



# COUNCIL

All Members of the Council are  
**HEREBY SUMMONED**

to attend a meeting of the Council  
to be held on:

Wednesday, 20 July 2022 at 7.00 pm

Council Chamber, Hackney Town Hall,  
Mare Street, London E8 1EA

The meeting will be live streamed and can be viewed here:

<https://youtu.be/0u699eJpoLI>

Backup link: <https://youtu.be/qR5CSiq8lLw>

Mark Carroll  
Chief Executive  
Tuesday, 12 July 2022  
[www.hackney.gov.uk](http://www.hackney.gov.uk)

Contact: Natalie Williams  
Governance Officer  
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# MEETING OF COUNCIL

## WEDNESDAY, 20 JULY 2022

### ORDER OF BUSINESS

#### 1 Apologies for Absence

#### 2 Speaker's Announcements

#### 3 Declarations of Interest

Members are invited to consider the guidance which accompanies this agenda and make declarations as appropriate.

#### 4 Minutes of the Previous Meeting – Enclosed (Pages 9 - 16)

To consider the minutes of the Annual Meeting of Council held on 25 May 2022

#### 5 Questions from Members of the Public

The deadline for questions from members of the public is 12 noon, four clear working days before the meeting (Wednesday, 13 July). If you wish to submit a question you can do so by emailing [governance@hackney.gov.uk](mailto:governance@hackney.gov.uk) or via the Council's website:- here A supplementary agenda including any questions for Full Council will be circulated shortly after this deadline.

#### 6 Questions from Members of the Council

##### 6.1 Question from Cllr Anya Sizer to the Cabinet Member for Health, Adult Social Care, Voluntary Sector and Culture

Hackney Council's Hoxton Street Market street market is a great place to buy food and a hub for the whole Hoxton community. But it has also helped tackle food poverty, accepting council food vouchers, such as Alexandra Rose Vouchers, for some of our most vulnerable residents in Hackney. Can the Cabinet Member with responsibility for food justice outline the other measures the Council has taken to address food poverty in our borough, what it is doing to fight for food justice for all, and the steps it is taking to make Hackney a Right to Food Borough?

##### 6.2 Question from Cllr Zoë Garbett to the Mayor

Developers failed to bring forward a plan for the Morning Lane Tesco site and the agreement has expired, what is the latest plan for the site?

6.3 Question from Cllr Joseph Ogundemuren to the Cabinet Member for Environment and Transport

What will the Cabinet Member for Environment and Transport be doing to ensure the Council are requesting Transport for London provides full details of its equality and diversity impact assessments in relation to the proposed bus cuts and how these negatively affect Hackney residents?

6.4 Question from Cllr Zoë Garbett to the Mayor

The development of Ridley Road Studios has seen a loss of genuinely affordable studio space. Given how few artists are returning, what will you do to ensure Dalston remains a place for all artists, not just the ones who can afford to pay ever increasing market rent?

6.5 Question from Cllr Grace Adebayo to the Cabinet Member for Community Safety and Regulatory Services

The Mayor rightly condemned the distressing scenes around the police operation on moped crime that took place in Dalston in May. Can the Cabinet Member for Community Safety and Regulatory Services outline what engagement she has had to hold the local police to account, and what the Council is doing to restore trust and confidence in policing among local residents?

6.6 Question from Cllr Alastair Binnie-Lubbock to the Mayor

Following strong support of many members of this Council for recent RMT industrial action, what role do you see unions playing in the borough?

6.7 Question from Cllr Margaret Gordon to the Cabinet Member for Employment, Human Resources and Equalities

Would the Cabinet Member with responsibility for migrants and refugees tell me how the Council is responding to the Ukrainian refugee crisis, detailing how many Ukrainian nationals have settled into family homes under the Homes for Ukraine Scheme and what support they are receiving from the Council?

6.8 Question from Cllr Alastair Binnie-Lubbock to the Mayor

A recent report found that Hackney has 87 fire-risk buildings, this in the top three in London. What is the council doing to promote and ensure fire safety of residents living in these buildings with minimum disruption?

6.9 Question from Cllr Polly Billington to the Cabinet Member for Environment and Transport

The Council's Cycling Plan sets out a vision for the borough with 'the most attractive and safest roads for cycling in the UK.' But for many of our residents, having access to secure and suitable bike storage is also a significant barrier to cycling. The Council has already responded to this

issue by installing more cycle hangers. Can the Cabinet Member for Environment and Transport outline what more this administration will do to improve cycle storage across Hackney, and meet its manifesto commitment to help another 4,000 households who may lack the storage space at home to keep a bike.

**7 Elected Mayor's Statement**

**8 De Beauvoir By-Election Results**

Report of the Chief Executive and Returning Officer – Enclosed  
(Pages 17 - 20)

**9 Political Balance and Appointments to Committees**

Report of the Director of Legal, Democratic & Electoral Services –  
Enclosed (Pages 21 - 28)

**10 Annual Update on Progress with Decarbonisation Commitments July 2022**

Report of the Cabinet Member for Environment and Transport - Enclosed  
(Pages 29 - 102)

**11 Members' Allowances Scheme 2021/22 (updated July 2022) and Members' Allowances Scheme 2022/23**

Report of the Chief Executive - Enclosed (Pages 103 - 154)

**12 Constitution Committee Terms of Reference and Membership**

Report of the Chief Executive - Enclosed (Pages 155 - 158)

**13 Motions**

**13a Cost of Living Crisis**

This Council calls on the Government to introduce an Emergency Budget to take urgent action to protect the people of Hackney from the cost of living crisis.

Council notes that:

- Energy costs have risen by an average of £693 per household – and are set to rise even further, with Ofgem setting the energy price cap at £2800 from October
- Food prices are soaring, some basic staples by as much as 20%
- Inflation has hit 9% – its highest level in 40 years
- Personal Taxation is now at its highest level in 70 years
- 48% of children in Hackney live in poverty and 16.5% of local residents are claiming out-of-work benefits
- Meanwhile £11.8bn of public money has been lost to fraud through the Governments covid support schemes

Council therefore resolves to write to the Prime Minister urging him to:

- Introduce an immediate Emergency Budget to protect children, families, and pensioners from the worst fall in living standards in generations
- Cut business rates for small businesses
- Cut the VAT rate on energy bills
- Increase the support available to all claimants through the welfare and benefits system
- Deliver on the calls made by UNISON, the NEU and other education unions to expand the free school meals programme to all families receiving universal credit or an equivalent benefit
- Fund Hackney Council's Green Homes programme to retrofit homes helping to reduce home energy consumption and cut energy bills.

The Council believes that the Emergency Budget must include real help for residents and local businesses in Hackney.

**Proposer:** Soraya Adejare; **Seconded:** Ifraax Samatar

### 13b Long COVID

Hackney Council notes:

- As of 1 May this year, Figures from the Office for National Statistics (ONS) reveal that two million people living in private households in the UK – or 3.1% of the population – reported they were still experiencing Covid symptoms more than four weeks after their first suspected coronavirus infection.
- About two in five of those with long Covid, or 826,000 people, noted that infection was at least a year ago while one in five, or 376,000 people, said it was at least two years ago. In addition, 71% of those with Long Covid said their symptoms had a negative impact on their day-to-day activities, with 20% saying their ability to undertake such activities had been “limited a lot”.
- As a proportion of the UK population, the prevalence of self-reported long Covid was greatest in people aged 35 to 69 years, females, people living in more deprived areas, those working in social care, teaching and education or health care, and those with another activity-limiting health condition or disability,” the ONS added.
- At present it is not clear what causes Long Covid, but it can be the result of the initial infection sends some people's immune systems into overdrive, meaning they attack not just the virus but their own organs.
- NICE (National Institute for Health & Care Excellence) describes Long Covid as “signs and symptoms that continue or develop after acute Covid-19”. This definition includes both ongoing symptomatic Covid-19 and post Covid-19 syndrome. Therefore, according to this definition, Long Covid starts from four weeks onwards.
- Long Covid symptoms are plentiful, and more are being seen as related to Covid 19 infection.
- At a local level Hackney Council celebrates the Post Covid Specialist Assessment Clinic and The Covid Rehabilitation (CoRe) service provided by Homerton Healthcare NHS Foundation Trust, including the work of respiratory consultants Professor Karalasingam Rajakulasingam and Dr Santino Capocci.

- Hackney Council will continue to highlight the needs and support our school children experiencing long Covid symptoms and issue guidance when available from the government to schools and educational settings on the many pupils living with Long Covid, and support for them.

Hackney Council therefore resolves to:

- Work with our health partner organisations to ensure that support for those experiencing Long Covid is a central part of the next City and Hackney Long Term Conditions Strategy.
- Recommend to the Head of the Paid Service that the Council's employment policies and procedures be reviewed to ensure that those with Long Covid symptoms are supported.
- Consider the key recommendations of the Long Covid publication by the All-Party Parliamentary Group on Coronavirus.

**Proposer:** Cllr Anna Lynch; **Seconder:** Cllr Anya Sizer

### 13c Fair Votes

Hackney Council notes:

- The UK's First Past the Post voting system curtails voter choice and leaves millions feeling unrepresented by their elected representatives.
- Research has found that electoral systems impact participation in politics for example there is a positive correlation between proportional representation (PR) and women elected to legislatures.
- The introduction of PR for local elections in Scotland has led to an increase in turnout, which was 44.8% at the last elections, held in 2022. In contrast turnout in Hackney in 2022 was 34.29% (this varies by ward with lowest turnout in Hoxton at 24%).
- The Labour Party in government successfully implemented Proportional Representation to a number of elections, introducing PR into the London Assembly, in devolved government for Scotland and Wales and the Supplementary vote for the Mayoral elections.
- With the Welsh Senedd reviewing legislation on Single Transferable Vote for local councils, England looks likely to be the only part of the UK without any form of PR at local level.
- According to polling, the majority of voters in the United Kingdom support the use of PR for elections in the United Kingdom.
- The last Labour Government put together the Jenkins Commission, which recommended the adoption of the AV+ voting system. This system is similar to how we vote for the London Assembly, giving voters local representatives and regional list members.
- The Green Party of England and Wales has a long standing policy of supporting proportional representation and electoral reform.
- In June, Prospect and the University and College Union (UCU) voted to embrace more proportional general elections. The list of trade unions who back electoral reform is long and growing, it currently includes Unison, Unite the Union, Fire Brigades Union and Musicians' Union.

Hackney Council recognises:

- That these factors have contributed to dangerous levels of distrust and disillusionment with our democratic process.
- That it is essential that faith is restored in our democratic system and that the public see Parliament as fairly reflecting their views.
- That our First Past the Post voting system is a significant barrier to restoring this faith and all but guarantees that the balance of opinion among the electorate is not reflected in Parliament and at local councils.
- That a system of Proportional Representation in which seats match votes and all votes count equally would help to rebuild public trust by ensuring that all political views are represented in Parliament and at local councils in proportion to their level of public support.
- That systems of Proportional Representation that maintain a constituency link are best, since they mean voters will still have local representatives. Single Transferable Vote and AV+ both fulfil this criteria.

Hackney Council therefore resolves to:

- To make representations to Hackney's MPs asking them to lobby for change to our outdated electoral systems and support Single Transferable Vote for electing local councils, AV+ for Westminster elections and the return of Supplementary Vote for Mayoral elections.
- To oppose this Conservative Government's efforts to remove existing PR systems, and write a letter to the Home Secretary condemning the removal of the supplementary vote for Mayoral elections.
- To use proportional systems in non-statutory elections managed by Hackney Council, for example Hackney Youth Parliament, where this is supported by the relevant body.

**Proposer:** Cllr Garbett; **Seconder:** Cllr Binnie-Lubbock

## Dates of Future Meetings

Members are requested to note the dates of Full Council meetings for 2022/23. All meetings of Full Council will commence at 7.00pm and are scheduled as follows:

- September 2022
- 23 November 2022
- 25 January 2023
- 1 March 2023
- 17 May 2023 (Annual Meeting)

## **Public Attendance**

Following the lifting of all Covid-19 restrictions by the Government and the Council updating its assessment of access to its buildings, the Town Hall is now open to the public and members of the public may attend meetings of the Council.

We recognise, however, that you may find it more convenient to observe the meeting via the live-stream facility, the link for which appears on the agenda front sheet.

We would ask that if you have either tested positive for Covid-19 or have any symptoms that you do not attend the meeting, but rather use the livestream facility. If this applies and you are attending the meeting to ask a question, make a deputation or present a petition then you may contact the Officer named at the beginning of the Agenda and they will be able to make arrangements for the Chair of the meeting to ask the question, make the deputation or present the petition on your behalf.

The Council will continue to ensure that access to our meetings is in line with any Covid-19 restrictions that may be in force from time to time and also in line with public health advice. The latest general advice can be found here - <https://hackney.gov.uk/coronavirus-support>

## **Rights of Press and Public to Report on Meetings**

The Openness of Local Government Bodies Regulations 2014 give the public the right to film, record audio, take photographs, and use social media and the internet at meetings to report on any meetings that are open to the public.

By attending a public meeting of the Council, Executive, any committee or sub-committee, any Panel or Commission, or any Board you are agreeing to these guidelines as a whole and in particular the stipulations listed below:

- Anyone planning to record meetings of the Council and its public meetings through any audio, visual or written methods they find appropriate can do so providing they do not disturb the conduct of the meeting;
- You are welcome to attend a public meeting to report proceedings, either in 'real time' or after conclusion of the meeting, on a blog, social networking site, news forum or other online media;
- You may use a laptop, tablet device, smartphone or portable camera to record a written or audio transcript of proceedings during the meeting;
- Facilities within the Town Hall and Council Chamber are limited and recording equipment must be of a reasonable size and nature to be easily accommodated.



- You are asked to contact the Officer whose name appears at the beginning of this Agenda if you have any large or complex recording equipment to see whether this can be accommodated within the existing facilities;
- You must not interrupt proceedings and digital equipment must be set to 'silent' mode;
- You should focus any recording equipment on Councillors, officers and the public who are directly involved in the conduct of the meeting. The Chair of the meeting will ask any members of the public present if they have objections to being visually recorded. Those visually recording a meeting are asked to respect the wishes of those who do not wish to be filmed or photographed. Failure to respect the wishes of those who do not want to be filmed and photographed may result in the Chair instructing you to cease reporting or recording and you may potentially be excluded from the meeting if you fail to comply;
- Any person whose behaviour threatens to disrupt orderly conduct will be asked to leave;
- Be aware that libellous comments against the council, individual Councillors or officers could result in legal action being taken against you;
- The recorded images must not be edited in a way in which there is a clear aim to distort the truth or misrepresent those taking part in the proceedings;
- Personal attacks of any kind or offensive comments that target or disparage any ethnic, racial, age, religion, gender, sexual orientation or disability status could also result in legal action being taken against you.

Failure to comply with the above requirements may result in the support and assistance of the Council in the recording of proceedings being withdrawn. The Council regards violation of any of the points above as a risk to the orderly conduct of a meeting. The Council therefore reserves the right to exclude any person from the current meeting and refuse entry to any further council meetings, where a breach of these requirements occurs. The Chair of the meeting will ensure that the meeting runs in an effective manner and has the power to ensure that the meeting is not disturbed through the use of flash photography, intrusive camera equipment or the person recording the meeting moving around the room.

## Advice to Members on Declaring Interests

If you require advice on declarations of interests, this can be obtained from:

- The Monitoring Officer;
- The Deputy Monitoring Officer; or
- The legal adviser to the meeting.

It is recommended that any advice be sought in advance of, rather than at, the meeting.

## Disclosable Pecuniary Interests (DPIs)

You will have a Disclosable Pecuniary Interest (DPI) if it:

- Relates to your employment, sponsorship, contracts as well as wider financial interests and assets including land, property, licenses and corporate tenancies.
- Relates to an interest which you have registered in that part of the Register of Interests form relating to DPIs as being an interest of you, your spouse or civil partner, or anyone living with you as if they were your spouse or civil partner.
- Relates to an interest which should be registered in that part of the Register of Interests form relating to DPIs, but you have not yet done so.

If you are present at any meeting of the Council and you have a DPI relating to any business that will be considered at the meeting, you **must**:

- Not seek to improperly influence decision-making on that matter;
- Make a verbal declaration of the existence and nature of the DPI at or before the consideration of the item of business or as soon as the interest becomes apparent; and
- Leave the room whilst the matter is under consideration

You **must not**:

- Participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business; or
- Participate in any vote or further vote taken on the matter at the meeting.

If you have obtained a dispensation from the Monitoring Officer or Standards Committee prior to the matter being considered, then you should make a verbal declaration of the existence and nature of the DPI and that you have obtained a dispensation. The dispensation granted will explain the extent to which you are able to participate.

## Other Registrable Interests

You will have an 'Other Registrable Interest' (ORI) in a matter if it

- Relates to appointments made by the authority to any outside bodies, membership of: charities, trade unions,, lobbying or campaign groups, voluntary organisations in the borough or governorships at any educational institution within the borough.
- Relates to an interest which you have registered in that part of the Register of Interests form relating to ORIs as being an interest of you, your spouse or civil partner, or anyone living with you as if they were your spouse or civil partner; or
- Relates to an interest which should be registered in that part of the Register of Interests form relating to ORIs, but you have not yet done so.

Where a matter arises at any meeting of the Council which affects a body or organisation you have named in that part of the Register of Interests Form relating to ORIs, you **must** make a verbal declaration of the existence and nature of the DPI at or before the consideration of the item of business or as soon as the interest becomes apparent. You **may** speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

## Disclosure of Other Interests

Where a matter arises at any meeting of the Council which **directly relates** to your financial interest or well-being or a financial interest or well-being of a relative or close associate, you **must** disclose the interest. You **may** speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Where a matter arises at any meeting of the Council which **affects** your financial interest or well-being, or a financial interest or well-being of a relative or close associate to a greater extent than it affects the financial interest or wellbeing of the majority of inhabitants of the ward affected by the decision and a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest, you **must** declare the interest. You **may** only speak on the matter if members of the public are able to speak. Otherwise you must not take part in any discussion or voting on the matter and must not remain in the room unless you have been granted a dispensation.

In all cases, where the Monitoring Officer has agreed that the interest in question is a **sensitive** interest, you do not have to disclose the nature of the interest itself.

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London Borough of Hackney  
Annual Meeting of Council  
Municipal Year 2022/23  
Wednesday, 25 May 2022

Minutes of the proceedings of  
Council held at  
Hackney Town Hall,  
Mare Street, London  
E8 1EA

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**Councillors in  
Attendance:**

Mayor Philip Glanville - Mayor  
Cllr Humaira Garasia - Speaker

Cllr Kam Adams, Cllr Grace Adebayo, Cllr Soraya Adejare,  
Cllr Frank Baffour, Cllr Polly Billington,  
Cllr Alastair Binnie-Lubbock, Deputy Mayor  
Anntoinette Bramble, Cllr Robert Chapman, Cllr Mete Coban,  
Cllr Sophie Conway, Cllr Michael Desmond, Cllr Sade Etti,  
Cllr Susan Fajana-Thomas, Cllr Zoë Garbett,  
Cllr Eluzer Goldberg, Cllr Margaret Gordon,  
Cllr Ben Hayhurst, Cllr Clare Joseph,  
Cllr Christopher Kennedy, Cllr Shaul Krautwirt,  
Cllr Lee Laudat-Scott, Cllr Hershy Lisser, Cllr Anna Lynch,  
Cllr Yvonne Maxwell, Cllr Clayeon McKenzie,  
Cllr Sem Moema, Deputy Mayor Guy Nicholson,  
Cllr Joseph Ogundemuren, Cllr Deniz Oguzkanli,  
Cllr Sam Pallis, Cllr Benzion Papier, Cllr Sharon Patrick,  
Cllr Clare Potter, Cllr Fliss Premru, Cllr Steve Race,  
Cllr Ian Rathbone, Cllr Ali Sadek, Cllr Ifraax Samatar,  
Cllr Caroline Selman, Cllr Anya Sizer, Cllr Gilbert Smyth,  
Cllr Simche Steinberger, Cllr Sheila Suso-Runge,  
Cllr Lynne Troughton, Cllr Claudia Turbet-Delof,  
Cllr Jessica Webb, Cllr Caroline Woodley, Cllr Penny Wrout  
and Cllr Sarah Young

**Apologies:**

Cllr Michael Levy, Cllr Richard Lufkin, Cllr Jon Narcross,  
Cllr Midnight Ross and Cllr Carole Williams

**Officer Contact:**

Natalie Williams, Governance Officer

**Live Stream View:**

[https://youtu.be/CrmPj8\\_vSz4](https://youtu.be/CrmPj8_vSz4)

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**Cllr Michael Desmond, Speaker in the Chair**

**1 The Speaker's Welcome**

- 1.1 The Speaker welcomed everyone to the Annual Meeting of Council, the first in-person Annual Meeting since 2019. A special mention was given to Mr Stephen Howlett, CBE DL, Representative Deputy Lieutenant for the London Borough of Hackney, and

Lauren Tobias, representing Volunteer Centre Hackney, who had the Freedom of the Borough conferred upon them last year.

- 1.2 The Speaker congratulated all Councillors on their return to the Chamber, following the elections on 5 May 2022. A special welcome was given to the newly elected Councillors. He paid tribute to former Members of the Council who had stood down and to those who were unsuccessful in their bid for re-election and thanked them for their years of public service. The Speaker relayed his thanks to the Returning Officer and all Council staff who had worked on the elections.
- 1.3 The Speaker reported the deaths of two former Councillors. Vu Khanh Thanh, who set up the An Viet foundation which provided support to refugees and Brian Marsh, a leading figure in Islington & Shoreditch Housing Association and the Shoreditch Trust. Condolences were offered to their families and friends. Condolences were also offered to the family of the runner who had passed away whilst participating in the Hackney Half Marathon on Sunday, 22 May 2022
- 1.4 The Council was informed of recent civic visits by the Speaker which included: 3 Military Intelligence Battalion, Medina Mosque, Schonfeld Square, Mossbourne Academy and the unveiling of a plaque to commemorate Operation Mincemeat, a historic event during the Second World War which had saved many lives. The Speaker had recently escorted the Mayor of Islington on visits to his two chosen charities; St Joseph's Hospice and the Hackney Empire.
- 1.5 The Speaker thanked pupils from Urswick School for their paintings for peace, photos of which were sent to the International Secretary of Moscow City Council and the Mayor of Kyiv, in Ukraine.
- 1.6 Concluding, the Speaker thanked the Executive Officer to the Speaker and her daughter who took part in the Finsbury Park 5k run and Mayor Glanville, Cllr Kennedy, Ian Williams and Rob Miller who took part in the Hackney Half Marathon all in support of the Speaker's charities.
- 1.7 Cllr Steinberger informed the Council of the recent death of former Cllr Stephen Lipschitz and offered condolences to his family.

## **2 Election of the Speaker for the Municipal Year 2022/23**

- 2.1 It was moved by Mayor Glanville and seconded by Cllr Rathbone that Cllr Humaira Garasia be elected Speaker of the London Borough of Hackney for the Municipal Year 2022/23.
- 2.2 Mayor Glanville and Cllr Rathbone both spoke in support of the nomination. Having been elected to the Youth Parliament in 2014, Cllr Garasia was elected to Council in 2018 at the age of 21. She was the youngest person ever nominated to the office of Speaker. Her advocacy in combating hate crime, anti-racism and Islamophobia as well as her passion for helping young people realise their potential was commended.
- 2.3 Cllrs Woodley and Samatar both spoke in support of the nomination.
- 2.4 There were no other nominations.

**RESOLVED:** That Cllr Humaira Garasia be elected to the office of Speaker for the Municipal Year 2022/23.

Adjournment - there was a brief pause in proceedings during which the outgoing Speaker vacated the Chair and the newly elected Speaker, Cllr Garasia was invested in the Speaker's robe, chain and badge of office. Cllr Garasia assumed the role of Chair for the remainder of the meeting.

2.5 The Speaker Elect made the Declaration of Acceptance of Office.

**Cllr Humaira Garasia, Speaker in the Chair**

**3 Vote of Thanks to the Outgoing Speaker**

3.1 Mayor Glanville gave a vote of thanks to the outgoing Speaker. He praised Cllr Desmond's efforts in rebuilding the civic role during Covid and whilst navigating the challenges of the local elections. Noting that he had twice served in the role of Speaker, the Mayor highlighted some of the key areas of success which included: hosting 12 charity events, raising over £21,000 for his chosen charities, his work on commemorating Armed Forces Day, Remembrance Sunday and Holocaust Memorial and transitioning from virtual to in-person Council meetings.

3.2 Mayor Glanville applauded Cllr Desmond's anti-knife crime work, his passion for twinning and championing of: internationalism, young people and grass-root sports. He commended Cllr Desmond's use of the Speakership to promote peace, unity and solidarity with the people of Ukraine.

3.3 Cllr Steinberger offered a vote of thanks to Councillor Desmond on behalf of the Majority Opposition Group. He particularly commended the chairing of Council meetings which he believed was equitable and promoted good debate.

**RESOLVED:** To agree on the vote of thanks to the outgoing Speaker, Councillor Michael Desmond.

3.4 The Speaker presented Cllr Desmond with the civic album and badge, following which Cllr Desmond addressed the Council. He thanked Members, Officers and his Consorts for supporting him during his tenure. He also expressed appreciation to various sponsors, contributors and donors.

3.5 Cllr Desmond spoke about the continuing scandal faced by the Windrush generation and paid tribute to his friend Hubert Howard, a Hackney Downs resident who was granted citizenship 3 weeks prior to his death despite living within the United Kingdom for 59 years.

3.6 Cllr Desmond spoke about some of the key events during his Speakership which included: the Anti-Knife UK reception held at Hackney Town Hall, a Rainbow Laces event held jointly with Stonewall, a reception for Jewish ex-servicemen and women, a Democracy Day reception for young people and various fundraising dinners.

3.7 Concluding, Cllr Desmond paid tribute to the former Chief Executive and thanked the current Chief Executive and Council Officers. He highlighted the ongoing difficulties

faced by many residents in the borough due to Covid, the cost of living crisis and the cyber-attack. He congratulated Cllr Garasia on her election to the office of Speaker.

#### 4 **Election of the Deputy Speaker 2022/23**

4.1 It was moved by Deputy Mayor Bramble and seconded by Cllr Race that Cllr Anya Sizer be elected as Deputy Speaker of the London Borough of Hackney for the Municipal Year 2022/23.

4.2 Deputy Mayor Bramble and Cllr Race both spoke in support of the nomination. Cllr Sizer's commitment to diversity in politics, her dynamism, championing of social justice and dedication as a ward Councillor were commended.

4.3 There were no other nominations.

**RESOLVED:** That Cllr Anya Sizer be elected to the office of Speaker for the Municipal Year 2022/23.

Adjournment - there was a brief pause in proceedings during which the outgoing Speaker and his consort vacated the dais and the newly elected Deputy Speaker, Cllr Sizer was invested in the Deputy Speaker's robe and chain.

4.4 The newly elected Deputy Speaker made the Declaration of Acceptance of Office. Cllr Sizer returned thanks for her election, thanked the outgoing Speaker and congratulated the newly elected Speaker. She praised the diversity of Hackney and looked forward to meeting many of its groups and communities. Cllr Sizer announced that her consort was Bernadette Bramble.

#### 5 **The Council and Mayoral Election Results 2022**

**RESOLVED:** To note the results of the Council and Mayoral Elections 2022 as set out in Appendix 1 of the report.

#### 6 **Apologies for Absence**

6.1 Apologies for absence were received from Cllrs Lufkin, Narcross, Ross and Williams.

6.2 Apologies for lateness were received from Cllr Ozsen.

#### 7 **Declarations of Interest**

7.1 There were no declarations of interest.

#### 8 **Minutes of the Previous Meeting**

**RESOLVED:** That the minutes of the previous meeting held on 2 March 2022 be agreed as a true and accurate record of proceedings.

#### 9 **The Speaker's Programme for the Municipal Year 2022/23**

9.1 The Speaker, Cllr Garasia, thanked the Council for her election. She was honoured to be the first hijabi and youngest Speaker of the London Borough of Hackney.



- 9.2 The Speaker offered a vote of thanks and appreciation to the outgoing Speaker, Cllr Desmond, for his Speakership and mentorship over the past year. She commended the leadership of Mayor Glanville, the Cabinet and all Councillors across the chamber. Thanks were also relayed to Labour Group colleagues and Council officers.
- 9.3 The Speaker praised the diversity and inclusivity of the borough in which she was raised and where her parents were welcomed and received citizenship. The Speaker expressed gratitude and appreciation to her parents for their hard work and sacrifices.
- 9.4 The Speaker announced that her consort would be her mother, Najma Garasia, and her chosen charity would be St Mary's Secret Garden. The Speaker looked forward to ensuring that Hackney remained a beacon for celebrating tolerance and diversity.

