



# C O R P O R A T E C O M M I T T E E

Tuesday 12 September 2023 at 6.30pm  
Council Chamber, Hackney Town Hall

Live stream link: [https://youtube.com/live/XbQ959CBC\\_8](https://youtube.com/live/XbQ959CBC_8)

Back up link: <https://youtube.com/live/LMrbcOveIMg>

## **Members of the Committee:**

Cllr Penny Wrout (Chair), Cllr Sarah Young (Vice Chair),  
Cllr Alastair Binnie-Lubbock, Cllr Michael Desmond, Cllr Sade Etti,  
Cllr Eluzer Goldberg, Cllr Clare Joseph, Cllr Michael Levy, Cllr Jon  
Narcross, Cllr Clare Potter, Cllr Fliss Premru, Cllr Steve Race, Cllr  
Ali Sadek, Cllr Ifraax Samatar, Cllr Sheila Suso-Runge, Cllr Claudia  
Turbet-Delof, and Cllr Jessica Webb.

Dawn Carter-McDonald  
Interim Chief Executive  
Published on: Monday 4 September  
2023

[www.hackney.gov.uk](http://www.hackney.gov.uk)

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# Corporate Committee

**Tuesday 12 September 2023**

## Order of Business

- 1 Apologies for Absence**
- 2 Declarations of Interest - Members to Declare As Appropriate**
- 3 The Terms of Reference of the Corporate Committee for the Municipal Year 2023/24 (Pages 7 - 12)**

The Corporate Committee is to note its newly formatted and amended Terms of Reference at Appendix 3 of the Hackney Council Constitution, as approved at the 24 July 2023 Council meeting.

- 4 Consideration of Minutes Of The Previous Meeting and actions list (Pages 13 - 26)**
- 5 HR Policy Review**
- 6 Paid Domestic Abuse Leave report (Pages 27 - 33)**
- 7 Human Resources and Organisational Development Update**
- 8 Draft Corporate Committee Work Programme 2023/24 (Pages 35 - 38)**
- 9 Any Other Business the Chair Considers to be Urgent**

For information

Future meeting dates:

- 12 December 2023
- 13 March 2024

## Public Attendance

The Town Hall is open. Members of the public and representatives of the press are entitled to attend Council meetings and remain and hear discussions on matters within the public part of the meeting. They are not, however, entitled to participate in any discussions.

On occasions part of the meeting may be held in private and will not be open to the public. This is if an item being considered is likely to lead to the disclosure of exempt or confidential information in accordance with Schedule 12A of the Local Government Act 1972.

For further information, including public participation, contact: [governance@hackney.gov.uk](mailto:governance@hackney.gov.uk)

## 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.

<b>Title of Report</b>	Corporate Committee Terms of Reference
<b>For Consideration By</b>	Corporate Committee
<b>Meeting Date</b>	12 September 2023
<b>Classification</b>	Open
<b>Ward(s) Affected</b>	N/A
<b>Group Director</b>	Jackie Moylan, Group Director Finance

**1. Introduction**

1.1. The terms of reference of the Corporate Committee are attached.

**2. Recommendation**

2.1. To note the Corporate Committee’s newly formatted and amended terms of reference at Appendix 3 of the Hackney Council Constitution, as approved at the 24 July 2023 Council meeting.

2.2. Committee members to note in particular the new section entitled ‘Questions to the Committee’.

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

3.1 There are no legal implications.

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

4.1. There are no legal implications.

**Appendices**

Appendix 1 - Corporate Committee Terms of Reference

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<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Jackie Moylan Group Director Finance London Borough of Hackney Finance and Corporate Resources

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<p><b>Comments for the Director of Legal, Democratic and Electoral Services prepared by</b></p>	<p><b>Louise Humphreys</b>  Acting Director of Legal, Democratic &amp; Electoral Services  Monitoring Officer  London Borough of Hackney  1 Reading Lane, London E8 1GQ  DX 124204 HACKNEY 3  Tel: 0208 356 4817  Email: <a href="mailto:louise.humphreys@hackney.gov.uk">louise.humphreys@hackney.gov.uk</a></p>



## **Appendix 1 - Corporate Committee Terms of Reference (as approved at 24.7.23 Council meeting)**

### **Appendix 3 - Terms of Reference of Council Committees etc Corporate Committee**

#### **Functions**

The Corporate Committee is responsible for maintaining oversight of the Council's regulatory functions, planning, elections and human resources. The Committee is also responsible for any other Council function that has not been specifically allocated to Full Council or any other committee.

The Corporate Committee is responsible for the functions set out below:

#### Regulatory Framework

1. To discharge all non-executive functions not allocated to the Council or another Committee.
2. To appoint a Planning Sub-Committee and approve its terms of reference, procedures and protocols including the adoption of a Planning Code of Practice.
3. To appoint any Sub-Committees within its remit deemed necessary to perform its functions and approve their terms of reference, procedures and protocols.
4. To develop, review, monitor and maintain a strategic overview of the Council's regulatory function.
5. To consider the functions relating to health and safety under any relevant statutory provision within the meaning of Part 1 Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the Council's capacity as an employer.
6. To consider Polling District and Place Reviews undertaken in accordance with the Representation of People Act 1983.
7. To develop, monitor, review and make recommendations to the Full Council on the adoption of byelaws.
8. To consider recommendations to other bodies of the Council on policy development and responses to Government consultations within the remit of the Committee or its Sub-Committees.

9. To approve any Member training deemed necessary for the Committee or its Sub-Committees.

### Human Resources

1. To maintain a strategic overview of Human Resources matters, including adopting any proposed changes to current policies which may affect the terms and conditions of staff employed by the Council.

### **Type of Committee**

Corporate Committee is a non-executive committee established by Full Council to discharge regulatory functions.

### **Membership**

Membership of this Committee is appointed in accordance with political balance at Full Council.

### **Chairing arrangements**

The Chair and Vice Chair of this committee is appointed at Full Council. In the absence of the Chair or Vice Chair, and subject to being quorate, the Committee members can agree who may preside over the meeting based on the number of those present in person.

### **Quorum and Voting Arrangements**

The Quorum for the Corporate Committee shall be four elected Councillors.

### **Substitute**

Substitutes to the Committee will be appointed by Full Council for the purposes of establishing a quorum and will have the same voting rights as regular committee members.

### **Order of Business**

- (a) Receive apologies;
- (b) Receive any declarations of interest from Councillors;
- (c) Approve the minutes of the previous meeting
- (d) Receive questions from, and provide answers to, members of the public on matters covered on the agenda;
- (e) Consider reports as set out in the agenda.

- (f) Consider any items of urgent business.

### **Who may attend?**

Meetings of the Committee will normally be open to the public, unless confidential or exempt information is to be discussed.

### **Location**

This Committee meets at the Council's main offices or any other suitable location.

You can also view meetings online in accordance with the Access to Information Procedure Rules in Part 6, Section C of the Council's Constitution with the Protocol on Recording and Live Streaming Council Meetings set out in Part 6, Section F of the Constitution.

### **Questions to the Committee**

A member of the public who lives, works, or studies in the Borough can ask a question of the Committee with one supplementary question relating to an item on the agenda.

A Councillor may ask a question of the Committee with one supplementary question relating to an item on the agenda.

The total amount of time for questions with notice at the Committee will be no more than 15 minutes.

If the Chair agrees, a member of the public can ask a question at the Committee without having given notice. If a question without notice is asked, the Chair will explain that it might not be possible to give a full answer at the meeting and that a written response will be provided.

### **Frequency of meetings**

The Committee meets on dates set out in the Council's meetings calendar.

### **Papers and Notice**

The agenda and any papers for the Committee will be issued at least 5 working days in advance of the meeting, except in the case of matters of urgency.

## **Review**

The terms of reference will be reviewed on an annual basis, or as necessary, to support the functions and objectives of this Committee. Updates to the terms of reference will be agreed annually at the Committee's first meeting of the municipal year.

Last reviewed: Date xxx

## MINUTES OF A MEETING OF THE CORPORATE COMMITTEE

WEDNESDAY 7 JUNE 2023

THIS MEETING WAS LIVE STREAMED AND CAN BE VIEWED HERE:

<https://youtube.com/live/2yonPjX0U-8>

- Councillors Present:** Councillor Penny Wrouth in the Chair
- Cllr Alastair Binnie-Lubbock, Cllr Sade Etti, Cllr Clare Joseph, Cllr Ifraax Samatar, Cllr Sheila Suso-Runge, Cllr Claudia Turbet-Delof, Cllr Jessica Webb, and Cllr Sarah Young (Vice Chair)
- Apologies:** Cllr Michael Desmond, Cllr Jon Narcross, Cllr Steve Race, and Councillor Ali Sadek
- Absent** Cllr Eluzer Goldberg and Cllr Michael Levy.
- Officers in Attendance:** Gerry McCarthy, Head of Community Safety, Enforcement and Business Regulation
- Joined remotely:** Cllr Clare Potter, Cllr Fliss Premru and Cllr Susan Fajana-Thomas.  
Rob Miller, Strategic Director Customer and Workplace

### **1 Appointment of Chair and Vice-Chair of the Corporate Committee for the municipal year 2023/24**

- 1.1 The Committee noted the appointment of Cllr Penny Wrouth and Cllr Sarah Young as the Chair and Vice Chair of the Corporate Committee respectively for the municipal year 2023/24.

### **RESOLVED:**

To note the appointment of Cllr Penny Wrouth and Cllr Sarah Young as the Chair and Vice Chair of the Corporate Committee respectively for the municipal year 2023/24.

### **2 The Terms of Reference of the Corporate Committee for the Municipal Year 2023/24**

- 2.1 The Committee noted their Terms of Reference for the municipal year 2023/2024.
- 2.2 The Committee also noted that the Constitution, including the terms of reference for Committees was being reviewed by the Constitution Committee. Any

changes to the terms of reference will be reported to a future Corporate Committee meeting.

- 2.3 The Chair briefly explained that two additional pieces of work would be added to Committee's work programme for 2023/24; the Strategic Plan and the Peer Review. The Council's Head of Policy and Strategic Delivery had updated the Chair on the Strategic Plan reporting that work was progressing to align delivery of the strategic plan to manifesto commitments and that Council would shortly undertake a piece of work looking to develop theories of change linked to the long term outcomes in the strategic plan.
- 2.4 The Chair was keen for the Committee to oversee the work on the Peer Review, however it was noted that might not be done until 2024.

**RESOLVED:**

To note the Corporate Committee Terms of Reference for the municipal year 2023/2024.

**3 Establishment and Composition of the Planning Sub Committee for the Municipal Year 2023/24**

- 3.1 The Corporate Committee approved the establishment and the composition of the Planning Sub-Committee for the municipal year 2023/2024.
- 3.2 The Chair reminded the members that the new substitute Planning Sub-Committee needed to ensure that they undertook the compulsory training before they could sit on the Planning Sub-Committee. Cllr Samatar reported, who had recently moved from being a substitute to a main Planning Sub-Committee member, had recently undertaken the training.

**RESOLVED:**

The establishment and the composition of the Planning Sub-Committee to be approved for the municipal year 2023/2024.

**4 Apologies for Absence**

- 4.1 Apologies for absence were received from Councillors Desmond, Narcross, Cllr Race and Cllr Sadek.
- 4.2 It was noted that Cllr Potter and Cllr Premru had joined the meeting remotely. Councillors accessing the meeting remotely, were reminded that they were not counted as being 'present' for the purposes of the Local Government Act 1972 and may not vote on any item under consideration. At the discretion of the Chair, the Councillors may however participate in non-decision making capacity.
- 4.3 Cllr Fajana-Thomas had joined the meeting remotely in her capacity as the Cabinet Member for Community Safety and Regulatory Services.

**5 Declarations of Interest - Members to Declare As Appropriate**

- 5.1 There were no declarations of interest.

## **6 Consideration of Minutes Of The Previous Meeting**

- 6.1 The Corporate Committee considered the minutes of the previous meeting, held on 14 March 2023, subject to the following amendments:
- Cllr Maxwell was present at the meeting;
  - Page five Manor Park to be replaced by Manor House;
  - Cllr Potter agreed at the meeting to follow up, on behalf of the Committee, any updates relating to the Strategic Plan.

### Matters Arising

- 6.2 The Chair notified the committee that the update on the Public Realm and policies for tables and chairs on pavements, as outlined on the draft work programme 2023/24 (see agenda item 10) was expected at the next Committee meeting in September.
- 6.3 The Governance Officer agreed to seek updates Green Flag work, Chief Executive Pay report, Equalities Demographic data and hire bikes on pavement and notify the Committee members.
- 6.4 The Council's Head of Community Safety, Enforcement and Business Regulation notified members that Dalston enforcement was included as part of item 9 on the agenda.
- 6.5 The Council's Head of Community Safety, Enforcement and Business Regulation reported that currently they were unable to breakdown the Temporary Event Notice (TEN) data by type. When the new database was operational then the Council should be able to provide that data.
- 6.6 The Council's Head of Community Safety, Enforcement and Business Regulation explained that he had asked Turning Point UK, the City of London and Hackney Substance Misuse Service, about the number of referrals to them. However, that data had not yet been provided because of General Data Protection Regulation (GDPR) related issues. The Council's Street Population Coordinator was looking into the matter and an update would follow shortly.
- 6.7 The Corporate Committee noted that Cllr Potter, Cllr Turbet-Delof and Cllr Young had attended the Hackney Service Centre (HSC) 10 May 2023 as part of a Corporate Committee and Council Joint Committee joint visit with Cllr Williams, Cabinet Member for Employment, Human Resources and Equalities.
- 6.8 Cllr Suso-Runge suggested for future Corporate Committee meeting minutes if actions could be highlighted in bold with bullet points.

**Action:**

**The Governance Officer to:**

- I. **Seek updates from the relevant Council Officers on the Green Flag work, Chief Executive Pay report, Equalities Demographic data and hire bikes on pavements since the last Committee meeting; and**
- II. **Update the Committee members on the latest developments in those areas.**

**Action:**

**The Council's Head of Community Safety, Enforcement and Business Regulation would contact the Council's Street Population Coordinator for an update on data on those people referred to Turning Point UK, the City of London and Hackney Substance Misuse Service.**

**RESOLVED:**

That the minutes of the previous meeting, held on 14 March 2023, subject to amendments, be agreed as a true and accurate record of proceedings.

**7 Future Working and ways of Workplace Update**

- 7.1 The Council's Strategic Director Customer and Workplace gave an update on the future workplace and ways of working. The future workplace team was continuing its work to provide modern, well designed space that supports effective, flexible and collaborative working and enables efficiencies across the Council's office estate.
- 7.2 Following the update, the Committee asked questions leading to the following points being raised:
  - The releasing of assets to generate alternative income was part of a separate asset review process which was under the remit of the Council's Strategic Property Services Team. That process carefully considers the different options for use of the Council's assets. The workplace changes were separate to this, but through rationalising the use of Council office estate buildings can be released so that they were available for the asset review process. The Council's asset review process was not just about income generation / capital release but also considered other uses such as addressing the need for accommodation in the borough.
  - The HSC had re-opened in early 2021 and though some Council services had returned to being face to face, some local residents preferred to have available other means to contact the Council;
  - Data outlining staff occupancy rates for Council buildings prior to March 2020 was unavailable. The peak days for occupancy for the HSC, for example, were Tuesdays to Thursdays which remained unchanged from before the pandemic;



- A key aspect of remote working was to ensure that it was a benefit for both staff, Councillors and the delivery of services for residents;
- Cllr Potter briefly spoke about a recent visit to the HSC and recalled that her and her fellow Councillors had witnessed a productive, positive and dynamic workplace. The HSC's third floor (which has been used as the pioneer for a remodelled working environment) was cited as an example of good balance of a flexible work space;
- The Committee agreed that they should undertake a follow up visit to those Council buildings off campus;
- Relating to questions about the current operation of Neighbourhood Offices, those were within the remit of the Council's Strategic Director Housing;
- It was clarified that the reference to no Equality Impact Assessment (EIA) was only in the context of the report not the wider Council as a whole;
- Equalities were at the core of workplace arrangements. There had been significant staff engagement both with staff and also the various staff equalities groups to ensure the Council was listening and understanding their needs and that this was reflected in the plans. There was also active dialogue with the Trade Unions about those plans;
- The Council's flexible working policy provides a number of tools for managers and staff to make arrangements that help to manage family commitments and such alike, however, it was also recognised that it was about striking a balance and for managers to work with staff but the needs of the local residents had to come first. It was felt that the flexible working policy was broad enough to provide a number of options to managers and staff;
- On the issue of health and indoor air quality, the Council had undertaken extensive checks e.g. checks on the ventilation systems had ensured that the flow of fresh air into the buildings was adequate and this was in line with guidance both pre and post pandemic;
- On the disposal of IT equipment, processes had already been in place prior to the pandemic so when Covid happened the Council repurposed those computers that had recently been refreshed to support staff who had to work from home during the lockdowns if they did not have their own IT equipment. Work had been undertaken with the Hackney Education team to ensure computer equipment was provided to children in the borough's schools who needed IT equipment for learning. A large number of computers went to schools partly through the Department of Education and the Council's own schemes as well as through local donations;
- Steps had been taken to provide schoolchildren with 4g internet connection devices to those children who did not have internet at home. With the Council's Better Broadband scheme a number of providers were coming into the borough to better value and other contributions such as free connections across the borough;
- The Council's transition to a new mobile phone SIM provider had been completed and this contract was let on a basis of relatively short contracts which enabled the Council to take advantage of price movement in the market. Members noted that it took a significant effort to swap out the SIM cards for all staffs' mobile phones;
- The Council has a broad number of ways in which to promote staff wellbeing, such as the use of green spaces or changing the location of a

meeting to a different building for example. The office environment post-pandemic was now more open and flexible and encourages more collaborative working;

- The Committee noted that the Council's new Director of Human Resources (HR) and Organisational Development (OD) was developing a OD strategy with staff wellbeing being a key part;
- An update on Carbon Monitoring would be provided after the meeting;
- The Better Broadband programme was linked to a Council manifesto commitment. One of the ways the Council had responded to the need for digital inclusion has been to create a boroughwide wayleave which makes it easier for new broadband providers to come into the borough through a more streamlined approach to regulatory steps providers need to work through. Providers involved in the scheme are required to sign up to a social value commitment. Three providers have signed up to the commitment and connectivity is being rolled out across the borough. The new fibre connections would become available to both local residents and Council staff.

**Action:**

**The Governance Officer to arrange a tour for the Committee members of the Council's buildings off campus.**

**Action:**

**The Council's Strategic Director Customer and Workplace would provide an update on Carbon Monitoring to the Committee before the next meeting.**

**RESOLVED:**

There are no official recommendations arising from this report. This report is for information purposes and for the Corporate Committee to note.

**8 Business Regulation Service Delivery Plans 2023/24**

8.1 The Council's Head of Community Safety, Enforcement and Business Regulation updated the Committee on Business Regulation Service Delivery Plans 2023/24. The report relates to service delivery plans for three of these areas:

- Environmental Health Service: Food Safety
- Environmental Health Service: Occupational Health & Safety
- Trading Standards

8.2 Following the update, Members of the Committee asked questions leading to the following points being raised:

- Committee members thanked staff for all their hard work and it was recognised that the pandemic had affected lots of people's work burden, and some had perhaps gone unrecognised. The report highlighted how in Environmental Health, the Food Safety Team's work had increased massively to deal with all the changes to regulations which were brought into force at short notice and they had risen to the challenge. The committee added that it was good to see

that number of businesses with a rating of five stars had increased from 52% to 56%;

- It was noted from the risk matrix that extra resources were needed to address any increased demand.
- An additional 800 registrations was expected in 2023 and an additional agency member of staff had been employed and another agency member of staff role was currently being advertised. A review would be undertaken quarterly. If additional resources were required then a bid would be submitted to the Group Director;
- The service received notifications of food safety issues, such as food poisoning, through the UK Health Security Agency (UKHSA). The Council's own service would also investigate suspected cases of food poisoning in the borough. After the meeting the committee would be sent data on the number of service requests received in relation to food poisoning by members of the public and how many infectious disease notifications the service had dealt with in the borough;
- The Committee noted that the re-inspection charge would increase from £170 to £320 in 2023/24. Businesses would have to pay for a re-inspection because they would not automatically receive one from the Council without three months passing. The Council also provided businesses with advice while an inspection was being undertaken. Normally a business would get a lower rating because they would want a food safety management system in place. Small and Medium Enterprises (SMEs) were more likely to have a system in place than national chain stores. The service would work with businesses to make sure they get a better rating. The Council would not write the food safety management system for businesses only guide to them to resources they required to do so in order to allow them to do that;
- A re-inspection would occur to give a business a better rating but as previously mentioned that could take place until three months after the previous inspection. However, that business could pay to have re-inspection take place sooner;
- The service could provide information and resources in various languages to assist those business owners for whom English was not their main language;
- The Committee noted that the service had a full time member of staff who dealt with a healthy food catering commitment to ensure that the food local residents were getting was healthy. The service was receiving a lot more enquiries about this area and the service was working with the Council's Public Health team to reply to these enquiries;
- The service would provide SME food hygiene training, however as a rule the service did not provide free training. This was provided to those SMEs who had signed up to the healthy catering commitment and were seeking to obtain a certain standard;
- The committee noted that the Food Standards Agency (FSA) was planning a fundamental review of the way that food safety was delivered within the UK and this would have a significant impact on the Council. The service had not yet discussed what impact this change would have on resources. Any national changes were not expected at until mid-2025 at the earliest;
- The Council was concerned about one of the possible future FSA changes where a high risk business was expected to be inspected

every two months. A consultation was currently under way and it was noted that the FSA was seeking to undertake pilot schemes with some local authorities next year with a view to bringing it in nationally the year after that. If there was no response from the London local authorities to the consultation then the Council would submit its own response;

- The Council noted that one of the other FSA proposals was to have less qualified officers undertaking inspections. It was felt that this posed some risks;
- Concerns were raised by the Service about FSA proposals to undertake virtual inspections. That was not recommended;
- Any response from the Committee to the FSA consultation would have to be through the Cabinet Member for Community Safety and Regulatory Services. The Head of Service should keep an eye on responses to the FSA consultation and liaise with the relevant cabinet member to ensure the Government was aware of Hackney's perspective on the proposed changes;
- During food safety inspections Council Officers would check with them that they have a system in place for the correct method of disposal of food waste. Concerns raised by local residents about food waste being dumped outside a business would fall under the remit of the Council's Enforcement team. If a Committee member had a specific concern about a business dumping food waste they should contact the Council's Enforcement team;
- Every business which sold fireworks was encouraged to sell quieter fireworks;
- Officers responding to a complaint about a number of goats being kept in the borough had found nothing untoward.

**Action:**

**The Head of Community Safety, Enforcement and Business Regulation to provide to the committee figures on:**

- I. **The number of service requests received in relation to food poisoning by members of the public;**
- II. **How many infectious disease notifications the service had dealt with in the borough.**

**Action:**

**The Head of Service should keep an eye on responses to the FSA consultation and liaise with the relevant cabinet member to ensure the Government was aware of Hackney's perspective on the proposed changes.**

**RESOLVED:**

- The Food Law Enforcement Service Plan for 2023/24 was reviewed and agreed.
- The level and scope of the work being carried out to meet the requirements of the plan was considered and noted.

- The level and scope of work being carried out to meet the requirements of the Health and Safety and Trading Standards Service Delivery Plans was noted.

## 9 Environmental Enforcement Annual Performance Report 2022/23

- 9.1 The Council's Head of Community Safety, Enforcement and Business Regulation updated the Committee on the Environmental Enforcement Annual Performance Report 2022/23. The published report set out the key areas relating to enforcement, the management arrangements and resources that had been allocated for this work by the local authority and the key targets.
- 9.2 The Chair reminded committee members that such was the nature of this type of work that the members' comments would be influenced by casework. However, the committee members must not go into specific details.
- 9.3 Following the update, Members of the Committee asked questions where a number of points were raised including the following;
- An organogram of the Council's Environmental Enforcement Service and enforcement spend figures for 2019-20 would be sent to the Committee after the meeting;
  - The financial spend for the Late Night Levy (LNL) fell under the remit of the Council's Licensing Committee. It was recognised that a large number of projects were covered and funded by the LNL;
  - Regarding the prioritisation of services and resourcing, commercial noise and the Night Time Economy (NTE) were covered by specific NTE meetings and how many reports the service received the previous week relating to all the businesses in the borough. The service also had access to Police data which would reveal the number of incidents that had taken place inside and outside certain premises. There was also ongoing casework by officers. Cases could be prioritised for a number of reasons;
  - On closure orders, Hackney had one of the highest in London and the Council was effective in managing cases of Anti-Social Behaviour (ASB);
  - Enforcement work was prioritised through a number of sources including enforcement officer patrols and noise reports. Case work was always ongoing and was intelligence-led;
  - The Committee were reminded that the service had to adhere to a Council policy on enforcement which was a three stage process with communication being a key feature and then if an individual did not comply then the Council would take that person to court. It was a very small minority who would not comply;
  - The service had a good working relationship with the Police in undertaking closure orders and the Police had supported the Council in court with evidence;
  - The Committee noted that enforcement was achieved through multiple agencies working together and this was supported by an extensive 24/7, 365 days a year Closed Circuit Television (CCTV) network across the borough;
  - Regarding ongoing specific issues in the borough, such as at Manor House, there were weekly Street Users Outreach meetings and

through those meetings individuals would be identified who needed help. A Street Populist Coordinator had also been employed in which they work with individuals who have issues working with Turning Point UK. It was recognised that there were some very difficult cases to deal with. Council Officers were committed in pursuing cases but unless incidents were reported to the Council officers would not be able to follow them up;

- Council noise reports were cited as a specific example, wherein when a local resident was following up a previously made complaint the system online would ask them to quote the unique reference number that they were given the first time that they made a complaint in order to trace the status of the complaint. A Council Officer would be allocated to that reference number to chase up the matter. However, a lot of complaints were being put into the system and that the information would also be reported to the Police but it was acknowledged that it was a slow process; ;
- Committee members were reminded that while it was important for Councillors to report incidents ultimately incidents of street ASB was the responsibility of the Police to investigate;
- The work of the enforcement team was acknowledged but it was noted that over the last ten years, because of cuts by central government, resources had shrunk;
- As part of the Council's Night Time Economy initiatives a huge number of resources were dedicated to measures to prevent attacks against women and girls. A bid had been submitted to get permanent funding for CCTV in four areas of the borough to assist in improving women and girls safety;
- Issues around garages working late at night Councillors should email the relevant Council department, for example Planning, however if it fell directly under the remit of enforcement they would be dealt with;
- Additional resources were to be allocated to out of hours noise abatement measures at the weekend as well as Friday nights. This was expected to begin from July 2023;
- If the service was made aware of particular dog fouling hotspots in the borough then they would increase the Fix Penalty Notice (FPN) signage and additional officer patrols in those areas. The service had had some successes in catching persons and fining them;
- Committee members were encouraged to report cases of dog fouling on the service's portal so that the matter could be investigated;
- Payday loan lenders were an issue for Trading Standards. If the activity in question was based at a location in the borough then the service would look into it but any activities online were not within the Council services' remit;
- Money not spent under the LNL would be carried over to the next financial year. The example of Hackney Medics was cited where they had been given a years contract because late additional money had come in. Another example of money being carried over to use on other services was with the Mobile Messaging Vehicle which put out messages about violence against women and girls and thefts. This was big piece of work being undertaken in Shoreditch;
- There were a considerable amount of enforcement patrols across the breadth of borough and they could be allocated to a particular part of Shacklewell based on concerns raised by Committee members;

- Where incidents of ASB were reported, enforcement patrols would be undertaken. Weekly tasking meetings would also identify where there were particular problem areas in the borough. Other stakeholder groups, such as housing associations, would participate in those tasking meetings and where necessary patrols would be allocated to specific areas. These patrols would be take place all hours of the night and officers would investigate the stairwells of flats for example to investigate if anyone was drug dealing or example;
- Committee members noted that closure orders could not be initiated by the service unless they had evidence;
- On raising awareness of prevention of violence towards women and girls such as in Shoreditch, for example, the service provided for local businesses, for example, Welfare And Vulnerability Engagement (WAVE) training and there was also various campaigns to raise awareness such Ask for Angela which was used by bars and other venues to keep women safe from sexual assault;
- Under Police Reform and Social Responsibility Act 2011 70% of LNL funds had to be used for policing. It had been recognised nationally what Hackney Council had done to tackle violence against women and girls. The borough had the highest record nationally detention and conviction rate against those committing violence against women and girls. The Council also had the domestic violence abuse and intervention service, which was a multi-agency service which supported measures to prevent violence against women and girls. A campaign had recently started, run by the London Borough of Hackney, Town Hamlets and City of London to raise awareness of violence against women and girls in the night time economy.

**Action:**

**The Council's Head of Community Safety, Enforcement and Business Regulation would provide the Committee with an organogram of the Council's Environmental Enforcement Service.**

**Action:**

**The Council's Head of Community Safety, Enforcement and Business Regulation would provide enforcement spend figures for 2019-20.**

**RESOLVED:**

There are no recommendations set out in this report, it is for informative purposes only. The Corporate Committee noted the annual performance report for the service.

**10 Draft Work Programme 2023/24**

10.1 The Committee noted the draft work programme for 2023/24.

**RESOLVED:**

There are no official recommendations arising from this report. This report is for information purposes and for the Corporate Committee to note.

**11 Any Other Business the Chair Considers to be Urgent**

11.1 There was no urgent business for consideration.

**END OF MEETING**

Date of the next meeting – 12 September 2023

**Duration of the meeting: 6.30pm - 8.39pm**

Cllr Penny Wrout  
Chair of the Corporate Committee

Contact:  
Gareth Sykes  
Governance Officer  
Email: [governance@hackney.gov.uk](mailto:governance@hackney.gov.uk)

DRAFT



### Actions list for the Corporate Committee meeting on 7 June 2023

Agenda Number	Title	Action
6	Consideration of Minutes Of The Previous Meeting	<p>The Governance Officer to:</p> <ul style="list-style-type: none"> <li>I. Seek updates from the relevant Council Officers on the Green Flag work, Chief Executive Pay report, Equalities Demographic data and hire bikes on pavements since the last Committee meeting; and</li> <li>II. Update the Committee members on the latest developments in those areas.</li> </ul>
6	Consideration of Minutes Of The Previous Meeting	The Council's Head of Community Safety, Enforcement and Business Regulation would contact the Council's Street Population Coordinator for an update on data on those people referred to Turning Point UK, the City of London and Hackney Substance Misuse Service.
7	Future Working and ways of Workplace Update	The Governance Officer to arrange a tour for the Committee members of the Council's buildings off campus.
7	Future Working and ways of Workplace Update	The Council's Strategic Director Customer and Workplace would provide an update on Carbon Monitoring to the Committee before the next meeting.
8	Business Regulation Service Delivery Plans 2023/24	The Head of Community Safety, Enforcement and Business Regulation to provide to the committee figures on:

		<ul style="list-style-type: none"> <li>I. The number of service requests received in relation to food poisoning by members of the public;</li> <li>II. How many infectious disease notifications the service had dealt with in the borough.</li> </ul>
8	Business Regulation Service Delivery Plans 2023/24	The Council's Head of Community Safety, Enforcement and Business Regulation would monitor responses to the FSA consultation and liaise with the relevant Cabinet Member to ensure the Government was aware of Hackney's perspective on the proposed changes.
9	Environmental Enforcement Annual Performance Report 2022/23	The Council's Head of Community Safety, Enforcement and Business Regulation would provide the Committee with an organogram of the Council's Environmental Enforcement Service.
9	Environmental Enforcement Annual Performance Report 2022/23	The Council's Head of Community Safety, Enforcement and Business Regulation would provide enforcement spend figures for 2019-20.

<b>Title of Report</b>	Paid Domestic Abuse Leave
<b>For Consideration By</b>	Corporate Committee
<b>Meeting Date</b>	12th September 2023
<b>Classification</b>	Open / Exempt (incl. reason)
<b><u>Ward(s) Affected</u></b>	All Wards
<b><u>Group Director</u></b>	Jackie Moylan Williams, Group Director, Finance and Corporate Resources

## 1. **Summary**

- 1.1. Employers play a powerful role in tackling domestic abuse, by supporting employees, raising awareness, and tackling the cultural barriers that exist around disclosure.
- 1.2. The Crime Survey of England and Wales (CSEW) estimates that 1 in 4 women and 1 in 6-7 men will experience domestic abuse. In reality, figures are likely to be much higher as many cases are not reported to the police. This is an impactful issue for our workforce.

Tackling Domestic Abuse forms part of Hackney’s Violence Against women and Girls (VAWG) strategy. The VAWG Strategy 2019 - 2022, says: ‘We are eradicating violence against women and girls across the borough and are determined to demonstrate that Hackney is a borough which takes a ‘zero tolerance’ approach to gender based violence.’

Hackney has had paid leave to support those leaving an abusive relationship for many years. This report proposes an increase in Domestic Abuse leave from the existing (up to) 5 days to:

- Up to 20 days - with dependents
- Up to 10 days - without dependents

- 1.3. The review has been undertaken jointly with Hackney’s Domestic Abuse Intervention Service (DAIS) and the increase in paid leave is part of the Council's commitment to support the eradication of violence against women and girls across the borough.

## 2. **Recommendations**

- 2.1. Corporate Committee is recommended to approve an increase in paid Domestic Abuse leave for employees leaving an abusive relationship:

- (up to) 20 days for employees with dependents
- (up to) 10 days for employees without dependents.

### 3. **Background**

#### 3.1. **Introduction**

(1) **A definition of Domestic Abuse:** The behaviour of a person towards another person is “domestic abuse” if

- (a) People concerned are each aged 16 or over and are personally connected to each other, and
- (b) the behaviour is abusive.

Behaviour is “abusive” if it consists of any of the following—

- (a) physical or sexual abuse;
- (b) violent or threatening behaviour;
- (c) controlling or coercive behaviour;
- (d) economic abuse;
- (e) psychological, emotional or other abuse;

It does not matter whether the behaviour consists of a single incident or a course of conduct. (The Domestic Abuse Act 2021)

(2) Below are some facts that provide context, and explains why this is an important issue for Hackney, it’s employees and community:

**Domestic Abuse is widespread:** An estimated 1 in 4 women and 1 in 6-7 men will experience domestic abuse in their lifetime. Anyone can experience or be a perpetrator of domestic abuse. It takes place at all levels of society, regardless of social class, race, religion, gender identity, sexuality or disability.

**Domestic abuse is gendered:** Women are more likely than men to experience multiple incidents of abuse, different types of domestic abuse (intimate partner violence, sexual assault and stalking) and in particular sexual violence. (Women’s Aid).

**Domestic abuse kills:** On average 2 women a week are killed by a current or former male partner (Refuge). One man each month is killed by a current or former partner.

**A robust policy is part of Hackney’s strategy for tackling Violence against women and girls:** The response to domestic abuse forms part of Hackney’s Strategy for Tackling Violence Against Women and Girls (VAWG).

**A robust policy is part of Hackney’s Duty of care and legal responsibility to provide a safe and effective working environment:** Helping to support and protect employees who are experiencing domestic abuse is part of that responsibility. This is particularly important in a post-pandemic world where new ways of working and an increase in the number of people working from home have blurred the boundaries between home and work.

### 3.2. Background

#### (1) Paid leave and protocol

There are currently no statutory provisions for Domestic Abuse Leave. However, paid Domestic Abuse leave has been in place in Hackney for many years, and a protocol (guidance) since 2017. The guidance was developed following the death of Judith Nibbs in April 2014. Judith Nibbs was killed by her estranged husband. Judith lived in Shoreditch, and worked for Hackney delivering meals on wheels to the elderly and vulnerable. Judith’s death was shocking and tragic.

#### (2) Current provisions

The paid Domestic Abuse Leave provisions are currently:

Hackney:	Up to 5 days	For anyone leaving an abusive relationship, to deal with practical issues such as going to court, meeting solicitors and attending counselling.
Hackney Education:	Up to 20 days (with dependants) Up to 10 days (without dependants)	At management discretion for anyone fleeing domestic violence.

### 3.3. The proposal

To increase the current (up to) 5 days paid leave to:

Up to 20 days:	With dependents	For anyone leaving an abusive relationship.
Up to 10 days	Without dependents	

Note: This retains the provisions currently available in Hackney Education (without increase).

The leave is available to employees who are leaving an abusive relationship. Although the full impacts on individuals are difficult to predict, someone may need to secure alternative accommodation; change bank accounts; source legal support; apply for court orders. With dependents, they may need to arrange new schools/nursery placements; attend child safeguarding meetings; and arrange therapeutic support for children (or themselves). These are just some examples.

### 3.4. Financial Implications

(1) Current take up:

2022/23	1 employee took 1 day.
2021/22	0
2020/21	3 employees took a total of 12 days (4 days each on average)

Take up is unreliable as the person may not take leave, or may take leave but not disclose the reason. It is not known how many employees experiencing Domestic Abuse will leave the relationship each year (to qualify for paid leave). Therefore, the financial implications are being assessed using an estimate of the number of staff that may be impacted as set out below.

(2) Potential number of staff impacted.

It is estimated that 10 employees may need to take leave each year.

This estimate is based on:

- Hackney had 4484 employees as at 31st March 2023 (2381 women and 2103 men)
- 21% of the workforce are likely to experience domestic abuse at some point in their lives (1 in 4 women; and 1 in 6/7 men).
- Each year is 2% of working life (using a working life of 49 years (18 - 67))
- The TUC estimates that 50% of those experiencing Domestic abuse are likely to need time off work. [Support in the workplace for victims of domestic abuse | TUC](#)

(3) Estimated costs

Based on 10 employees taking the maximum 20 days leave, the cost would be £30,481 (This uses an average salary of £40,193 / 52.143 / 5 x 10 people x 20 days). This is a productivity cost i.e. time away from work, unless the nature of the work requires additional expenditure to provide cover.

Note: This is a high estimate because:

- 10 people taking advantage of the leave available is high for the reasons set out in 3.3 (2)
- It assumes all employees have dependents. The maximum is lower (10 days) for employees who do not have dependents.
- Each employee's experience and circumstances will be different, and not all employees will need (or take) the maximum leave required (with or without dependents).

### 3.5. **The Business case**

1. Lost productivity and absence linked to domestic abuse can mean significant economic losses for individuals and employers. The CBI states that Domestic Abuse costs businesses an estimated £1.9 billion per year, as the result of decreased productivity, time off work, lost wages and sick pay.

As well as supporting employees, the increased provisions could represent an investment in reducing absence (including sickness absence) and increasing productivity.

2. Employers have a duty of care and a legal responsibility to provide a safe and effective work environment. As well as the impacts on the employee's health and wellbeing, many perpetrators target the person they are abusing at work. Preventing and tackling domestic abuse is an integral part of our statutory duty.
3. Supporting the workforce remains a key part of Hackney's strategy for combating Violence Against Women and Girls; and the increase in Domestic Abuse leaves show Hackney to be leading in terms of good employment practice.
4. The proposed change will also help the Council evidence its commitment to safeguarding children. Children are defined by the Domestic Abuse Act 2021 as being victims in their own right if they "see, hear or experience the effects of" domestic abuse. An increased entitlement of leave enables the non-abusive parent / LBH employee to respond to their child(ren)'s needs and ensure the right support is in place for them e.g. being with them if they are unable temporarily to attend school, attending meetings with agencies etc.
5. Increased provisions support employee engagement and our social responsibility. A safe and supportive workplace can make a real difference to an individual's journey out of an abusive situation and their long-term prospects. A robust approach to domestic abuse as a workplace issue also builds awareness and drives long-term culture change.

6. The COVID-19 pandemic has brought domestic abuse to the forefront as, for many, the home has also become the workplace. Increased provisions could be a powerful part of our support for the post-COVID hybrid working era, by acknowledging that different ways of working require tailored support.

### 3.6. **Domestic Abuse Policy and Guidance**

The increase in paid leave is part of a refresh of our employment policy on Domestic Abuse. The review has been undertaken jointly with Hackney's DAIS. The revised guidance provides an overarching policy, and separate detailed guidance for managers and employees. