account the significance of any disruption with specific regard to employment, caring responsibilities or education of the applicant or members of their household. Where possible the authority should seek to retain established links with schools, doctors, social workers and other key services and support.” (Emphasis supplied).
- 9.12. The guidance goes on to deal with employment, caring responsibilities, education, medical facilities and other support, and also with cases where there may be advantages in the household being accommodated somewhere outside the local authority’s district, including employment opportunities there.
- 9.13. The effect, therefore, is that local authorities have a statutory duty to accommodate within their area so far as this is reasonably practicable. “Reasonable practicability” imports a stronger duty than simply being reasonable. But if it is not reasonably practicable to accommodate “in borough”, they must generally, and where possible, try to place the household as close as possible to where they were previously living. There will be some cases where this does not apply, for example where there are clear benefits in placing the applicant outside the district, because of domestic violence or to break links with negative influences within the district, and others where the applicant does not mind where she goes or actively wants to move out of the area. The combined effect of the 2012 Order and the Supplementary Guidance changes, and was meant to change, the legal landscape as it was when previous cases dealing with an “out of borough” placement policy, such as *R (Yumsak) v Enfield London Borough Council* [2002] EWHC 280 (Admin), [2003] HLR 1, and *R (Calgin) v Enfield London Borough Council* [2005] EWHC 1716 (Admin), [2006] HLR 58, were decided.
- 9.14. An applicant who is dissatisfied with any of the local authority’s decisions listed in section 202(1) of the Act can request a review of that decision. The decisions listed do not in terms include a decision to place “out of borough” despite section 208(1). But they do include, at (f), any decision of a local housing authority as to the suitability of accommodation offered in discharge of their duty under, inter alia, section 193(2). They also include, at (b), any decision as to what duty (if any) is owed, inter alia, under section 193(2). It is common ground that (b) includes a decision that the duty is no longer owed because it has been discharged.
- 9.15. Under section 204, an applicant who has requested a review under section 202 and is dissatisfied with the decision may appeal to a county court “on any point of law arising from the decision” (alternatively, if the review decision has not been notified within the prescribed time, arising from the original decision).
- 9.16. The position with respect to the Councils duties pursuant to ss17 and 20 of the Children Act 1989 are that:
- 9.16.1. (s17) It is a general duty of every local authority (a) to safeguard and promote the welfare of children within their area who are in need; and (b) so far as is consistent with that duty, to promote the upbringing of such children by their families, by providing a range and level of services appropriate to those children’s needs. These services can include accommodation.
- 9.17. Before giving any assistance or imposing any conditions, a local authority shall have regard to the means of the child concerned and of each of his parents.
- 9.18. Children in need are those who are unlikely to achieve or maintain, or to have the opportunity of achieving or maintaining, a reasonable standard of health or development without the provision of services by a local authority; whose health or development is likely to be significantly impaired, or further impaired, without the

provision of such services; or who are disabled.

- 9.18.1. (s20) Every local authority shall provide accommodation for any child in need within their area who appears to them to require accommodation as a result of (inter alia)— the person who has been caring for him being prevented (whether or not permanently, and for whatever reason) from providing him with suitable accommodation or care.
- 9.19. It is of note that the facts of the Westminster case are significantly stark: the parent had health issues, and it may seem to observers that the decision to refuse accommodation pending appeal, under their housing duties, and then to refuse accommodation to the family pursuant to s 17 Children Act 1989, restricting their support to the children alone under s20, then to split the sibling group and commence care proceedings, should have prompted a review of the family's situation as a whole focussing upon the children's welfare. However, that is not the course that Westminster pursued, with good cause or not. The Supreme Court did not comment upon the child protection issues, if any. They did however consider the issues relating to the children's welfare very strongly in the light of the overall duties owed to the children flowing from s11(2) Children Act 2004, which states that the Local Authority, in the discharge of their functions, (in this case their housing function under the 1996 Act) must make arrangements for ensuring that they have regard to the need to safeguard and promote the welfare of children, including in their arrangements with other agencies.
- 9.20. Thus s11 imposes a similar duty upon a local authority to carry out their functions in a way which takes into account the need to safeguard and promote the welfare of children.
- 9.21. The Supreme Court in Westminster laid emphasis upon that need to promote as well as safeguard the welfare of children flowing from s11.
- 9.22. It is also the case that there will almost always be children affected by decisions about where to accommodate households to which the main homelessness duty is owed. Such households must, by definition, be in priority need, and most households are in priority need because they include minor children. The local authority may have the invidious task of choosing which household with children is to be offered a particular unit of accommodation. "This does not absolve the authority from having regard to the need to safeguard and promote the welfare of each individual child in each individual household, but it does point towards the need to explain the choices made, preferably by reference to published policies setting out how this will be done" (my emphasis)
- 9.23. Such a duty under s11 is therefore a "have regard" duty. It is arguable (and will no doubt be subject to further litigation) the extent to which such a duty is owed to any individual child.
- 9.24. However, as things stand, any policy in relation to the procurement, allocation and eligibility of temporary or more settled housing for families, should have due regard to the general duties imposed under s11, as well as the assessed individual needs of each child under s17 Children Act 1989.

10. Equalities implications

- 10.1. A draft Equalities Analysis Assessment has been completed and is included at Appendix 2. It will be finalised prior to the report being presented to Mayor and Cabinet for approval.

11. Climate change and environmental implications

- 11.1. There are no anticipated climate change and environmental implications.

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12. Crime and disorder implications

- 12.1. There are no anticipated crime and disorder implications.

13. Health and wellbeing implications

- 13.1. The Location Priority Policy gives in borough preference to residents with medical need, classified as under-going treatment for a physical or mental health condition, which cannot be transferred. It also gives preference to children subject to a Child Protection Plan, an Education Health and Care Plan or a Statement of Educational Needs in the London Borough of Lewisham, which cannot be transferred to another local authority. Those in receipt of care or those caring for someone outside of their household through longstanding arrangements are also given preference for allocations in-borough.

