

<b>Item No.</b> 14.	<b>Classification:</b> Open	<b>Date:</b> 21 July 2015	<b>Meeting Name:</b> Cabinet
<b>Report title:</b>		Cash Incentive Scheme 2015/16	
<b>Ward(s) or groups affected:</b>		All wards	
<b>Cabinet Member:</b>		Councillor Richard Livingstone, Housing	

## **FOREWORD – COUNCILLOR RICHARD LIVINGSTONE, CABINET MEMBER FOR HOUSING**

This report seeks cabinet’s approval to extend the council’s Home Purchase Grant scheme, which provides financial support to council tenants that wish to move out of their current home to buy a home elsewhere. The scheme is currently funded jointly by the council and the GLA. The scheme was first established in 2007.

Extending the scheme will enable the council to offer more attractive incentives to those tenants who wish to buy a home from the housing market and, in doing so, free up a council home for a household that needs it. The incentive given for a two bedroom property will increase by £20,000 and that for four bedrooms or more would increase by £30,000. In addition, one bedroom properties would be brought within the scope of the scheme for the first time.

This extension is possible as a result of a successful bid to the Department for Communities and Local Government for resources and doing so is a cost-effective way to provide housing to those on the housing waiting list, alongside other initiative taken by the council including the construction of 11,000 new council homes.

## **RECOMMENDATIONS**

### **Recommendation for the Cabinet**

1. The cabinet approves the following in relation to the council’s cash incentive scheme in 2015/16:
  - The use of up to £2.25 million of central government funding awarded under the Right to Buy Social Mobility Fund for the release of up to 75 tenanted units.
  - The funding allocation of up to £1.65 million agreed by the Housing Investment Board (HIB) on 14 May 2015 set out in this report in paragraphs 17 and 33.
  - The changes to the terms and operation of the scheme necessitated by Right to Buy Social Mobility Funding detailed in paragraph 25 and Table 4.
  - The Cabinet notes the revenue resource implications outlined in paragraphs 35 to 37

### **Recommendation for the Leader of the Council**

2. That the Leader delegates future decision making on the continuation of the scheme with Right to Buy Social Mobility Funding to the cabinet member for

housing in accordance with paragraph 26.

## BACKGROUND INFORMATION

3. The council has offered a cash incentive scheme (CIS) to its secure tenants since 2007. Southwark's scheme is branded the "Home Purchase Grant" (HPG) scheme. Cash Incentive schemes have long been recognized as being a very cost-effective way for local authorities to release housing stock for re-letting when compared against the cost of building new stock, de-converting existing stock or purchasing stock.
4. Since the first HPG scheme grant was awarded in 2008, the council has issued a total of 50 grants at an overall cost of £1.19million. The scheme has attracted different funding sources over the years, both internal and external. In 2006/07, an award was made by the GLA to be used by the council to release properties from under-occupiers. In 2009/10 a new funding source was identified, this being the capital receipts from the sale of council homes to tenants under the Social Homebuy scheme and the onward sale of leasehold properties returned to the council through forfeiture. All previous Cash Incentive reports are annexed to this report as background documents.
5. Currently, grants for tenants releasing two bedroomed properties are again part-funded by the GLA under an award resulting from a successful council bid for their "Building the Pipeline" funding in 2013. The target number of properties to be released with GLA match funding is 17 in 2015/16.
6. The current funding position and grant levels for applicants are set out in Table 1 below:

**Table 1 – Current Funding Streams**

	Size of property released	2 bed	3 bed	4 bed	5+ bed
<b>Grant to tenant</b>	Basic grant	£30,000	£35,000	£40,000	£45,000
	Desirable features grant	£3,000	£3,000	£3,000	£3,000
	Moving costs	£3,000	£3,000	£3,000	£3,000
	<b>Total maximum grant available</b>	<b>£36,000</b>	<b>£41,000</b>	<b>£46,000</b>	<b>£51,000</b>
<b>Funding Streams</b>	GLA funding (grant alone)	£14,000	£0	£0	£0
	Southwark funding (grant alone)	£16,000	£35,000	£40,000	£45,000
	Southwark funding (desirable features & moving costs, where applicable)	£6,000	£6,000	£6,000	£6,000
	<b>Total maximum funding required</b>	<b>£36,000</b>	<b>£41,000</b>	<b>£46,000</b>	<b>£51,000</b>