10 **Establishment and Composition of the Council's Committees, Commissions, Panels and Boards**

**RESOLVED:**

1. That the Committees, Sub-Committees, Commissions, Panels and Boards as referred to in the report and the accompanying appendices be established for the 2022 / 2023 Municipal Year.
2. That the appointments to those Committees etc. as set out in Appendices 2 and 3 attached to the report be approved.
3. That the nominations for Chairs and Vice-Chairs to those Committees etc. as set out in Appendix 2 to the report be approved.

11 **Appointments and Nominations to Outside Bodies**

**RESOLVED:** To agree the appointments and nominations to outside bodies on behalf of the Council as listed in Appendix 1 of the report.

12 **Elected Mayor's Statement**

- 12.1 Mayor Glanville congratulated Cllr Garasia on her election as Speaker and welcomed all guests present. He acknowledged the newly elected Councillors from all parties, following the election on 5 May 2022. Tribute was paid to staff and all candidates who took part in the elections. The Mayor gave a special mention to Labour colleagues and former Councillors Peter Snell and Anna-Joy Rickard who were unsuccessful in their bid for re-election. The Mayor highlighted their various areas of advocacy and achievement since they were elected in 2014.
- 12.2 The Mayor stated that he was eagerly anticipating working with Labour Group colleagues, who he believed to be representative of the rich diversity of the borough to which they were elected.
- 12.3 The Mayor paid tribute to former Councillors Vu Khanh Thanh and Brian Marsh who had recently passed away. He also paid tribute to Steve Douglas, CEO of St Mungo's and former interim Corporate Director of Neighbourhoods and Regeneration between 2009 and 2012 at the Council. Condolences were also offered to the family and

friends of the runner who passed away whilst participating in the Hackney Half Marathon on Sunday, 22 May 2022.

- 12.4 Mayor Glanville informed Council of the steps his administration had made in meeting the pledges made in its manifesto. In summary, these included: the commemoration of Europe Day, Council Tax Rebate paid to almost 38 million households, nearly £2m allocated to support low income households and the closure of 70% of the housing repairs backlog with all outstanding repairs to be completed by the end of July 2022. Mayor Glanville further reported on forthcoming plans in the area of tackling the shortage of social housing and homelessness. He also highlighted his administration's commitment to promoting: greater opportunities and outcomes for residents in the borough through lifelong learning, anti-racism and challenging the culture of the Council and its partners.
- 12.5 Referencing the forthcoming Queen's Platinum Jubilee celebrations, the Mayor welcomed and encouraged the opportunity to reconnect through various community events in the borough.
- 12.6 Cllr Steinbeger responded to the Mayor's statement on behalf of the Majority Opposition Group. He congratulated and welcomed the new Conservative Member to the Council and paid tribute to former Cllr Odze for his contributions, in particular the efficient running of Council meetings. He welcomed newly elected Green Party Councillors and their formation as the Minority Opposition Group. Looking ahead, he challenged the Mayor and his administration to support the most vulnerable residents in the borough.
- 12.7 The Minority Opposition Group Leader, Cllr Garbett, responded to the Mayor's statement. She thanked Councillors and officers for their warm welcome and assistance following the recent election. Cllr Garbett looked forward to being part of the Green Group representing the 23% of the electorate across Hackney who voted Green. She anticipated bringing the necessary scrutiny and challenge and urged that this was not a time for complacency. The existential climate and ecological crisis, the ongoing impact of Brexit and the pandemic, the cost of living crisis, the crisis of greed, widening inequality and socially unjust and racist policing following recent events in Dalston were cited as some of the pressing issues that required urgent action.
- 12.8 In response, Mayor Glanville condemned the recent incident in Dalston and emphasised the administration's desire to co-produce solutions that work for the community. The Mayor set out the areas of work which would shortly commence. In summary, these included: setting up the affordable child care commission and supporting families through the cost of living crisis, a peer review of integrated gangs work, £50m investment in the green new deal, further work on libraries and the development of a strategic plan. The Mayor pledged his commitment to deliver on the manifesto on which it was elected and to work with Opposition Groups and residents.
- 13 **Mayor's Scheme of Delegation, Composition of the Cabinet, Establishment and Membership of Executive Committees and/or Sub-Committees; and Appointment of Mayoral Advisers and Member Champions**
- 13.1 The Mayor explained that his power was distributed to Cabinet collectively, that decisions were not taken by individual members of the Cabinet and were always taken

in public. He reported that there were no changes to the membership of the Cabinet; although some portfolios had been changed. He welcomed the Member Champions as set out in Appendix 4 within the supplementary agenda.

**RESOLVED:**

1. To note the Mayor's Scheme of Delegation for 2022 / 2023 as set out in Appendix 1 of the report.
2. To note the composition of Cabinet including appointments to Cabinet and the appointment of Mayoral Advisers for 2022 / 2023 as set out in Appendix 2 of the report.
3. To note the executive committees and names of Councillors appointed to be members of such committees as set out in Appendix 3 of the report.
4. To note the appointment of Member Champions as set out in Appendix 4 of the report.

**14 Calendar of Council Meetings 2022/23**

- 14.1 Mayor Glanville welcomed the additional Council meeting in the calendar of meetings. He believed this to be an integral democratic function which aided greater accountability and resident engagement. He thanked officers for the work undertaken to accommodate this.

**RESOLVED:**

1. To approve the addition of a further meeting of Full Council in each Municipal Year.
2. To approve the proposed calendar of meetings for the 2022/2023 Municipal Year as set out in Appendix 1 of the report.
3. To authorise the Director of Legal, Democratic and Electoral Services to make any changes to the calendar as may prove necessary from time to time.

**Duration of the meeting:** 7:00-8:43 pm

Contact: Natalie Williams  
Governance Officer  
[governance@hackney.gov.uk](mailto:governance@hackney.gov.uk)





<b>Title of Report</b>	De Beauvoir By-Election Results
<b>For Consideration By</b>	Council
<b>Meeting Date</b>	20 July 2022
<b>Classification</b>	Open
<b><u>Ward(s) Affected</u></b>	De Beauvoir
<b><u>Group Director</u></b>	Mark Carroll, Chief Executive and Returning Officer

1. **Summary**

- 1.1. In accordance with the Local Government Act 1972, the Chief Executive as Returning Officer for the election of Councillors for the London Borough of Hackney returned the name of the person who was, on 7 July 2022, duly elected as Councillor in the De Beauvoir ward,

2. **Recommendations**

- 2.1. **That Council notes the results of the recent by-election in De Beauvoir ward as set out in Appendix 1 to this report.**

3. **Background**

- 3.1. A by-election was held in the De Beauvoir ward on 7 July 2022 following a vacancy arising in one seat in that ward.
- 3.2. The results of the by-election are attached at Appendix 1 to this report and can also be found on the Council's website: <https://hackney.gov.uk/by-election-results>

4. **Comments of the Group Director of Finance and Corporate Resources.**

- 4.1. There are no financial implications arising from this report.

5. **Comments of the Director of Legal, Democratic and Electoral Services**

5.1. Other than as set out in the report, there are no legal implications arising.

**Appendices**

Appendix 1 - De Beauvoir by-election results 7 July 2022

**Background documents**

None

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<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Deirdre Worrell Director of Finance, Climate, Homes and Economy and Chief Executive's Directorate <a href="mailto:deirdre.worrell@hackney.gov.uk">deirdre.worrell@hackney.gov.uk</a> 020 8356 7350
<b>Comments for the Director of Legal, Democratic and Electoral Services prepared by</b>	Louise Humphreys Head of Legal and Governance <a href="mailto:louise.humphreys@hackney.gov.uk">louise.humphreys@hackney.gov.uk</a> 020 8356 4817

# DECLARATION OF RESULT OF POLL

LONDON BOROUGH OF HACKNEY  
ELECTION OF COUNCILLORS FOR **DE BEAUVOIR WARD**  
ON THURSDAY 7 JULY 2022

I, Mark Carroll, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each candidate at this election are as follows:

Candidate Name	Description (if any)	Number of votes	Elected
BAYLISS, Kristal	Women's Equality Party	27	
HALL, Oliver Francis Strachan commonly known as HALL, Oliver	The Conservative Party Candidate	82	
MAURSETH-CAHILL, Thrusie	Liberal Democrat	133	
REID, Kelly	Independent Network	83	
SCOTT, Tyrone	Green Party	731	
WALKER, Joseph commonly known as WALKER, Joe	Labour Party	758	<b>Elected</b>

The number of ballot papers rejected was as follows:-		Number
A	want of an official mark	
B	voting for more candidates than the voter was entitled to	6
C	writing or mark by which the voter could be identified	
D	being unmarked or wholly void for uncertainty	2
E	rejected in part	
<b>Total:</b>		<b>8</b>

Electorate: 6,591  
Ballot Papers Issued: 1,822  
Turnout: 27.64%

Vacant Seats: 1

And I do hereby declare that : WALKER, Joseph  
has been duly elected councillor for De Beauvoir ward.

Dated: 7 July 2022

Mark Carroll  
Returning Officer

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<b>Title of Report</b>	Political Balance and Appointments to Committees
<b>For Consideration By</b>	Council
<b>Meeting Date</b>	20 July 2022
<b>Classification</b>	Open
<b><u>Ward(s) Affected</u></b>	N/A
<b><u>Director</u></b>	Dawn Carter-McDonald, Director of Legal, Democratic & Electoral Services

## 1. **Summary**

- 1.1. This report reviews the allocations of the various political parties to the Council's Committees etc following the by-election on 7 July 2022 and seeks the approval of Councillors and Co-Optees to certain of those Committees.
- 1.2. Details of the allocation of seats on the various Council Committees etc were approved at the Annual Meeting of Council on 25 May 2022 in accordance with the requirements of section 15 of the Local Government and Housing Act 1989.
- 1.3. Once seats have been allocated there are a number of prescribed circumstances in which those allocations must be reviewed and this includes following a by-election where a newly elected Councillor joins a political group.

## 2. **Recommendations**

- 2.1. **That Council note the review of the allocation of seats in accordance with section 15 Local Government and Housing Act 1989 following the by-election in De Beauvoir Ward on 7 July 2022 as set out in Appendix 1 of the report.**
- 2.2. **That Council note that there are no changes to the allocation of seats on the Council's Committees etc as between the three political groups of the Council.**
- 2.3. **That Council approve the nominations of Councillors and Co-Optees to the Committees and Commissions as set out in Appendix 2 of the report.**

3. **Background**

3.1. At the Annual Meeting on 25 May 2022, Council noted the following allocation of seats to achieve the political balance as required by law based upon there being 56 elected Councillors, given the vacancy in the De Beauvoir Ward, at that time:

<b>Group</b>	<b>Percentage proportion of seats</b>	<b>Total number of seats allocated</b>
Labour	87.5%	112 seats
Conservative	8.9%	11 seats
Green	3.6%	5 seats

3.2. Appointments were made to the various Committees etc based upon the above allocation.

3.3. Following the by-election in the De Beauvoir Ward, the allocation of seats has been reviewed, the detailed calculations are set out in Appendix 1 of this report. The new allocation of seats can be summarised as follows:

<b>Group</b>	<b>Percentage proportion of seats</b>	<b>Total number of seats allocated</b>
Labour	87.7%	112 seats
Conservative	8.8%	11 seats
Green	3.5%	5 seats

3.4. No changes are therefore required to the allocation of seats on each of the various Committees from that provided for at the Annual Meeting. Again the detailed calculations are set out in Appendix 1 of this report.

3.5. Following the by-election, the Governance Service has been notified of a number of nominations to the various Committees etc to fill vacancies. In addition, the Governance Service has been notified of a number of nominations of Co-Optees on the XXX. These are detailed in Appendix 2 of this report.

4. **Comments of the Group Director of Finance and Corporate Resources.**
- 4.1. There are no budgetary implications arising from the report. All costs are contained within the current approved budget.
5. **Comments of the Director of Legal, Democratic and Electoral Services**
- 5.1. Other than as set out in the report there are no legal implications arising.

### **Appendices**

- Appendix 1 - Calculation of political balance  
 Appendix 2 - Nominations to Council Committees etc.

### **Background documents**

None

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<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Deirdre Worrell Director of Finance, Climate, Homes and Economy and Chief Executive's Directorate <a href="mailto:deirdre.worrell@hackney.gov.uk">deirdre.worrell@hackney.gov.uk</a> 020 8356 7350
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				Appointments Committee	Audit Committee	Children and Young People Scrutiny Commission	Corporate Committee	Health in Hackney Scrutiny Commission	Licensing Committee	Living in Hackney Scrutiny Commission	Pensions Committee	Planning Sub-Committee	Scrutiny Panel	Standards Committee	Skills, Economy and Growth Scrutiny Commission				
Number of Seats				5	10	12	17	10	15	10	10	10	10	9	10	128			
Group Name	Number of members	Proportion	Number of seats as proportion of the total number of seats available													Total Number of Seats			
																	<b>Rounded</b>		
Labour	50	87.7%	112.3	4.3860	8.7719	10.5263	14.9123	8.7719	13.1579	8.7719	8.7719	8.7719	8.7719	7.8947	8.7719	112.3		112	
Conservative	5	8.8%	11.2	0.4386	0.8772	1.0526	1.4912	0.8772	1.3158	0.8772	0.8772	0.8772	0.8772	0.7895	0.8772	11.2		11	
Green	2	3.5%	4.5	0.1754	0.3509	0.4211	0.5965	0.3509	0.5263	0.3509	0.3509	0.3509	0.3509	0.3158	0.3509	4.5		5	
Total (excl. the Elected Mayor)	57	100.0%	128	5	10	12	17	10	15	10	10	10	10	9	10	128.0			
<b>PROVISIONAL ALLOCATIONS APPLYING ROUNDED PROPORTIONS TO NUMBER OF SEATS</b>																	<b>Number of seats over or under the total allocation</b>		
Labour	49	87.5%	112	4	9	11	15	9	13	9	9	9	9	8	9	114		+2	
Conservative	5	8.9%	11	1	1	1	1	1	1	1	1	1	1	1	1	12		+1	
Green	2	3.6%	5	0	0	0	1	0	1	0	0	0	0	0	0	2		-3	
Total (excl. the Elected Mayor)	56	100.0%	128	5	10	12	17	10	15	10	10	10	10	9	10	128			
<b>AGREED ADJUSTMENTS TO ENSURE ALLOCATION MEETS POLITICAL BALANCE</b>																			
Labour				4	8	10	15	9	13	9	9	9	9	8	9	112			
Conservative				1	1	1	1	1	1	0	1	1	1	1	1	11			
Green				0	1	1	1	0	1	1	0	0	0	0	0	5			



**Nominations to Committees and Commissions**

**Nominations to Committees etc to fill vacancies and following the De Beauvoir by-election**

Appointments Committee: Cllr Kam Adams

Council Joint Committee: Cllr Richard Lufkin

Licensing Committee: Cllr Joe Walker

Pensions Committee: Cllr Joe Walker

Skills Economy & Growth Scrutiny Commission: Cllr Joe Walker in place of Cllr Turbet-Delof

**Co-opted Member Nominations to the Children and Young People's Scrutiny Commission**

Church of England Statutory Co-optee - Richard Brown

Roman Catholic Statutory Co-optee - Andy English

Parent Governor - Monique Pink

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<b>Title of Report</b>	<b>Annual Update on Progress with Decarbonisation Commitments July 2022</b>
<b>For Consideration By</b>	Council
<b>Meeting Date</b>	20th July 2022
<b>Classification</b>	Open
<b>Ward(s) Affected</b>	All wards
<b>Group Director</b>	Ian Williams, Group Director Finance and Corporate Resources
<b>Cabinet Member</b>	Cllr Mete Coban, Cabinet Member for Environment and Transport

## 1. Introduction by the Cabinet Member for Environment and Transport

1.1 This is our third annual decarbonisation report demonstrating progress with the key goals that were outlined last year for the past 12 months. As part of a new administration we have made a number of wide ranging manifesto commitments that contribute to addressing the climate and ecological crisis; increasing the availability of electric vehicle charging points, stepping up the pace of roll out of cycle hangers, delivering a social housing pilot to frame our future retrofit responses, scaling the local circular economy and harnessing the employment potential, whilst continuing with tree planting, recognising the 5,000 street trees we have already delivered as part of the previous administration.

1.2 In addition to our progress, the Council has won or been shortlisted for a number of awards in respect of our:

- **Energy related activities** - we recently won Council of the year at the London Energy Efficiency Awards in recognition of our work on improving energy efficiency in the Council and across the Borough through our existing energy efficiency programme of work, such as solar panels installations, Hackney's Green Homes Programme, the wider decarbonisation programmes across the Council, as well as our commitments to achieve a net-zero target by 2040. This award

highlights the achievements of our specialist energy team as well as wider environmental and sustainability teams across the organisation, whose work contributes to reducing carbon emissions and driving energy efficiency.

- **Residual waste collection** - further to the introduction of the new residual waste collection arrangements to street properties which has seen residual waste collections move from weekly to fortnightly, whilst recycling and food collections remain weekly, street level recycling rates have increased by 5%. The results of the service change, supported by the actions of the behaviour change team, has seen the Team win Team of the Year in the Keep Britain Tidy Awards and Best Local Authority Recycling Initiative at the LetsRecycle Awards for Excellence.
- **Transport** - in the past 18 months, Hackney Council has implemented one of the most ambitious active travel programmes in the country in our effort to rebuild a greener borough and tackle transport emissions. We have introduced 19 new low traffic areas, known as low traffic neighbourhoods (LTNs) and have 42 School Streets, which close roads outside schools at opening and closing times. We now have more School Streets and LTNs than any other council nationwide and were recently shortlisted for the Local Government Chronicle awards climate response category and await the outcome due at the end of July.

1.3 Despite our successes and continued action taken against our goals, there are external factors impeding progress, both for the Council and for our communities. Continuing economic volatility that is manifest globally, is impacting our residents at a local scale through the rapid and uncontrolled cost of living increases, reducing take home pay for many essential workers, alongside the rise in costs of basic essentials, be that food or energy. The UK inflation rate hit a 40-year high of 9.1% in May. The Bank of England (BoE) expects it to reach 11% before the end of the year. In October, the energy price cap is forecast to rise 42%, from £1,971 to more than £2,801, another increase on the £700 rise recorded in April; a perfect storm is in train. There are also recent increases in the BoE interest rate and more likely to come. Whilst the Government has created a temporary sticking plaster for more immediate domestic energy costs, the poorest households still spend more of their total budget on gas and electricity, with wider inflation also hitting our poorest households harder. The cheapest energy is that which you don't use, so to reduce bills for consumers, the Government really must look again at how to support reductions in energy consumption for all consumers, especially those in fuel poverty. The recent annual progress report from the Climate Change

Committee this month, highlighted the need to better align the rising costs of living with Net Zero.

- 1.4 Following the demise of the Green Deal scheme in 2015 there has been a continued lacklustre response by the Government to improving the fabric of our historic housing stock, getting it to the right place to be able to install heat pumps and meet the Government's own target of 600,000 per year by 2028, scaling current rates of circa 30,000 per year. Improvements in the energy efficiency of homes can make a significant impact on reducing energy bills, however the Government's recent Energy Security Strategy surprisingly made no new announcements to fund this work with the urgency needed.
- 1.5 However, this year will see the Council publish a holistic and prioritised Climate Action Plan (CAP) for the next three years that will be underpinned by a set of thematic implementation plans which provide the detailed actions, accountabilities and timescales. Annually reviewed implementation plans will build on the independent assessment completed by external consultants (including a review of target areas for activity, implementation levers, net zero modelling amongst others), but also recognise where wider benefits will be a driver for action. Our own plans focus on the range of drivers/changes and relationships needed so as to better enable the Council to scale delivery at pace. Recognition of the key synergies/interdependencies between thematic plans also include the economic benefits - skills and employment to wider society of delivering retrofit at scale, as well as how we transition in a just way those whose current employment is likely to decline over the longer term.
- 1.6 There are also a number of proposals in the annual report in respect of future engagement with residents, businesses and community organisations that build on the earlier Climate Summit, Green Recovery event and project based consultations of the last 18 months. By using the CAP as a focus to secure a wider commitment to longer term climate goals with partners, we will help broaden participation and ensure plans maximise meaningful collaboration.
- 1.7 The next few years remain critical in our ability to address the climate and ecological crisis and will require all our resolve, both as a Council, as well as harnessing the energy and commitment of the wider community to seek the changes needed.

## **2. Summary**

- 2.1 This report and its appendix provide an update to Council on progress with our decarbonisation commitments as follows:
  - key practical achievements from the last 12 months;

- proposed timetable to enable a draft Climate Action Plan to be approved for public consultation and potential pre engagement work associated with its preparation;
- development of the thematic action plans that will form the key components of our draft Climate Action Plan (CAP), including work to assure our plans by external consultants;
- proposals as to how we will undertake the specific community engagement needed to finalise the plan;
- wider proposals to enhance engagement skills and capability across the organisation, to inform and shape future longer term external engagement associated with the climate crisis;
- continuing development of cost estimates associated with delivering the Climate Action Plan over the next three years and outline plans to meet those demands; and
- key tasks for the next 12 months.

### **3. Recommendations**

- 3.1 That Council note the Annual Update on progress with its decarbonisation commitments.**

### **4. Background**

- 4.1 This progress report outlines a more detailed look forward to the key tasks for the next 12 months identifying clear opportunities for community collaboration to influence and shape our future plans, as well as embedding the more systematic approach that is now needed within the organisation to maintain progress. A key output will be the production of our first Climate Action Plan and the development of this document is covered in detail within this annual progress report.

#### **- Organisational context**

- 4.2 The climate and ecological crisis is a complex and cross-cutting issue that will need the organisation to work differently, be more outcome focused, as well as smarter in its approaches where resources are constrained. Our Climate Action Plan (CAP) will assist this by providing the guiding framework for the next three years.
- 4.3 Major capital investment will be needed in the short/medium term, in addition to the investment set out in the Council's budget report in February this year to meet the commitments in our CAP. Government announcements to date to financially support this work are inadequate, neither responding to the scale of

the task nor acknowledging the rapidly narrowing window of opportunity. Our financial requirements are likely to involve more complex and innovative financial models, which will form part of the CAP funding strategy being prepared alongside the CAP.

- 4.4. This will be the Council's first holistic plan to address the climate and ecological crisis, bringing together the various strands into one overall document and as such is a key point in consolidating our journey to net zero.
- 4.5 Significant practical project delivery has happened to date and is ongoing, much of which would have formed part of the first phase of delivering a CAP, and has focused on achieving wider benefits rather than solely carbon reductions. Further detail of our delivery of climate related actions can be found in the previous two annual reports on progress with our decarbonisation commitments, as well as a further update covering the last 12 months as part of Section 5.
- 4.6 We are looking at further enabling the organisation by reviewing our workforce both for specific technical skills and more general resourcing of the climate agenda. Some of this is being achieved by making better use of existing staff resources and reskilling them where possible to meet added requirements and/or reducing lower valued work where possible. There are clear links to be made to future workforce strategy and organisational development needs.
- 4.7 Extending activities by using the role of the Council in leading, shaping and influencing decarbonisation of the Borough will also place added change requirements on the Council.
- 4.8 The Council's ambitions for decarbonisation of solely its corporate functions is requiring substantial mobilisation and leadership across the organisation and involves transformational work across almost all functions, particularly rethinking how we work as well as applying iterative and agile methodologies to the challenges. Initially we are focusing on areas which are likely to gain significant organisational traction and outcomes such as within our procurement and commissioning activities and wider operational service delivery.
- 4.9 In January 2022 the Chief Executive announced changes to the Neighbourhoods and Housing Directorate in order to maximise the synergies of inclusive economic growth, skills, regeneration, housing, climate change, public realm and environmental services. These services have now been brought together under a new Group Director responsible for this area and entitled Climate, Homes and Economy. The new Group Director is scheduled to start in their role in July.

- 4.10 Addressing the climate and nature crisis is an organisation-wide agenda encompassing economic, environmental and social objectives and needs a diverse range of contributors at all levels. Embedding accountability/responsibility for the climate emergency specifically outside of the usual service areas, enhancing the skills of our staff through broader organisational carbon literacy and robust processes and procedures to achieve this is key to our future success. We are therefore:
- continuing to broaden collaboration for this cross-cutting complex issue by readily working beyond existing service structures and responsibilities, as well as more future engagement with external stakeholders and communities;
  - providing transparent joint accountability at senior level across the Council to provide the drive and momentum needed to achieve our net zero targets for what is a significant corporate priority;
  - maximising the benefits that come from the creation of the Climate, Homes and Economy Directorate by ensuring effective cross departmental governance and collaboration; and
  - using the updated corporate planning process to cement better the golden thread to service plans based on our corporate priorities and thereby underpinning accountability.
- 4.11 Previous annual reports on our progress with decarbonisation have mapped out some of our approaches to engaging externally in respect of the climate and nature crisis. We have held two major events over the last year engaging community organisations and residents to shape our response. This has been conducted alongside a number of specific high profile consultations on specific activities such as Low Traffic Neighbourhoods (LTNs) and our Parking Enforcement Plan amongst others.
- 4.12 On a broader note we are putting in place plans to enhance our engagement skills and capacity for future engagement activities to meet the need for more varied consultation approaches - moving to more intensive co-production and in some specific circumstances co-design.
- 4.13 To date we have developed a better understanding about what needs to be done practically to address the climate crisis based on evidence, and proven solutions already exist. Our future engagement emphasis may need to be less on the what and more on the how to best deliver alongside others for the priorities identified and ensuring this is done with fairness at the heart.
- 4.14 There is a need to further develop key stakeholder engagement, building on partnerships and relationships that can optimise the role of the Council as an enabler to increase impact. This will help shift the emphasis from being a Hackney Council CAP to a Hackney CAP where a broader range of institutions

commit to the journey to net zero.

#### **- Sustainability Scrutiny Reviews**

- 4.15 In October 2021 the Scrutiny Panel (SP) commenced a review to look at the Council's work programmes to achieve the net zero target, commencing with an overview of the internal governance structures and financial implications. The Living in Hackney and Skills, Economy and Growth Scrutiny Commissions looked in more detail at the following areas in relation to net zero work; retrofitting housing stock and council buildings, the existing energy strategy & wider energy systems, skills for a net zero economy, electric charging infrastructure and transport for a cleaner, greener Hackney economy.
- 4.16 The purpose of this integrated work programme across the scrutiny commissions was to review the Council's work on the climate change and sustainability work programmes to determine whether the Council is on track to meet its net zero carbon targets and is using its statutory powers and soft powers to effect behaviour change. A report pulling all these strands of work together is currently in progress and the SP aims to publish its report findings and recommendations at its meeting in October this year.

#### **- Audit Committee Net Zero Deep Dive**

- 4.17 To support the development of the CAP and provide some scrutiny of the Council's approach, the Audit Committee undertook an extended session in March 22 to provide assurance that:
- internal governance arrangements established to deliver this corporate priority are robust;
  - development and approval of the Climate Action Plan will underpin progress against our Net Zero targets; and
  - future delivery programmes are aligned with the Council's capital programme.
- 4.18 A link to the report with recommendations which was tabled at the April Audit Committee meeting can be found [here](#).

#### **- Covid 19, moving from epidemic to a challenging recovery**

- 4.19 The coronavirus pandemic continues to be the greatest challenge that Hackney Council, our borough, its residents and our local businesses have faced in a generation. Whilst there are stronger signs we seem to be nearing the end of this crisis itself we are now being thwarted by the personal and economic impacts in the longer term. As well as the immense personal loss that Covid-19 has inflicted, the pandemic has brought about, for many residents, significant financial pressures, which are now being compounded by exceptional inflationary increases in key areas such as the cost of energy for

our homes, as well as essential foods amongst others. These latest impacts show no sign of relenting in the near term and demonstrate the fragility and lack of resilience that is already evident in our global supply chains/systems due to the climate crisis, when coupled with major conflicts such as the war in Ukraine. Again, those who are most exposed in our communities both locally and globally, continue to be the poorest in our society and are facing the greatest burden.

- 4.20 The above further underlines the symbiotic relationship between the climate and ecological crisis and our daily lives, where society's dependence on fossil fuels needs to be reduced significantly. By moving to renewables for more of our energy supply, improving the energy efficiency of our homes, as well as sourcing food at a more local level amongst others we have an opportunity to do that. Through our influence we can encourage individual behavioural change which can support reducing the consumption of dairy and meat whose production uses over 85% of the available agricultural land in the UK.

#### **- New Corporate Plan**

- 4.21 With a new Chief Executive in place and a new administration, a strategic plan is now being developed setting out the focus and priorities for next four years in relation to the long term vision for the borough, with high level commitments, which underpin our equality objectives. The plan will have a focus on implications for how the Council works, the key transformation and workforce priorities, the capital plan that will enable this and the main asks of partners. This will become our corporate plan for the future.
- 4.22 The plan is to be informed by the policy based budgeting process so that it is grounded in the financial context and the understanding of changes needed to deliver a long term balanced budget - by working more preventatively, managing demand failure and introducing efficiencies and organisational transformation. A draft is forecast to be available in November 2022.

### **5. Annual Update on Progress with Decarbonisation Commitments**

#### **Progress on developing our plans, strategies and assessment work:**

##### **- Borough wide emissions baseline assessment and net zero pathway modelling**

- 5.1 Consultants were appointed in 2021 to undertake an initial assessment of boroughwide emissions (Phase 3) that builds on the earlier Net Zero Energy Strategy for Council emissions (Phase 1 and 2). The Phase 3 report has now



been completed and is informing the development of the CAP and key elements will be summarised in that document. The Phase 3 report:

- provides an overview of Climate Emergency Action Plan strategies and modelling undertaken by other boroughs and local authorities;
- identifies main sources of emissions from Hackney residents and businesses;
- scopes and baselines key emissions types for Hackney to monitor in future years;
- models policy interventions and decarbonisation interventions needed to achieve net zero, considering the suitability of existing policies and targets to align with the existing Council net zero 2040 targets; and
- provides a clear and concise evidence base that can be used to engage with a range of relevant stakeholders on this issue (including community stakeholders, London Boroughs, industry bodies, manufacturers and Government ministries).

#### **- Draft Green Infrastructure Strategy**

- 5.2 London Plan policy on Green Infrastructure recommends that boroughs should prepare green infrastructure strategies. The term green infrastructure describes the network of parks and green spaces, trees and woodlands, rivers and wetlands, and new green features in the urban environment such as green roofs and walls. This network can be planned, designed and managed to provide a wide range of environmental, social and economic benefits that support more sustainable, liveable and resilient neighbourhoods. Green Infrastructure Strategies (GIS) are therefore a framework that identifies: what green infrastructure is present or needed; the functions this can perform; the benefits this can provide to address local needs, as well as more strategic objectives; and how these benefits can be secured through a more integrated approach to protecting and enhancing green infrastructure.
- 5.3 We commissioned consultants to develop a GIS. The work has been influenced by external community stakeholder groups and there have been engagement sessions with the Hackney Biodiversity Partnership at key points in its development. The needs assessment and proposed objectives were tabled at a Living in Hackney scrutiny commission in 2021 as part of an inquiry related to the functionality of our own green spaces, as well as pre-engagement with the Resident Liaison Group which represents tenants and leaseholders in our social housing properties.
- 5.4 Views were invited on the strategy with the public consultation launching on 10 February 2022 and running until 23 March 2022 and was carried out online using Citizen Space; seven open text questions were asked. A press release

was published on Hackney Council's website on 10 February 2022 to promote the consultation. Further promotion was done on social media and through related environmental networks such as the Hackney Biodiversity Partnership and Sustainable Hackney amongst others. A total of 65 responses were received.

- 5.5 We also received written responses from key stakeholders such as Transport for London. On the basis of the responses we are updating the Strategy which is scheduled to be formally adopted by the end of 2022.

#### **- Final draft Local Nature Recovery Plan**

- 5.6 There is now a widely-acknowledged biodiversity crisis. The UK State of Nature report indicates that the abundance and distribution of species has, on average, declined over recent decades, and many measures suggest this decline is continuing. Our green infrastructure network in Hackney supports a wide range of wildlife. The majority of species use a range of semi-natural and amenity green spaces and the areas of open water in the borough, but the built environment can provide important wildlife habitat too. The link between the ecological and climate crisis is clear and solutions involve addressing them both in tandem.
- 5.7 To address these needs the Council commissioned London Wildlife Trust to develop a Local Nature Recovery Plan (LNRP). Although not an exhaustive suite of projects and proposals it provides a framework which will improve ecological connectivity across the borough based on a core network of protected and well-managed Sites of Importance for Nature Conservation. With this framework in place, everyone with influence on the design and management of land (including the built environment) can make a contribution to making Hackney richer in wildlife. It would also not have been as comprehensive and locally rooted without input from those leading and implementing action for nature across the borough and with significant ecological expertise.
- 5.8 The draft Final LNRP was an addendum to the Green Infrastructure Strategy public consultation undertaken this year and can be found [here](#). Specific comments that have been received on the LNRP as part of GIS consultation responses are being assessed to ascertain whether substantive changes are needed to the document. A final version will be made available later this year.

#### **- Parking and Enforcement Plan 2021-2026**

- 5.9 The Parking and Enforcement Plan (PEP) 2021-26 is designed to support the delivery of the Council's existing commitments under existing policy or law,

with a clear emphasis on reducing poor air quality and CO<sub>2</sub>, as well as fulfilling our duties set out in the Department for Transport's (DfT's) guidance to local authorities on parking, and Hackney Council's traffic management duties under the Road Traffic Regulation Act 1984. The draft PEP ([here](#)) is built around five key visions, with objectives setting out what we want to achieve, and recommendations detailing how the proposed changes deliver these. It aims to work towards encouraging greener and more sustainable modes of transport through a number of proposals, which were consulted on in 2021 including:

- incentivising going greener with a free electric parking permit for residents, businesses and organisations except all zone and car club permits;
- a free electric roamer parking permit for residents and businesses to move and park freely in permit bays across the borough, during the prescribed hours of 10:00 - 15:00;
- increasing the number of parking permit pricing bands to reward sustainability;
- changing the diesel surcharge each year, making it progressively more expensive to purchase a permit;
- introducing a parking permit surcharge for two or more permits held in one household;
- introducing variable visitor voucher parking zone (PZ) limits and to create zonal rules, allowances and eligibility to buy different voucher types;
- 100% cashless emissions-based charging payment option for short stay parking; and
- introducing a set fee of 50p per hour across the borough for electric vehicles.

The final version of the PEP for formal adoption is scheduled to be approved at Cabinet later this year.

#### **- Transport Strategy 2025-2030**

- 5.10 Preparatory work for the 2025 - 2030 Transport Strategy has started with the intention to have an updated strategy document for adoption by the end of 2024/25. An evaluation of the current strategy is underway confirming what data analysis will be required. Some key topics are being brought forward earlier within a Main Road Strategy that requires action before the 2025 launch date of the updated Transport Strategy. The scope of the Main Roads Strategy will be reviewed by relevant Council Members in the Autumn this year.

#### **- Housing Strategy 2023-2028**

5.11 In 2023 we will be publishing our new five year Housing Strategy which will include a more explicit recognition on how we are working towards achieving our net zero ambitions as a council for our own housing stock and development activities, as well as housing outside our direct control. We will set out the work underway to build better future-proofed homes, improve our own stock and how we can work with other landlords in the borough to improve homes in the private rented sector and those under housing association jurisdiction. The new strategy will take into account all new relevant regulations, policies and legislation and focus on work cross-departmentally and with external stakeholders to achieve our goals throughout the 5 year period and beyond.

**- Economic Development Plan (timescale to be confirmed)**

5.12 Building on existing area regeneration activity, employment and skills delivery and business support programmes, our economic development plan (scheduled to go to Cabinet early in 2023) will set out our delivery priorities, mechanisms and activities for a green and fair economic recovery in Hackney (likely to cover a period of the next 3/4 years) that addresses the:

- strategic priorities and principles to ensure inclusive growth as set out in our Inclusive Economy Strategy;
- impact of wider economic shocks from the pandemic, Brexit and the Russian invasion of Ukraine; and
- need for a just transition to green economic activity and a business shift to net zero.

5.13 The plan will set out the economic opportunities and challenges for the borough and where we can realistically have an impact through the economic development levers available to us. Primarily this will include how we leverage our purchasing power, capital assets, regulatory functions, service delivery, status as a large employer, convening power and ability to assemble funding. All with a focus on supporting residents and local businesses to benefit from these opportunities.

**- Sustainable Procurement Strategy**

5.14 Work is currently underway to refresh the Sustainable Procurement Strategy (SPS), with a draft document planned for before the summer, and Cabinet endorsement scheduled for December 2022. The new strategy, which is not intended to be time bound due to the uncertainty of national and international political and environmental landscapes, will provide procurement staff, colleagues and partners a framework of strategic priorities, commitments and targets. The Strategy will align with the requirements of the National

Procurement Policy Statement (NPPS), whilst ensuring systems, capability and capacity of procurement teams to support the borough's Climate Action Plan are addressed.

### **Headline progress on actions outlined in annual update 2021**

5.15 The details below provide a brief update on some of our key practical actions identified in last year's annual update. The list is not exhaustive but draws attention to some of the key successes. They are arranged in accordance with the priorities established in the first annual update; these priorities will be reviewed and updated as part of our programme for developing a Hackney Climate Action Plan.

#### **- Reduce the borough's carbon emissions - including the target of net zero carbon emissions by 2040 for the Council's own functions**

- Phase 1 and 2 of the Green Homes Programme has been completed, helping almost 100 private sector households to improve the energy efficiency of their homes, with total measures worth £400k. We are planning to continue with the programme in further phases with an additional 400k funding approved from our own Carbon Offset Fund.
- In the existing Tier 1 corporate solar programme, we have completed 4 installations: Kingshold Community Hall (40kWp), Haggerston Depot (33kWp), Lee View Community Hall (19kWp) and Wren Park Community Hall (33kWp). By the end of the calendar year we plan to install solar panels at: Concorde Centre, Hackney Marshes Centre, Queensbridge Sports and Community Centre, Gascoyne 2 Community Hall, Rose Lipman Community Hall, Webb Estate Community Hall, with a total solar generation of 712kWp. We continue working on identifying more suitable sites to reach the 1MW target. We are exploring the options to install solar PV on residential estates with the plans to link the solar generation with Electric Vehicle Charging Points (where technically feasible) or pilot a microgrid solution (on technically-suitable blocks).
- A number of strategic district heat network (DHN) opportunities identified in our earlier Energy masterplan are being explored. In particular, a low carbon district heat network feasibility for Shoreditch has been completed which may be possible to deliver if grant funding can be secured. The heat network for the Colville development is being progressed with a view that it should operate as a wholly Council owned scheme with delivery through a Design, Build, Operate,

Maintain (DBOM) contractor - the detailed financial model required to completely plan this and assure through Governance has been commissioned. The synergies of linking these heat networks are also under investigation. A third low carbon heat network will be developed at Woodberry Down by Berkeley Homes, however the Council is investigating the benefits for the development and wider decarbonisation opportunities of connecting to the Energetik Heat Network using heat from the North London Waste to Energy plant.

- Engaged with the ReFit Framework in London to appoint a specialist partner to survey and deliver energy efficiency works in the non-domestic buildings and schools. Initial work is focussed on decarbonisation of heating for which grants are available and a portfolio of 2 schools, 3 leisure centres and Shoreditch Town Hall is being progressed with the intention to bid for grants to partially subsidise the costs of implementation in 2023/4. A larger portfolio of opportunities is being planned for a grant bid in 2023 to support implementation in 2024/5.
- Three officers in the housing services team qualified as Retrofit Co-ordinators, and a further two will complete their qualifications shortly. This will allow delivery of retrofit works in accordance with PAS 2035 standard.
- To accelerate our plans for the roll out of electric vehicle charging infrastructure (one of the principal barriers to transitioning to electric vehicles) we have completed the procurement for a long term concessionaire partnership arrangement for approximately 3,000 residential charge points by 2030. We aim to publish the outcome of the procurement by the end of July 2022. The next step will be to work on the Network Plan identifying suitable locations for charging points in the borough.
- As of the end of March 2022, 89% (10,083 street lights out of 11,207) of the Public highway lighting stock has been upgraded to LED. The replacement programme will continue to upgrade the remaining 11% due for completion by March 2023. Exterior lighting on housing estates is also being upgraded as part of a rolling programme: 36% (711 out of 2,259) lamp columns have been either completely replaced or modified with new LED lanterns, and 15% (315 out of 2,047) estate wall lights having also been renewed to date.

- During 2021/22, 13.75% of the Council's road registered fleet (72 vehicles) were fully electric. Based on total fuel consumed, of the remaining 86.25% of the fleet, 36.50% no longer run on fossil fuels (SEN buses now refuel on a renewable biofuel). This figure will increase shortly to 39% once the adult social care buses transfer.
- Restoration of Abney Park Cemetery includes the installation of a ground source heat pump which will heat the new cafe and community room. Works are scheduled for completion by the end of the year.
- Using £263,000 secured from BEIS through the Public Sector Decarbonisation Fund, heat pumps are being installed at the West Reservoir Centre. Ground works have been completed and the heat collectors fitted under the site's pontoon. The project is due to be completed in July this year.
- A £300,000 Community Energy Fund for community organisations to work with the Council to implement energy efficiency schemes including solar panels, heat pumps and insulation was approved in June 2022. It will work with the community energy movement, schools, faith organisations, cooperatives, activists, nurseries and encourage other community groups to bid for projects that help reduce organisations' impact on the environment and support them with rising energy costs.

**- Improve local resilience to impacts of climate emergency**

- Over 5,000 new street trees have been planted as part of a previous manifesto commitment, with 2,547 having been planted this season. This increases the overall street canopy from 20% to 30%. Further, 13,037 trees have been planted in our parks and green spaces to date.
- Three SuDs schemes (New North Road, Windus Road and Eastway) have been implemented with more than 100m<sup>2</sup> of highway depaved, benefiting the public realm, improving biodiversity as well as reducing flood risk and improving water quality.
- As part of a wider project, the Council secured £700,000 in funding to deliver a project to create a more accessible, active and biodiverse West Reservoir. Subject to engagement with local organisations and residents the project aims to: better connect West Reservoir with the

local community and other green spaces, including the nearby Wetlands; increase biodiversity; and, improve facilities at West Reservoir.

- A number of Hackney schools are part of the Mayor of London's Climate Resilient Schools programme, a partnership between the Department for Education and Thames Water to make up to 100 London schools more resilient to the impacts of climate change has been formed. Measures will include improving water efficiency, reducing surface water flood risk, helping schools create climate adaptation plans and teaching children the importance of climate adaptation. It is targeting those most vulnerable to the impacts of climate change, prioritising the top 10 per cent of schools with highest surface water flood risk and that fall within the worst bands of the [Climate Risk Map](#). Sixteen schools in Hackney are currently involved.

#### **- Promote active travel and public transport**

- Since March 2022 Hackney has retained 30 trial school streets, bringing the total to 42 permanent school streets across the Borough. Hackney now has one of the country's largest school street programmes - with 84% of the borough's primary schools and 15% of secondary schools covered by a School Street.
- Our Zero Emissions Network service continues and has seen great success in supporting businesses to access cargo bikes during the lockdown periods as many businesses took up deliveries for the first time. The expansion of the initiative continues into N16 through the LEN16 project that will complement the wider changes on the Stoke Newington Church St scheme using funding from the DfT emergency active travel fund, reducing traffic levels across this important shopping street.
- Our Electric Cargo Bike rental scheme was launched in September 2021, an on-street, on-demand, cargo bike hire service. The bikes are publically available so business, residents, and other members of the public can hire them in order to make deliveries, collect shopping, or conduct other errands. There are currently four docking stations in the south of the borough with two electric cargo bikes each.
- First tranche of permanent parking solutions for dockless bikes is underway with 74 locations having dockless corrals installed. Additional locations will be under rolling review as the scheme progresses through 2022/23. Lime has been awarded an exclusive



operating contract to provide the electric dockless bike service from June 2022.

- We have installed 200 EV charge points at the end of 2021/22 reaching 308 in total. We have exceeded the target for 80% of residents within 500m of a charging installation, delivered earlier than the original commitment (by 2022).
- 19 new Low Traffic Neighbourhoods were introduced, creating a wider network of low traffic roads that serve as cycle quietways. About 17% of Hackney's residents now live in new low traffic neighbourhoods. Consultation has been open on these schemes since they were introduced via Experimental Traffic Orders. The majority of the LTN schemes have now been made permanent.
- Final works on the east bound Lea Bridge Road segregated cycleway started in May 2022 and are planned for completion in Autumn 2022.
- The second entrance to Hackney Central station on Graham Road opened in July this year. It features landscaping, a green roof, coffee kiosk as well as the Council's first cycle hub. In addition a new signalised crossing has been commissioned outside the station.
- Last year, we consulted on proposals setting out the future of parking in Hackney, in our new Parking and Enforcement Plan (PEP) 2021-26. Following the consultation, and having reviewed the feedback provided, we are in the process of gathering feedback on revised parking permit prices and expect to present the PEP to Cabinet for approval later this year.
- ULEZ was also introduced in October last year by the Mayor of London, with proposals for further expansion in the capital from August 2023 currently being consulted on.

#### **- Reduce waste and promote the circular economy**

- Introduced fortnightly collections of residual waste to street level properties in March 2021. One year after the implementation, street level recycling rates have increased by circa 5%.
- Established a Behaviour Change Team to provide education and enforcement in support of the change to fortnightly waste collections. The team has proved to be a very useful and productive resource for increasing resident understanding of recycling, dealing with

complaints, delivering receptacles and working collaboratively with the crews in addressing non-compliance. Funding for the team was extended until December 2022.

- A new Library of Things (LoT) was opened in Dalston Library in December 2021 and launched to the public in January with 49 high-quality items on a wall for residents to borrow. There are currently 20 borrows and 30 visits a week on average, and Library of Things sees the Dalston LoT as one of their flagship stores.
- The #ZeroWasteHackney 'Go Beyond Recycling' is Hackney's circular economy campaign to help residents waste less, rethink resources, and save money. The work is award winning, having won a LetsRecycle Zero Waste Award in 2021. It is designed to reach residents with a particular focus on supporting vulnerable residents and households on a low income. A year with the support of residents and 15 local partners has achieved c2,000,000 items of household items being kept in the local circular economy and the campaign has engaged face to face with over 5,000 residents.
- Estate Recycling Programme: Implementation of waste facility upgrades on our estates has continued throughout the lockdown with the team completing the Phase 4 works. Results from the Phase 4 works have seen the average recycling rate across the 7 estates increasing recycling rate performance by 41%. The preliminary works for Phase 5 (8 estates) has begun.
- As part of the pan-London One World Living Programme (a part of the London Councils Climate Programme), Hackney is leading the reducing food consumption emissions working group on behalf of London Boroughs. A circular food procurement working group has been set up with 14 boroughs joining to introduce climate friendly menus in schools and care services. As part of this programme, a pan London (20 boroughs) Food Waste and Sustainable Diet crowdfunding campaign has begun with research and planning having started in June 2022, and the campaign launching London-wide in January 2023.
- Delivered estate based interventions that involved the delivery of targeted communications to 5,000 properties across one collection round and the introduction of 180 new design bins. The project aimed to increase the ease of use of the service, improve the user experience, reduce contamination and increase recycling. The project was successful and resulted in a 4% reduction in contamination and a

17% increase in recycling.

- Participated in the annual campaign to promote the national Refill app to reduce single-use plastics via signposting residents to businesses where they accept reusable containers and refill water stations.
- Zero Waste Hackney Campaign: Launch of Zero Waste Challenge for International Zero Waste Week last Autumn, (the Council's Sustainability Manager is the ambassador for this international campaign), whereby 140 residents signed up to the challenge.
- Promotion of Hackney shops that offer refills and food without packaging with the Hackney Zero Waste map, generating 20,000 views.
- Zero Waste Hubs: Running four events per year, the Hubs deliver reuse and repair pop-ups where residents can donate items they don't need, take things they do, and repair their electrical items, textiles and bicycles for free. The last financial year saw approximately 200 items including bikes, electricals and clothes repaired (or advice on repair were provided) avoiding nearly 2 tonnes from direct disposal and 2,300 kg of CO2 to enter the atmosphere.
- Clothes Swaps: Ran four clothes swaps and repair sessions per year to help residents exchange and repair their pre-loved clothes. In 2021/22, 570 people attended the swaps and exchanged nearly 3,000 pieces of clothing (£62k in savings).
- Furniture reuse scheme: The scheme keeps goods in use for longer, a critical part of delivering a circular economy and reducing pressures on raw materials. In 2021/22, the scheme collected 1,300 pieces of furniture and household items, which equates to 34 tonnes of material diverted from direct disposal.
- Reusable nappy campaign: Working with Real Nappy for London to help parents reduce disposable nappy waste by providing them with a voucher to get started with washable alternatives. In 2021/22, 245 tonnes of nappy waste were avoided.
- Hosted events and a social media campaign during Circular Economy week, CEWeek2022.
- Toy Gift Appeal: The scheme reaches vulnerable families, including families affected by domestic violence and poverty, refugees, children

in hospitals, and children affected by brain injuries. Every year we reuse on average 1,500 toys (1.2 tonnes).

- Circular clothes collection: There are 90 public reuse clothes banks across the borough. Clothes and textiles in good condition will be sold for re-use in charity shops. An average of 600 tonnes of clothes are collected via this network every year.
- Cooking and sustainable food shopping workshops: Hackney School of Food contracted to run three cooking and sustainable food shopping workshops to promote plant-based foods, food waste reduction, healthy eating and provide information about avoidable and unavoidable food waste.
- Food waste campaigns: Support campaigns focusing on food waste prevention, recycling, and healthy eating habits.
- Plastic-free workshops: Run ten sessions per year which help residents ditch single-use plastic by showing them how to make their own low-cost and plastic-free products e.g. reusable sanitary products and wipes, cleaning and toiletries products, as well as providing information about sustainable alternatives to single use items (plastic and non).
- Home composting scheme: Supported the GetComposting campaign to provide our residents with great value environmental products such as home compost bins.
- Launched the EcoSchools Programme, with a target to get 10 Eco Schools in two years by 2022. As of June 2022 we have a total of 42 schools who have signed up to the Programme, with eight schools achieving their green flag EcoSchool status and seven more finalising their status. Across the Eco Schools 400 classroom recycling bins have been installed and 25 waste audits have been delivered. Ten schools have planted 500 trees donated by Woodland Trust. A further two schools are supporting a UCL 'climate friendly' canteen menu by quantifying the carbon and the nutritional levels in order to propose a lower carbon menu from September 2022.
- Introduced new terms and conditions that restrict the use of single use plastics from being used in our markets and have provided traders and business operators a 24 month window to find and begin using alternate suppliers and products. Working with circular economy businesses to operate reusable packaging models, it has been

successfully trialled in Clifton Street Food Market, which has included supporting local businesses to provide space for the used cutlery/ packaging return bins. The following market locations in Hackney are currently in the process of trialling and benefiting from having [Junee](#) reusable packaging: Broadway Market, Chatsworth Road Market and Hoxton Street Market.

#### **- Reduce and remove pollution**

- Hackney's Air Quality Action Plan 2021 - 2025 was published in August 2021 and sets out Hackney's 10 key priorities and 47 actions to reduce and improve air pollution. As air pollution cuts across many areas of work, various teams within the Council contribute to the delivery of the action plan. Some of the work to meet the actions and priorities in the Air Quality Action Plan is, therefore, covered earlier in this section.
- Hackney has committed to meet the 2005 WHO recommended guidelines for nitrogen dioxide, PM10 and PM2.5 by 2030. These are more ambitious targets than those set out in the National Air Quality Strategy. WHO have since tightened their targets further.
- Expanded the network of automatic monitoring stations within the borough which provide real-time data on air quality. This enables us to monitor trends and better assess the impacts of the measures we are introducing as well as providing the public with more, readily accessible information.
- Worked with external partners to increase the amount and availability of monitoring data. In conjunction with Imperial College who operate the Breathe London network, several air pollution monitoring nodes have been installed in the borough and the data is available on their website.
- Carried out detailed analysis of the impacts on air quality from the introduction of several Low Traffic Neighbourhoods using an air pollution dispersion model. The results were used to inform the decisions on whether to retain the scheme and/or whether further mitigation measures were necessary.
- Campaigned to raise awareness about the impacts of engine idling on air pollution so as to encourage behaviour change. This has included running events at 7 different schools, hosting a workshop to provide

advice to fleet drivers and installing 51 advisory signs around the borough.

- Used social media and the website to provide advice to residents about solid fuel burning and to raise awareness about the impacts of this on air pollution. Letters were sent to all suppliers of solid fuel to advise about changes in legislation which restricts the type of fuel that can be sold. The letters were followed up by a visit from an officer to check compliance and to discuss the new requirements with businesses.
- Reviewed over 120 assessments of air quality submitted through the planning process and provided comments to planning officers including recommending conditions to mitigate the pollution impacts of the proposed development.

**- Other**

- Adapt Your Business business support programme launched - delivered by the Council in partnership with experienced small business advice provider and investment network Newable - is set to support 48 businesses with a share of a £570k funding pot. Funding will allow businesses to either make an adaptation needed as a result of the pandemic, or make improvements to become a greener and more sustainable business.
- Hackney Allia business support programmes launched, includes a green business strand for small and micro businesses that enables access to 16 plus hours of workshops designed to improve their ability to operate green and improve their credentials. Businesses receive assistance to develop a custom green action plan and 1 to 1 support towards the completion of a recognised green industry certification.
- Launched Hackney Central Circular Economy Survey to understand how best to support and enable local businesses to accelerate the shift to a net zero carbon world with a focus on becoming more involved in the circular economy.
- The Council's pension fund has pledged to achieve carbon neutrality by 2040, with interim targets set, as part of its new greener ambitions. The fund has already reduced its investments in fossil fuel reserves by nearly 97% as part of its commitment, made six years ago, to move away from investments in carbon-related firms. Near 100% decarbonisation of investments is a significant outperformance of our commitments to reduce exposure by 50% between 2016 and 2021 -

the first council in the country to make such a commitment. One of the ways the fund has done this is by moving away from carbon-intense stocks - heavily reliant on oil, gas and mining investments - and instead investing more in greener, global funds. The fund has also agreed to expand its [responsible investment strategy](#) which aims to see it carbon neutral within 20 years, and to align with global ambitions to limit worldwide warming. To achieve its goal, the fund will work with its investment managers and investee companies to demonstrate plans or commitments to decarbonise. It will also look to place new investments into companies and businesses that have a greener agenda and can drive the move to net zero.

## **6. Direction of Travel**

### **Developing a Hackney Climate Action Plan (CAP)**

- 6.1 Whilst a formal plan is yet to be in place, significant practical project delivery has happened to date and is ongoing, much of which would have formed part of the initial phase of delivering the climate response outlined in a CAP.
- 6.2 Hackney is currently developing seven thematic CAPs<sup>1</sup> which reflect the themes of the London Councils London wide CAPs. These were adopted based on London Councils extensive review of published local authority plans and feedback from their members.
- 6.3 Thematic CAP development is following a process that includes an assessment for each theme, developing high-level strategic actions which are ambitious, impactful, based on available evidence and for delivery over the next three years. Sitting beneath the CAP will be more detailed implementation plans which will be updated annually.
- 6.4 The period of three years for the CAP has been selected to:
  - provide a sharper focus on the key actions needed now to maintain momentum;
  - identify actions that enable us to scale our activities for the period post the initial three year plan robustly; and
  - recognise that the technology and costs associated with net zero actions are changing rapidly which may impact on future delivery approaches.

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<sup>1</sup> Thematic CAPs include: Retrofit, Low Carbon Development, Renewable Energy, Low Carbon Transport, Consumption Based Emissions, Green Economy and Just Transition, and Resilient and Green

## **- Key focus areas of our Climate Action Plan**

6.5 Our key areas of focus are set out below:

- actions where we either have direct control or influence, as well potential for wider co-benefits;
- developing robust funding models and funding bids to meet delivery requirements;
- resolving or reducing technical and legal constraints to delivery: eg understanding our own building stock better, delivering pilots, reviewing leaseholder charging models for social housing;
- getting the organisation into the best place to meet the challenge: reskilling and carbon literacy, tailored additional staff resources, as well as making better use of resources already in place, embedding accountability for net zero more widely;
- joining up the work more effectively both internally and with others: consolidating partnerships to accelerate delivery - London Councils, Local Government Association (LGA), Mayor of London (MoL), Local Authorities (LAs);
- ensuring social justice and fairness are fully considered in our actions;
- focusing our lobbying better around high impact regulatory changes: eg Minimum Energy Efficiency Standards etc, switching levies to gas;
- putting in place the right local policy and guidelines to aid delivery: informing future Local Plan review, new Sustainable Construction SPD, homeowner guidance for retrofit; and
- scaling quickly areas of high impact that we know how to do already: 'No regrets' actions such as Low Traffic Neighbourhoods and active transport.

