

**DRAFT: Poverty and Worklessness Commission meeting minutes**  
**8:30am, Tuesday 15<sup>th</sup> March 2016**  
**Shepherds Bush Housing Association, Mulliner House.**

**Present:**

**Commissioners:**

Daphine Aikens  
Joy Arugondade  
Paul Doe  
Rosalind Duhs  
Shani Lee  
Zarar Qayyum  
Kamini Sanghani  
Christina Smyth

**LBHF:**

Tom Conniffe  
Duncan Smith  
Ulrich Morin-Medjiako  
Rob Rix  
Helen Rowbottom

**Apologies:**

Cllr Sue Fennimore  
Inspector Yasser Awad  
Howard Sinclair

The following summarises the discussion of the Hammersmith & Fulham Poverty and Worklessness Commission's third meeting. Please contact [tom.conniffe@lbhf.gov.uk](mailto:tom.conniffe@lbhf.gov.uk) for more information.

**ACTIONS ARISING**

**DS:** To arrange a briefing on the data findings and economic assessment to new Commissioners and any others who would like a refresh.

**HR:** Create research specification and circulate, including a summary of research areas Commissioners and attendees have committed to reviewing.

**TC:** Co-ordinate briefing/kick-off meetings on specific evidence review items.

**CS:** Update "the story so far" with additional points made by Commissioners in the meeting.

**Commissioners:** to review evidence along lines set out in research specification to be outlined. See notes for paper 3 for details.

## **1. Paper 1: The story so far**

This paper summarises the data analysis, identified priority areas for H&F, the review of previous approaches in recent decades in H&F, and the major structural barriers, opportunities and issues identified so far. The Business Commission, which has not yet been launched but is in its nascent stages, will also look at economic questions.

The Commission noted the following appendages, often invisible to the aggregated data, to be added to Paper 1:

- Due to the way data is aggregated, the geographical mapping of poverty and worklessness concentrates on council estates. Increasingly though, poverty is growing in the private rented sector (PRS); when a social tenant is evicted, they end up in the PRS. People on middle incomes struggle in the PRS and poorer people in PRS who are not eligible for social housing or are on zero-hour contracts are affected by poverty but scattered across the borough, invisible to the data.
- There is not a way of capturing information about people who have to leave the borough due to PRS prices, often in connection to local housing allowance caps, so there is not information about how many local people have to leave on this basis.
- Overcrowding is an issue but often is not captured by the data. The Houses of Multiple Occupation (HMO) data gathers information from the Census, but people over the age of 21 – such as people still living with their parents – are not counted as tenants, and are therefore hidden from the data.
- The relationship between homelessness and poverty and worklessness is not explicitly mentioned.
- National level policy and programmes haven't yet been reviewed.

This information should be captured as an additional bullet point to the paper.

## **2. Paper 2: Detailed work plan**

The Commission approved the work plan phases and timelines. Every business in the borough will be sent the Business Survey, which will also be available online. The results will be available in mid-June.

The Commission should input to the qualitative research questions, and Commissioners could potentially assist by collating or collecting relevant qualitative information available through their own work.

Evidence and literature should be reviewed by different Commissioners using the same research specification to ensure an evidence review is rigorous and comparable. It is important to adhere to approved ethical standards when conducting qualitative research.

### **3. Paper 3: Overall research requirements**

The research requirements were broken down to quantitative research, qualitative research, policy research, a capacity analysis and an evidence review. Commissioners agreed to take on the evidence review for the following areas:

**SL:** The economy and business, integration of diverse communities, and a piece on the roles and contribution of the charitable and voluntary sector.

**ZQ:** The economy and business.

**JA:** The 35+ cohort and mental health.

**PD:** Housing and vulnerable older people.

**KS:** Mental health and emotional issues, and national programmes and funding.

**RD:** Skills.

Other topics to be arranged with Commissioners shortly.

Individual or group briefing meetings should be held as appropriate to begin the evidence reviews. A specification, outlining the questions and format of the evidence review, will be created and circulated, primarily looking at what the evidence has reviewed, any findings and what works. Commissioners should also send examples of best practice.

A Word document containing a series of hyperlinks will be circulated and placed on the Commission's webpage at <https://www.lbhf.gov.uk/pwc>.

### **4. Paper 4: Voluntary and Community Sector profile**

This paper, written by Shani Lee, provides an overview of the third sector, using information generated by Desta. The voluntary sector in Hammersmith and Fulham is estimated to generate £70 million each year to the borough economy. The paper looks at levels of investment in H&F compared to Kensington and Westminster, the business survival rates of the third sector, the funding streams available and the return on investment figures.

It was agreed that there is a large untapped resource of time and skills locally, and that we should look to the improving the environment and processes within which this sector operates.

### **5. Date and time of next meeting**

The next Poverty and Worklessness Commission meeting will take place on Tuesday 10<sup>th</sup> May at 11am, to be held at the Action on Disability offices on Greswell Street W6 (subject to confirmation).

## **Template: Evidence Review**

## Research specifications

To review each individual piece of research, please provide the following information and answer the following questions:

Author, date, organisation, title of research (with embedded hyperlink)

e.g. Gardiner, Laura, November 2015, Resolution Foundation, [Care to pay? Meeting the challenge of paying the National Living Wage in social care](#).

To embed a hyperlink:

- Copy the research html code from the internet browser
- Highlight the title of the research in your evidence review
- Go to 'Insert' then 'Hyperlink', and paste the html code.

### 1. Define the problem(s)

Review evidence from the document library provided, and expand the list of evidence through your own investigation.

- What did the evidence review?
- What we know and what we don't know
- What was the sample size (e.g. 4000 survey responses, 30 people interviewed)
- How was evidence evaluated?
- What worked well and why (with evidence)?
- What didn't work and why?
- Conclusion; were there trends or themes emerging from the evidence you reviewed?  
For example, 6/8 pieces of research had success with an employer and resident jobs matching scheme.

### 2. Describe best practice in this field

Please provide examples of best practice (locally or nationally) with hyperlinks to the research.

### 3. List current policy and provision in this field

Provide information about the current policy environment (e.g. the threshold for social work interventions, or the age-range classified as 'child' for housing benefits) and current service provision, including a gap analysis or duplication of provision.

### 4. Suggest questions for expert witnesses

Having reviewed the evidence, what else do we need to know? Identify questions, and suggest which expert witnesses you would put the questions to.

Please send all evidence reviews by Friday 29<sup>th</sup> April to [Helen Rowbottom](#). Ongoing interesting examples of best practice, evidence, articles and reports relevant to poverty and

worklessness should be sent to the same email address, and will contribute to the evidence library.