Notes:

1. An additional grant of £3,000 is applicable where the property being released is deemed to have at least two desirable features which makes it better suited to rehousing families (e.g. more than one bathroom/WC, garden, ground floor, etc). The council funds this additional grant for all sized properties being released.
2. The council pays for moving costs of up to £3,000. The actual cost is paid on invoice.

7. Again, although there can be seen to essentially be two schemes in operation (one for 3+ beds funded by the council and one for 2 beds part-funded by the GLA) this is seamless from the tenant perspective and the branding of HPG covers both.

### **Right to buy Social Mobility Fund**

8. On 20 February 2015, central government announced that £84m was available as a Right to Buy Social Mobility Fund and offered all stock retaining local authorities the opportunity to bid for this funding to offer tenants who cannot or do not wish to exercise their right to buy a grant to purchase an alternative home on the open market. The prospectus stated that a maximum of £30,000 from the fund could be offered per property released back but local authorities could top up the amount from their own resources. Bids had to be submitted within a very short timeframe, by 18 March 2015.
9. Due to the tight schedule and the onset of the pre-election period, it was not possible to submit the full and detailed proposal for approval by IDM or Cabinet before submission of the bid. Given no reference to any penalty imposed for successful bidders withdrawing at any time, it was considered wise to submit a bid in advance of making a final decision to proceed to avoid losing the opportunity. The green light to make the bid was given at Housing Senior Management Team level on 9 March 2015 and the Cabinet Member for Housing was briefed on the same day.
10. Southwark Council made an ambitious bid (annexed to this report) for funding of £2.25 million for the release of 75 units in 2015/16. It was a requirement that the bid was approved and signed by the Strategic Director of Finance and Corporate Services.
11. The Deputy Director of Affordable Housing Regulation and Investment advised the council in a letter dated 26th March 2015 that its bid was successful. The letter and a summary of all successful bids are also annexed to this report. Southwark's allocation of £2.25 million is second only to that of Stoke-on-Trent City Council's allocation of £2.5 million.
12. It is important to note that the grant is not forward funded. The council is required to prove expenditure to central government and reclaim said expenditure in the middle and at the end of the 2015/16 financial year.

### **KEY ISSUES FOR CONSIDERATION**

13. At the start of the 2015/16 financial year the cash incentive scheme capital budget is £420,661. Based on the average cash incentive grant of approximately £24,000.00, this would enable 18 completions.
14. Prior to the successful bid for RTB Social Mobility Funding, the council had re-negotiated the target number of completions under the GLA funding bid mentioned in paragraph 5. The target output for this financial year (the last year GLA funding under our contract is available) is 17 completions.
15. It is proposed that the RTB Social Mobility Funding be used to supplement the basic grant levels for all sized properties by the £30,000 per grant awarded. This will offer secure tenants a competitive alternative to the right to buy and curtail

these disposals. A slight difficulty arises in that the GLA has confirmed that the funding streams cannot be mixed. This being the case, officers in Specialist Housing Services have been cautious in determining the information to be given to existing applicants about the grant level they may be entitled to (should the recommendations in this report become implementable). At present and pending implementation, officers are managing the scheme as normal, offering the existing grant amounts specified in paragraph 6 and will continue to make claims to the GLA in-line with our on-going contract with them for those cases that do not meet Right to Buy Social Mobility Fund criteria.

16. It is within the head of specialist housing services' authority to approve changes to the grant levels offered under the HPG scheme. However, the budget required to increase the grants to the levels specified in the successful CLG bid required a bid to the HIB and cabinet approval. Consequentially officers have used this opportunity to make other small amendments to the scheme policy as set out in the policy implications section of this report. Some of these changes are necessitated by application trends and some by conditions set by central government on the use of the funding.
17. The Right to Buy Social Mobility funding comes with certain stipulations around eligibility. These are set out in the prospectus, bid application form and bulletin, annexed to this report. In summary:
  - To qualify, tenants must qualify for the Right to Buy, but not have an application in progress. The funding is essentially being made available to assist tenants that cannot or do not wish to purchase their rented home.
  - The Authority cannot assist tenants to purchase shared ownership properties with the funding.
  - Older tenants and those that are unable to buy their council home under the Right to buy, due for example to the construction type of their block, are to be prioritised.
18. The proposed grant levels which formed the basis of the council's bid and agreed at HIB are set out in Table 2.

**Table 2 - Proposed Funding Streams**

<b>Property size released</b>	<b>1 Bed</b>	<b>2 Bed</b>	<b>3 Bed</b>	<b>4 Bed</b>	<b>5+ Bed</b>
<b>Basic incentive</b>	<b>£30,000</b>	<b>£50,000</b>	<b>£60,000</b>	<b>£70,000</b>	<b>£75,000</b>
<i>Of which is RTB Social Mobility Fund</i>	<i>£30,000</i>	<i>£30,000</i>	<i>£30,000</i>	<i>£30,000</i>	<i>£30,000</i>
<i>Of which is Southwark Funding*</i>	<i>£0</i>	<i>£20,000</i>	<i>£30,000</i>	<i>£40,000</i>	<i>£45,000</i>
<b>Additional incentive (houses and ground floor garden flats only) (Southwark Funding)</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>
<b>Maximum contribution to moving costs (Southwark Funding)</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>	<b>£3,000</b>
<b>Total maximum grant to tenant</b>	<b>£36,000</b>	<b>£56,000</b>	<b>£66,000</b>	<b>£76,000</b>	<b>£81,000</b>

*\* It is proposed that occupiers of one-bed properties that wish to take advantage of the grant and move to a RSL Shared Ownership property should be aided to do so despite such purchases not qualifying for Right to Buy Social Mobility Funding. See Table 4 for detail.*

19. It is important to note that the proposed changes to the grant levels as a result of the new funding detailed in Table 2 exclude the current funding agreement with the GLA. This issue is also noted in the Policy implications section of this report

at Paragraph 25.

### Policy implications

20. All but one of the previous council policy decisions on the Cash Incentive Scheme have been taken as Individual Member Decisions by the Cabinet (and formerly, Executive) Member for Housing.
21. This particular decision is now put before the Cabinet because of the level of the council's own capital and revenue resources required to take advantage of the Right to Buy Social Mobility funding. This decision could not come forward before now due to factors mentioned in paragraph 8.
22. Right to Buy 're-invigoration' continues to take effect. Annual completions in Southwark have increased from 24 in 2011/12 to 304 in 2014/15 in light of a number of legislative changes designed by central government to increase take-up on a national level. Most recently (from 26 May 2015), the statutory qualification period was reduced from 5 to 3 years with the Royal assent of the Deregulation Bill.
23. Interest in the council's Social Homebuy (SHB) and HPG schemes has suffered in the face of Right to Buy re-invigoration. The discount available under the SHB scheme was (under a specific consent from the DCLG) linked to the Right to Acquire scheme (a maximum of £16,000 in London) and grants available under the HPG scheme have since 2012 been considerably less than the discount available under the RTB since re-invigoration.
24. The council sought to redress the balance through a policy decision on 18 March 2014 – 'Home ownership, voluntary disposals and non-statutory acquisitions', (annexed to this report) in which the discount available under the SHB scheme is now linked to the RTB discount and the HPG grants available are slightly increased. Interest in both schemes has increased as a result of these changes, but undoubtedly the Right to Buy remains the far more popular route into home ownership for secure tenants. The government continues to press its national policy agenda on increasing home ownership amongst social sector tenants. More legislative changes have been tabled which will affect Local Authorities, Housing associations and RSLs.
25. Before setting out the changes proposed to the scheme, some of which are again necessary to comply with the rules applicable to the Right to Buy Social Mobility Funding, it is worthwhile demonstrating how the cash incentive scheme has evolved since 2005/06. For ease of reference, both are set out in table format: Again, copies of all the previous reports are annexed to this report as background papers.