14. Appendices

- 14.1. Appendix 1: Proposed Location Priority Policy
14.2. Appendix 2: Equalities Analysis Assessment

15. Background papers

- 15.1. Current Location Priority Policy – approved by Mayor and Cabinet in 2015

16. Report author and contact

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LONDON BOROUGH OF LEWISHAM **LOCATION PRIORITY POLICY**

1. General

- 1.1. This Location Priority Policy will provide a framework for the fair allocation of affordable temporary accommodation within and close to the London Borough of Lewisham. This policy applies to the allocation of temporary accommodation secured under Part VII, Housing Act 1996 and under Part III, Children Act 1989.
- 1.2. This policy will also be used to identify appropriate locations where the council will consider discharging the main housing duty under s.193 Housing Act 1986 through the use of a Private Rented Sector Offer.
- 1.3. This policy outlines which households will have priority for accommodation within or close to the London Borough of Lewisham. Within each priority band, officers will endeavour to place all households within or as close as possible to the London Borough of Lewisham.
- 1.4. This policy does not prevent a household from considering other housing options, including asking the council for advice, support and assistance in relocating to more settled accommodation.
- 1.5. In reaching individual location decisions the Council will have due regard to the principal needs of any children in the household, and the need to safeguard and promote the children's welfare. In particular, regard will be had to any disruption to schools, medical care, social work, other key services and other support. However, compliance with this policy will indicate that, insofar as there are adverse effects on such needs, the limited supply of accommodation within or close to the London Borough of Lewisham justifies those effects.
- 1.6. The award of any location priority does not guarantee the provision of temporary accommodation within those areas, rather priority for such accommodation should it be available and suitable.
- 1.7. Where the household is in receipt of welfare benefits, this may place additional constraints on the availability of affordable accommodation, including constraints on its type and location.
- 1.8. It is intended that this policy be reviewed yearly in order to assess the impact of the changes from the previously version of the policy (2015), with an option to revise the policy should this be required.

2. Categories of Location Priority

2.1. If the local authority has a duty to secure accommodation, an assessment will be carried out to determine the location priority of the applicant. This assessment will determine whether the applicant has:

- Priority A - Priority to be located within the London Borough of Lewisham
- Priority B – Priority to be located close to the London Borough of Lewisham
- Priority C - No priority as to the location of the property.

3. Priority A: In-Borough Priority

3.1. Priority for available in-borough accommodation will be given to certain households who have a particularly compelling need to be housed within the London Borough of Lewisham. Applicants and their household members to be housed with them who satisfy one or more of the following criteria will qualify for 'in-borough priority':

- a. They are receiving treatment for a physical or mental health condition from a specialist hospital unit which cannot be transferred to another NHS service or they are at a critical point in their treatment.
- b. Children subject to a Child Protection Plan in the London Borough of Lewisham which cannot be transferred to another local authority without causing serious detriment to a child's welfare.
- c. Children subject to an Education Health and Care Plan (EHP) or a Statement of Special Educational Needs in the London Borough of Lewisham which cannot be transferred to another local authority without causing serious detriment to the child's welfare.
- d. They have a longstanding arrangement to provide essential care to another person or people in the London Borough of Lewisham who is not part of their household. The cared for person must be in receipt of the daily living component of Personal Independence Payment, the middle or highest rate of Disability Living Allowance or Attendance Allowance and the carer in the applicant's household must be eligible for Carer's Allowance or Carer's Credit for the care that they provide to the cared for person.
- e. They are in receipt of care through a longstanding arrangement with another person or persons who is not part of the household and where placement in another local authority would disrupt this arrangement. Those being cared for must be in receipt of the daily living component of Personal Independence Payment or the middle or highest care rate of Disability Living Allowance or Attendance Allowance.
- f. Other exceptional circumstances which demonstrate a compelling need which cannot be met outside of the London Borough of Lewisham.

3.2. An 'in-borough' priority does not guarantee an in-borough placement, but should suitable and affordable accommodation be available within that area it does give that household priority over others without this assessed priority.

4. Priority B: Close to Borough Priority

- 4.1. 'Close to borough priority' is defined as priority for accommodation that is located within Greater London.
- 4.2. Applicants or their household members to be housed with them who satisfy one or more of the following criteria will qualify for 'close to borough priority':
 - a. They are employed at a workplace close to the London Borough of Lewisham for 16 hours or more per week in a role which cannot be transferred to another area. Applicants must have been continuously employed in this role for six months prior to the date of application and must remain so employed.
 - b. Women who are on maternity leave from employment and meet the above criteria will also be prioritised for placements close to the London Borough of Lewisham.
 - c. Children who are enrolled in GCSE or A level courses in the London Borough of Lewisham, with public exams to be taken in the current or next academic year.
 - d. Other exceptional circumstances where applicants demonstrate a compelling need to be housed close to the London Borough of Lewisham.
- 4.3. Such priority does not guarantee a placement within Greater London, but should suitable and affordable accommodation be available within that area, it does give the household priority over others without that assessed priority.

5. Priority C: No Locational Priority

- 5.1. Applicants who meet none of the 'in-borough' or 'close to borough' criteria will be offered properties further afield.

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Equalities Analysis Assessment

Author	Ella McCarthy	Directorate	Housing
Date	07/01/22	Service	Housing Partnerships and Service Improvement

1. The project or decision that this assessment is being undertaken for: Location Priority Policy Review 2022

Section 208 of the Housing Act 1996 requires that 'so far as reasonably practicable' local authorities should accommodate homeless households in borough.

The Council strives to make all placements in borough or as close to borough as possible. The Location Priority Policy sets out how the council will prioritise the allocation of the temporary accommodation that is available.

The scale of the housing crisis is such that it is not always possible to accommodate households within Lewisham. A combination of high demand and limited supply mean that many households are accommodated out of the borough.

The Supreme Court judgment in the case of *Nzolameso v Westminster City Council* required local authorities to have "a policy for procuring sufficient units of temporary accommodation secondly, each local authority should have and keep up to date, a policy for allocating those units to individual homeless households."

Section 17 of the Homelessness Code of Guidance sets out some of the considerations that an authority should take into account in its policy, including but not limited to matters such as education, employment and medical need.

The Location Priority Policy presently effect in Lewisham was approved in November 2015 and reflects Lewisham's approach to allocating temporary accommodation in a manner consistent with the decision in *Nzolameso v Westminster City Council*.

The policy sets out that whilst the council will always seek to place a household in borough if possible, households may be allocated accommodation outside of the borough, and establishes criteria by which households will be prioritised for in-borough accommodation or accommodation closer to the borough.

Households that are prioritised for an in-borough placement under the current policy have a substantial need linked to education, health or wellbeing that cannot be satisfactorily met should the household be moved out of borough.

Households that are prioritised for a close to borough placement under the current policy are those where the household has employment in borough or where a member of the household is in the final years of their education for certain examinations.

Households that do not meet these criteria are awarded no location priority policy.

2. The protected characteristics or other equalities factors potentially impacted by this decision

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Maternity and pregnancy	<input checked="" type="checkbox"/> Marriage and civil partnership	<input checked="" type="checkbox"/> Other, Gypsies and traveller
<input checked="" type="checkbox"/> Gender	<input checked="" type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Disability	<input checked="" type="checkbox"/> Household type	
<input checked="" type="checkbox"/> Religion or belief	<input checked="" type="checkbox"/> Carer status	<input checked="" type="checkbox"/> Sexual orientation	<input checked="" type="checkbox"/> Income	

The Location Priority Policy sets out how the council will prioritise the allocation of the temporary accommodation that is available. There are currently over 2,500 households in temporary accommodation and so there is a potential impact on all of the protected characteristics and other equalities factors outlined above.

The proposed changes to the policy are:

Make explicit reference within the Location Priority Policy regarding its use in Private Rented Sector discharges. Namely that policy will also be used to identify appropriate locations where the council will consider discharging the main housing duty under s.193 Housing Act 1986 through the use of a Private Rented Sector Offer.

Award in-borough priority to those who are in receipt of care through a longstanding arrangement. Those being cared for must be in receipt of the Daily Living Component of the Personal Independence Payment or the middle or highest care rate of the Disability Living Allowance.

Move away from the Priority B 90 minutes travelling time criteria. The proposal is for Priority B, close to borough priority to be defined as within the Greater London area, with provision made for placement outside of Greater London where there are exceptional circumstances, and for a yearly review to be carried out.

Remove references to AS Levels and take into account the two-year nature of GCSEs and A-Levels, so that close to borough priority is awarded to households where children are enrolled in GCSE or A level courses in the London Borough of Lewisham, with public exams to be taken in the current or next academic year.

We believe the proposed amendments could have an impact on many protected characteristics and, in particular, on:

- Age;
- Religion;
- Ethnicity;
- Disability;
- Gender;
- Carer status;
- Maternity and Pregnancy

3. The evidence to support the analysis

The key data used for this assessment is the service-user profile – i.e. those applying for social housing and currently accommodated in temporary accommodation. Much of this information is provided as part of a housing application and has been sourced from the in-house system.

Applicants, however, are not required to enter data on protected characteristics in their service-user profile. Therefore the council has limited data on the protected characteristics of applicants, so we are unable to provide a detailed assessment of the impact, or forecast the impact with a significant degree of confidence.

It should be noted that the housing service has recently implemented a new integrated housing system. In time, and with a re-registration process proposed as part of the policy review, our data quality should improve over time.

Sources

Analysis has been undertaken into the profile of applicants from the below sources:

- Homelessness applications from April 2018 – August 2020, in order to establish the impacts of suggested banding changes to homeless applicants on the housing register; and
- Where homeless application data is not available, Housing Register application data has been used, as at September 2020.

Where key data is not available this has been clearly stated.

4. The analysis

Age

Homelessness applications Age Range	%
Less than 18	0.8%
18-25	21.4%
26-35	27.9%
36-40	12.5%
41-50	19.4%
51-60	12.4%
More than 60	5.5%
Grand Total	100.00%

- The most represented age bracket in homelessness applications is 26-35.
- The number of homelessness applications from young people aged 18-25 is significantly higher than the prevalence of this group on the housing register.

Ethnicity

Homelessness applications Ethnicity	%
Black African	23.50%
Black Caribbean	23.34%
White British	20.82%
Other Ethnicity	6.62%
Refused to declare	6.04%
White Other	6.01%
White & Caribbean	4.31%
Black Other	2.48%
White & Asian	2.27%
Other Mixed	1.15%
Indian	0.74%
Arab	0.70%
White & African	0.64%
Chinese	0.53%
Pakistani	0.40%
Bangladeshi	0.30%
White Irish	0.08%
Gypsy/Irish Traveller	0.05%
Other Asian	0.02%
Grand Total	100.00%

- We hold high quality data about the ethnicity of residents who make an application of homelessness, as this is collected by officers from the applicants.
- This shows that over half of homeless households have been from Black, Asian and Minority Ethnic households.

Maternity

- A small number of applicants on the housing register (less than 2%) are listed as pregnant.

Gender

- 57.8% of homeless applicants in the extract analysed were female.
- This is most likely because there are more single women with dependent children accepted onto the register (as dependent children is indicative of a priority need).

Gender identity

- There is no data available for gender identity within homeless applicants.

Disability

- As at August 2020, there were 149 households on the housing register awaiting accessible social housing. 109 of these households were already in social housing not currently suitable for their needs. At least 15 were in temporary accommodation.
- Less than 1% of homelessness applicants in the extract declared a disability; however this relates to lead applicant only.

Household type

Minimum bedroom need	%
0	0.24%
1	17.00%
2	38.73%
3	33.83%
4	7.75%
5	1.88%
6	0.40%
7	0.12%
8	0.04%
9	0.01%
Grand Total	100.00%

- Household type is not collected in housing register data; however the minimum number of bedrooms required gives us an idea of the sizes of the households. Almost three quarters of households waiting for social housing need a minimum of 2 or 3 bedrooms.

Religion

Religion	%
Not disclosed	58.33%
Christian (all denominations)	23.93%
None	9.82%
Muslim	5.43%
Any other religion/belief	0.82%
Prefer not to say	0.74%
Buddhist	0.45%
Hindu	0.41%
Sikh	0.03%
Jewish	0.03%
Grand Total	100.00%

- Over 50% of housing register applicants have not disclosed a religion.
- Out of the remaining applicants, almost a quarter have identified as Christian. The next most prevalent declaration is 'no religion', followed by Muslim.
- For homelessness applications, religion data is held on less than 10% of clients, so meaningful analysis is not possible.

Carer status

- There is no data for carers within the housing register or homelessness applications.

Sexual orientation

- Over half of applicants on the housing register have not disclosed their sexual orientation.
- 44% have identified as straight / heterosexual.
- Less than 1% have identified as gay, lesbian, bisexual or other.

Income

- By definition, all applicants on the housing register are on low incomes and / or in receipt of housing benefit or Universal Credit.

Other - Gypsies and Travellers

- The local connection rule in section 2.2.2 of the policy is capable of having an indirectly discriminatory effect on refugees, who will find it harder to satisfy the requirement of 5 year

residence in borough for reasons which are connected to their immigration status. This group will predominantly comprise people from ethnic minorities.

5. Impact summary

Age

Overall, the impact is neutral as it continues existing practises, which are transparent, consistent and clearly defined. Priority for housing is generally through having dependent children, and there are therefore a higher proportion of younger households in receipt of temporary accommodation. The revisions to the policy take into account the needs of children in all exam years at school, rather than just final year of A-Levels or GCSEs. The Location Priority Policy stipulates that the welfare of children is a key consideration.

There will be a positive impact on potentially older applicants who are in receipt of care through a longstanding arrangement with another person or persons who is not part of the household and where placement in another local authority would disrupt or be of detriment to this arrangement. They will qualify for 'In-borough' priority.

Disability

Overall, the impact is positive as it builds upon existing practises, which are transparent, consistent and clearly defined. In general disability is not part of the assessment criteria specified within the policy – except for the following exceptions:

Households with children subject to an Education Health and Care Plan (EHCP) or a Statement of Special Educational Needs in the London Borough of Lewisham which cannot be transferred to another local authority without causing serious detriment to the child's welfare will qualify for 'In-borough' priority.

There will be a positive impact for applicants who are in receipt of care through a longstanding arrangement with another person or persons who is not part of the household and where placement in another local authority would disrupt be of detriment to this arrangement. They will also qualify for 'In-borough' priority.

Disabled applicants receiving treatment for a physical or mental health condition from a specialist hospital unit which cannot be transferred to another NHS service or they are at a critical point in their treatment, will also qualify for 'In-borough' priority. Disabled applicants may also be able to show other circumstances which demonstrate an exceptional and compelling need which cannot be met outside of the London Borough of Lewisham.

Gender

Overall, the impact is neutral as it continues existing practises, which are transparent, consistent and clearly defined. There are a higher proportion of women amongst service users – this is explained by the higher proportion of families with single mothers and the fact that children are a key consideration for local authorities in providing accommodation.

Pregnancy and maternity

Overall, the impact is neutral as it continues existing practises, which are transparent, consistent and clearly defined. Women who are on maternity leave from employment and meet the required criteria are prioritised for placements close to the London Borough of Lewisham.

Ethnicity

Overall, the impact is positive as, depending on their circumstances, it may increase the number of households that are accommodated within the Greater London area, thus potentially being located closer to existing or new support networks and community groups.

Religion

Overall, the impact is positive as, depending on their circumstances, it may increase the number of households that are accommodated within the Greater London area, thus potentially being located closer to existing or new support networks and community groups.

Carer Status

There will be a positive impact for applicants have a longstanding arrangement to provide essential care to another person or people in the London Borough of Lewisham who is not part of their household and

where placement in another local authority would disrupt be of detriment to this arrangement. They will also qualify for 'In-borough' priority.

6. Mitigation

It is anticipated that the introduction of a Location Priority Policy will have a positive or neutral impact on all protected groups because it will continue existing practices whilst at the same time making them more transparent, consistent and clearly defined. This Equalities Analysis Assessment recognises that the implementation of the policy will have a greater impact on specific groups because they have a higher representation within the overall service user profile. The impact on these groups will be mitigated by the individual assessment carried out on each case which will allow for any relevant factors to be considered in the allocation of housing.

7. Service user journey that this decision or project impacts

If you think you may become homeless, you should contact the Council for advice at the earliest opportunity. The earlier you contact us the more chance we have of helping you to avoid becoming homeless.

If you want to join the housing list you can do this by referring to our information on the website www.lewisham.gov.uk

For advice about your housing options, please contact the **Allocations and Lettings Service** on 020 8314 7007 or LewishamFindYourHomeApplications@lewisham.gov.uk.

If you are vulnerable (for example you are elderly, have learning or other disability, or do not have the ability to read English or another language) we can assist you in accessing housing and bidding for properties. The **Homesearch Support Officer**, based in the Allocations and Lettings Service, assists applicants to engage with the choice based lettings system and can assist clients with bidding. Please contact the Allocations and Lettings Service for further information on 020 8314 7007 or LewishamFindYourHomeApplications@lewisham.gov.uk.

**Signature of
Head of Service**

For further information please see the full [Corporate Equality Policy](#).



Housing Select Committee

Report title: Select Committee Work Programme Report

Date: 20 January 2022

Key decision: No.

Class: Part 1

Ward(s) affected: Not applicable

Contributors: Assistant Chief Executive (Scrutiny Manager)

Outline and recommendations

This report gives committee members an opportunity to review the committee's work programme and make any modifications required.

The Committee is asked to:

- To review the work programme attached at **appendix B**.
- Note the four strategic themes of the borough's recovery plan: *Future Lewisham*
- To consider the items for the next meeting and specify the information required.
- To review the forward plan of key decisions at **appendix E** to consider whether there are any items for further scrutiny.
- Consider appointing one of its members to take on the role of climate change champion.

Timeline of decision-making

HSC Work Programme 2021/22 – draft agreed on 7 June 2021

HSC Work Programme 2021/22 – agreed by Business Panel 20 July 2021

1. Summary

- 1.1. The committee proposed a draft work programme at the beginning of the municipal year. This was considered alongside the draft work programmes of the other select committees and agreed by Business Panel on 20 July 2021.
- 1.2. The work programme should be reviewed at each meeting to take account of changing priorities.

2. Recommendations

- 2.1. The Committee is asked to:
 - To review the work programme attached at **appendix B**.
 - Note the four strategic themes of the borough's recovery plan: *Future Lewisham*
 - Consider the items for the next meeting and specify what evidence is required, including being clear about the information the committee wishes to be included in officer reports.
 - To review the forward plan of key decisions at **appendix E** to consider whether there are any items for further scrutiny.
 - Consider appointing one of its members to take on the role of climate change champion.

3. Work Programming

- 3.1. When reviewing the work programme the Committee should consider the following:
- 3.2. The Committee's terms of reference (Appendix A). The Committee's areas of responsibility, include, but are not limited to:
 - Homelessness and rough sleeping
 - Social housing
 - Affordable housing
 - Private rented sector
- 3.3. Whether any urgent issues have arisen that require scrutiny. If so, consider to the prioritisation process (Appendix C) and the Effective Scrutiny Guidelines (Appendix D)
- 3.4. Whether a committee meeting is the most effective forum for scrutinising the issue. For example, would a briefing be more appropriate?
- 3.5. Whether there is capacity to consider the item - could any work programme items be removed or rescheduled?
- 3.6. Whether the item links to the priorities set out in the [Corporate Strategy for 2018-2022](#):
 - [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

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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.

3.7. The committee should also note and take into account the four strategic themes of the borough's Covid-19 recovery plan, **Future Lewisham**, which support what we want for every single resident and that we know are what we need to focus on locally:

3.8. **An economically sound future**

We are working to get the borough back in business, with a future where everyone has the jobs and skills they need to get the best that London has to offer.

We are a borough with businesses that are adaptable and prepared for change, a thriving local economy that sees 'local' as the first and best choice, with digital inclusion at the heart of our plans. We do all we can to support residents into jobs that pay fairly and provide families with the opportunities and security they deserve.

3.9. **A healthy and well future**

Good health and wellbeing should be something we can all depend on, something that is equally accessible to everyone.

We know this is much wider than 'medicine' and the NHS. Our health and well-being is also dependent on our housing, the air we breathe, our support networks and more. We will make sure to pay as much attention and invest as much effort into improving these wider factors and taking action on inequality at every turn. Rectifying health inequalities and developing good mental health & wellbeing for everyone drives what we do.

3.10. **A greener future**

Our next steps will be our greenest yet, continuing our efforts to preserve our climate for future generations and ensuring everyone can enjoy the place we call home.

We will capture and build on the best of what we saw from the increase in walking and cycling locally, and all the other ways our environment benefitted from behaviour changes over the last year. We will nurture and protect the place we call home so that we can continue to appreciate its benefits for generations to come.

3.11. **A future we all have a part in**

We work together as one borough, within our communities and identities, to harness the power of volunteering and community spirit that has helped get us through the last year.

We will work alongside our strongest asset – our community – to strengthen and enhance our borough for everyone. We achieve more together and being connected and taking an active role in our borough benefits us all. Our year as Borough of Culture 2022 will be Lewisham's best year yet, celebrating our fantastic part of London and providing opportunities for everyone to connect and get involved in our local community.

3.12. The committee is recommended to schedule **two substantive items per meeting**, leaving space available for Mayor & Cabinet responses and other urgent business as the need arises throughout the year.

3.13. Provision is made for meetings to last for up to 2.5 hours, but the committee should aim

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to **manage its business within 2 hours**. In exceptional cases the committee may decide to suspend standing orders and extend the meeting for a further 30 minutes to conclude any urgent business.

- 3.14. **At the Overview and Scrutiny Committee meeting held on 30 November 2021, it was recommended that each select committee should appoint a climate change champion to ensure that (a) the annual work programme takes climate change matters into account; and (b) officers are given appropriate steers in relation to the reports for specific items, to ensure they include relevant climate change considerations. The Committee is asked to consider appointing one of its members to take on this important role.**

4. The next meeting

- 4.1. The following items are scheduled for the next meeting. For each item, the Committee should clearly define the information and analysis it wishes to see in officer reports.
- 4.2. The Committee should also consider whether to invite any expert witnesses to provide evidence, and whether site visits or engagement would assist the the effective scrutiny of the item.

Agenda Item	Information and analysis required	Review type	Corporate Priority
TA procurement strategy		Standard item	CP2
Progress update on housing and homelessness strategies		Standard item	CP2

5. Scrutiny between meetings

- 5.1. Below is a tracker of scrutiny activity, including briefings, visits and engagement, that has taken place outside of the committee meetings.

Agenda Item	Date due	Outcome	Corporate Priority
Shared ownership	1 st November 2021	Briefing	CP2
Budget reduction proposal	12 th January 2022	Information item	CP2

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6. Referrals

6.1. Below is a tracker of the referrals the committee has made in this municipal year.

Referral title	Date of referral	Date considered by Mayor & Cabinet	Response due at Mayor & Cabinet	Response due at committee

7. Financial implications

7.1. There are no direct financial implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme will have financial implications and these will need to be considered as part of the reports on those items.

8. Legal implications

8.1. In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

9. Equalities implications

9.1. 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.

9.2. 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

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- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

9.3. There may be equalities implications arising from items on the work programme and all activities undertaken by the Select Committee will need to give due consideration to this.

10. Climate change and environmental implications

10.1. There are no direct climate change or environmental implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme may have climate change implications and these will need to be considered as part of the reports on those items.