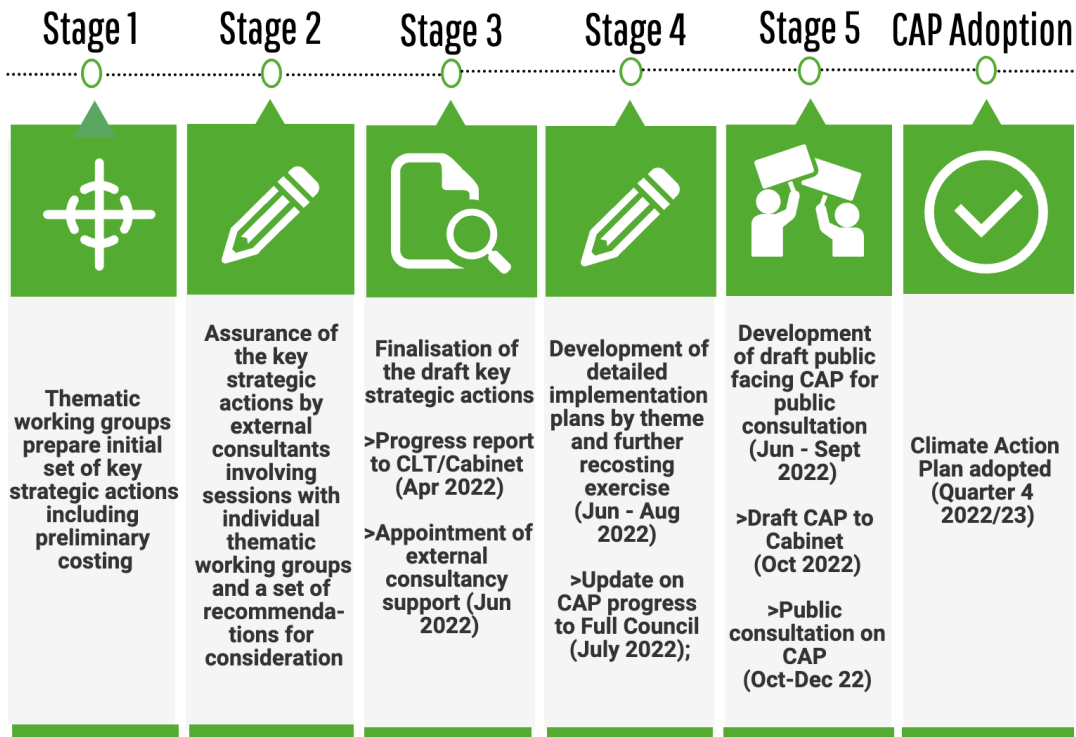
## **- CAP development programme schedule**

6.6 The schedule for CAP approval is set out below:





# Hackney's Climate Action Plan



## - Proposed approach to CAP public facing document

6.7 Our draft CAP should help us achieve the following outcomes:

- demonstrate the journey that Hackney has already taken in response to the climate emergency;
- facilitate helping residents, businesses and other organisations see their place in what will need to be a shared climate change response;
- identify where the Council has direct control and influence and the key actions it proposes for the period of the next three years to maintain momentum with its own climate response, communicating the urgency that drives this activity;
- support building a better shared sense of future ownership among partners; using the final adopted plan to shape agreements on how to work together to achieve the shared goals identified;
- build better shared understanding of the problem we face as a borough – both in terms of emissions reduction and adaptation based on evidence, as well as stating key challenges for example financing and responses;

- identify areas of opportunity or strong areas of alignment for partners so as to inform future areas of collaboration;
- present clear objectives for the three year plan and indicative goals that help to give a coherent sense of direction and confirm sufficient ambition;
- demonstrate how the three year CAP will align with/support the net zero trajectory based on the actions specified; and
- articulate targets for Council and boroughwide emissions providing a robust rationale based on evidence and work already undertaken.

### **CAP Thematic areas**

6.8 Below is a snapshot of the current work being undertaken on each thematic CAP by the internal working groups that were established last year.

#### **- Retrofit**

6.9 The Retrofit CAP is the largest and most complicated of the thematic CAPs and has been broken down into: Hackney owned housing properties, non Hackney owned housing properties (private rented sector, housing association and owner occupier housing) and non-domestic corporate and private commercial properties.

6.10 Key target areas are:

- Retrofit Council-owned and managed buildings
- Retrofit housing association, private rented and owner-occupied buildings
- Retrofit the borough's commercial properties

6.11 Example of a draft strategic action:

*Complete Local Area Energy Planning (LAEP)\* within one year.*

\* Local Area Energy Planning (LAEP) is a data driven and whole energy system, evidence-based approach that sets out to identify the most effective route for the local area to contribute towards meeting the national net zero target, as well as meeting its local net zero target.

6.12 Development of the thematic CAP has included a focus on addressing the significant financial costs - specifically looking at where Hackney can leverage its own capital and what the funding gaps are and how these gaps can be bridged. A funding bid is being developed for the next Social Housing Decarbonisation Fund to support pilot projects. In addition fuel poverty has

been considered looking at the actions which can address this priority within the CAP.

6.13 A social housing pilot project is being developed based on an earlier assessment of 13 key estates which represents one of the principal building typologies of our social housing stock. The project will have three key focus areas and act as a learning bed to scale our future activity:

- Design & Technical - what 'fabric first' measures and heat source are needed to get the estate to net zero;
- Resident Engagement - how do we best engage with social rent tenants (who would potentially welcome improvements) and leaseholders (concerned about the upfront costs); and
- Financial - how to leverage some of the savings to offset the considerable capital costs (whilst sharing the benefits) and how to develop the solution in partnership with leaseholders.

#### **- Low Carbon Development**

6.14 Alongside local development of the thematic action plan, Hackney is also the lead borough on the Low Carbon Development London wide CAP for London Councils. The London wide CAP has been used to provide a backdrop with a number of key actions being cascaded down where applicable to a Hackney specific level.

6.15 Key target areas identified in the review work are:

- Low carbon Council-owned and managed buildings
- Low carbon private buildings
- Unlock co-benefits of Low Carbon Development (skilled workforce, reduced fuel poverty, improved standard of living etc)

6.16 Example of a draft strategic action:

*Agree embodied and operational carbon standards for all future buildings on the Council's own land, or council-builds*

6.17 Actions within this thematic CAP are seen to link to the other themes including low carbon transport, renewable energy, consumption emissions and resilient and green. There is also work being considered around ensuring our policies and guidelines are suitably ambitious, as well as permitted development rights, over which Hackney has less direct influence/control.

## **- Renewable Energy**

6.18 The extent of recent utility inflation is providing added impetus to this area of work with the potential to improve business cases and payback periods significantly. Hackney's Renewable Energy CAP has taken a strong steer from the London Council's London wide CAP led by Islington Council, of which we are a key member of the group developing its focus. This CAP also links closely with Retrofit and the need to deliver comprehensive deep retrofit work packages alongside other measures such as PV installation and opportunities to realise larger scale heat pump networks. Increasing Electric Vehicle charging capacity and overseeing its roll out, alongside the transport theme is also a key component.

6.19 Key target areas identified in the review work are:

- Installation of renewables across Council-managed buildings
- Installation of renewables on privately-owned buildings
- Incentivising community groups to install renewables
- Installation of larger scale heat networks

6.20 Example of a draft strategic action:

*Secure 5-10 year Power Purchase Agreement for future energy purchased by the Council, taking into account planned de-gasification and following UKGBC renewable energy procurement guidance.*

6.21 Work has focused on assets and policy, as well as what needs to change to reduce emissions from energy. Consideration is being given to the following renewable technologies; microgrid, storage, solar as well as a more strategic, power purchase agreement with the aim of enabling the Council to secure a long term source of renewable energy for its electricity requirements.

## **- Low Carbon Transport**

6.22 Hackney is at the forefront when it comes to work around low carbon transport with many policies and actions already in place, demonstrated through having embedded long term high levels of cycling which are among the highest in the country alongside the highest level of active travel in London.

6.23 Key target areas identified in the review work are:

- Decarbonising Council transport
- Electrify and reduce usage of private vehicles

- Electrify and reduce usage of freight
- Increase active transport modal share
- Improve and increase modal share of public transport network

6.24 Example of a draft strategic action:

*Double the mode share of cycling of daily trips and support the rise in other forms of active transport taken by residents:*

- 6.25 Alongside ongoing road safety campaigns, this will be encouraged through a suite of measures such as delivering cycle training for all primary school students, fulfilling the waitlist for cycle hangers, introducing monthly cross-borough car-free days, trialling zero-car streets, publishing a network plan for the borough with all cycle routes brought to LTN 120 Cycling Design Standards and building on existing requirements for new developments to provide cycling infrastructure amongst others.
- 6.26 Hackney has recognised that based on previous work there needs to be better consideration on the most effective way of focusing on and talking about high impact actions including reducing through traffic in the borough and longer term aspirations to implement a road user charging scheme. Co-benefits are also being considered within the CAP such as the improvements actions will have on road safety and air quality.
- 6.27 Further to this, the group has focused on topics which have not been considered significantly in previous transport policy such as addressing freight and delivery impacts. This is in addition to developing actions on topics where there has already been substantial focus in Hackney including sustainable transport (walking, cycling, public transport), switching to cleaner vehicles in the borough for residents and businesses and looking at Hackney's own fleet.

**- Consumption Based Emissions**

- 6.28 Evidence from the London Councils consumption based emissions baseline produced by Leeds University is being used to provide benchmarks for what is a diverse area of emissions where the Council has a more variable level of control and influence. Hackney's borough wide consumption emissions baseline identified that the largest category is from finance and investment activity, an area where the Council has made substantial progress in respect of its own pension fund. The second largest category is reducing meat consumption.
- 6.29 The key target areas identified are:
- Food emissions

- Reducing waste
- Council procurement
- Council investment and finance
- Circular economy

6.30 Example of a draft strategic action:

*Map and set targets to minimise carbon emissions from Council procurement, and begin to reduce these.*

- 6.31 This is likely to include undertaking an assessment for Council operations, identifying high-emitting contracts and data gaps. Hackney will then deliver on the new targets set and incorporate the new targets into future updates to the Sustainable Procurement Strategy.
- 6.32 We are leading on the food emissions action plan within the London Councils London 'One World Living' London wide CAP. A joint food action plan was launched by the GLA, ReLondon, EllenMacArthur Foundation and One World Living in March 2022.
- 6.33 There are many elements of internal procurement where we have more direct influence, which will be incorporated in the new Sustainable Procurement Strategy. This will help Council contract managers to reduce the consumption emissions from their purchasing activities.
- 6.34 Thematic actions will also aim to encourage and empower businesses and residents to reduce their consumption emissions optimising links with our recycling, public health and education services. Actions focus on food, plastics, electrical and textile consumption which are closely aligned with our waste responsibilities.
- 6.35 One of the key objectives is for the Borough to keep on scaling the circular economy, the Library of Things, being an example, which reduces not only waste but the need to recycle, putting more emphasis on waste prevention in the first instance: reduce, reuse, refill, repair and rent.

**- Green Economy and Just Transition**

- 6.36 A growing green economy offers opportunity for our residents and businesses, as well as being a crucial factor for any delivery against net zero across the UK. The green economy as a whole should be diverse and inclusive. Our approach to a green economy has to be about addressing inequalities as much as it is about potential economic opportunities.
- 6.37 Key target areas identified are:

- Economic opportunities for Hackney residents and businesses
- Just transition for carbon intensive businesses and jobs that are expected to shrink as part of the wider shift to net zero
- Using our purchasing power to stimulate both green economic activity and all businesses reducing their carbon emissions

6.38 Example of a draft strategic action:

*Create joined up green skills and employment pathways, tailored to the needs of local residents and businesses.*

6.39 The thematic working group is assessing five key areas - research, skills, career pathways, business engagement and procurement activity. Work has started by establishing a better picture of what a green economy in Hackney could look like with the aim of identifying which green businesses would be most likely to base themselves in Hackney, and work with those businesses on employment opportunities for our residents.

6.40 More engagement is needed with our current business base to determine what support they need to transition to green economic activity and to adopt greener practices. The work includes looking at wider opportunities across London's economy to identify the skills our residents will require to prepare them for future green jobs and careers. Working with our partners to create skills and employment pathways into green jobs will increase our impact here. There has been some consideration of the link to our procurement activities and how by incorporating net zero standards we may enable job opportunities to be generated for residents.

6.41 Work focuses on widening access to opportunities in the green economy, rather than continuing or exacerbating existing inequalities in the industries that are expected to grow.

**- Resilient and Green**

6.42 A key focus of this theme has been in respect of adaptation to the impacts of the climate crisis and hence the major benefits are wider than carbon reduction which is relatively negligible. A significant volume of assessment work has been done on a number of the topic areas of the resilient and green theme including the development of a draft Green Infrastructure Strategy and a Local Nature Recovery Plan. Relevant actions from the London Councils London wide CAP have also been incorporated. This includes actions on water quality, the resilience of externally owned infrastructure and robust emergency planning in response to existing and future extreme weather events.

6.43 The key target areas identified are:

- Resilience to flood risk
- Resilience to heat risk
- Resilience of natural capital
- Extreme weather
- Water quality and demand
- Cross cutting areas: air pollution

6.44 Example of a draft strategic action:

*Expand and maintain the network of Sustainable Urban Drainage systems (SuDs) and continue with other flood prevention strategies across Hackney:*

6.45 This action utilises a combination of levers to work with new developments, business owners and the GLA Infrastructure Coordination Service to install and maintain SUDs across Hackney. Flood reduction schemes will be initiated to protect homes and businesses currently at risk of surface water flooding, as identified in the Hackney Surface Water Management Plan. Critical Drainage Areas will be prioritised.

6.46 Community organisations are well represented in this area of work and hence there will be opportunities for them to assist with delivery. Implementation of new Biodiversity Net Gain requirements associated with major new building developments will also create opportunities to increase biodiversity. Better and more co-ordinated support will be provided by the proposed Green Infrastructure Forum which is likely to consist of smaller groups as well as key stakeholders such as Lee Valley Regional Park Authority, Thames Water and Network Rail to work together collaboratively to increase impact.



## **Independent assurance of the CAP thematic action plans**

- 6.47 The development of thematic action plans has been an iterative process and will continue to be so. It is also important to note that some themes are less focused on carbon impact and more on wider benefits: Resilient and Green, Green Economy are examples.
- 6.48 To provide the necessary independent assurance of the draft thematic plans produced by each working group, consultants were appointed to support more detailed development of the thematic CAPs.

### **- Assessment criteria**

- 6.49 Independent assessment of our actions has included:
- the level of impact on carbon emissions where applicable - need high impact;
  - enabling actions that support scaling up in the future - by removing barriers;
  - alignment with the modelled pathways based on net zero target - evidence based;
  - identifying key focus areas and most appropriate future implementation mechanisms - targeted and using leverage;
  - ensuring actions are SMART to support future monitoring requirements;
  - highlighting activity gaps, proposing additions and assessing synergies; and
  - developing a set of updated assured actions for testing and finalisation.

### **- Implementation levers**

- 6.50 Each theme has reviewed its actions in respect of the potential implementation levers. The levers fall into the key categories identified below:
- Strategies, research and plans e.g. better planning guidance to enable domestic retrofit, new Housing and Transport strategies;
  - Partnerships and private sector collaboration and convening e.g. working with London Councils, other LAs, Housing Associations, anchor institutions, key utility providers, building on existing participation in the London wide action plan development as well as leading on some (low carbon development, food as part of consumption emissions);
  - Education and training e.g. better signposting and reskilling staff;
  - Delivery and flagship projects eg Business as Usual work, retrofit pilots of social housing; and

- Regulations, licensing and planning e.g. lobbying for changes in domestic and non-domestic minimum energy efficiency standard (MEES) regulations, LP33 update.

## **7. Community Engagement Proposals**

### **Community engagement to support local responses to the climate and ecological crisis**

- 7.1 Our work to date has confirmed a continuing need for a more in depth and longer term response to engagement of residents and other key stakeholders, as well as a requirement to build organisational skills and capability more broadly in respect of delivering varied and robust external engagement in this specific topic area.
- 7.2 The length of the pandemic though has hampered the degree of direct engagement undertaken to date, although we still held two large scale public events, the first for voluntary and community organisations to start building a consensus about a greener recovery from the pandemic (this was co-designed with community groups), and a second Climate Summit. The latter was held on 3rd March 2022 where a broadly demographically representative group of residents were able to debate and explore the Council's net zero ambitions and emerging CAP in two topic areas - homes and consumption. A retrospective by the Mayor and Cllr Coban regarding that event can be viewed [here](#). The insight report from the event is attached as Appendix 1.
- 7.3 As we emerge from the pandemic we are now better placed with the development of our CAP providing a good opportunity to anchor it to practically shaping future delivery of key actions.

### **- Local Community Engagement programme bid**

- 7.4 To strengthen understanding and application more broadly across the organisation of the breadth of public participation techniques etc that can be used to engage externally, we applied to the [Local Climate Engagement \(LCE\) programme](#). The programme supports local authorities to engage communities in their climate decision-making, helping to build a deeper understanding of local preferences, aspirations and needs - reaching beyond those they most often hear from, and enabling the development of policy that is more likely to achieve public buy-in and trust. It also supports local authorities to tackle the risks and challenges they can experience around public engagement, obtain wider participation in climate action, and achieve a fairer transition to Net Zero.

7.5 Although we were unsuccessful due to the volume of applications - we were just outside the shortlist; we have followed up with the lead consultants - [Involve](#) who have delivered a number of citizens' assemblies, some with a focus on the climate crisis and are experts in public participation techniques. A schedule for delivery of the internal training (funded by the Council) is being finalised which is expected to be delivered after the Summer.

7.6 The LCE programme has a number of key elements: training, mentoring, practical support, peer learning. Further detail is provided below on the training content which is the starting point:

- developing a shared language and understanding around public participation and engagement on climate, and drawing out learning from the work we have already done;
- how to plan public participation in climate decision-making (context, scope, purpose) and ensure it has genuine impact externally and internally;
- how issues of power, privilege and inclusion relate to public participation in climate decision-making and what that means in terms of practical steps that can be taken;
- how to decide who to involve externally (public and stakeholders), how to reach them and the different roles they can play;
- how public participation in climate decision-making can work with the latest thinking around storytelling (communications) and segmentation, to increase the impact of all three;
- different methods of public participation in decision-making and how to choose the right one(s); and
- how to better respond to frequently asked questions from Councillors and Senior Leaders about public participation in climate decision-making.

7.7 Each of the above areas cover the relevant theory and practical tools followed by support within each training session to apply those to the delivery of our CAP. The training takes an action learning approach.

#### **- Rationale for participation**

7.8 Some of our local policies – while popular and supported in consultation work – highlighted strong differences in viewpoint within our community. As the Council seeks to explain its net zero vision to residents and engage them on the actions that will need to be taken to meet it, it will do so in a challenging public environment. Participating in the LCE programme will help support the Council in developing a robust approach to public engagement on climate action, training a broader range of staff in the authority to take shared

ownership of how good public engagement works, and build the multi-disciplinary teams to deliver it.

- 7.9 It will also give the authority expert opinion on shaping the external governance needed to provide meaningful scrutiny on its work, working collaboratively with residents and co-producing approaches wherever possible. By bringing together many suggested ways of engaging residents – ranging from localised citizens assemblies to statutory consultations – into a more coherent programme we seek to avoid the risk that approaches would be more conventional and only hear from already engaged citizens generally, as for example was experienced, on either side of the Low Traffic Neighbourhood debate.
- 7.10 In the last 18 months, the Council has led a mix of project-based statutory consultations and broader digital and place-based resident engagement on its Low Traffic Neighbourhoods, School Streets, Parking Enforcement Plan and other walking and cycling proposals. This work has seen thousands of specific responses to consultations, broader feedback about our ambitions encouraging conversations between councillors, council officers, residents, businesses and activists. In particular, the Council used an online platform (Commonplace) to seek broad resident feedback, and has heavily promoted this throughout all of its communications since 2020.
- 7.11 Our CAP is not fully developed and will continue to be iterative. Our ambition is that the practical action needed to meet net zero is a shared vision amongst everyone in our Borough – rather than a Council strategy we're simply consulting residents on. Participating in the LCE programme will lay the foundation for the longer term engagement programme for the period of the initial CAP.

#### **Wider external engagement to support Climate Action Plan (CAP) development**

- 7.12 Internal development of the CAP to date has focused on how the Council can maintain momentum with its own plans for net zero/adaptation etc both as a Council and for a selection of boroughwide emission areas where we have most influence. The the next phase of development will take into consideration how engagement more broadly with residents, businesses, our Community of Interest and more strategic stakeholders including those who are responsible for significant local emissions, is required to create an action plan, that is reflective of the collective effort required to address the climate and ecological crisis within the borough.
- 7.13 The evidence based work undertaken over the last 18 months has helped develop a more in depth understanding about what needs to be done

practically to address the climate crisis and proven solutions already exist. Our future engagement emphasis may need to be less on the what and more on the how to best deliver alongside others for the priorities identified and ensuring this is done with fairness at the heart. Alongside this, there is a need to further develop key stakeholder engagement to deliver the CAP, building on partnerships and relationships that can optimise the role of the Council as an enabler to increase impact and facilitate wider sign up to our climate goals.

7.14 Based on the above, two interrelated responses are being advanced:

- delivering an initial period of focused engagement with external stakeholders in the Autumn (noting their differing requirements as outlined in the engagement framework section below) to build on the draft CAP that is scheduled to be published in October, followed by a final Hackney wide CAP for adoption this financial year; and
- developing a longer term engagement plan, underpinned by future external governance structures, shaped through the draft CAP engagement process and more widely, as well as harnessing the outcomes from participating in the LCE programme.

7.15 We propose breaking stakeholders into a number of clear groupings:

- **Key potential strategic partners that may become part of a future Hackney Net Zero Partnership e.g. major landowners, public institutions, large businesses, large housing associations:** Initial engagement will be through a set of workshops around the key themes, using the suggested future goals outlined in the draft CAP to provide an anchor for discussions, further shaping them, followed by an aspiration to secure their commitment to these collaborative goals once the CAP is adopted, or before if there is appetite.
- **Environmental Community of Interest (CoI):** Workshops centred on the draft CAP themes. Experience from the recent Climate Summit indicates that when the CoI are part of a more mixed group of residents there is difficulty in pitching materials that meet everyone's needs.
- **Wider residents:** Building on the learning from earlier engagement events, soundings are being taken from organisations with public participation expertise to provide input into shaping the resident engagement around a clearer set of longer term outcomes. This is to be framed around the manifesto commitment for more localised Citizens' Assemblies in the future on specific issues, rather than solely

activity that may fall within the CAP public consultation period, thereby aligning with the LCE programme work.

- **Businesses:** Of the circa 23,000 businesses/enterprises in Hackney nearly all are micro or small, with more than 91% having fewer than 10 members of staff. In addition, there are significant numbers of sole traders and other businesses operating under the VAT threshold. They are also very diverse, with some at the forefront of transitioning to a net zero future, such as in our healthy technical business sectors, building it into their future business models. Other large sectors in the borough, such as retail and hospitality, are struggling to trade in the exacting post-pandemic economic environment, relying on historic trading approaches and seeing their operating costs escalate. The focus should be on enabling a fair transition. More work is underway to develop a robust engagement approach using existing business networks such as the Hackney Business Network as a start.

7.16 Using the proposed public consultation and pre engagement with a focus on boroughwide emissions where we have more variable influence is seen as creating longer term value. More outward-facing less prescriptive engagement would also help to build robust and mutually supportive relationships to guide the makeup of future external governance, supporting manifesto commitments to establish a Hackney Net Zero Partnership and political intentions to hold more localised deliberations on specific topics related to the climate emergency in the future.

## 8. Financing and Resourcing the Cap

8.1 Developing a fuller understanding of the finance and resourcing needs of the CAP is being completed and has consisted of two discrete assessments; one at an early stage using the initial outputs from the internal thematic CAP working groups, the second post the completion of external assurance which is ongoing. The approach is broad and encompasses estimated capital delivery costs, as well as the adequacy of existing staff resources and skills. This initial assessment is very much a first broad estimate of the high level actions coming through from the theme groups. More work is ongoing to develop accurate costs which will enable Members to make future decisions.

8.2 This initial cost estimate of the CAP high level actions, excluding the 4 extremely high cost actions with no cost estimates yet, is in excess of £50 million although not fully comprehensive. It does not yet take into account the outcomes of the independent assurance phase, and possible

amendments, nor the costs of new Manifesto Commitments that need to be fully evaluated.

8.3 The extremely high cost actions not included in the above are as follows:

Resilient & Green	Undertake further tree-planting and urban greening in to mitigate urban heat island where required.
Retrofit	Support fuel poor and able-to-pay domestic property owners and occupiers.
Retrofit	Commit to fabric first approach across all Retrofit Programmes which includes retrofit ventilation systems to PAS 2035 and installation of data capture and smart controls technology.
Renewable Power	Explore pilot projects on solar microgrid, hydrogen, energy storage, air and ground source heat pumps (ASHP, GSHP) with integrated additional technologies to increase efficiency.

8.4 It should be noted that this is very much a first broad estimate of the strategic actions coming through from the theme groups. Internal finance representatives are continuing to work with thematic leads as the implementation plans are developed further in order to establish robust estimates to inform decision making. We will also align the actions within the plan to the Capital programme as part of this more detailed work.

8.5 Whilst this is a huge financial challenge to meet Net Zero ambitions Hackney is not starting from scratch, as part of setting the 2022/23 budget Council approved £25m for green initiatives in the 2022/23 - 2024/25 capital programme. The table below summarises the programme.

**Green Initiatives included within the Council’s Capital Programme**

<b>£000</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>Total</b>
CO2 Reduction	3,776	7,814	3,637	15,227
Energy Efficiency	2,994	2,608	100	5,702
Recycling	1,573	600	0	2,173
Other	1,280	332	335	1,948
<b>Total</b>	<b>9,624</b>	<b>11,354</b>	<b>4,072</b>	<b>25,050</b>

## **- Second cost assessment**

- 8.6 As outlined earlier, a further iteration of estimated costs is currently being undertaken. The key elements of the assessment are outlined below.
- review of pipeline projects where budgets haven't been approved but project activities are being worked on and/or there are existing estimates;
  - estimates of costs for projects that will need to be developed within the next three years;
  - review of existing annually approved budgets for green initiatives;
  - identification of where additional staff resources or reskilling costs may be needed for the delivery of the three year thematic plans; and
  - identification of likely funding sources.
- 8.7 The strategic objectives of the CAP are linked to an evidence base and, as part of the second wave of assessment of costs, the required investment will be matched against the expected outcomes to ensure the Council is getting the most from the resources we have. The CAP will apply a prioritisation model taking into account the cost of the investment, the impact in relation to delivering Net Zero and also the deliverability of the action. An assessment of the resource needs, encompassing the technical, financial and programme management requirements is also part of this work.
- 8.8 There is a need to be proactive and creative in order to find new funding and a recognition that the Council with others need to lobby the Government to get external funding for this agenda. As a Council we want to retrofit our social housing portfolio but it is accepted that the funding is currently not available for this work. The Council's Housing Asset Management Plan on Council homes allows for circa £14,000 every 7 years to invest in the maintenance of our housing stock. The initial estimated cost of retrofit to get to Efficiency rating B is approximately £50,000 a property - indications from the pilot project under development indicate that the cost could be higher. There is a huge gap in funding and innovative funding solutions need to be explored as well as leveraging in funding from the Government.
- 8.9 The actions emerging from plans will align with the capital programmes but require more detailed work to be done. It is recognised that there will also be a revenue impact which will be built into the medium term planning and the HRA business plan finance model. The sheer size of investment and pace of delivery needed and the lack of long term funding from the Government are the most significant challenges facing the Council. We are now going into a period of increased austerity and we have a number of priorities and the need to invest in this space, particularly retrofit, is key. Government funding is



therefore required to fund the domestic retrofit of Hackney's properties including the ones we own, as well as the community as a whole.

- 8.10 The speed of technological advances is a challenge with the cost of new technologies at a high premium when at the early adoption stage. Running a pilot study for social housing retrofit is therefore challenging because of the impact on leaseholders of the scheme at the beginning of the Council's retrofit journey, when the cost of retrofit may be significantly higher than in future years. Options to mitigate this need to be considered.
- 8.11 Some business investment cases remain marginal, where investing in certain things can have excessively long pay back periods. Therefore, these will have to be supplemented with other funding. The principal agent issue in both social housing and the private rented sector needs to be considered, whereby investing in retrofit to save energy costs, the benefit goes to the tenant not to the person making the investment. This impacts on the ability to attract investment in this area - investors want to see a return. Solutions to this issue will need to be found.
- 8.12 The largest cost to deliver our Net Zero ambitions is currently seen as in relation to retrofit. There is a London working group on this with involvement from many London Boroughs as well as other organisations. There is a need to be realistic on the Government's ability to give funding and start to explore how the private sector can help with this and lever these opportunities into the development of the Council's CAP funding Strategy.

## **9. Outline Annual Environmental Sustainability Board Work Plan**

- 9.1 The key tasks/objectives for the Environmental Sustainability Board - Chaired by the Group Director of Finance and Corporate Resources - for the next 12 months includes:
- oversight of the programme for development and production of the Climate Action Plan (CAP) for public consultation later this year;
  - oversight and approval of annual progress reporting on decarbonisation to Full Council;
  - maximising the benefits that come from the recent establishment of the Climate, Homes and Economy Directorate;
  - oversight of longer terms plans for community engagement;
  - further development of the external engagement framework required as part of delivering the CAP;
  - ensuring a system is put in place the for the reporting/monitoring requirements of the CAP;

- ensuring robust participation with the London Council led regional climate action plan work and associated oversight structures, plus the London Recovery Board Green New Deal mission;
- ensuring an effective interface with political participation in regional climate emergency governance;
- overseeing and shaping the production of the funding and resource strategy for the delivery of the CAP;
- establishing and approving further governance structures where required to support this work;
- establishing robust future internal and external scrutiny arrangements; and
- building in related manifesto commitments to future plans for delivery effectively.

## **10. Comments of the Group Director Finance & Corporate Resources**

- 10.1 Dealing with the Climate Emergency represents the single largest financial challenge that Local Government faces over the medium to long term. Significant capital resources need to be identified, investment in new technology is needed, new methods of delivery and collaborative ways of working both within and outside the Council are required.
- 10.2 Hackney is at the forefront of these efforts, both recognising the scale of the Climate Emergency and building in remediating action to tackle it as part of Business As Usual, as well as developing plans to tackle the big ticket items.
- 10.3 As part of the Council's existing programme of work to tackle the Climate Emergency, £25 million has been earmarked for climate related works over the next three financial years. In addition, private sector investment worth £11.5 million has been secured to deliver the Council's green objectives.
- 10.4 The Council continues to seek a diverse range of sources of funding, bidding for government grants, when they become available, to support the green agenda. However, the scale of funding required to deliver works to meet the Council's Net Zero ambitions is vast & far beyond what can be achieved through traditional funding mechanisms, from either local or national Government. To that end, innovative ways of delivering funding on the scale required are being explored, ranging from lobbying Government for long-term financing, to issuing municipal bonds, to leveraging in patient capital from private sector institutions such as pension funds.

10.5 It is expected that the delivery of Net Zero will create green job opportunities within the borough, provide an associated boost to the local economy and deliver co-benefits across the borough.

## 11. Comments of the Director of Legal, Democratic and Electoral Services

11.1 This report recommends that Full Council note the annual update on the progress of the Council's decarbonisation commitments. The Council committed to a decarbonisation programme in line with its obligations to comply and contribute to the UK reduction in CO2 emissions by 2050 in accordance with the Climate Change Act 2008. There are no legal implications arising directly from this annual update report.

### Appendices

Appendix 1: Climate Summit Insight Report July 2022

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# Climate Summit

# Insight Report

Report Date: July 2022

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# Introduction

Hackney Council delivered its first ever climate summit to start gathering residents' views on how Hackney can significantly reduce carbon emissions borough-wide. These views will feed into the Climate Action Plan for public consultation later this year.

The climate summit was a three hour online event that focused on two themes from the Climate Action Plan: consumption and homes.

The strategy for the summit included pre-engagement with residents and participants, a climate summit featuring presentations by consultant partners Buro Happold and Square Gain on Hackney & the Climate Crisis, workshops and group discussions around the Climate Action Plan themes, followed by post-engagement with participants and recommendations based on summit insight.

## Background

Hackney Council has an ambitious vision to rebuild a greener Hackney in the wake of the coronavirus pandemic, and has led some of the UK's most innovative interventions to improve air quality, reduce motor vehicle traffic and emissions, and encourage its residents to change their behaviour to tackle climate change.

In 2019, we declared a climate emergency - using benchmarks set out in the 2018 UN IPCC report, committing us to a 45% reduction in emissions by 2030 and net zero emissions by 2040. Embodied carbon from our own developments is included within this target.

Details of our activities from the last 12 months can be found in the Annual update on progress with decarbonisation commitments which is part of the agenda for the Council meeting on 20th July 2022.

## Hackney's Climate Action Plan (CAP)

Hackney is currently developing a CAP which aligns with the themes of the London Councils London-wide Climate Action Plans.<sup>1</sup> These were adopted based on London Councils extensive review of published local authority plans and feedback from their members.

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<sup>1</sup> Thematic CAPs include: Retrofit, Low Carbon Development, Renewable Energy, Low Carbon Transport, Consumption Based Emissions, Green Economy and Just Transition, and Resilient and Green

The thematic topic areas are set out below:

- Retrofit Hackney
- Low Carbon Development
- Renewable Energy for Hackney
- Low Carbon Transport
- Consumption emissions
- Green Economy and Just transition
- Resilient and Green

Thematic CAP development is following a process that includes an assessment for each theme, developing actions which are ambitious, impactful, based on available evidence and for delivery over the next three years.

The period of three years for the CAP has been selected to:

- provide a sharper focus on the key actions we need now to maintain momentum;
- identify actions that will enable us to scale our activities for the period post the initial three year plan robustly; and
- recognise that the technology and costs associated with net zero actions are changing rapidly which may impact on future delivery approaches.

## **Community Engagement**

In the last 18 months, the Council has led a mix of project-based statutory consultations and broader digital and place-based resident engagement on its Low Traffic Neighbourhoods, School Streets, Parking Enforcement Plan and other walking and cycling proposals. This work has seen thousands of specific responses to consultations, broader feedback about our ambitions and genuine conversations between councillors, council officers, residents, businesses and activists. In particular, the Council used an online platform (Commonplace) to seek broad resident feedback, and has heavily promoted this throughout all of its communications since 2020.

In addition to these projects, the Council has worked with already-engaged residents, external stakeholders and experts and local groups on its Air Quality Action Plan, Local Nature Recovery Plan and other climate-specific strategies in the last two years.

Although the length of the pandemic has hampered the degree of direct engagement undertaken to date, we do recognise the need for a more structured long-term response to engagement of residents and other key stakeholders. As we emerge from the pandemic we are now better placed to take this forward and the development of our Climate Action Plan provides a good opportunity to



anchor it to practically shaping action and how we need to collaborate with others to respond to what is a boroughwide challenge.

## **Climate Summit: March 2022**

The climate summit was developed to reflect the requirement to hold a Citizens' Assembly in Hackney as part of our [Climate Emergency Motion in 2019](#).

## **Engagement Methodology**

The climate summit followed some of the guiding principles for Citizens' Assemblies:

- Presentations by experts covering the range of views and evidence on the topic(s)
- Broadly demographically-representative participants drawn from the wider Hackney population
- Reimbursement of participants in recognition of their time and contribution

Following these principles, climate summit participants were recruited via Hackney Matters, Hackney Council's citizen's panel of over 1000 residents. The aim was to recruit a minimum of 50 participants who were as demographically representative of the borough as possible, compared to 2011 Census data. At the time of planning, the 2021 Census data was not available.

All Hackney Matters panel members were invited to pre-register their interest in the climate summit. Following a gap assessment of the pre-registered participants in comparison to borough-wide demographic profile, further invitations went out via stakeholder networks to recruit additional participants. The ONS 2011 Census data used was the most detailed and accurate demographic data available at the time, however this data was used with an understanding of legitimate concerns regarding the ONS ethnicity categories. A reminder about the event was also sent to the wider Hackney Matters panel to encourage more people to pre-register.

The time and date of the event was chosen to enable as many participants to take part as possible, avoiding days of worship and school pick-up times. For this reason, the event was scheduled for Thursday 3rd March, 12pm-3pm. Once the date of the event was confirmed, the first cohort of 54 pre-registered Hackney Panel members were invited to attend the event.

A second cohort of 61 Hackney Matters panel members pre-registered their interest in attending the climate summit following the panel reminder and announcement of the event date. From this cohort, participants were selected

and invited to increase representation of groups underrepresented in the first cohort of participants.

Invited participants were required to register on Zoom ahead of the event. 57 invited residents registered on Zoom to take part in the climate summit. 43 participants attended on the day. Mayor Philip Glanville, Councillor Mete Coban and 25 staff and facilitators attended from the Council. A journalist from Hackney Citizen was also in attendance to observe the event.

Hackney Matters panel members collect points for engagement and are compensated for their involvement in focus groups and consultation events. All participants were offered £40 in vouchers for taking part in the climate summit.

Pre-engagement reading materials were shared with participants ahead of the event to give participants an introduction to climate change.

Participants were asked to complete a pre-engagement survey ahead of the climate summit to share their understanding of climate change and the actions that can be taken to limit its impact. The survey was hosted on Citizen Space, the Council's engagement platform and ran from 7th February to 27th February 2022. (<https://consultation.hackney.gov.uk/communications-and-consultation/e0462076>)

Following the event, participants were asked to complete a feedback survey. The survey was hosted on Citizen Space and ran from 16th March to 3rd April 2022. (<https://consultation.hackney.gov.uk/communications-and-consultation/ce0a187b/>)

## **Response rate**

A total of 38 respondents took part in the pre-engagement survey.

A total of 43 participants attended the climate summit on the day.

A total of 24 respondents took part in the feedback survey.

# Pre-Engagement Survey

## Executive Summary

- **How aware or unaware are you of climate change?**
  - The majority of respondents, just under 61% (23), stated that they were very aware of climate change.
- **How concerned or unconcerned are you about climate change?**
  - The majority of respondents, just under 74% (28), stated that they were very concerned about climate change.
  - Due to an error in the survey, respondents did not have an option to select “very unconcerned.” Instead, they were given two options to select “very concerned” in addition to the options to respond “somewhat concerned,” “neither concerned nor unconcerned,” and “not at all concerned.” Each of the two “very concerned” response options were selected by 28 respondents.
- **Has your level of concern over climate change changed in the last 12 months?**
  - Just over half of respondents, 53% (20), stated that their level of concern over climate change had changed in the last 12 months.
- **How motivated or unmotivated are you to help limit climate change?**
  - The majority of respondents, just under 61% (23), stated that they were very motivated to help limit climate change.
- **How much do the following factors motivate you to help limit climate change?**
  - “Environmental impacts around the world (e.g. forest fires, droughts, floods)” was the response option with the highest ranking.
- **"Climate change affects my decision-making in my day-to-day life."**
  - The highest percentage of respondents, just under 45% (17), stated that they strongly agree with the statement.
- **In what types of decisions is climate change a factor for you?**
  - The majority of respondents, just under 82% (31), stated that climate change is a factor in “day to day purchasing decisions (such as routine shopping, eating or buying clothes.)”
- **Where do you find information about how to help limit climate change?**
  - The majority of respondents, just over 84% (32), stated that they find information on how to limit climate change from media (television, radio, newspapers.)
- **How much of a contribution to climate change do you think the following sectors make?**
  - **Food:** The highest percentage of respondents, just under 45% (17), stated food makes a very large contribution.

- **Transport:** The highest percentage of respondents, just over 47% (18), stated that transport makes a very large contribution.
- **Flying:** The majority of respondents, just under 61% (23), stated that flying makes a very large contribution.
- **Buildings:** The highest percentage of respondents, just over 34% (13), stated that buildings make a very large contribution.
- **Homes:** The highest percentage of respondents, just over 26% (10), stated that homes make a very large contribution.
- **Products and services you buy as a consumer:** The highest percentage of respondents, just under 32% (12), stated that products and services you buy as a consumer make a moderate contribution.
- **Leisure activities:** The highest percentage of respondents, just over 34% (13), stated that leisure activities make a moderate contribution.
- **What are the main barriers to you taking action to limit climate change?**
  - The highest percentage of respondents, just under 45% (17), stated that “it is too expensive” is the main barrier to taking action to limit climate change.
- **Do you feel your day-to-day life in London has been impacted by changing climate, for example in terms of heat waves or flooding?**
  - The majority of respondents, just under 66% (25), stated that they feel their day-to-day life in London has been impacted by climate change.
- **Who do you think is responsible for preventing and adapting to climate change in Hackney?**
  - “National government” was ranked by respondents as the group most responsible for preventing and adapting to climate change in Hackney.
- **Do you think COVID-19 has made it financially more difficult for you to take action to help prevent climate change?**
  - The majority of respondents, just over 71% (27), stated that they did not think that Covid-19 made it financially more difficult for them to take action to prevent climate change.
- **Which methods of transport do you use most often?**
  - The majority of respondents, just under 90% (34), stated that they walk most often.

# Climate Summit Event Insight

## Workshop Insight

During the climate summit, participants took part in two workshops, the first on consumption and waste and the second on homes. Participants were divided into five breakout groups, accompanied by a facilitator and a notetaker. Each workshop was 30 minutes long and consisted of a scenario, three tasks and participant discussion.

The aim of the workshops was to understand the challenges faced by residents in reducing carbon emissions in two key areas as highlighted by Hackney Council's Carbon Action Plan.

## Executive Summary

### **Workshop 1: Consumption & waste**

Participants discussed how Hackney and its residents could reduce its carbon footprint of consumption by two-thirds:

- Challenging the culture of consumption, the need to encourage people to use items for longer and buy less frequently. Residents suggested the Council could limit advertising and work with and lobby companies to enact change.
- Grassroots actions to engage multiple generations.
- Sustainable food production to decrease waste, carbon emissions and promote community growing schemes.
- Repair and mend initiatives to enable residents to repair household items.
- Shared ownership initiatives, including a library of things and hiring hubs.
- More recycling facilities and incentives to recycle for businesses and residents.
- Promotion of second hand clothing shops and clothes banks.
- Educating children about sustainability in schools.
- Workshops and classes to show residents how to reduce waste and repair items.
- Financial actions such as divesting Council pensions.
- Sustainable changes to Council services such as catering services and area regeneration.

### **Workshop 2: Homes**

Participants discussed how residents could reduce energy use, carbon emissions and bills in their homes:

- Rent controls on retrofitted properties and the need for the Council to work with private landlords and advocate for private housing tenants.
- Information and education on actions to reduce emissions at home including energy saving changes to homes such as solar panels, windows and glazing, lightbulbs, heating and insulation, and draft proofing
- Actions residents can take such as water saving actions, mending and repairing household items, energy saving actions.
- Council provided education and information for residents.
- The limitations of individual actions for renters, in addition to accessibility challenges.
- The cost of home improvements, energy saving measures and planning and conservation restrictions.
- The need for national government actions.
- The Council's responsibility to take action, the need for Council support and the need for investment to support residents and make homes more energy efficient.

## **Workshop 1: Consumption & Waste**

Looking at the carbon emissions and waste that come from the production and disposal of the things that we buy. Participants were given a scenario and three discussion questions. Participants were asked to discuss the scenario and questions from two angles:

- What actions can we individually take?
- What influence does the council have?

Scenario 1:

*“Thinking back to the one planet target we discussed earlier, imagine that resources are finite and the global population now has to reduce its carbon footprint of consumption by two thirds. Exploring down to the level of our community in Hackney, what are the changes that people could make to achieve this? As this is a vast topic, we’d like you to focus your thoughts on food, clothes and electricals.”*

For each discussion question, breakout groups discussed the following themes.

### **Discussion question 1: Alternatives**

In the scenario outlined, how do you think people could reduce the carbon footprint of things that they buy, focusing on clothes, food, and electricals?

- **Culture of consumption**
  - Breakout group 1 discussed breaking the culture of consumption and encouraging people to use items for as long as possible rather than regularly upgrading items such as phones.
  - Breakout group 2 suggested encouraging fewer home renovations which involve the disposal of kitchens and appliances and discussed the role of advertising in generating demand for new products.
  - Breakout group 3 suggested encouraging people to buy less. As part of this, the group discussed the need for systemic change and suggested working with fast fashion companies, supporting innovation in companies, and encouraging consumers to respect the clothing they own. The group also discussed the role of global capitalism and the need to change the mindset of people wanting new things.
  - Breakout group 4 discussed the need for political and national level campaigns to discourage throwaway culture in society. The group also considered what role Hackney Council could take to discourage throwaway culture.

- **Encouraging younger generations to engage with sustainability using grassroots tactics**
  - Breakout group 1 considered younger people an “upgrade generation” and suggested promoting sustainability among younger generations.
- **Food**
  - Breakout group 1 discussed the connection between food and health and the need to make people aware of possible lifestyle changes, such as reducing red meat consumption. The group also questioned the accessibility of alternative food choices.
  - Breakout group 2 suggested local food production to decrease production waste and transport emissions. The group suggested multiple Council actions such as vegan catering contracts to reduce red meat carbon contributions. The group also discussed having community fridges and promoting local community food sharing apps and initiatives such as Olio.
  - Breakout group 5 discussed farmers markets, growing communities and growing schemes, food co-ops, community kitchens, food growing and allotments on estates & new builds and reducing the waiting time for allotments. They also suggested greater promotion of and opportunity to compost food waste, better food labelling and encouraging a reduction in beef consumption.
- **Repairing and mending**
  - Breakout group 1 discussed the Hackney Fixers and repairing electronics and other items.
  - Breakout group 2 suggested advertising electrical repair items.
  - Breakout group 3 discussed make do and mend initiatives.
  - Breakout group 4 stated that many people don't know how to fix items and suggested having a repair bus visit neighbourhoods.
- **Shared use and ownership**
  - Breakout group 1 discussed moving towards a culture of community ownership and shared use such as laundrettes and a library of things.
  - Breakout group 2 also discussed having more access to libraries of things. The group also suggested clothes swap initiatives and encouraged the Council to promote local sharing initiatives.
  - Breakout group 3 discussed how swapping and sharing can also build community.
  - Breakout group 4 stated that many people don't know how to access shared resources. They also discussed the library of things and the need for a centralised hiring hub and creating lending and giving initiatives.
- **Incentives to reduce consumption**
  - Breakout group 2 discussed incentives to decrease waste and use of the Edmonton incinerator.



- **Recycling**
  - Breakout group 2 suggested that the Council pay residents to recycle items such as bottles and plastic and provide better access to recycling liners.
  - Breakout group 3 suggested providing more information on recycling and promoting textile recycling.
  - Breakout group 4 discussed recycling hubs and promoting reusable containers and deposit schemes with local shops.
  - Breakout group 5 asked for clearer recycling instructions.
- **Council action around investment**
  - Breakout group 2 suggested giving Council pension holders the option to choose a lower carbon pension scheme.
- **Clothing**
  - Breakout group 1 suggested encouraging people to buy second hand clothing.
  - Breakout group 2 suggested that the council could work with TMOs and estates to promote clothes banks.
  - Breakout group 3 discussed the idea of “rebrand second hand” to promote second hand shops, in addition to promoting resale sites.
- **Schools & education**
  - Breakout group 4 discussed supporting initiatives in schools and promoting awareness of sustainability practices such as encouraging recycling days similar to World Book Day.
- **Other**
  - Breakout group 5 stated that palm oil should be banned.
  - Breakout group 5 also suggested promoting green businesses on new build sites.

### **Discussion question 2: Challenges**

Taking some of these ideas and thoughts, what challenges can you imagine you might face with making these changes in how to get the most value out of what you buy?

- **Company vs individual efforts**
  - Breakout group 1 discussed the need for a joined up effort between individuals and companies to reduce the carbon footprint of consumption practices.
- **Finance & investment**
  - Breakout group 1 stated that finance and investment have the biggest share of consumption emissions within the Council.
- **Cost**
  - Breakout group 1 discussed the challenge of it being cheaper to buy new rather than repair.

- Breakout group 3 discussed the issue of poverty and the slow rate of change. The group discussed the challenge of ethical clothing being expensive which limits the option of buying sustainably for many people.
- Breakout group 4 also discussed the barrier of cost in Hackney where some areas are much more affluent than others.
- **Availability**
  - Breakout group 2 discussed the challenge of there being few local repair shops, making it more convenient to buy new.
  - Breakout group 5 discussed challenges to recycling including infrequent bin collection and lack of space for recyclable items.
- **Manufacturing & design**
  - Breakout group 2 discussed the issue with having to buy a new phone because of battery deterioration and the manufacturing and design choices that lead to more consumption, such as different ports and connectors between electronic devices.
- **Information**
  - Breakout group 2 wanted more information about reusing and extending the life of electronics.
  - Breakout group 4 stated that there needs to be an evidenced based campaign and that the Council should provide schools with ecological awareness tools.
  - Breakout group 5 raised the issue of lack of knowledge about recycling.
- **Disability and accessibility**
  - Breakout group 4 raised the issue of access for people with disabilities such as challenges transporting items borrowed from the library of things. The group suggested having a delivery service. The group also stated that it is hard for some people with disabilities to get to recycling banks.
- **National government**
  - Breakout group 4 raised the issue of political direction for change.
- **Difficulty enacting behavioural change**
  - Breakout group 4 stated that behaviour change takes time and is hard to bring about.
- **Food**
  - Breakout group 5 stated that it can be difficult to access vegetarian or vegan food in areas of the borough and suggested promoting vegetarian and vegan initiatives.

### **Discussion question 3: The Council**

Thinking about these challenges and difficulties you've identified, how do you think the Council could help overcome them?

- **Skills and information**
  - Breakout group 1 suggested providing sewing, electrical repair, upskilling, food waste and cooking classes. Additionally, the group suggested the Council run sustainability workshops for business owners.
  - Breakout group 2 also suggested offering workshops and classes teaching residents how to fix items.
  - Breakout group 3 emphasised that it is important to consider diversity of needs and communication: “There are many people from different backgrounds and I think people from other communities might not understand how the consumption and waste works within the area so how can the council promote this topic in different languages?”
- **Education**
  - Breakout group 1 stated that the Council should educate residents by talking to schools and young people about sustainability. The group also suggested promoting sustainability through creative, free or affordable exhibitions, accessible videos and social media.
  - Breakout group 4 stated that waste in schools should be addressed and electronics and furniture should be recycled. Participants suggested encouraging children to use recycled clothing for World Book Day.
- **Financial actions**
  - Breakout group 1 stated that the Council should reduce emissions through investments and divest pension funds.
  - Breakout group 2 also asked for the Council to divest from fossil fuels and to divest pension funds.
- **Collaborative efforts**
  - Breakout group 1 suggested the Council advocate for collaboration between residents and companies.
  - Breakout group 2 suggested the council put pressure on companies and manufacturers to make it easier to fix electronics and access spare parts.
- **Incentivise change**
  - Breakout group 1 suggested the Council incentivise change by reducing business rates for mending and repairing businesses and businesses who commit to lowering their emissions.
  - Breakout group 2 discussed actions to reduce takeaway waste and suggested a sticker/badge system for shops that use compostable materials or avoid plastic. The group also suggested recycling fines.
  - Breakout group 3 suggested funding to help residents buy better quality, longer lasting items.

- Breakout group 4 also suggested reducing business rates for sustainable practices and incentives to encourage behaviour changes
- **Council services**
  - Breakout group 2 asked for more regular collections of electrical bins. The group also suggested changes to the Council's catering contracts to reduce red meat consumption and to make sure sustainable services are accessible to those without access to computers and technology.
  - Breakout group 3 suggested that the Council offer a community hub for spare items where members of the community can donate items. Additionally, the group suggested more investment in existing initiatives and embedding sustainability into area regeneration.
  - Breakout group 4 suggested the Council have staff go to sites to understand recycling issues and that the Council should put greater pressure on the Greater London Authority. The group also suggested greater promotion of Hackney Fixers and Library of Things, that the Council should introduce an item donation scheme and to introduce a scheme similar to LTNs for sustainability.
  - Breakout group 5 suggested the Council promote green initiatives such as grants, vegetarian eateries and direct growing communities, making recycling signage and policy clearer across estates and buildings, listen to residents' concerns regarding LTNs and incinerators, more accountability for fly tipping, for Council vehicles to go electric and expanding Hackney Fixers and promote the restart project initiative.
- **Food**
  - Breakout group 5 asked for the Council to encourage growing markets in less affluent areas of the borough and to provide more food bank spaces.
- **Changes to culture of consumption**
  - Breakout group 2 suggested the Council make changes to advertising including changing rules on advertising in the borough and changing advertising methods to reduce electrical, high carbon advertising. Other suggestions included a Council agenda to reduce building works on residential dwellings.
  - Breakout group 4 also suggested changes to advertising, such as limiting advertising of throwaway items on TFL.
- **Other comments**
  - Breakout group 2 discussed the need for a circular economy and the need for social justice to ensure residents have a good standard of living.

## **Workshop 2: Homes**

Looking at the carbon emissions in our homes. Participants were given a scenario and three discussion questions. Participants were asked to discuss the scenario and questions from two angles:

- What actions can we individually take?
- What influence does the council have?

Scenario 2:

*“With the current rise in energy prices, average energy bills are increasing by about £60 a month or £700 a year across the UK. The Chancellor says these higher energy prices are here for the long term. We’re going to talk today about the energy we use in our homes, and we want to get a sense of what residents think they could do to reduce their energy use, carbon emissions and bills in their own homes.”*

For each discussion question, breakout groups discussed the following themes.

### **Discussion question 1: Alternatives**

Please take a moment to think about what people could do or might already have done in their homes to reduce the energy they use or their carbon emissions. You might find it helpful to consider how they can use less energy, waste less energy or use greener energy supplies.

- **Rent controls**
  - Breakout group 1 suggested rent control as a way to prevent private landlords from taking advantage of grants for retrofitting properties by increasing rent.
- **Solar panels**
  - Breakout group 1 suggested solar panels.
  - Breakout group 2 suggested solar panels.
  - Breakout group 3 stated that solar panels are an option for people with the right type of priority and financial means.
- **Windows and glazing**
  - Breakout group 1 suggested better windows.
  - Breakout group 2 suggested replacing windows and installing triple glazing.
- **Lightbulbs**
  - Breakout group 2 suggested low energy lightbulbs.
  - Members of breakout group 4 stated that they used LED lighting.

- **Heating & insulation**
  - Breakout group 2 suggested foil behind the radiators and using heat pumps.
  - Members of breakout group 4 stated that they use homemade draught excluders or curtains in front of the door to keep heat in the house.
  - One member of breakout group 4 stated that they limit heating, use gloves, blankets and jumpers to reduce their heating bill. Other members of the group stated that they keep their thermostat at 18 degrees.
  - Breakout group 5 suggested insulating homes.
- **Water saving**
  - Breakout group 4 suggested not using the dishwasher until it is full.
  - Breakout group 5 suggested taking fewer baths and showering less frequently.
- **Mending & repairing**
  - Breakout group 2 suggested DIY measures to mend and repair items in the home.
- **Energy & bill saving**
  - Breakout group 2 suggested contacting energy suppliers to ensure you are on the best tariff.
  - Breakout group 3 stated that understanding energy labels can help people to save money and reduce CO2 emissions.
  - Breakout group 5 suggested making energy funds more available to households and suggested people switch energy providers or support a community energy bill. The group also suggested using tumble dryers less frequently.
- **Draft proofing**
  - Breakout group 2 suggested the Council could improve draft proofing at Council properties.
- **Ideas & education**
  - Breakout group 1 suggested the Council should provide information on how to save electricity and share energy saving advice websites.
  - Breakout group 3 stated that they were all implementing basic energy saving advice and wanted opportunities to do more.
  - Breakout group 4 suggested education on what energy saving options are available, how they can be used and for advice on inexpensive options.
- **Government investment**
  - Breakout group 1 stated that the government should increase investment in greener energy.

## **Discussion question 2: Challenges**

Taking some of these ideas and thoughts, what challenges can you imagine you might face with making these changes to how you use energy in your own home?

- **Limitation of individual actions as a renter**
  - Breakout group 1 discussed how actions are limited for renters in private accommodation.
  - Breakout group 4 discussed the issue of not having control of where you live and the need for permission from landlords or the Council to make changes.
  - Breakout group 5 stated that renters don't have the same level of control as home-owners and minimal green options. The group also discussed that many Council tenants have no choice in energy providers and are required to use prepayment metres.
- **Knowing how to take action**
  - Breakout group 1 stated that it can be hard to know how to act and who to speak to such as the Council, housing associations, or private rented accommodation.
  - Breakout group 1 stated that having information on how to act and the ability to act is a challenge.
  - Breakout group 5 stated that it can be hard to access professional advice.
- **Cost**
  - Breakout group 1 stated that it can be expensive to switch providers. Additionally, the group discussed the rising prices of fuel, fuel poverty and the need for the Council to improve homes to help tenants. The group also discussed the need for financial support to enable residents to make green choices.
  - Breakout group 2 warned that home improvements are expensive and it can take a long time to reap the benefits. The group were concerned about whether rent would be increased to cover retrofitting costs and how people on low incomes could be supported. The group also discussed the issue of people having to make the choice between heating and food.
  - Breakout group 3 commented on rising heating costs and the issue of grants not being available to middle income groups who are assumed to be able to afford upgrades.
  - Breakout group 4 stated that solar panels and heat pumps are expensive and can take a long time to repay the investment.
  - Breakout group 5 discussed the high cost of double glazing and solar panels, the difficulty getting grants for single brick homes and reductions in grants.

- **Wind energy**
  - Breakout group 1 stated that as an inner London Council, Hackney may not have enough wind speed to generate electricity.
- **Question of choice**
  - Breakout group 2 discussed the challenges of balancing mould prevention and condensation with heat conservation.
  - Breakout group 3 stated that there is a lack of choice or agency for some residents.
- **National government**
  - Breakout group 3 stated that the issue needs central government action.
- **Limitations to individual efforts / onus on the Council**
  - Breakout group 3 stated that there are limits to individual actions and expressed frustration at the focus on individual actions. The group stated that the Council needs to address issues and renovations at Council properties.
  - Breakout group 5 stated that there should be restrictions on property development and use of green space.
- **Disability and accessibility**
  - Breakout group 3 stated that there are additional challenges for disabled people, including the ability to access recycling.
  - Breakout group 4 discussed the barrier of access to computers for some people, limiting their ability to switch suppliers..
- **Restrictions on actions**
  - Breakout group 5 discussed conservation issues and red tape for people who want to install solar panels.

### **Discussion question 3: The Council**

Thinking about these challenges and difficulties you've identified, how do you think the Council could help overcome them?

- **Investments & funding**
  - Breakout group 1 suggested investment into greener energy.
  - Breakout group 3 discussed reducing the cost and availability of solar panels and increasing access to grants, including boiler grants for homeowners and suggested connecting this funding to the Green Home grants.
  - Breakout group 5 suggested expanding Green Homes beyond private home owners, providing more grants to help residents become greener and making funds more available to residents.
- **Incentives**
  - Breakout group 1 suggested incentives for landlords to invest in upgrades to private rented accommodation.



- **Information & advertising**

- Breakout group 1 suggested advertising more ways to save electricity such as using electric toothbrushes, running taps etc. The group also stated that Council grant information is not clear and should provide more initiatives and advice for renters.
- Breakout group 2 suggested more advertising of funding and grants available and for access to advisors and consultants to do home visits and offer advice.
- Breakout group 3 suggested education for people to understand energy labels to help them save money & reduce CO2.
- Breakout group 4 suggested providing an information pack on how to access support and make changes in your home.
- Breakout group 5 suggested the Council raise awareness of energy saving schemes and provide information on how to apply for funding.

- **Advocating for tenants**

- Breakout group 1 suggested that the Council speak to and work with landlords on behalf of tenants to ensure green initiatives are followed. The group also suggested the Council advocate for tenants to ensure they are protected from rent increases as a result of improvement schemes.
- Breakout group 4 suggested the Council could put pressure on private landlords to retrofit properties on behalf of tenants and advocate for tenants of housing associations.

- **Work with landlords**

- Breakout group 2 suggested working with landlords, particularly larger housing providers, actions to enforce measures for private landlords and applying legal standards.
- Breakout group 5 suggested working with landlords to reduce delays in recognising and dealing with energy issues.

- **Council actions & responsibilities**

- Breakout group 1 stated that it is the Council's responsibility to retrofit Council homes. The group also asked for an easier system for project approval on estates and in Council homes.
- Breakout group 2 suggested a retrofit home show, like the Waltham Forest Victorian eco show home and demonstrate initiatives. The group also suggested offering apprenticeships in retrofit and home upgrades training, in addition to window replacements across Council properties and leading on public energy campaigns. Other council actions included supporting residents experiencing fuel poverty and pushing for a universal basic income.
- Breakout group 3 stated that the Council should keep housing renovations up to date, should provide every property with a shower and energy efficient heating as a minimum and that planning schemes should be required to be A + energy class compliant. The

group additionally suggested lobbying the government regarding fossil fuels and discussed Hackney Light and Power.

- Breakout group 4 stated the responsibility for action should not just sit with residents.
- Breakout group 5 suggested that Council new builds should be built to passivhaus standards, working more closely with local energy initiatives.

## Zoom Insight

While at the start of the climate summit the facilitator informed participants that summit facilitators would not be able to directly respond to questions and comments in the Zoom chat, participants used the chat function on Zoom to contribute their thoughts and opinions during the event.

From the transcript of the zoom chat, the following themes were identified.

### **Event & presentation questions:**

- How the two themes of the summit had been chosen.
- Why the summit focused on individual rather than Council actions to limit climate change.
- A request for an explanation of how the climate summit was a citizen's assembly and if the event would be part of an ongoing conversation.
- A question relating to a pie chart showing the Council's residential and transport emissions compared to Hackney as a whole.
- How participants had been selected and invited to the climate summit and what level of representation there was from stakeholders, businesses and community organisations in Hackney.
- Whether embedded carbon was included in the presentation figures relating to building emissions.
- A question about the benefits of housing insulation compared to rising fuel prices.

### **Climate Summit event comments:**

- One participant requested an agenda for the event.
- One participant asked for the summit slides to be shared with participants.
  - Summit slides were shared with participants after the event.
- One participant asked for the Climate Action Plan to be shared with participants.
  - As set out in Next Steps, the Council is currently developing a Climate Action Plan which will be released in draft for public consultation later this year.
- One participant commented on the presentation statistics on waste.
- Comments about the breakout rooms and the breakout group discussions.
- One participant expressed surprise at data in the pre-engagement materials.
- Participants responded to the pre-break quiz question.
- One participant stated a preference for future events to be online events, due to the ongoing risk of Covid-19.
- One participant commented on the level of Council influence on borough-wide emissions.

### **Suggestions for Council actions in the community:**

- One participant suggested Council notice boards for residents to share tools and information.
- One participant suggested workshops for local business owners on actions they can take to limit the impact of climate change.
- One participant suggested the Council impose higher business taxes on food take-away businesses.
- One participant suggested raising the profile of fairtrade shops in Hackney.
- One participant suggested introducing a reduced carbon footprint badge.
- One participant asked for the Council to apply for government grants to support sustainability and climate action.
- Two participants discussed issues with and lack of double glazing in Council and privately rented housing.

### **Sharing of resources:**

- Participants shared a number of resources during the event including:
  - A participant's children's clothing bank
  - Participants shared the names of bulk stores and sustainable businesses in Hackney.
  - [London Assembly report](#) about ventilation and insulation
  - [Passivhaus Trust](#) information
  - Information related to renewable energy and energy bill savings:
    - [Power for the People](#) bill
    - [Hackney SHINE](#) energy advice
    - [Hackney Council's Green Estates](#) scheme
    - [Energy Saving Trust](#)
    - [Stokey Energy](#) group
  - [London Renters Union](#)
  - A [Manchester retrofitting project](#)

### **Other participant comments & conversation:**

- One participant commented on the environmental impact of digital advertising.
- One participant commented on the amount of waste in schools.
- Participants discussed growing communities, debated the expense of growing communities and farmers markets and encouraged others to grow their own food.
- One participant commented on recycling facilities used by Council tenants.
- Participants commented on the energy crisis, the need for bills to be more affordable and the health benefits of tackling fuel poverty.
- One participant commented on wind farms and renewable energy.
- One participant commented on the library of things at Dalston CLR James library.
- Participants debated whether schools should provide vegan or dairy and/or meat free meals to children.

- Respondents discussed the clothes manufacturing industry in Hackney and abroad.
- One participant suggested a voluntary wealth tax to combat fuel poverty.
- One participant suggested that schools should provide more education on energy savings.

# **Feedback Survey**

## **Executive Summary**

- **How satisfied or dissatisfied were you with the event overall?**
  - The majority of respondents, 75% (18), were satisfied with the event overall. 46% (11) were very satisfied.
- **How satisfied or dissatisfied were you with the presentation content?**
  - The majority of respondents, 83% (20), were satisfied with the presentation content.
- **How satisfied or dissatisfied were you with Workshop 1: Consumption?**
  - The majority of respondents, 58% (14), were satisfied with workshop 1.
- **How satisfied or dissatisfied were you with Workshop 2: Homes?**
  - The majority of respondents, 67% (16), were satisfied with workshop 2.
- **Do you have any suggestions for how we could improve future events?**
  - 20 respondents offered suggestions to improve future events.
- **How likely or unlikely are you to attend another climate summit event in the future?**
  - All of the respondents stated that they were likely to attend an event in the future.
- **If you were to attend a future climate summit, would you prefer the event to be:**
  - The highest percentage of respondents, 46% (11), stated that they would prefer to attend a hybrid event in the future.

### **Do you have any suggestions for how we could improve future events?**

Respondents were asked to offer additional suggestions for how we could improve future events. 20 respondents offered suggestions.

#### **Positive comments:**

- Six respondents made positive comments.
- Respondents commented that they enjoyed the event, presentations and workshop discussions.
- *"I really enjoyed the event, learned new things from reading and viewing the pre- meeting material. I enjoyed listening to some very switched-on participants, and seeing their passion."*
- *"Was a very good event. Well organised and interesting."*

#### **Critical comments:**

- Four respondents were critical of the event.

- Respondents expressed frustration with the focus on individual rather than Council actions to limit the impact of climate change, and criticised the summit as a citizen's assembly, the presentations and invitation of participants.
- *"I found it frustrating that, particularly the first breakout, was really focused on individual actions, which in the grand scheme of things do little. It would be better to talk about bigger problems. I also found that our moderator kept bringing in her own experiences, which was fine, but she started to somewhat dominate the conversation so possibly more moderator training would be good."*

#### **Event resources:**

- Two respondents requested access to summit resources including a transcript of the Zoom discussion and the sharing of resources shared by participants during the event.

#### **Workshop feedback:**

- Seven respondents commented on the workshops.
- Three respondents asked for the workshops to be longer. Two respondents would have preferred more time to discuss in workshop groups and more time to report on group discussions.
- Two respondents asked for workshop moderators to receive more training ahead of future workshops.
- One respondent commented on the ability to make workshop contributions via the Zoom chat.

#### **Changes to future events:**

- Two respondents wanted a longer event.
- One respondent wanted the summit to cover a wider content area and give more opportunity for respondents to offer their views.
- Two respondents asked for a Q&A section within the event.
- One respondent asked for future events to use a more mobile-friendly platform.

#### **Council actions:**

- Two respondents asked for more information on the Council's actions and plans to limit the impact of climate change both during and after the event.
- *"Wider content and more cross issue content such as education/schools. More opportunity to put own points of view instead of reacting to prompts set by the council which are restrictive. Assurance that our ideas/comments will be used/acted upon instead of coming in after the Climate Action plan is drawn up - at which point our views will presumably be too late."*

**No suggestions:**

- Two respondents stated that they had no suggestions.



## Next Steps

The insight gathered from the event will be used to inform the preparation of the Climate Action Plan (CAP), principally through their consideration as part of the development of the implementation plans for the Consumption emissions and Retrofit thematic action and where relevant other themes.

Community engagement will form a key part of the public consultation phase of the CAP planned for later this year, as will ongoing engagement to further shape the delivery of the CAP once it is adopted in respect of specific projects.

A more detailed community engagement plan will be developed as the CAP moves to the consultation stage and will be further set out in the Cabinet report later this year to approve the CAP for external consultation.

## Lessons learned

Across the event and event planning the climate summit officers identified the following lessons learned during the engagement. The insight in this report, including the feedback from participants, and the lessons learned will help the Council to deliver successful future climate events.

1. Event planning & structure
  - The planning team would benefit from more lead in time to plan future climate events. In the case of the climate summit, this would have provided more opportunity to increase representation among participants to align more with borough-wide demographics.
  - Participants and Council officers alike would benefit from confirming the event date at an earlier stage.
  - Participants would benefit from an agenda and clearer information on the aims and structure of the event.
2. Event participation
  - Participants want more time to discuss workshop themes and more time to share their feedback with the wider group.
  - Participants additionally want more opportunity to ask questions to Council members and officers and the opportunity to share their own views.
  - When planning future external engagement further consideration should be made as to the best approach to meeting the needs of an audience where as a result of the diverse range of levels of understanding of the climate change agenda, some participants

were less happy with the content and approach.

- On multiple occasions, participants asked for the focus to be shifted away from resident actions to Council actions to limit the impact of climate change. Future events should consider how better to present the rationale for the focus on individual actions while providing an overview of Hackney Council's climate actions.



<b>Title of Report</b>	Members' Allowances Scheme 2021/22 (updated July 2022) and Members' Allowances Scheme 2022/23
<b>For Consideration By</b>	Council
<b>Meeting Date</b>	20 July 2022
<b>Classification</b>	Open
<b><u>Ward(s) Affected</u></b>	All Wards
<b><u>Group Director</u></b>	Mark Carroll, Chief Executive

1. **Summary**

- 1.1. Each year the Council is legally required to consider and agree a Members' Allowances Scheme.
- 1.2. The current Scheme for 2021/22 was approved by Council in June 2021, but did not include any increases in allowances in line with the agreed national pay settlement for local government as negotiations were still in progress.
- 1.3. The national pay settlement (for April 2021) has been agreed since the last Full Council meeting which means the final Scheme for 2021/22 can be retrospectively agreed incorporating the 1.75% officer pay award. This is attached at Appendix 1.
- 1.4. The Council is also required to agree a Members' Allowances Scheme for the new 2022/23 municipal year. The national pay settlement for April 2022, which would normally be incorporated in the scheme before agreement has yet to be agreed. As such the 2022/23 scheme presented for approval at Appendix 2, is the same as the amended 2021/22 scheme presented at Appendix 1. A revised 2022/23 scheme will be brought to Council for approval as soon as the outcome of the April 2022 pay award is known.
- 1.5. The full Members' Allowances Schemes are included in the appendices, but a summary table of the allowances across the different versions/years is replicated below for ease of reference.

	<b>2021/22 (current scheme dated June 2021)</b>	<b>2021/22 Revised (to be backdated)</b>	<b>2022/23 (to be updated when Apr 22 office pay award settled)</b>
Basic Allowance	£11,191.67	£11,387.52	£11,387.52
Majority Group Chair	£2,502.02	£2,545.81	£2,545.81
Majority Group Secretary	£2,502.02	£2,545.81	£2,545.81
Majority Group Whip	£5,452.49	£5,547.91	£5,547.91
First Opposition Group Leader	£13,320.36	£13,553.47	£13,553.47
First Opposition Group Whip	£2,502.02	£2,545.81	£2,545.81
Second Opposition Group Whip	£8,880.25	£9,035.65	£9,035.65
Fostering Panel Member	£2,502.02	£2,545.81	£2,545.81
Chair of Audit Sub Committee	£8,077.81	£8,219.17	£8,219.17
Chair of Corporate Committee	£8,077.81	£8,219.17	£8,219.17
Chair of Licensing Committee	£17,938.60	£18,252.53	£18,252.53
Chair of Pensions Board	£2,502.02	£2,545.81	£2,545.81
Chair of Pensions Committee	£16,155.63	£16,438.35	£16,438.35
Chair of Planning Sub Committee	£17,938.60	£18,252.53	£18,252.53
Chair of Standards Committee	£2,502.02	£2,545.81	£2,545.81
Scrutiny Commission Chairs	£14,633.24	£14,889.32	£14,889.32
Chair of Scrutiny Panel	£8,880.25	£9,035.65	£9,035.65
Vice Chair of Scrutiny Panel	£5,920.16	£6,023.76	£6,023.76
Speaker	£19,698.59	£20,043.32	£20,043.32
Deputy Speaker	£5,452.49	£5,547.91	£5,547.91
Mayoral Advisers	£16,155.63	£16,438.35	£16,438.35
Cabinet Members	£36,645.51	£37,286.81	£37,286.81
Deputy Mayor	£43,475.10	£44,235.91	£44,235.91
Directly Elected Mayor	£85,375.43	£86,869.50	£86,869.50

2. **Recommendations**

- 2.1. That Council approve the report and the Members' Allowances Scheme 2021/22 (July 2022 Council) attached at Appendix 1.
- 2.2. That Council agree the Members' Allowances Scheme 2022/23 (July 2022 Council) attached at Appendix 2.

3. **Comments of the Group Director of Finance and Corporate Resources.**

- 3.1. The Members Allowance Scheme for 2021/22 is detailed in Appendix 1 and has been updated to reflect the national pay settlement for Local Government Officers for 2021/22. The 2021/22 budget for members allowances was updated to fund the national pay settlement and the backdated award is fully funded with the approved budgets..
- 3.2. The Members Allowance Scheme for 2022/23 is detailed in Appendix 2 and is set at the 2021/22 level pending the agreement of the national pay settlement for Local Government Officers for 2022/23. A further report on the 2022/23 Scheme will be presented to Council for approval once the national pay settlement is agreed.
- 3.3. The Members Allowance Scheme budget for 2022/23 is £1.49m. This reflects the 2021/22 national pay settlement and has been increased to reflect the increase in National Insurance contributions from April 2022.

4. **Comments of the Director of Legal, Democratic and Electoral Services**

- 4.1. Section 18(1) of the Local Government and Housing Act 1989 enables the Secretary of State to make, by regulations, a scheme providing for the payment of a basic allowance, attendance allowance and special responsibility allowance to Members of a Local Authority.
- 4.2. Section 18(2A) stipulates that regulations may also authorise or require a scheme made by a Local Authority to include provision for payment of allowances to Members of the Council in respect of expenses in arranging for the care of children or dependants as are necessarily incurred in carrying out their duties as Members.
- 4.3. In exercise of these powers the Secretary of State has issued the Local Authorities (Members Allowances) (England) Regulations 2003. The Regulations require that the Council make a scheme before the beginning of each year for the payment of a basic allowance. The scheme must also make provision for the Council's approach to a special responsibility allowance, dependent's and carer's allowance, travelling and subsistence allowance and co-optees allowance.

- 4.4. In accordance with the Regulations, the Council is required to make arrangements for the publication of the scheme once it has been made. The form of publication must be in conformity with Regulation 16(1)(a) and Regulation 16(1)(b).
- 4.5. Pursuant to Part 2, Article 4 of the Council's Constitution, it is a function of Council to adopt a Members' Allowance Scheme.
- 4.6. In considering this scheme, the Council must have due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations between persons who share a protected characteristic and those who do not, in line with the public sector equality duty placed on all public bodies pursuant to Section 149 of the Equality Act 2010.

### **Appendices**

Appendix 1 Members' Allowances Scheme 2021/22 (Updated July 2022)

Appendix 2 Members' Allowances Scheme 2022/23

### **Background documents**

<b>Report Author</b>	Name: Bruce Devile Title: Head of Business Intelligence, Elections & Member Services Email: bruce.devile@hackney.gov.uk Tel: 020 8356 3418
<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Name Deidre Worrell Title Director of Finance Email deidre.worrell@hackney.gov.uk Tel
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**Appendix 1**  
**Members' Allowances Scheme 2021/22**  
**(July 2022 Council)**

**1. INTRODUCTION**

- 1.1 This Scheme is based on the independent report and recommendations of Sir Rodney Brooke CBE DL, Chair of London Councils Independent Remuneration Panel. The London Borough of Hackney is part of the arrangements provided by London Councils Independent Remuneration Panel that is responsible for reviewing members' allowances and developing a report and recommendations for councils to consider.
- 1.2 This Scheme has been approved by Full Council of the London Borough of Hackney in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
- 1.3 This Scheme may be cited as the London Borough of Hackney Members' Allowances Scheme for 2021/22.
- 1.4 At the start of each municipal year, Full Council shall adopt a Scheme for the payment of Basic Allowances, as required by the Regulations.
- 1.5 In addition, provision for the following allowances shall be made in accordance with the Regulations for payments of:
- Special Responsibility Allowance;
  - Independent and Co-opted Members Allowance;
  - Independent Person Allowance;
  - Carers Allowance;
  - Parental Leave and Sickness Pay;
  - Travel and Subsistence Allowance;
- 1.6 The London Borough of Hackney has arrangements for its Scheme to be independently reviewed when required with reference to London Councils Independent Remuneration Panel.

**2. BASIC ALLOWANCE**

- 2.1 A Basic Allowance is paid to all Councillors in recognition of their -  
2.2 commitment to attend formal meetings of the Council as well as meetings with officers and constituents. The Basic Allowance is intended to cover any incidental costs which may arise, such as the use of private telephones.
- 2.3 Each Councillor is entitled to claim a Basic Allowance of £11,387.52 per annum, which is payable monthly via the Council's payroll.

3. **SPECIAL RESPONSIBILITY ALLOWANCE**

3.1 A Special Responsibility Allowance (SRA) is payable in addition to the Basic Allowance to those Councillors that are given significant additional Council duties.

4. **THE ALLOWANCES**

4.1 The Basic Allowances and SRAs are as follows:-

**BASIC ALLOWANCE**

Basic Allowance All Councillors (except the Mayor)	£11,387.52
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**SPECIAL RESPONSIBILITY ALLOWANCES**

Political Roles – Majority Group

Majority Group Chair	£2,545.81
Majority Group Secretary	£2,545.81
Majority Group Whip	£5,547.91

Political Roles – Opposition Group

**(When the Council is formed with one opposition group)**

Opposition Group Leader	£22,589.13
Opposition Group Whip	£2,545.81

Political Roles – Opposition Groups

**(When the Council is formed of two opposition groups and where there is a majority and minority group)**

First Opposition Group Leader	£13,553.47
First Opposition Group Whip	£2,545.81
Second Opposition Group Leader	£9,035.65

Panel Members

Adoption Panel Member	£2,545.81
Fostering Panel Member	£2,545.81

Committee Chairs

Chair of Audit Sub Committee	£8,219.17
Chair of Corporate Committee	£8,219.17



Chair of Licensing Committee	£18,252.53
Chair of Pensions Board	£2,545.81
Chair of Pensions Committee	£16,438.35
Chair of Planning Sub Committee	£18,252.53
Chair of Standards Committee	£2,545.81

#### Scrutiny

Scrutiny Commission Chairs	£14,889.32
Chair of Scrutiny Panel	£9,035.65
Vice Chair of Scrutiny Panel	£6,023.76

#### Speaker and Deputy Speaker

Speaker (see 4.3 below)	£20,043.32
Deputy Speaker (see 4.3 below)	£5,547.91

#### Mayoral Advisers

Mayoral Advisers	£16,438.35
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#### Cabinet Members

Cabinet Members	£37,286.81
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#### Deputy Mayor

Deputy Mayor	£44,235.91
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#### Directly Elected Mayor

Directly Elected Mayor (see 4.4 below)	£86,869.50
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- 4.2 Only one SRA may be claimed. It will be for individual Members who would otherwise qualify for more than one SRA to inform the Head of Business Intelligence, Elections & Member Services which allowance they wish to claim, otherwise the highest allowance will be paid.
- 4.3 The roles of Speaker and Deputy Speaker do not attract a SRA but are covered by a separate legal regime. Schedule 2 of the Local Government Act 1972 provides that a London Borough may pay the Chair of the Council (known as the Speaker in the London Borough of Hackney) such allowances and full Council thinks reasonable for the purpose of enabling the Chair to meet the expense of the office. There is a similar power in respect of the Vice Chair (Deputy Speaker).

- 4.4 The role of the directly elected Mayor does not attract a Basic Allowance or SRA. The Mayor receives one single allowance which covers all of the responsibilities included in the role.

5. **MEMBER ALLOWANCE UPLIFT**

- 5.1 The Basic and Special Responsibility Allowances are normally uplifted each year in line with the Local Government Pay Settlement Pay Rate when this becomes known, and will be reviewed and approved by Full Council at the start of each Municipal Year.

6. **PENSIONS**

- 6.1 In accordance with legislation, since the start of the 2014-18 electoral term, Members of the Council are not entitled to participate in the Local Government Pension Scheme.

7. **PARENTAL LEAVE AND SICKNESS PAY**

- 7.1 The Member Parental Leave Scheme is defined as Members' entitlement to maternity, paternity, adoption, surrogacy and shared parental leave.
- 7.2 All Members shall continue to receive their Basic Allowance in full in the case of parental and sickness leave.
- 7.3 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in the case of parental and sickness leave in a similar way that Council officers do. A replacement to cover the period of absence can be appointed by Full Council, and the replacement will be entitled to claim a SRA. Where the SRA in question relates to the Cabinet, the appointment will be made by the Mayor.
- 7.4 Full details of the Member Parental Leave Scheme are attached at Appendix A

8. **DEPENDANT CARERS' ALLOWANCE**

- 8.1 The Council will make reasonable payments for the reimbursement of the care of dependant relatives living with the Elected Member. Full details of the Dependant Carers' Allowance Scheme are attached at Appendix B.

9. **TRAVEL AND SUBSISTENCE ALLOWANCE**

- 9.1 The Council will provide an allowance to Members for any travel or subsistence costs incurred as a result of attending a Council Approved Duty or event outside of the Borough. Independent Members, Co-opted Members and the Independent Person can claim for any travel or subsistence costs associated with their Council duty. Full details of the Travel and Subsistence Allowance are attached at Appendix C.

10. **APPROVED COUNCIL DUTIES**

- 10.1 The schedule of approved Council duties can be found at Appendix D of this Scheme. Members of the Council may claim a Travel and Subsistence Allowance and/or Carers' Allowances when attending these duties.

11. **COUNCIL CYCLE SCHEME**

- 11.1 Members are entitled to join the Council's employee Cycle Scheme whereby they can choose a bicycle and equipment from an approved supplier (up to £1,000 in value) and the Council purchases it and loans it to the Member. The Member will then repay the loan from their Basic Allowance in return for the loan of the VAT free bicycle across an agreed period. At the end of the loan period the Council may sell the bicycle to the Member at a fair market value.

12. **PART PAYMENTS**

- 12.1 In the case of Basic Allowances, Special Responsibility Allowances, Travel and Subsistence Allowance, or Dependent Carers' Allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable. Where a Member, Independent Member, Co-opted Member or Independent Person resigns or ceases to be a Member, the part of the allowance payable for the period for which they cease to be a Member, may be withheld by the Council.

13. **REPAYMENTS**

- 13.1 Where payment of any allowance has already been made in respect of any period during which the Member, Independent Member, Co-opted or Independent Person concerned ceases to be a Member, or is in any other way not entitled to receive the allowance in respect of that period, the Member, shall repay to the Council on demand such part of the allowance as relates to any such period.

14. **OPTING TO FORGO AN ALLOWANCE**

- 14.1 Basic Allowance and SRAs will be paid automatically unless notice is received in writing from the Member concerned forgoing the entitlement in whole or in part. All such notices should be sent to the Head of Business Intelligence, Elections & Member Services.

15. **CLAIMS AND PAYMENT**

- 15.1 Payments in relation to Basic Allowances, SRAs, Independent Member, Co-opted Member and Independent Person allowances shall be paid in monthly instalments in accordance with this Scheme.
- 15.2 Basic, SRA, Independent Member, Co-opted Member and Independent Person allowance payments are made net of income tax and National Insurance through the PAYE system used for salaried employees. Bank details are therefore required for each Member. If a Member changes their bank details, the revised details should be provided to Member Services.
- 15.3 Claims for Travel and Subsistence allowances, and Dependent Carers' allowance should be submitted no later than three months from the date that expenses are incurred. Claims must be made on the agreed claim form available from Member Services.
- 15.4 Claims will be checked on receipt by Member Services. Claims received before the 20th day of the month will be paid on or before the 15th day of the following month.

16. **ALLOWANCES FOR INDEPENDENT MEMBERS AND CO-OPTED MEMBERS**

- 16.1 The standard rate for Independent Members and Co-opted Members allowances is £123.03 per meeting. This is translated into an annual allowance by multiplying this by the anticipated number of meetings. This amount is payable to Co-opted Members on the Children and Young People Scrutiny Commission, Pensions Board, Pensions Committee and Standards Committee.

17. **THE INDEPENDENT PERSON**

- 17.1 The Council's Independent Person for ethical governance matters shall be entitled to an allowance of £495.89 per annum.

18. **CHAIR AND MEMBERS OF THE DESIGN REVIEW PANEL**

- 18.1 The Chair of the Design Review Panel shall be entitled to an allowance of £450.00 per meeting.
- 18.2 Members of the Design Review Panel shall be entitled to an allowance of £50.00 per hour, capped at £200.00 per meeting.

19. **PUBLICATION**

- 19.1 The Council is required to publish details of the Members' Allowances Scheme and the total amount received by each Member. The records must also be available for inspection by any local government elector for

the authority, or by any local government elector of any principal Council in whose area the authority operates.

20. **REVIEW OF THE SCHEME**

20.1 The Council has arrangements for its Scheme to be independently reviewed with reference to London Councils Independent Remuneration Panel.

20.2 Minor revisions are the responsibility of the Head of Business Intelligence, Elections & Member Services in consultation with the Chair of the Council's Independent Remuneration Panel.

21. **QUERIES**

21.1 Any specific queries regarding the entitlement to the Scheme should, in the first instance, be addressed to the Head of Business Intelligence, Elections & Member Services ([members.services@hackney.gov.uk](mailto:members.services@hackney.gov.uk)). Queries regarding the processing of claims and payments should be addressed to the Member Services team (020 8356 3373).

## **Member Parental Leave Scheme**

The Member Parental Leave Scheme (and the term Parental Leave) is defined as Members' entitlement to maternity, paternity, adoption, surrogacy, and shared parental leave.

The objective of the scheme is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth, adoption or surrogacy; that both parents are able to take leave and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

### **1. Introduction**

In accordance with the Council's Members' Allowances Scheme, Members shall continue to receive their Basic Allowance in full during Parental Leave.

Members entitled to a Special Responsibility Allowance will also continue to receive this allowance during Parental Leave up to the same benefit levels as officers in their equivalent policies.

#### Six-month rule

Any Member who takes Parental Leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month consecutive period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month consecutive period.

#### Resigning from Office

If the Member decides to not return to office following their Parental Leave, Member Services must be notified. The Payroll Team must then be informed within two working days of receiving notification. Member allowance(s) will cease from the effective resignation date, however any outstanding Maternity Pay entitlement will continue to be paid by the Council.

#### Elections

If an election is held during the Parental Leave and Members are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date.

#### Cover arrangements and returning to post

If a Member holds a position attracting a SRA, a temporary replacement would normally be appointed for periods of extended Parental Leave. The temporary appointment would also be entitled to receive a SRA.

Unless the Member taking Parental Leave is removed from their post at an Annual General Meeting of the Council whilst on Parental Leave, or unless the

Party to which they belong loses control of the Council during their Parental Leave period, they will return at the end of their Parental Leave period to the same post which they held before the Parental Leave began.

The Mayor however can change their Cabinet members and portfolios at any time, though this would normally be in exceptional circumstances. In such circumstances, it is expected that any Cabinet member on Parental Leave would normally return from their Parental Leave to a similar portfolio size.

If there is a Mayoral election during a period of Parental Leave, any new Mayor can form a new Cabinet and if this does not include the Member on Parental leave, then their SRA will cease from the date the new Cabinet is formed.

## 2. Maternity Leave

### Entitlement

All pregnant Members are entitled to Maternity Leave totalling 52 weeks, regardless of their length of term in office (unless their term of office ends earlier than this).

### Compulsory Maternity Leave

Members must take a minimum of two weeks Maternity Leave from the date the baby is born.

### Maternity Leave Start Date

Maternity Leave will start:

- ***On a date chosen by the Member***, which can be at any time after the beginning of the 11th week before the Member's expected week of childbirth and up to the date the baby is born

Maternity Leave may be triggered before the chosen date where:

- ***The baby is born early***. Maternity leave commences the day after the Member gives birth; or
- ***The Member has sickness absence for a pregnancy-related reason in the four weeks before the expected week of childbirth***. Maternity Leave commences the date after the sickness absence

In summary, Maternity Leave is triggered by the date notified by the pregnant person, the actual birth of the baby, or pregnancy related sickness immediately prior to the due date - whichever occurs first.

### Notification of Maternity Leave

The Member must notify Member Services in writing no later than the end of the 15th week, or as soon as reasonably practicable, before the expected week of childbirth.

Information must include:

- Confirmation of the expected date of childbirth.

- A copy of the MATB1 (a certificate available from a doctor or midwife). The original must be provided if the Member wishes to claim Maternity Pay (MP) from the Council.
- The Parental Leave Confirmation Form, which will confirm the date Maternity Leave will start. It should be noted that Maternity Leave can start any day of the week.

On receipt of the information, within two weeks, Member Services will acknowledge that the period of absence has been noted and forward the information to the Council's Payroll Team.

The Council's Payroll Team will write to the Member to confirm the Maternity Leave period, including the end date, i.e. a maximum of 52 weeks and entitlement to allowance(s).

**Member Maternity Allowance Entitlement**

Basic Allowance

A Member on Maternity Leave will continue to receive this allowance throughout the Maternity Leave period. If, however, an election is held during the Member's Maternity Leave and they are not re-elected, or they decide not to stand for re-election, the basic allowance will cease from the Monday after the election date, when their office officially ends.

Special Responsibility Allowance (SRA)

If a Member receives a SRA during their Maternity Leave it will be paid as follows:

***For Members not claiming Maternity Pay (MP) through the Council:***

First six weeks	90% of SRA plus basic allowance
7 to 24 weeks	50% of SRA plus basic allowance
25 to 52 week	Basic allowance only

***For Members claiming MP:***

First six weeks	90% of SRA, including MP plus basic allowance
7 to 24 weeks	50% of SRA plus MP and basic allowance
25 to 39 weeks	MP and basic allowance
40 to 52 weeks	Basic allowance only

**Special Circumstances**

Premature Baby Leave



Parents of babies born before 37 weeks will be entitled to receive one extra day of Premature Baby Leave receiving full SRA for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Maternity Leave period after this leave entitlement has been exhausted.

#### Illness due to pregnancy

If a Member has not started Maternity Leave, and cannot discharge their duties as a Councillor due to a pregnancy related illness at anytime after the beginning of the fourth week before the expected week of childbirth, Maternity Leave will have to start the day after the first day of their illness.

The Member is responsible for informing Member Services if this situation occurs.

Members Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation of Maternity Leave and allowance entitlement to the Member, with a copy to Members Services, within ten working days.

#### Early Delivery

If the baby is born earlier than expected and the Member has not yet started their maternity leave, the Maternity Leave will automatically start the day after the baby is born.

As soon as is practically possible, the Member must inform Member Services with a MATB1 form produced to confirm the baby's date of birth and the original expected date of delivery.

Members Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation of Maternity Leave and pay entitlement to the Member, with a copy to Members Services, within ten working days.

#### Maternity Pay (MP)

For Members in receipt of a SRA who want to claim a Statutory Maternity Pay equivalent (members are not entitled to SMP), an original copy of their MATB1 form must be provided.

#### Multiple Births

Maternity Leave arrangements are unaffected by the number of babies born from a single pregnancy.

#### Returning from Maternity Leave early

If a Member wishes to return from Maternity Leave earlier than originally planned they should inform Member Services in writing.

Member Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation that the information has been received and relevant reinstatement or adjustment of the SRA has been actioned, with a copy to Member Services, within ten working days.

#### Still Birth

If a baby is delivered after 24 weeks of pregnancy the Member is entitled to Maternity Leave and allowance(s).

### **3. Paternity Leave**

#### Entitlement

Members are entitled to a maximum of two weeks Paternity Leave (Six working days at full allowance and four at the statutory rate).

#### Qualifying Criteria

##### Birth

To qualify the Member must

- Be the biological father and have or expect to have responsibility for the child's upbringing
- OR:
- Be the spouse (husband or wife), civil partner or partner of the person giving birth and have or expect to have the main responsibility for the child's upbringing, along with the person who gave birth

##### Adoption

The Member must

- Be the spouse (husband or wife), civil partner or partner of the adopter and have or expect to have the main responsibility for the child's upbringing, along with the other parent

##### Surrogacy

To qualify the Member must (with their partner) meet the criteria for 'Adoption Leave'.

The Member must

- Be the intended parent and be responsible for the child (with their partner)
- Be in a couple
- Not be the parent who will take 'Adoption Leave'

Note: Partners, couples and spouses can be of the same or a different sex.

### **Member Paternity Allowance Entitlement**

#### Basic Allowance + Special Responsibility Allowance

A Member on Paternity Leave will continue to receive their basic allowance and SRA throughout the Paternity Leave period.

### **Starting and ending Paternity Leave**

#### **Birth**

A Member can choose to start their leave:

- From the date of the child's birth (whether this is earlier or later than expected)
- From a chosen number of days after the date of the child's birth (whether this is earlier or later than expected) e.g. ten days after the child is born
- From a chosen date after the baby is expected to be born
- From the date of the child's birth if the baby is 'stillborn' at 24 weeks

Normally Paternity Leave must be taken within eight weeks of the birth of the child. However, if the baby is premature, then the eight weeks starts from the expected date of childbirth. If the baby is born late, the eight weeks starts from the actual birth of the baby.

If a Member chooses to start their Paternity Leave from the date the baby is born and they are at work on that date, then the Paternity Leave will begin the next day.

#### **Adoption**

Where the child is adopted within the UK, a Member can choose to start their leave:

- On the date the child is placed; or
- from a chosen number of days after the date the child is placed (e.g. ten days after the child is placed); or
- from a chosen date after the child is expected to be placed

Paternity Leave must be taken after the child is placed.

Where the child is adopted from overseas, a Member can choose to start their leave:

- The date the child enters Great Britain; or
- From a chosen date after the child enters Great Britain

#### **Surrogacy**

Paternity Leave can commence the day the child is born or the day after if the Member is working that day. Normally Paternity Leave must be taken within eight weeks of the birth of the child. However, if the baby is premature, then the eight weeks starts from the expected date of childbirth. If the baby is born late, the eight weeks starts from the actual birth of the baby.

#### **Notification of Paternity Leave**

The Member must notify Member Services in writing no later than the end of the 15th week before the baby is expected, unless this is not reasonably practicable.

Information must include:

- The week the child is due (included in the Parental Leave Confirmation Form)
- When they want to start their leave (included in the Parental Leave Confirmation Form)
- SC3 form for Birth Parents ([Link to Gov.uk website](#))
- SC4 form for an Adopting or Parental order parent ([Link to Gov.uk website](#))
- SC5 form for a parent adopting from overseas ([Link to Gov.uk website](#))

The Member must notify Member Services when their child was actually born or adopted as soon as is reasonably practicable after the birth or placement.

Where the baby is adopted within the UK, the Member must notify Member Services no later than seven days after the date they are notified of being matched with a child.

Where the child is adopted from abroad, the Member must notify Member Services no later than 28 days after receipt of the official notification.

The Member must give at least 28 days notice of the date they want the Paternity Leave to begin.

### **Special Circumstances**

#### **Multiple Births**

Only one period of Paternity Leave is available, even if more than one child is born as the result of the same pregnancy or if more than one child is placed with the individual or couple for adoption under the same arrangement.

#### **Premature Baby Leave**

Parents of babies born before 37 weeks will be entitled to receive one extra day of Premature Baby Leave on full SRA allowance for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Parental Leave period after this leave entitlement has been exhausted.

## **4. Adoption and Surrogacy Leave (referred to as Adoption Leave)**

### **Entitlement**

Members are entitled to Adoption Leave totalling 52 weeks (unless their office officially ends before this).

### **Qualifying Criteria**

**For Adoption and 'Fostering to Adopt'** - The Member must be newly matched with the child by an adoption agency, which must be recognised in the UK.

**For Surrogacy** – The Member must have applied, or be intending to apply for a Parental Order in relation to the child.

#### Exclusions

Private adoptions do not qualify e.g. a foster parent adopting a foster child, or a step-parent adopting their partner's child.

#### Notification of Adoption Leave

##### **Adoption and 'Foster to Adopt'**

Members must notify Member Services in writing of their intention to take adoption leave within seven days of being notified of the match by the adoption agency; advising:

- The date the child is being placed with them
- The date the leave will start
- Whether or not they intend to return to work following the Adoption Leave.

The notification must be accompanied by the following evidence:

- Name and address of the adoption agency
- The date the employee was notified they would be matched with the child
- The date the agency expects to place the child
- Matching certificate completed by the adoption agency.

##### **Surrogacy**

Members must notify Member Services in writing of their intention to take leave advising:

- The date that the leave is expected to start (which is the date the baby is expected to be born)
- The period of time they intend to take.

This notification must be made either during or before the 15th week before the date the child is expected to be born.

If requested, the Member must provide (within 14 days of receiving the request) a declaration confirming that:

- The leave is being requested for the intended purpose
- That they meet the qualifying conditions
- That they will be applying for a parental order, with an appropriate other person, who may be another person of the same sex.

#### **Member Adoption Leave Allowance Entitlement**

##### Basic Allowance

A Member on Adoption Leave will continue to receive this allowance throughout the leave period.

##### Special Responsibility Allowance (SRA)

If a Member receives a SRA during their Adoption Leave it will be paid as follows:

First six weeks	90% of SRA plus basic allowance
7 to 24 weeks	50% of SRA plus basic allowance
25 to 52 weeks	Basic allowance only

### Commencement of Adoption Leave

The Adoption Leave period may begin:

For **Adoption and 'Foster to Adopt'**:

- From the date of the child's placement – whether earlier or later than expected; or
- From a pre-determined date which can be up to 14 days before the expected date of placement

Or, where adopting a child from overseas:

- The date the child enters Great Britain
- A pre-determined date which is no later than 28 days after this date.

For **surrogacy** the leave period begins from the date the baby is born. If the baby is born while the Member is at work, then the leave can start from the next day.

### Special Circumstances

#### Premature Baby Leave

Parents of babies born before 37 weeks will be entitled to receive 1 extra day of Premature Baby Leave on full SRA allowance for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Adoption Leave period after this leave entitlement has been exhausted.

For Adoption and 'Fostering to Adopt' eligibility will depend on the circumstances. However, normally where a premature baby is placed with the adopting parents before 37 weeks, premature baby leave will apply.

For surrogacy these provisions will normally apply from the birth of the premature baby i.e. the date the new parents receive the baby.

#### Adopting more than one child

Adoption leave entitlements are the same regardless of the number of children adopted at any one time.

This also applies to surrogacy in the event of a multiple birth.

## **5. Shared Parental Leave**

Shared Parental Leave enables eligible parents to choose how to share the care of their child during the first year of birth or adoption. Its purpose is to give parents more flexibility in considering how best to care for, and bond with, their child.

A Member who has made Shared Parental Leave arrangements through their employment is requested to advise Member Services of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

Requests will be looked at on a case-by-case basis.

**DEPENDANT CARERS' ALLOWANCE**

**1. LEGALITY**

1.1 The Scheme is established by the Council under the Local Authorities (Members Allowances) (England) Regulations 2003. The Dependent Carers' Allowance is payable in respect of the approved duties set out in Appendix D. The Scheme requires Members claiming the allowance to demonstrate and certify that carer expenses are actually and necessarily incurred in the conduct of their official duties.

**2. ENTITLEMENT**

2.1 The Scheme provides for payments to be made to Members in respect of care for "dependent relatives" living with the Member. For the purposes of the scheme, "dependent relatives" are defined as:

- I. children aged 15 or under;
- II. relatives requiring full time care as a result of disability or infirmity.

2.2 Under no circumstances will the allowance be payable to an immediate relative of the Member.

2.3 For meetings or duties within the Council's boundaries, the allowance will be paid for the duration of the meeting or approved duty plus an allowance for up to one hour's travelling time before and after the meeting. For duties outside the Council's boundaries, the allowance will be paid for the duration of the duty plus the actual travelling time to and from the venue. In all instances, total time claimed should be rounded to the nearest half-hour.

**3. RATES OF ALLOWANCE**

3.1 The Dependent Carers' Allowance is set at the same level as the London Living Wage and is paid at this rate irrespective of the number of dependants.

3.2 Where a dependent relative requires specialist professional care, the full cost of care will be allowed, with the prior written approval of the Director of Legal Services.

**4. CLAIMS PROCEDURES**

4.1 Members wishing to apply for Dependant Carers' Allowance must submit an application form to the Head of Business Intelligence, Elections & Member Services, declaring that:

- (i) claims made shall only be made in respect of a named dependent relative (or relatives) as defined in the Scheme;



- (ii) claims shall only be made in respect of the entitlements set out in paragraph 2 above;
- (iii) receipts shall be provided in support of all claims; and
- (iv) where a specialist professional carer is to be engaged, that this is a necessary expense for which full reimbursement will be claimed.

4.2 Members are required to notify Member Services in the event of their entitlement to Dependant Carers' Allowance ending.

4.3 All claims will be processed through the Council's Payroll system.

5. **AUDIT**

5.1 Internal Audit will review the systems for payment of Members' Allowances on a routine basis and include sample testing of Members' Allowances transactions in annual probity programmes.

**TRAVEL AND SUBSISTENCE ALLOWANCE**

**1. PUBLIC TRANSPORT**

- 1.1 Elected Members may claim expenses for journeys associated with an approved duty or event (see Appendix D) outside of the Borough. The Council will not provide an allowance for any travel within the Borough.
- 1.2 Independent Members and Co-opted Members of the Council and the Independent Person may claim for travel both inside and outside the Borough for journeys associated with an approved duty.
- 1.3 The rate must not exceed the ordinary standard class fare or any available saver fare.
- 1.4 Booking arrangements for travel outside of London must be made by Member Services to seek the most cost-effective deal within current parameters.
- 1.5 A receipt must be produced for any claim.
- 1.6 For travel within London, Members may claim for travel on an Oyster Card. To claim for travel paid for on an Oyster Card, Members must provide Member Services with a printed record of the journey travelled, which can be obtained from the TfL website.

**2. PRIVATE VEHICLE**

- 2.1 Elected Members, Independent Members, Co-opted Members and the Independent Person may claim expenses for journeys by private vehicle associated with an approved duty outside of the Borough. The Council will not provide an allowance for any travel within the Borough.
- 2.2 An allowance of 24p per mile can be claimed for travel by motorcycle.
- 2.3 An allowance of 46.9p per mile can be claimed for travel by motor vehicle up to the first 8,500 miles annually. After the first 8,500 miles, an allowance of 13.7p per mile.
- 2.4 Members, if using a private motor vehicle, should note that the Council does not provide any insurance cover. Members should have Business Use cover as part of their policy.

**3. TAXI**

- 3.1 Members can claim an allowance for the amount of a taxi fare, and any reasonable gratuity, to enable them to attend an approved duty if the following exceptional circumstances and criteria apply:

- in cases of a genuine emergency;
- when no public transport is reasonably available to travel to the approved duty;
- for safety reasons;
- or if there is insufficient time to travel from one approved duty to another by public transport.

3.2 The cost of travel by taxi must have been incurred wholly and exclusively for a Member's attendance at an approved Council duty. Taxi fares can only be claimed by Members once approved by the Head of Business Intelligence, Elections & Member Services.

3.3 A receipt must be produced for any claim.

#### 4. **HIRED VEHICLE**

4.1 Other than for a taxi, Members will only be able to claim an allowance per mile as per the rates detailed in paragraph 2 above. As such, Members will be reimbursed as if they had owned the vehicle, and will not be reimbursed for the cost of hiring the vehicle.

4.2 A receipt must be produced for any claim by the Member who hired the vehicle.

#### 5. **AEROPLANE**

5.1 Subject to prior approval by the Head of Business Intelligence, Elections & Member Services, the cost of travel at the ordinary fare or any available cheap fare by regular air service or where no such service is available or in case of urgency the actual fare paid by the Member where the saving in time against other available means of transport is so substantial as to justify payment of the fare by that means.

5.2 A receipt must be produced for any claim.

#### 6. **BICYCLE**

6.1 Members may claim an allowance in respect of travel by bicycle or by any other non motorised form of transport undertaken, of 20p per mile, in connection with or relating to an approved Council duty outside of the Borough.

6.2 Independent Members, Co-opted Members and the Independent Person may claim a cycling allowance for journeys inside and outside of the Borough.

7. **SUBSISTENCE**

- 7.1 The payment of subsistence allowance will only be payable to Members for approved Council duties and conferences subject to the approval of the Head of Business Intelligence, Elections & Member Services.
- 7.2 When more than 4 hours away from normal place of residence, the repayment of subsistence allowances will be made to cover the actual cost incurred up to the following rates –
- (i) Breakfast - £5.50
  - (ii) Lunch - £7.50
  - (iii) Evening Meal - £10.50
  - (iv) Out of pocket expenses (per night) - £4.50
- 7.3 Members are also entitled to overnight accommodation, if required, when attending an approved duty outside of London, subject to the approval of the Head of Business Intelligence, Elections & Member Services. Member Services shall be responsible for making any bookings and will pay for the accommodation directly.
- 7.4 Receipts must be produced for any claim in order to be valid.

**APPROVED COUNCIL DUTIES**

For the purposes of the payment of Travel, Subsistence and Carers' Allowances, Approved Council duties are defined as the following official meetings set out below. For information, some outside bodies may pay an allowance to Members for their role and work on that specific outside body.

1. Appointments Committee or Sub Committees
2. Cabinet or Cabinet Sub Committees
3. Corporate Committee or Sub Committees
4. Corporate Parenting Board
5. Council
6. Council Joint Committee
7. Health and Wellbeing Board
8. Joint Committee of the Six Growth Boroughs
9. Licensing Committee or Sub Committees
10. Overview and Scrutiny Commissions
11. Pensions Board
12. Pensions Committee
13. Planning Committee or Sub Committees
14. Standards Committee or Sub Committees
15. Ward Forums
16. Duties for the office of Speaker or Deputy Speaker
17. Education related meetings such as:
  - the Schools Admissions Forum
  - School Governing Bodies
18. Independent Statutory Panels
  - Adoption Panel
  - Fostering Panel
19. A meeting of outside bodies:
  - Abney Park Cemetery Trust
  - Agudas Israel Housing Association
  - Bangla Housing Association
  - Chats Palace Arts Centre
  - Clapton Park TMO
  - CREATE London Ltd
  - East London NHS Foundation Trust
  - Finsbury Park Trust
  - Groundwork London
  - Hackney CAB
  - Hackney Community Law Centre
  - Hackney Empire Ltd Board
  - Hackney Parish Almshouse Charity
  - Hackney Parochial Charity
  - Homerton NHS Foundation Trust
  - Hornsey Parochial Charity
  - Lee Valley Regional Park Authority
  - LGA General Assembly
  - Local Government Information Unit (LGIU)

- London Councils Executive
- London Councils Grants Committee
- London Councils Greater London Employment Forum (GLEF)
- London Councils Leaders' Committee
- London Councils Transport and Environment Committee (TEC)
- London Housing Consortium
- London Pensions Collective Investment Vehicle (CIV)
- London Legacy Development Corporation Planning Decisions Committee (LLDC)
- London Road Safety Council
- London Youth Games Foundation
- Manor House Trust
- Newable Ltd
- North London Waste Authority
- Reserve Forces and Cadets Association (GL RFCA)
- Shoreditch Town Hall Trust
- Shoreditch Trust
- South Hackney Parochial Charity
- Standing Advisory Council on Religious Education (SACRE)
- Sun Babies Trust
- West Hackney Parochial Charity

20. Attendance at Conference meetings:

- London Councils
- Local Government Association

21. Attendance at any meeting which is an induction training session, seminar, presentation, or briefing arranged by Chief Officers of the Council for all Members of a Committee, Sub Committee or Panel to discuss matters relevant to the discharge of the Council's functions and to which Members of more than one party Group have been invited.

22. Attendance at visits and inspection of sites and premises arranged by officers (e.g. opening of new facilities).

23. Attendance by Members who have the relevant special responsibility on matters concerning the discharge of the Council's functions.

24. Attendance before parliamentary Committees, official bodies and inquiries to give evidence or make representations on the Council's behalf.

25. Attendance at events by Members where they are invited to showcase or represent the work of Hackney.

**Appendix 2**  
**Members' Allowances Scheme 2022/23**  
**(July 2022 Council)**

1. **INTRODUCTION**

- 1.1 This Scheme is based on the independent report and recommendations of Sir Rodney Brooke CBE DL, Chair of London Councils Independent Remuneration Panel. The London Borough of Hackney is part of the arrangements provided by London Councils Independent Remuneration Panel that is responsible for reviewing members' allowances and developing a report and recommendations for councils to consider.
- 1.2 This Scheme has been approved by Full Council of the London Borough of Hackney in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
- 1.3 This Scheme may be cited as the London Borough of Hackney Members' Allowances Scheme for 2022/23.
- 1.4 At the start of each municipal year, Full Council shall adopt a Scheme for the payment of Basic Allowances, as required by the Regulations.
- 1.5 In addition, provision for the following allowances shall be made in accordance with the Regulations for payments of:
- Special Responsibility Allowance;
  - Independent and Co-opted Members Allowance;
  - Independent Person Allowance;
  - Carers Allowance;
  - Parental Leave and Sickness Pay;
  - Travel and Subsistence Allowance;
- 1.6 The London Borough of Hackney has arrangements for its Scheme to be independently reviewed when required with reference to London Councils Independent Remuneration Panel.

2. **BASIC ALLOWANCE**

- 2.1 A Basic Allowance is paid to all Councillors in recognition of their -  
2.2 commitment to attend formal meetings of the Council as well as meetings with officers and constituents. The Basic Allowance is intended to cover any incidental costs which may arise, such as the use of private telephones.
- 2.3 Each Councillor is entitled to claim a Basic Allowance of £11,387.52 per annum, which is payable monthly via the Council's payroll.

3. **SPECIAL RESPONSIBILITY ALLOWANCE**

3.1 A Special Responsibility Allowance (SRA) is payable in addition to the Basic Allowance to those Councillors that are given significant additional Council duties.

4. **THE ALLOWANCES**

4.1 The Basic Allowances and SRAs are as follows:-

**BASIC ALLOWANCE**

Basic Allowance All Councillors (except the Mayor)	£11,387.52
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**SPECIAL RESPONSIBILITY ALLOWANCES**

Political Roles – Majority Group

Majority Group Chair	£2,545.81
Majority Group Secretary	£2,545.81
Majority Group Whip	£5,547.91

Political Roles – Opposition Group

**(When the Council is formed with one opposition group)**

Opposition Group Leader	£22,589.13
Opposition Group Whip	£2,545.81

Political Roles – Opposition Groups

**(When the Council is formed of two opposition groups and where there is a majority and minority group)**

First Opposition Group Leader	£13,553.47
First Opposition Group Whip	£2,545.81
Second Opposition Group Leader	£9,035.65

Panel Members

Adoption Panel Member	£2,545.81
Fostering Panel Member	£2,545.81

Committee Chairs

Chair of Audit Sub Committee	£8,219.17
Chair of Corporate Committee	£8,219.17



Chair of Licensing Committee	£18,252.53
Chair of Pensions Board	£2,545.81
Chair of Pensions Committee	£16,438.35
Chair of Planning Sub Committee	£18,252.53
Chair of Standards Committee	£2,545.81

#### Scrutiny

Scrutiny Commission Chairs	£14,889.32
Chair of Scrutiny Panel	£9,035.65
Vice Chair of Scrutiny Panel	£6,023.76

#### Speaker and Deputy Speaker

Speaker (see 4.3 below)	£20,043.32
Deputy Speaker (see 4.3 below)	£5,547.91

#### Mayoral Advisers

Mayoral Advisers	£16,438.35
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#### Cabinet Members

Cabinet Members	£37,286.81
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#### Deputy Mayor

Deputy Mayor	£44,235.91
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#### Directly Elected Mayor

Directly Elected Mayor (see 4.4 below)	£86,869.50
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- 4.2 Only one SRA may be claimed. It will be for individual Members who would otherwise qualify for more than one SRA to inform the Head of Business Intelligence, Elections & Member Services which allowance they wish to claim, otherwise the highest allowance will be paid.
- 4.3 The roles of Speaker and Deputy Speaker do not attract a SRA but are covered by a separate legal regime. Schedule 2 of the Local Government Act 1972 provides that a London Borough may pay the Chair of the Council (known as the Speaker in the London Borough of Hackney) such allowances and full Council thinks reasonable for the purpose of enabling the Chair to meet the expense of the office. There is a similar power in respect of the Vice Chair (Deputy Speaker).

- 4.4 The role of the directly elected Mayor does not attract a Basic Allowance or SRA. The Mayor receives one single allowance which covers all of the responsibilities included in the role.

5. **MEMBER ALLOWANCE UPLIFT**

- 5.1 The Basic and Special Responsibility Allowances are normally uplifted each year in line with the Local Government Pay Settlement Pay Rate when this becomes known, and will be reviewed and approved by Full Council at the start of each Municipal Year.

6. **PENSIONS**

- 6.1 In accordance with legislation, since the start of the 2014-18 electoral term, Members of the Council are not entitled to participate in the Local Government Pension Scheme.

7. **PARENTAL LEAVE AND SICKNESS PAY**

- 7.1 The Member Parental Leave Scheme is defined as Members' entitlement to maternity, paternity, adoption, surrogacy and shared parental leave.
- 7.2 All Members shall continue to receive their Basic Allowance in full in the case of parental and sickness leave.
- 7.3 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in the case of parental and sickness leave in a similar way that Council officers do. A replacement to cover the period of absence can be appointed by Full Council, and the replacement will be entitled to claim a SRA. Where the SRA in question relates to the Cabinet, the appointment will be made by the Mayor.
- 7.4 Full details of the Member Parental Leave Scheme are attached at Appendix A

8. **DEPENDANT CARERS' ALLOWANCE**

- 8.1 The Council will make reasonable payments for the reimbursement of the care of dependant relatives living with the Elected Member. Full details of the Dependant Carers' Allowance Scheme are attached at Appendix B.

9. **TRAVEL AND SUBSISTENCE ALLOWANCE**

- 9.1 The Council will provide an allowance to Members for any travel or subsistence costs incurred as a result of attending a Council Approved Duty or event outside of the Borough. Independent Members, Co-opted Members and the Independent Person can claim for any travel or subsistence costs associated with their Council duty. Full details of the Travel and Subsistence Allowance are attached at Appendix C.

10. **APPROVED COUNCIL DUTIES**

- 10.1 The schedule of approved Council duties can be found at Appendix D of this Scheme. Members of the Council may claim a Travel and Subsistence Allowance and/or Carers' Allowances when attending these duties.

11. **COUNCIL CYCLE SCHEME**

- 11.1 Members are entitled to join the Council's employee Cycle Scheme whereby they can choose a bicycle and equipment from an approved supplier (up to £1,000 in value) and the Council purchases it and loans it to the Member. The Member will then repay the loan from their Basic Allowance in return for the loan of the VAT free bicycle across an agreed period. At the end of the loan period the Council may sell the bicycle to the Member at a fair market value.

12. **PART PAYMENTS**

- 12.1 In the case of Basic Allowances, Special Responsibility Allowances, Travel and Subsistence Allowance, or Dependent Carers' Allowances, payment will only be made for the period during which a person performs the duties for which these allowances are payable. Where a Member, Independent Member, Co-opted Member or Independent Person resigns or ceases to be a Member, the part of the allowance payable for the period for which they cease to be a Member, may be withheld by the Council.

13. **REPAYMENTS**

- 13.1 Where payment of any allowance has already been made in respect of any period during which the Member, Independent Member, Co-opted or Independent Person concerned ceases to be a Member, or is in any other way not entitled to receive the allowance in respect of that period, the Member, shall repay to the Council on demand such part of the allowance as relates to any such period.

14. **OPTING TO FORGO AN ALLOWANCE**

- 14.1 Basic Allowance and SRAs will be paid automatically unless notice is received in writing from the Member concerned forgoing the entitlement in whole or in part. All such notices should be sent to the Head of Business Intelligence, Elections & Member Services.

15. **CLAIMS AND PAYMENT**

- 15.1 Payments in relation to Basic Allowances, SRAs, Independent Member, Co-opted Member and Independent Person allowances shall be paid in monthly instalments in accordance with this Scheme.
- 15.2 Basic, SRA, Independent Member, Co-opted Member and Independent Person allowance payments are made net of income tax and National Insurance through the PAYE system used for salaried employees. Bank details are therefore required for each Member. If a Member changes their bank details, the revised details should be provided to Member Services.
- 15.3 Claims for Travel and Subsistence allowances, and Dependent Carers' allowance should be submitted no later than three months from the date that expenses are incurred. Claims must be made on the agreed claim form available from Member Services.
- 15.4 Claims will be checked on receipt by Member Services. Claims received before the 20th day of the month will be paid on or before the 15th day of the following month.

16. **ALLOWANCES FOR INDEPENDENT MEMBERS AND CO-OPTED MEMBERS**

- 16.1 The standard rate for Independent Members and Co-opted Members allowances is £123.03 per meeting. This is translated into an annual allowance by multiplying this by the anticipated number of meetings. This amount is payable to Co-opted Members on the Children and Young People Scrutiny Commission, Pensions Board, Pensions Committee and Standards Committee.

17. **THE INDEPENDENT PERSON**

- 17.1 The Council's Independent Person for ethical governance matters shall be entitled to an allowance of £495.89 per annum.

18. **CHAIR AND MEMBERS OF THE DESIGN REVIEW PANEL**

- 18.1 The Chair of the Design Review Panel shall be entitled to an allowance of £450.00 per meeting.
- 18.2 Members of the Design Review Panel shall be entitled to an allowance of £50.00 per hour, capped at £200.00 per meeting.

19. **PUBLICATION**

- 19.1 The Council is required to publish details of the Members' Allowances Scheme and the total amount received by each Member. The records must also be available for inspection by any local government elector for

the authority, or by any local government elector of any principal Council in whose area the authority operates.

20. **REVIEW OF THE SCHEME**

20.1 The Council has arrangements for its Scheme to be independently reviewed with reference to London Councils Independent Remuneration Panel.

20.2 Minor revisions are the responsibility of the Head of Business Intelligence, Elections & Member Services in consultation with the Chair of the Council's Independent Remuneration Panel.

21. **QUERIES**

21.1 Any specific queries regarding the entitlement to the Scheme should, in the first instance, be addressed to the Head of Business Intelligence, Elections & Member Services ([members.services@hackney.gov.uk](mailto:members.services@hackney.gov.uk)). Queries regarding the processing of claims and payments should be addressed to the Member Services team (020 8356 3373).

## **Member Parental Leave Scheme**

The Member Parental Leave Scheme (and the term Parental Leave) is defined as Members' entitlement to maternity, paternity, adoption, surrogacy, and shared parental leave.

The objective of the scheme is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth, adoption or surrogacy; that both parents are able to take leave and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

### **1. Introduction**

In accordance with the Council's Members' Allowances Scheme, Members shall continue to receive their Basic Allowance in full during Parental Leave.

Members entitled to a Special Responsibility Allowance will also continue to receive this allowance during Parental Leave up to the same benefit levels as officers in their equivalent policies.

#### Six-month rule

Any Member who takes Parental Leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month consecutive period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month consecutive period.

#### Resigning from Office

If the Member decides to not return to office following their Parental Leave, Member Services must be notified. The Payroll Team must then be informed within two working days of receiving notification. Member allowance(s) will cease from the effective resignation date, however any outstanding Maternity Pay entitlement will continue to be paid by the Council.

#### Elections

If an election is held during the Parental Leave and Members are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date.

#### Cover arrangements and returning to post

If a Member holds a position attracting a SRA, a temporary replacement would normally be appointed for periods of extended Parental Leave. The temporary appointment would also be entitled to receive a SRA.

Unless the Member taking Parental Leave is removed from their post at an Annual General Meeting of the Council whilst on Parental Leave, or unless the

Party to which they belong loses control of the Council during their Parental Leave period, they will return at the end of their Parental Leave period to the same post which they held before the Parental Leave began.

The Mayor however can change their Cabinet members and portfolios at any time, though this would normally be in exceptional circumstances. In such circumstances, it is expected that any Cabinet member on Parental Leave would normally return from their Parental Leave to a similar portfolio size.

If there is a Mayoral election during a period of Parental Leave, any new Mayor can form a new Cabinet and if this does not include the Member on Parental leave, then their SRA will cease from the date the new Cabinet is formed.

## 2. Maternity Leave

### Entitlement

All pregnant Members are entitled to Maternity Leave totalling 52 weeks, regardless of their length of term in office (unless their term of office ends earlier than this).

### Compulsory Maternity Leave

Members must take a minimum of two weeks Maternity Leave from the date the baby is born.

### Maternity Leave Start Date

Maternity Leave will start:

- ***On a date chosen by the Member***, which can be at any time after the beginning of the 11th week before the Member's expected week of childbirth and up to the date the baby is born

Maternity Leave may be triggered before the chosen date where:

- ***The baby is born early***. Maternity leave commences the day after the Member gives birth; or
- ***The Member has sickness absence for a pregnancy-related reason in the four weeks before the expected week of childbirth***. Maternity Leave commences the date after the sickness absence

In summary, Maternity Leave is triggered by the date notified by the pregnant person, the actual birth of the baby, or pregnancy related sickness immediately prior to the due date - whichever occurs first.

### Notification of Maternity Leave

The Member must notify Member Services in writing no later than the end of the 15th week, or as soon as reasonably practicable, before the expected week of childbirth.

Information must include:

- Confirmation of the expected date of childbirth.

- A copy of the MATB1 (a certificate available from a doctor or midwife). The original must be provided if the Member wishes to claim Maternity Pay (MP) from the Council.
- The Parental Leave Confirmation Form, which will confirm the date Maternity Leave will start. It should be noted that Maternity Leave can start any day of the week.

On receipt of the information, within two weeks, Member Services will acknowledge that the period of absence has been noted and forward the information to the Council's Payroll Team.

The Council's Payroll Team will write to the Member to confirm the Maternity Leave period, including the end date, i.e. a maximum of 52 weeks and entitlement to allowance(s).

**Member Maternity Allowance Entitlement**

Basic Allowance

A Member on Maternity Leave will continue to receive this allowance throughout the Maternity Leave period. If, however, an election is held during the Member's Maternity Leave and they are not re-elected, or they decide not to stand for re-election, the basic allowance will cease from the Monday after the election date, when their office officially ends.

Special Responsibility Allowance (SRA)

If a Member receives a SRA during their Maternity Leave it will be paid as follows:

***For Members not claiming Maternity Pay (MP) through the Council:***

First six weeks	90% of SRA plus basic allowance
7 to 24 weeks	50% of SRA plus basic allowance
25 to 52 week	Basic allowance only

***For Members claiming MP:***

First six weeks	90% of SRA, including MP plus basic allowance
7 to 24 weeks	50% of SRA plus MP and basic allowance
25 to 39 weeks	MP and basic allowance
40 to 52 weeks	Basic allowance only

**Special Circumstances**

Premature Baby Leave



Parents of babies born before 37 weeks will be entitled to receive one extra day of Premature Baby Leave receiving full SRA for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Maternity Leave period after this leave entitlement has been exhausted.

#### Illness due to pregnancy

If a Member has not started Maternity Leave, and cannot discharge their duties as a Councillor due to a pregnancy related illness at anytime after the beginning of the fourth week before the expected week of childbirth, Maternity Leave will have to start the day after the first day of their illness.

The Member is responsible for informing Member Services if this situation occurs.

Members Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation of Maternity Leave and allowance entitlement to the Member, with a copy to Members Services, within ten working days.

#### Early Delivery

If the baby is born earlier than expected and the Member has not yet started their maternity leave, the Maternity Leave will automatically start the day after the baby is born.

As soon as is practically possible, the Member must inform Member Services with a MATB1 form produced to confirm the baby's date of birth and the original expected date of delivery.

Members Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation of Maternity Leave and pay entitlement to the Member, with a copy to Members Services, within ten working days.

#### Maternity Pay (MP)

For Members in receipt of a SRA who want to claim a Statutory Maternity Pay equivalent (members are not entitled to SMP), an original copy of their MATB1 form must be provided.

#### Multiple Births

Maternity Leave arrangements are unaffected by the number of babies born from a single pregnancy.

#### Returning from Maternity Leave early

If a Member wishes to return from Maternity Leave earlier than originally planned they should inform Member Services in writing.

Member Services will ensure that the Council's Payroll Team is informed within two working days of receipt of the details.

The Council's Payroll Team will provide confirmation that the information has been received and relevant reinstatement or adjustment of the SRA has been actioned, with a copy to Member Services, within ten working days.

#### Still Birth

If a baby is delivered after 24 weeks of pregnancy the Member is entitled to Maternity Leave and allowance(s).

### **3. Paternity Leave**

#### Entitlement

Members are entitled to a maximum of two weeks Paternity Leave (Six working days at full allowance and four at the statutory rate).

#### Qualifying Criteria

##### Birth

To qualify the Member must

- Be the biological father and have or expect to have responsibility for the child's upbringing
- OR:
- Be the spouse (husband or wife), civil partner or partner of the person giving birth and have or expect to have the main responsibility for the child's upbringing, along with the person who gave birth

##### Adoption

The Member must

- Be the spouse (husband or wife), civil partner or partner of the adopter and have or expect to have the main responsibility for the child's upbringing, along with the other parent

##### Surrogacy

To qualify the Member must (with their partner) meet the criteria for 'Adoption Leave'.

The Member must

- Be the intended parent and be responsible for the child (with their partner)
- Be in a couple
- Not be the parent who will take 'Adoption Leave'

Note: Partners, couples and spouses can be of the same or a different sex.

### **Member Paternity Allowance Entitlement**

#### Basic Allowance + Special Responsibility Allowance

A Member on Paternity Leave will continue to receive their basic allowance and SRA throughout the Paternity Leave period.

### **Starting and ending Paternity Leave**

#### **Birth**

A Member can choose to start their leave:

- From the date of the child's birth (whether this is earlier or later than expected)
- From a chosen number of days after the date of the child's birth (whether this is earlier or later than expected) e.g. ten days after the child is born
- From a chosen date after the baby is expected to be born
- From the date of the child's birth if the baby is 'stillborn' at 24 weeks

Normally Paternity Leave must be taken within eight weeks of the birth of the child. However, if the baby is premature, then the eight weeks starts from the expected date of childbirth. If the baby is born late, the eight weeks starts from the actual birth of the baby.

If a Member chooses to start their Paternity Leave from the date the baby is born and they are at work on that date, then the Paternity Leave will begin the next day.

#### **Adoption**

Where the child is adopted within the UK, a Member can choose to start their leave:

- On the date the child is placed; or
- from a chosen number of days after the date the child is placed (e.g. ten days after the child is placed); or
- from a chosen date after the child is expected to be placed

Paternity Leave must be taken after the child is placed.

Where the child is adopted from overseas, a Member can choose to start their leave:

- The date the child enters Great Britain; or
- From a chosen date after the child enters Great Britain

#### **Surrogacy**

Paternity Leave can commence the day the child is born or the day after if the Member is working that day. Normally Paternity Leave must be taken within eight weeks of the birth of the child. However, if the baby is premature, then the eight weeks starts from the expected date of childbirth. If the baby is born late, the eight weeks starts from the actual birth of the baby.

#### **Notification of Paternity Leave**

The Member must notify Member Services in writing no later than the end of the 15th week before the baby is expected, unless this is not reasonably practicable.

Information must include:

- The week the child is due (included in the Parental Leave Confirmation Form)
- When they want to start their leave (included in the Parental Leave Confirmation Form)
- SC3 form for Birth Parents ([Link to Gov.uk website](#))
- SC4 form for an Adopting or Parental order parent ([Link to Gov.uk website](#))
- SC5 form for a parent adopting from overseas ([Link to Gov.uk website](#))

The Member must notify Member Services when their child was actually born or adopted as soon as is reasonably practicable after the birth or placement.

Where the baby is adopted within the UK, the Member must notify Member Services no later than seven days after the date they are notified of being matched with a child.

Where the child is adopted from abroad, the Member must notify Member Services no later than 28 days after receipt of the official notification.

The Member must give at least 28 days notice of the date they want the Paternity Leave to begin.

### **Special Circumstances**

#### **Multiple Births**

Only one period of Paternity Leave is available, even if more than one child is born as the result of the same pregnancy or if more than one child is placed with the individual or couple for adoption under the same arrangement.

#### **Premature Baby Leave**

Parents of babies born before 37 weeks will be entitled to receive one extra day of Premature Baby Leave on full SRA allowance for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Parental Leave period after this leave entitlement has been exhausted.

## **4. Adoption and Surrogacy Leave (referred to as Adoption Leave)**

### **Entitlement**

Members are entitled to Adoption Leave totalling 52 weeks (unless their office officially ends before this).

### **Qualifying Criteria**

**For Adoption and 'Fostering to Adopt'** - The Member must be newly matched with the child by an adoption agency, which must be recognised in the UK.

**For Surrogacy** – The Member must have applied, or be intending to apply for a Parental Order in relation to the child.

#### Exclusions

Private adoptions do not qualify e.g. a foster parent adopting a foster child, or a step-parent adopting their partner's child.

#### Notification of Adoption Leave

##### **Adoption and 'Foster to Adopt'**

Members must notify Member Services in writing of their intention to take adoption leave within seven days of being notified of the match by the adoption agency; advising:

- The date the child is being placed with them
- The date the leave will start
- Whether or not they intend to return to work following the Adoption Leave.

The notification must be accompanied by the following evidence:

- Name and address of the adoption agency
- The date the employee was notified they would be matched with the child
- The date the agency expects to place the child
- Matching certificate completed by the adoption agency.

##### **Surrogacy**

Members must notify Member Services in writing of their intention to take leave advising:

- The date that the leave is expected to start (which is the date the baby is expected to be born)
- The period of time they intend to take.

This notification must be made either during or before the 15th week before the date the child is expected to be born.

If requested, the Member must provide (within 14 days of receiving the request) a declaration confirming that:

- The leave is being requested for the intended purpose
- That they meet the qualifying conditions
- That they will be applying for a parental order, with an appropriate other person, who may be another person of the same sex.

#### **Member Adoption Leave Allowance Entitlement**

##### Basic Allowance

A Member on Adoption Leave will continue to receive this allowance throughout the leave period.

##### Special Responsibility Allowance (SRA)

If a Member receives a SRA during their Adoption Leave it will be paid as follows:

First six weeks	90% of SRA plus basic allowance
7 to 24 weeks	50% of SRA plus basic allowance
25 to 52 weeks	Basic allowance only

### Commencement of Adoption Leave

The Adoption Leave period may begin:

For **Adoption and 'Foster to Adopt'**:

- From the date of the child's placement – whether earlier or later than expected; or
- From a pre-determined date which can be up to 14 days before the expected date of placement

Or, where adopting a child from overseas:

- The date the child enters Great Britain
- A pre-determined date which is no later than 28 days after this date.

For **surrogacy** the leave period begins from the date the baby is born. If the baby is born while the Member is at work, then the leave can start from the next day.

### Special Circumstances

#### Premature Baby Leave

Parents of babies born before 37 weeks will be entitled to receive 1 extra day of Premature Baby Leave on full SRA allowance for every day their premature baby spends in hospital before 37 weeks. This leave entitlement will be added to the end of the Members Adoption Leave period after this leave entitlement has been exhausted.

For Adoption and 'Fostering to Adopt' eligibility will depend on the circumstances. However, normally where a premature baby is placed with the adopting parents before 37 weeks, premature baby leave will apply.

For surrogacy these provisions will normally apply from the birth of the premature baby i.e. the date the new parents receive the baby.

#### Adopting more than one child

Adoption leave entitlements are the same regardless of the number of children adopted at any one time.

This also applies to surrogacy in the event of a multiple birth.

## **5. Shared Parental Leave**

Shared Parental Leave enables eligible parents to choose how to share the care of their child during the first year of birth or adoption. Its purpose is to give parents more flexibility in considering how best to care for, and bond with, their child.

A Member who has made Shared Parental Leave arrangements through their employment is requested to advise Member Services of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

Requests will be looked at on a case-by-case basis.

**DEPENDANT CARERS' ALLOWANCE**

**1. LEGALITY**

1.1 The Scheme is established by the Council under the Local Authorities (Members Allowances) (England) Regulations 2003. The Dependent Carers' Allowance is payable in respect of the approved duties set out in Appendix D. The Scheme requires Members claiming the allowance to demonstrate and certify that carer expenses are actually and necessarily incurred in the conduct of their official duties.

**2. ENTITLEMENT**

2.1 The Scheme provides for payments to be made to Members in respect of care for "dependent relatives" living with the Member. For the purposes of the scheme, "dependent relatives" are defined as:

- I. children aged 15 or under;
- II. relatives requiring full time care as a result of disability or infirmity.

2.2 Under no circumstances will the allowance be payable to an immediate relative of the Member.

2.3 For meetings or duties within the Council's boundaries, the allowance will be paid for the duration of the meeting or approved duty plus an allowance for up to one hour's travelling time before and after the meeting. For duties outside the Council's boundaries, the allowance will be paid for the duration of the duty plus the actual travelling time to and from the venue. In all instances, total time claimed should be rounded to the nearest half-hour.

**3. RATES OF ALLOWANCE**

3.1 The Dependent Carers' Allowance is set at the same level as the London Living Wage and is paid at this rate irrespective of the number of dependants.

3.2 Where a dependent relative requires specialist professional care, the full cost of care will be allowed, with the prior written approval of the Director of Legal Services.

**4. CLAIMS PROCEDURES**

4.1 Members wishing to apply for Dependant Carers' Allowance must submit an application form to the Head of Business Intelligence, Elections & Member Services, declaring that:

- (i) claims made shall only be made in respect of a named dependent relative (or relatives) as defined in the Scheme;



- (ii) claims shall only be made in respect of the entitlements set out in paragraph 2 above;
- (iii) receipts shall be provided in support of all claims; and
- (iv) where a specialist professional carer is to be engaged, that this is a necessary expense for which full reimbursement will be claimed.

4.2 Members are required to notify Member Services in the event of their entitlement to Dependant Carers' Allowance ending.

4.3 All claims will be processed through the Council's Payroll system.

## 5. **AUDIT**

5.1 Internal Audit will review the systems for payment of Members' Allowances on a routine basis and include sample testing of Members' Allowances transactions in annual probity programmes.

**TRAVEL AND SUBSISTENCE ALLOWANCE**

**1. PUBLIC TRANSPORT**

- 1.1 Elected Members may claim expenses for journeys associated with an approved duty or event (see Appendix D) outside of the Borough. The Council will not provide an allowance for any travel within the Borough.
- 1.2 Independent Members and Co-opted Members of the Council and the Independent Person may claim for travel both inside and outside the Borough for journeys associated with an approved duty.
- 1.3 The rate must not exceed the ordinary standard class fare or any available saver fare.
- 1.4 Booking arrangements for travel outside of London must be made by Member Services to seek the most cost-effective deal within current parameters.
- 1.5 A receipt must be produced for any claim.
- 1.6 For travel within London, Members may claim for travel on an Oyster Card. To claim for travel paid for on an Oyster Card, Members must provide Member Services with a printed record of the journey travelled, which can be obtained from the TfL website.

**2. PRIVATE VEHICLE**

- 2.1 Elected Members, Independent Members, Co-opted Members and the Independent Person may claim expenses for journeys by private vehicle associated with an approved duty outside of the Borough. The Council will not provide an allowance for any travel within the Borough.
- 2.2 An allowance of 24p per mile can be claimed for travel by motorcycle.
- 2.3 An allowance of 46.9p per mile can be claimed for travel by motor vehicle up to the first 8,500 miles annually. After the first 8,500 miles, an allowance of 13.7p per mile.
- 2.4 Members, if using a private motor vehicle, should note that the Council does not provide any insurance cover. Members should have Business Use cover as part of their policy.

**3. TAXI**

- 3.1 Members can claim an allowance for the amount of a taxi fare, and any reasonable gratuity, to enable them to attend an approved duty if the following exceptional circumstances and criteria apply:

- in cases of a genuine emergency;
- when no public transport is reasonably available to travel to the approved duty;
- for safety reasons;
- or if there is insufficient time to travel from one approved duty to another by public transport.

3.2 The cost of travel by taxi must have been incurred wholly and exclusively for a Member's attendance at an approved Council duty. Taxi fares can only be claimed by Members once approved by the Head of Business Intelligence, Elections & Member Services.

3.3 A receipt must be produced for any claim.

4. **HIRED VEHICLE**

4.1 Other than for a taxi, Members will only be able to claim an allowance per mile as per the rates detailed in paragraph 2 above. As such, Members will be reimbursed as if they had owned the vehicle, and will not be reimbursed for the cost of hiring the vehicle.

4.2 A receipt must be produced for any claim by the Member who hired the vehicle.

5. **AEROPLANE**

5.1 Subject to prior approval by the Head of Business Intelligence, Elections & Member Services, the cost of travel at the ordinary fare or any available cheap fare by regular air service or where no such service is available or in case of urgency the actual fare paid by the Member where the saving in time against other available means of transport is so substantial as to justify payment of the fare by that means.

5.2 A receipt must be produced for any claim.

6. **BICYCLE**

6.1 Members may claim an allowance in respect of travel by bicycle or by any other non motorised form of transport undertaken, of 20p per mile, in connection with or relating to an approved Council duty outside of the Borough.

6.2 Independent Members, Co-opted Members and the Independent Person may claim a cycling allowance for journeys inside and outside of the Borough.

7. **SUBSISTENCE**

- 7.1 The payment of subsistence allowance will only be payable to Members for approved Council duties and conferences subject to the approval of the Head of Business Intelligence, Elections & Member Services.
- 7.2 When more than 4 hours away from normal place of residence, the repayment of subsistence allowances will be made to cover the actual cost incurred up to the following rates –
- (i) Breakfast - £5.50
  - (ii) Lunch - £7.50
  - (iii) Evening Meal - £10.50
  - (iv) Out of pocket expenses (per night) - £4.50
- 7.3 Members are also entitled to overnight accommodation, if required, when attending an approved duty outside of London, subject to the approval of the Head of Business Intelligence, Elections & Member Services. Member Services shall be responsible for making any bookings and will pay for the accommodation directly.
- 7.4 Receipts must be produced for any claim in order to be valid.

**APPROVED COUNCIL DUTIES**

For the purposes of the payment of Travel, Subsistence and Carers' Allowances, Approved Council duties are defined as the following official meetings set out below. For information, some outside bodies may pay an allowance to Members for their role and work on that specific outside body.

1. Appointments Committee or Sub Committees
2. Cabinet or Cabinet Sub Committees
3. Corporate Committee or Sub Committees
4. Corporate Parenting Board
5. Council
6. Council Joint Committee
7. Health and Wellbeing Board
8. Joint Committee of the Six Growth Boroughs
9. Licensing Committee or Sub Committees
10. Overview and Scrutiny Commissions
11. Pensions Board
12. Pensions Committee
13. Planning Committee or Sub Committees
14. Standards Committee or Sub Committees
15. Ward Forums
16. Duties for the office of Speaker or Deputy Speaker
17. Education related meetings such as:
  - the Schools Admissions Forum
  - School Governing Bodies
18. Independent Statutory Panels
  - Adoption Panel
  - Fostering Panel
19. A meeting of outside bodies:
  - Abney Park Cemetery Trust
  - Agudas Israel Housing Association
  - Bangla Housing Association
  - Chats Palace Arts Centre
  - Clapton Park TMO
  - CREATE London Ltd
  - East London NHS Foundation Trust
  - Finsbury Park Trust
  - Groundwork London
  - Hackney CAB
  - Hackney Community Law Centre
  - Hackney Empire Ltd Board
  - Hackney Parish Almshouse Charity
  - Hackney Parochial Charity
  - Homerton NHS Foundation Trust
  - Hornsey Parochial Charity
  - Lee Valley Regional Park Authority
  - LGA General Assembly
  - Local Government Information Unit (LGIU)

- London Councils Executive
- London Councils Grants Committee
- London Councils Greater London Employment Forum (GLEF)
- London Councils Leaders' Committee
- London Councils Transport and Environment Committee (TEC)
- London Housing Consortium
- London Pensions Collective Investment Vehicle (CIV)
- London Legacy Development Corporation Planning Decisions Committee (LLDC)
- London Road Safety Council
- London Youth Games Foundation
- Manor House Trust
- Newable Ltd
- North London Waste Authority
- Reserve Forces and Cadets Association (GL RFCA)
- Shoreditch Town Hall Trust
- Shoreditch Trust
- South Hackney Parochial Charity
- Standing Advisory Council on Religious Education (SACRE)
- Sun Babies Trust
- West Hackney Parochial Charity

20. Attendance at Conference meetings:

- London Councils
- Local Government Association

21. Attendance at any meeting which is an induction training session, seminar, presentation, or briefing arranged by Chief Officers of the Council for all Members of a Committee, Sub Committee or Panel to discuss matters relevant to the discharge of the Council's functions and to which Members of more than one party Group have been invited.

22. Attendance at visits and inspection of sites and premises arranged by officers (e.g. opening of new facilities).

23. Attendance by Members who have the relevant special responsibility on matters concerning the discharge of the Council's functions.

24. Attendance before parliamentary Committees, official bodies and inquiries to give evidence or make representations on the Council's behalf.

25. Attendance at events by Members where they are invited to showcase or represent the work of Hackney.



<b>Title of Report</b>	Constitution Committee Terms of Reference and Membership
<b>For Consideration By</b>	Council
<b>Meeting Date</b>	20 July 2022
<b>Classification</b>	Open
<b><u>Ward(s) Affected</u></b>	All wards
<b><u>Group Director</u></b>	Mark Carroll, Chief Executive

1. **Summary**

- 1.1. This report proposes amendments to the Terms of Reference of the Constitution Committee and the appointment of a further member to the Committee in line with those amendments.

2. **Recommendations**

- 2.1. **The terms of reference of the Constitution Committee be amended as set out in Appendix 1 to this report.**
- 2.2. **That Councillor Binnie-Lubbock be appointed to the Constitution Committee having been nominated by the Green Party.**

3. **Background**

- 3.1. The Constitution Committee was established on 26 January 2022 under the backdrop of work commencing to conduct a review and refresh of the Council's Constitution. At the time the Committee was established there was only one political opposition group within the Council, a position which changed in May 2022. In order to ensure that there is appropriate representation from across all political parties within the Council, an amendment is therefore proposed to the terms of reference to enable one representative from each opposition group to be appointed. The proposed amendments are set out in Appendix 1 to this report using strikethrough text to indicate deletions and underlined text to indicate additions.

3.2. If Council are minded to approve the proposed amendments, then Councillor Alastair Binnie-Lubbock has been nominated by the Green Party to fill their seat.

4. **Comments of the Group Director of Finance and Corporate Resources.**

4.1. There are no financial implications arising from this report.

5. **Comments of the Director of Legal, Democratic and Electoral Services**

5.1. Other than as set out in the report, there are no legal implications arising.

**Appendices**

Appendix 1 - [Proposed Amendments to the Terms of Reference of the Constitution Committee](#)

**Background documents**

None

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## **Proposed Amendments to the Terms of Reference of the Constitution Committee**

### 1. Composition

Membership of the Constitution Committee will be ~~comprise 5 members~~:

- One member of the Executive who will be responsible for reporting the views of Cabinet to the Committee;
- One member of the Majority Group who is not a member of the Executive who will be responsible for reporting the views of the Majority Group to the Committee;
- ~~One member of the Opposition Group(s) who will be responsible for reporting the views of the Opposition Group(s) to the Committee~~
- One member from each Opposition Group who will be responsible for reporting the views of Opposition Groups to the Committee;
- One member of the Audit Committee; and
- One member of the Scrutiny Panel

### 2. Chair

The Chair will be appointed either at the AGM of Council or at the first meeting of the Committee in each municipal year.

### 3. Role and Function

The Constitution Committee

- (a) Shall review areas in the Constitution to ensure that they are fit for purpose and propose appropriate changes;
- (b) Receive requests to review certain areas of the Constitution;
- (c) Consider changes proposed by Members, Officers and Committees;
- (d) Recommend proposed changes to Council for approval.

The Constitution Committee will set its own work programme. The following persons / bodies can request that it considers a particular area of the Constitution for review:

- The Mayor
- Full Council
- Party Whips
- The Monitoring Officer

The Constitution Committee can invite any Member or Officer to speak on a particular item under consideration (e.g. the s151 Officer if the Committee is looking at the rules relating to the setting of the budget).

### 4. Frequency of Meetings

4 meetings per municipal year

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