**Table 3: Summary of previous Cash Incentive Policy decisions**

<b>Policy name, year and decision maker</b>	<b>Summary of provisions</b>
"Proposals for a Southwark Cash Incentive Scheme", October 2005, Individual Member Decision – Executive Member for Housing.	Set out the aims, resources and basic eligibility rules for the scheme. Provided narrative on the 'for' and 'against' reasons for operating a scheme. The scheme was to be aimed at tackling over-crowding by incentivizing under-occupiers of 3+ bed properties to move

<b>Policy name, year and decision maker</b>	<b>Summary of provisions</b>
“Revised Cash Incentive Scheme”, August 2009, Individual Member Decision – Executive Member for Housing	Identified SHB sale and forfeited lease sale receipts as source of capital to fund the scheme. Opened the scheme to 2bed properties where statutorily overcrowded, allowed shared ownership purchases, gave discretion not to register grant as a legal charge. Property of any value or size can be purchased as long as affordable
Progress update and recommended revisions to the Cash Incentive Scheme, December 2011, Individual Member Decision – Cabinet Member for Housing	Allowed grants to be used in a number of new ways: To assist with the building of property extensions; Flexibility where applicants are using Sharia-compliant mortgages; Grant levels to be determined by Head of SHS; Non-residents can jointly apply with the secure tenant(s); Opening up of scheme to 2beds where overcrowding is not statutory in nature; Allowed ‘mortgage buy-in’, where a tenant can become joint owner of a property already owned by a family member, partner or friend.
Extension of Southwark’s Under-Occupation initiative (Smart move), May 2013, Cabinet Member for Housing	Introduction of a pilot cash incentive scheme for tenants moving into private rented accommodation. Proposals to be brought forward by SHS.
Home Ownership, Voluntary Disposals and non-statutory acquisitions, March 2014, Cabinet	Cabinet agreement to pilot cash incentive scheme for tenants moving into private rental sector. Scheme branded Tenant Move Assistance (TMA).  Cabinet notes GLA bid and increase in grant levels under the HPG scheme

26. Table 4 below lists the changes required to policy to enable the council to meet the requirements of the Right to Buy Social Mobility Funding and to bring the scheme up to date.

**Table 4: List of changes to be made to existing policy**

<b>Existing Policy</b>	<b>Change to provisions</b>	<b>Temporary or permanent change</b>
“Proposals for a Southwark Cash Incentive Scheme”, October 2005, Individual Member Decision – Executive Member for Housing.	Currently, tenants must have two years continuous (secure) tenancy with LB Southwark to qualify. This restriction needs to be removed as previous tenancies with other public sector bodies count towards RTB eligibility and a tenant may have been with Southwark for only one year and still qualify for the RTB	Temporary removal, during the period of the Right to Buy Social Mobility Funding. Reverts to current policy thereafter.

Existing Policy	Change to provisions	Temporary or permanent change
<p>“Revised Cash Incentive Scheme”, August 2009, Individual Member Decision – Executive Member for Housing</p>	<p>Currently, shared ownership purchases are allowed under the councils HPG scheme. Under the Right to Buy Social Mobility funding, shared ownership purchases are not allowed</p>	<p>Temporary removal, during the period of the Right to Buy Social Mobility Funding for properties of two or more bedrooms. Reverts to current policy thereafter.  <u>Exception: With the opening of the scheme to 1 bed properties for the first time, the council will allow shared ownership purchases but will fully fund them from its own resources. As there has only ever been one shared ownership purchase with a HPG grant, numbers are expected to be no more than two or three in total.</u></p>
<p>Progress update and recommended revisions to the Cash Incentive Scheme, December 2011, Individual Member Decision – Cabinet Member for Housing</p>	<p>There has been no take up of residents wishing to use a HPG to fund a building extension on a family member’s home. It is proposed that this provision is not removed, but clearly this arrangement does not meet the criteria for Right to Buy Social Mobility Funding.</p>	<p>N/a  For grants to build extensions, the current council funded grant levels in Table 1 continue to apply.</p>
<p>Progress update and recommended revisions to the Cash Incentive Scheme, December 2011, Individual Member Decision – Cabinet Member for Housing</p>	<p>There has been no take up of residents wishing to use a HPG to fund a mortgage buy-in. Clarification is required from CLG as to whether this ‘buy-in’ arrangement meets their criteria for Social Mobility Funding. At this time it assumed not</p>	<p>Temporary removal, during the period of the Right to Buy Social Mobility Funding. Reverts to current policy thereafter.</p>
<p>Home Ownership, Voluntary Disposals and non-statutory acquisitions, March 2014, Cabinet</p>	<p>There have been two applications for TMA grants and only one completion since March 2014. The scheme is not compliant for use with the Right to Buy Social Mobility Fund</p>	<p>Permanent removal</p>

Existing Policy	Change to provisions	Temporary or permanent change
Home Ownership, Voluntary Disposals and non-statutory acquisitions, March 2014, Cabinet	The council is not likely to be able to meet the target output of GLA funded grant awards with this shift to focusing on the more generous Right to Buy Mobility Funding. The GLA funding can however be used for any 2-bed properties that do not meet the Social Mobility Fund criteria.	N/a The council will continue to offer grant levels specified in Table 1 for 2-beds that do not meet the new criteria. There are not expected to be more than one or two of these in total.

In addition, to these changes the desirable features payment of £3,000.00 (see Table 2) will only now be applied to houses and ground floor garden flats.

27. The DCLG advise that there will be a further opportunity to bid for Right to Buy Social Mobility funding for 2016/17. It is recommended that the Leader delegates authority for a future decision on continuing the scheme into the next financial year to the Cabinet Member for Housing. Officers will bring forward recommendations at the appropriate time.

### Community impact statement

28. By taking advantage of the Right to Buy Social Mobility Fund, the increased council grant levels will bring affordable private home ownership into the reach of a greater number of secure tenants in the borough across all ages, religions, genders, ethnicities, sexual orientations and physical abilities.
29. This in turn will mean there will be a larger number of council homes available to rent. Each property released generates a 'chain' of re-lets, where tenants move from one property to another and it is estimated that 75 grants would generate in excess of 150 re-lets. The proposals will accordingly have a positive impact on both over-crowding and under-occupation by assisting households in need of larger affordable rented homes and those looking to down-size.

### Resource implications

30. It is reasonable to say that 75 completions is an ambitious target and that it is difficult to anticipate exactly how many applications will reach completion this year. It is again even more difficult to say exactly what bed sizes these will be. We can however make quite educated predictions based on statistics collated over the last 7 years.
31. At the time the bid was made, the council had received 388 applications resulting in 48 completions and 243 withdrawals and a success rate of 16.5%. By opening up the scheme to tenants of one-bedroomed properties and supplementing all other existing grant levels, it is believed that the success rate can easily increase to 25%. In addition, due to current limited resources, Southwark is keeping a waiting list of approximately 50 applicants pending those resources becoming available. The funding injection proposed in this report will enable these applications to proceed as well as ensuring a better success rate.