11. Crime and disorder implications

11.1. There are no direct crime and disorder implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme may have crime and disorder implications and these will need to be considered as part of the reports on those items.

12. Health and wellbeing implications

12.1. There are no direct health and wellbeing implications arising from the implementation of the recommendations in this report. Items on the Committee's work programme may have health and wellbeing implications and these will need to be considered as part of the reports on those items.

13. Report author and contact

If you have any questions about this report please contact: John Bardens, 020 8314 9976 john.bardens@lewisham.gov.uk

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14. Appendix A - Select Committee Terms of Reference

The following roles are common to all select committees:

(a) General functions

- To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions
- To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function
- To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents
- The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

(b) Policy development

- To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate
- To conduct research, community and/or other consultation in the analysis of policy options available to the Council
- To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c) Scrutiny

- To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time
- To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas
- To question members of the Executive or appropriate committees and executive directors personally about decisions
- To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and targets over time or in relation to particular initiatives which have been implemented
- To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance
- To question and gather evidence from any person outside the Council (with their consent)
- To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

- To promote and put into effect closer links between overview and scrutiny members and the local community
- To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people
- To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.
- To keep the Council's local ward assemblies under review and to make recommendations

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to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced

- To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary
- To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters).

(e) Finance

- To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

- As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.
- The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The Housing Select Committee has specific responsibilities for the following:

- a) To fulfil all overview and scrutiny functions in relation to the discharge by the authority of its housing functions. This shall include the power to:
- b) review and scrutinise decisions made or other action taken in connection with the discharge of the Council of its housing function
- c) make reports or recommendations to the authority and/or Mayor and Cabinet with respect to the discharge of these functions
- d) make recommendations to the authority and/or Mayor and Cabinet proposals for housing policy
- e) to review initiatives put in place by the Council with a view to improving, increasing and enhancing housing in the borough, making recommendations and/or report thereon to the Council and/or Mayor and Cabinet
- f) To establish links with housing providers in the borough which are concerned with the provision of social housing

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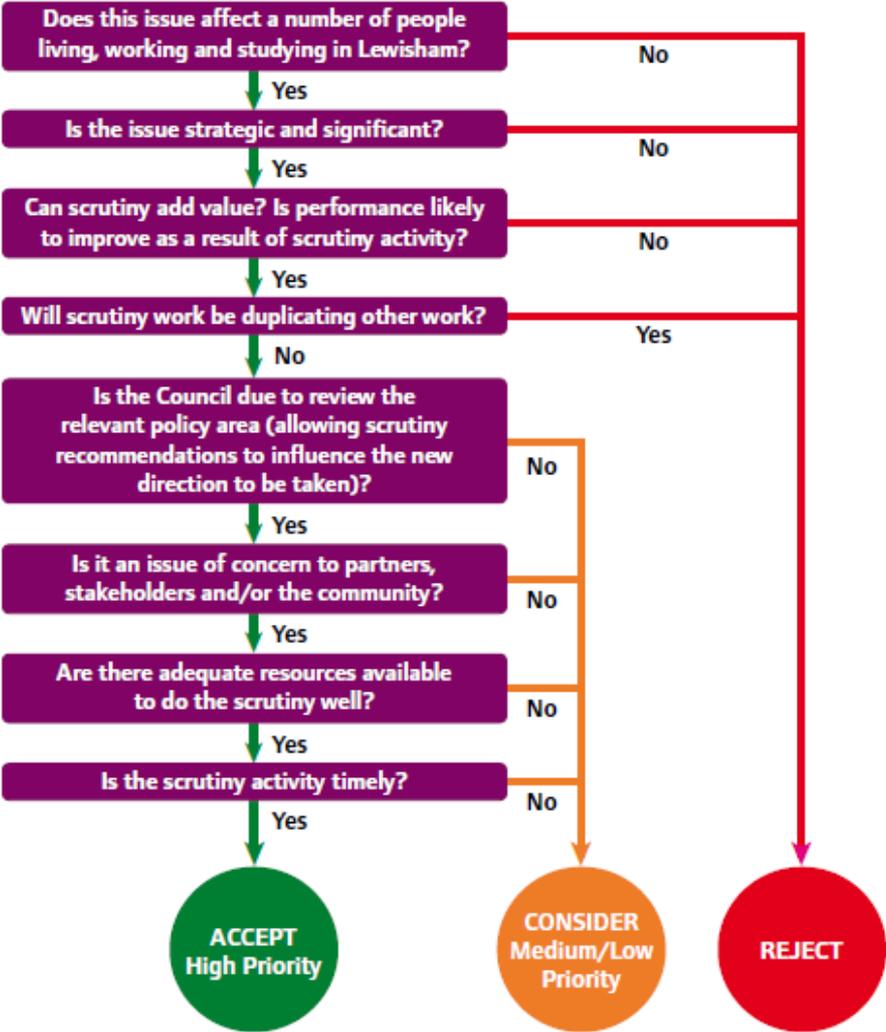
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Appendix C

The flowchart below is designed to help Members decide which items should be added to the work programme. It is important to focus on areas where the Committee will influence decision-making.

Scrutiny work programme – prioritisation process



Effective Scrutiny Guidelines

At Lewisham we:

1. Prioritise

It is more effective to look at a small number of key issues in an in-depth way, than skim the surface of everything falling within scrutiny's remit. We try to focus on issues of concern to the community and/or matters that are linked to our corporate priorities. We only add items to the work programme if we are certain our consideration of the matter will make a real and tangible difference.

2. Are independent

Scrutiny is led by Scrutiny Members. Scrutiny Members are in charge of the work programme and, for every item, we specify what evidence we require and what information we would like to see in any officer reports that are prepared. We are not whipped by our political party or unduly influenced by the Cabinet or senior officers.

3. Work collectively

If we collectively agree in advance what we want to achieve in relation to each item under consideration, including what the key lines of enquiry should be, we can work as a team to question witnesses and ensure that all the required evidence is gathered. Scrutiny is impartial and the scrutiny process should be free from political point scoring and not used to further party political objectives.

4. Engage

Involving residents helps scrutiny access a wider range of ideas and knowledge, listen to a broader range of voices and better understand the opinions of residents and service users. Engagement helps ensure that recommendations result in residents' wants and needs being more effectively met.

5. Make SMART evidence-based recommendations

We make recommendations that are based on solid, triangulated evidence – where a variety of sources of evidence point to a change in practice that will positively alter outcomes. We recognise that recommendations are more powerful if they are:

- Specific (simple, sensible, significant).
- Measurable (meaningful, motivating).
- Achievable (agreed, attainable).
- Relevant (reasonable, realistic and resourced, results-based).
- Time bound (time-based, time limited, time/cost limited, timely, time-sensitive).

Housing Select Committee work programme 2021/22

Item	Type	Priority	Delivery	07-Jun	16-Sep	09-Dec	20-Jan	10-Mar
Confirmation of Chair and Vice Chair	Constitutional req	CP2	June					
Allocations policy	Standard item	CP2	June					
Work programme 2021-22	Constitutional req	CP2	June					
Lewisham Homes annual report and business plan	Performance monitoring	CP2	Sept					
Resident engagement in housing development - response to in-depth review	M&C response	CP2	Sept					
Rent and service charge increases	Standard item	CP2	Nov					
Support to families with children in education impacted by homelessness	Standard item	CP2	Nov					
Lewisham Homes repairs	Standard item	CP2	Jan					
Shared ownership	Standard item	CP2	Jan					
Location Priority Policy	Standard item	CP2	Jan					
TA Procurement Strategy	Standard item	CP2	March					
Progress update on housing and homelessness strategies	Standard item	CP2	March					

Information reports, briefings and visits	Type	Priority	Delivery					
Regenter B3 annual report and business plan	Performance monitoring	CP2	July					
Additional licensing update	Performance monitoring	CP2	Sept					
Empty homes strategy	Standard item	CP2	tbc					
New homes programme update	Performance monitoring	CP2	Sept					

	Item completed
	Item on-going
	Proposed timeframe

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FORWARD PLAN OF KEY DECISIONS

Forward Plan February 2022 - May 2022

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

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

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

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

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
October 2021	Award of the School Minor Works Programme Consultant Contract	12/01/22 Mayor and Cabinet	Lemuel Dickie-Johnson, Project Manager Capital Delivery Programme and Councillor Chris Barnham, Cabinet Member for Children's Services and School Performance		
September 2021	Lewisham and Lee Green Low Traffic Neighbourhood: Consultation report and next steps	12/01/22 Mayor and Cabinet	Louise McBride, Head of Highways & Transport and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
November 2021	Annual Complaints Reports	12/01/22 Mayor and Cabinet	Mick Lear, Service Manager, Benefits and Councillor Kevin Bonavia, Cabinet Member for Democracy, Refugees & Accountability		
August 2021	Building for Lewisham - Ladywell s105 and s137 Consultation	12/01/22 Mayor and Cabinet	Angela Bryan, Strategic Development Officer and Councillor Paul Bell, Cabinet Member for Housing & Planning		
October 2019	Mayow Road Supported Living Service Parts 1 & 2	12/01/22 Mayor and Cabinet	Heather Hughes, Joint Commissioner, Learning Disabilities and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
November 2021	HRA Budget 2022/23	12/01/22 Mayor and Cabinet	Kathy Freeman, Executive Director for Corporate Resources and Councillor Paul Bell, Cabinet Member for Housing & Planning		
December 2021	Lewisham Integrated Mental Health Services Extension Permission	12/01/22 Mayor and Cabinet	Polly Pascoe, Integrated Commissioning Manager and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
December 2021	Building for Lewisham Update	12/01/22 Mayor and Cabinet	James Ringwood, Housing Delivery Manager and Councillor Paul Bell, Cabinet Member for Housing & Planning		
December 2021	Minor amendments to the Statement of Community Involvement	12/01/22 Mayor and Cabinet	Michael Forrester, Major and Strategic Projects Manager and Councillor Paul Bell, Cabinet Member for Housing & Planning		
December 2021	Treatment and Disposal of Food and Garden Waste	12/01/22 Mayor and Cabinet	Paddy Swift, Waste Initiatives and Contracts Manager and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
December 2021	Council Tax Base	12/01/22	Katharine Nidd, Strategic		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
		Mayor and Cabinet	Procurement and Commercial Services Manager and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
January 2022	Council Tax Base	19/01/22 Council	Katharine Nidd, Strategic Procurement and Commercial Services Manager and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
November 2021	Laurence House 1st - 4th floor works for 'Future Working' contract award	25/01/22 Executive Director for Housing, Regeneration & Environment	Petra Marshall, Community Resources Manager and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
December 2021	Lewisham Dementia Hub Extension	25/01/22 Executive Director for Community Services	Polly Pascoe, Integrated Commissioning Manager and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
November 2021	Capital Strategy 2022/23	02/02/22 Mayor and Cabinet	Kathy Freeman, Executive Director for Corporate Resources and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
November 2021	A205 Realignment	02/02/22 Mayor and Cabinet	Patrick Dubeck, Director of Inclusive Regeneration and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
August 2021	Endorsement of the A21 Framework	02/02/22 Mayor and Cabinet	Monique Wallace, Planning Manager, Strategic Housing and Councillor Paul Bell, Cabinet Member for Housing & Planning		
November 2021	New Cross Road Acquisition	02/02/22 Mayor and Cabinet	James Ringwood, Housing Delivery Manager and Councillor Paul Bell, Cabinet Member for Housing & Planning		
August 2021	Main Grants Programme 2022-25 recommendations for funding	02/02/22 Mayor and Cabinet	James Lee, Director of Communities, Partnerships and Leisure and Councillor Kim Powell, Cabinet member for Business and Community Wealth Building		
November 2021	Treasury Management Strategy	02/02/22 Mayor and Cabinet	Kathy Freeman, Executive Director for Corporate Resources and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
November 2021	Budget Cuts Report	02/02/22 Mayor and Cabinet	Kathy Freeman, Executive Director for Corporate Resources and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
January 2022	School Kitchen Maintenance Contract for 25 Schools	02/02/22 Mayor and Cabinet	Fiona Gavin, Senior Contracts Officer and Councillor Chris Barnham, Cabinet Member for Children's Services and School Performance		
August 2021	Mountsfield Park Café (design, build and operate) award for a new café at Mountsfield Park.	09/02/22 Mayor and Cabinet	Vince Buchanan, Green Spaces Contracts Manager and Councillor Sophie McGeevor, Cabinet Member for Environment and Transport (on parental leave)		
January 2022	Contract for Statutory Funeral Provision	09/02/22 Mayor and Cabinet	Corinne Moocarme, Joint Commissioning Lead, Community Support and Care, Community Services, LBL and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
November 2021	Council Budget 2022-23	09/02/22 Mayor and Cabinet	Kathy Freeman, Executive Director for Corporate Resources and		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
January 2022	Extra Care Housing Support Contract for Cinnamon Court, Deptford and Cedar Court Grove Park.	09/02/22 Mayor and Cabinet	Heather Hughes, Joint Commissioner, Learning Disabilities and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
	Determined Admissions Arrangements 2022-23	09/02/22 Mayor and Cabinet	Matthew Henaughan, Head of Business, Infrastructure, Compliance and Education and Councillor Chris Barnham, Cabinet Member for Children's Services and School Performance		
	Approval of the Lewisham Local Plan - Regulation 19 Proposed Submission document for public consultation	09/02/22 Mayor and Cabinet	David Syme, Head of Strategic Planning and Councillor Paul Bell, Cabinet Member for Housing & Planning		
January 2022	NHS Health Checks Extension	15/02/22 Overview and Scrutiny Business Panel	Iain McDiarmid and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
August 2021	Council Budget 2022-23	02/03/22 Council	Kathy Freeman, Executive Director for Corporate Resources and		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
November 2021	Lewisham Air Quality Action Plan 2022-2027	09/03/22 Mayor and Cabinet	Eliane Foteu, Environmental Protection Manager and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
January 2022	Modern Day Slavery Statement 2022 - 2023	09/03/22 Mayor and Cabinet	Teresa Hitchens, Procurement and Commercial Services Manager and Councillor Brenda Dacres, Deputy Mayor and Cabinet Member for Safer Communities		
December 2021	Lewisham Advocacy Hub Award	09/03/22 Mayor and Cabinet	Polly Pascoe, Integrated Commissioning Manager and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
September 2021	Learning Disabilities Framework - Award of Contracts & related contract extensions) for LDF2	09/03/22 Mayor and Cabinet	Joanne Lee, Contracts Monitoring Officer and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
November 2021	Location Priority Policy	09/03/22 Mayor and Cabinet	Michael Moncrieff, Housing Policy &		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Partnerships Manager and Councillor Paul Bell, Cabinet Member for Housing & Planning		
September 2021	Libraries Consortium Courier Service Framework Agreement Contract Award	09/03/22 Mayor and Cabinet	Veronica Hyatt, Service Development Manager and Councillor Andre Bourne, Cabinet member for Culture		
October 2021	Climate Emergency Action Plan update	09/03/22 Mayor and Cabinet	Martin O'Brien, Climate Resilience Manager and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
October 2021	Approval of Flood Risk Management Strategy 2022-27	09/03/22 Mayor and Cabinet	Martin O'Brien, Climate Resilience Manager and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
October 2021	Future Homecare Arrangements (New Model and Procurement Process)	09/03/22 Mayor and Cabinet	Corinne Moocarme, Joint Commissioning Lead, Community Support and Care, Community Services, LBL and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
January 2022	Lewisham Autism Strategy	09/03/22 Mayor and Cabinet	Polly Pascoe, Integrated Commissioning Manager and Councillor Chris		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Best, Cabinet Member for Health and Adult Social Care		
November 2021	Blackheath Joint Events Policy 2022-2027	09/03/22 Mayor and Cabinet	Nick Pond, Parks and Open Space Contracts and Service Development Manager and Councillor Patrick Codd, Cabinet Member for Environment & Transport		
January 2022	Permission to Procure Extra Care Housing at Hazelhurst Court	09/03/22 Mayor and Cabinet	Heather Hughes, Joint Commissioner, Learning Disabilities and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
January 2022	Request to extend the Extra Care Housing Support Contract for Conrad Court, Marine Wharf, Deptford.	09/03/22 Mayor and Cabinet	Heather Hughes, Joint Commissioner, Learning Disabilities and Councillor Chris Best, Cabinet Member for Health and Adult Social Care		
January 2022	Ladywell Arena Asset Transfer	09/03/22 Mayor and Cabinet	Neville Graham, Sports and Leisure Service Manager and Councillor Andre Bourne, Cabinet member for Culture		
	Approval for School Minor Works Programme 2022 (SMWP 22) parts 1 and 2	09/03/22 Mayor and Cabinet	Lemuel Dickie-Johnson, Project Manager Capital Delivery Programme and Councillor Chris		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Barnham, Cabinet Member for Children's Services and School Performance		
November 2021	Award of Corporate Estate Maintenance Programme Phases 1 & 2 works contract	22/03/22 Executive Director for Housing, Regeneration & Environment	Akweley Badger, Project Support Officer and Councillor Amanda De Ryk, Cabinet Member for Finance and Resources		
November 2021	Housing Revenue Account Business Plan	22/06/22 Mayor and Cabinet	Dawn Eckersley, Head of Housing Partnerships and Service Improvement and Councillor Paul Bell, Cabinet Member for Housing & Planning		
	Location Priority Procurement Strategy	22/06/22 Mayor and Cabinet	Ella McCarthy, Housing Partnership and Insight Manager and Councillor Paul Bell, Cabinet Member for Housing & Planning		

FORWARD PLAN – KEY DECISIONS

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