32. We expect that the majority of completions will come from tenants of one and two-bed properties because (a) The waiting list of approximately 50 noted in paragraph 30 is almost exclusively comprised of two-bed properties and (b) we will target the 1 beds as these are likely to both provide 'quick wins' and require very little funding from the council's own resources.
33. However, the increase in grant levels for the family-sized units is likely to mean an increase in applications and therefore completions from these units because the grants will become so much more comparable to the RTB discount available.
34. If we make a very conservative assumption that over the 75 completions, the average resource requirement per grant from the council is £22,000.00 (including removals and desirable feature costs), the overall amount required to fund the scheme is a further £1.23 million in addition to the existing budget allocation of £420,661 specified in paragraph 12, making a total requirement of £1.65million (rounded).
35. The amount specified in paragraph 33 takes into account the consequential matters noted in paragraphs 31 and 32 and would give an average grant figure of £52,000.00.
36. The government funding cannot be utilised to recover scheme operation costs. The current scheme has already attracted more applications than the pre-HIB bid could process and would far outstrip the available funding. Again there are around 50 applications held in a waiting list. With a cash injection and a proposal to extend Southwark's CIS to one bedroomed properties (needed for downsizing tenants affected by welfare reform and most likely to be deemed unmortgageable), further staffing resources will be necessary to ensure its success. For the purposes of the bid, it was anticipated that at least another five officers employed on a full time basis would be required. It was proposed to Housing SMT that these staffing costs could be covered by a surplus in right to buy administration allowance which provides the council with £2,850 per completed right to buy sale. With 304 completed right to buy sales at the end of March 2015 sufficient funds have been generated, and these could cover the staffing costs associated for additional CIS officers.
37. If the scheme proves to be successful in 2015/16, there will be an opportunity to bid for further funding from the DCLG to continue into 2016/17. The Head of Specialist Housing Services is currently considering proposals for a restructure of the Sales and Acquisitions Group which will include changes to the Social Homebuy Team. In advance of these proposals, temporary members of staff have been employed (from 5th May 2015) to assist the Cash Incentive Officer deal with the current case load.
38. There are a number of additional revenue costs relating to the scheme including:
  - Advertising – promoting the scheme with appropriate literature and media
  - Recruitment – staffing the posts as noted in paragraph 24
  - IT/telephony – on-costs of staffing the posts
  - Training - on-costs of staffing the posts
  - Transport - on-costs of staffing the posts
  - Legal costs – Although the applicants are required to meet the council's legal costs for the registration of the legal charge, in general more advice time is

likely to be needed by staff and it is possible some legal precedents will need responsive updating

39. There is currently no separate SHS budget for any of these scheme-specific costs, so a budget will need to be established.

The scheme will also have knock-on effects for other divisions within Housing and Community Services and the council as a whole.

- a. Void turnaround costs – The costs associated with bringing and additional 75 properties back into stock per annum will increase.
- b. Officer time – Resident services officers undertake initial and final property inspections. These visits, along with completion of tenancy verification information forms will increase substantially.
- c. Housing Solutions – also undertake verification checks which will increase in number
- d. Income Officers – Ensure the rent due throughout the application and on completion is paid

Revenues and Benefits - also undertake verification checks which will increase in number

## **Financial Implications**

### Revenue

40. The revenue costs arising from this proposal already forms part of the HRA base budget planning assumptions for 2016/17 and will be fully funded, assuming the scheme progresses as planned and that government grant funding remains available. In 2015/16, the part-year impact will be met through HRA revenue reserves.

### Capital

41. The current capital budget as shown on quarter 3 capital monitoring for 2014/15 for cash incentive scheme is £562,442 of which £141,781 was spent to the period 31 March 2015 leaving a balance of £420,661 to fund future expenditure on this scheme.
42. On 14 May 2015 Housing Investment Board (HIB) agreed a capital bid of £3.48m to fund the enhanced Home Purchase Grant (Cash Incentive). This bid is part funded from central government of £2.25m and the remainder of £1.23m from council resources. This capital bid is being included in the 2014/15 quarterly capital monitoring outturn report to cabinet for formal approval. Once approved by cabinet, the scheme will have an overall approved budget of £3.9m from which the scheme will be funded.
43. The projected financial position on the council's entire housing investment programme currently indicates a significant gap in resources against the expected expenditure on the total programme across the years. Therefore cash flow implications will need to be monitored closely to ensure that there are sufficient resources to fund the overall Housing Investment Programme on a yearly basis.

## **Consultation**

44. No consultation on these proposals has been undertaken and none is proposed.

## **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

### **Director of Legal Services**

45. The council is authorised to implement the cash incentive scheme by virtue of Section 129 of the Housing Act 1988 as amended by The Regulatory Reform (Schemes under Section 129 of the Housing Act 1998) (England) Order 2003.

46. This enables a local authority to make grants to or for the benefit of qualifying tenants or licensees of the authority with a view to assisting the person to whom or for the benefit of whose benefit a grant is made to obtain accommodation otherwise than as a tenant or licensee of the authority either by acquiring an interest in a dwelling-house or by carrying out works to a dwelling-house or by both means.

47. The scheme must contain such provisions as the authority considers appropriate.

48. The scheme may include provisions specifying, or providing for the determination of:

- (a) who are qualifying persons for the purpose of the scheme;
- (b) the interests which qualifying persons may be assisted to acquire;
- (c) the works for which grants may be made;
- (d) the circumstances in which a grant may be made for the benefit of a qualifying person;
- (e) the amount of the grant which may be made in a particular case and the terms on which it may be made;
- (f) the limits on the total number of grants which may be made; and
- (g) the period within which the scheme is to apply.

49. The scheme must be publicised.

### **Strategic Director of Finance and Corporate Services**

50. This report is seeking cabinet approval to change the terms of the Cash Incentive Scheme in 2015/16, details of which are included in the main body of the report.

51. The financial implication section provides details on how the revenue and capital costs are expected to be funded.

52. It is also noted that regular and robust monitoring of the Housing Investment Capital Programme will be required to ensure there are sufficient resources to fund the overall programme on a yearly basis.

53. Staffing and any other costs connected with this recommendation to be contained within existing departmental revenue budgets.

## BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
"Proposals for a Southwark Cash Incentive Scheme", October 2005, Individual Member Decision – Executive Member for Housing.	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4">http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4</a>		
"Revised Cash Incentive Scheme", August 2009, Individual Member Decision – Executive Member for Housing	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?id=710">http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?id=710</a>		
Progress update and recommended revisions to the Cash Incentive Scheme, December 2011, Individual Member Decision – Cabinet Member for Housing	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=2610">http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=2610</a>		
Extension of Southwark's Under-Occupation initiative (Smart move), May 2013, Cabinet Member for Housing	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwarksites.com/ieDecisionDetails.aspx?id=3795">http://moderngov.southwarksites.com/ieDecisionDetails.aspx?id=3795</a>		
Home Ownership, Voluntary Disposals and non-statutory acquisitions, March 2014, Cabinet	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=4538">http://moderngov.southwark.gov.uk/ieDecisionDetails.aspx?ID=4538</a>		
DCLG Right to Buy Social Mobility Fund prospectus	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4">http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4</a>		
LBS Application form to CLG for Right to Buy Social Mobility Funding	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4">http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4</a>		
DCLG Award Decision and list of successful bidders	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4">http://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4</a>		

Background Papers	Held At	Contact
DCLG Bulletin	Southwark Council 160 Tooley Street London SE1 2QH	Mark Maginn, Social Homebuy Manager, <a href="mailto:mark.maginn@southwark.gov.uk">mark.maginn@southwark.gov.uk</a> 020 7525 7431
<b>Link:</b> <a href="http://moderngov.southwark.gov.uk/ielistdocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4">http://moderngov.southwark.gov.uk/ielistdocuments.aspx?CId=302&amp;MId=5138&amp;Ver=4</a>		

## APPENDICES

No.	Title
None	

## AUDIT TRAIL

<b>Cabinet Member</b>	Councillor Richard Livingstone, Housing	
<b>Lead Officer</b>	Gerri Scott, Strategic Director of Housing and Community Services	
<b>Report Author</b>	Martin Green, Head of Specialist Housing Services	
<b>Version</b>	Final	
<b>Dated</b>	9 July 2015	
<b>Key Decision?</b>	Yes	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments sought</b>	<b>Comments included</b>
Director of Legal Services	Yes	Yes
Strategic Director of Finance and Corporate Services	Yes	Yes
<b>Cabinet Member</b>	Yes	Yes
<b>Date final report sent to Constitutional Team</b>	9 July 2015	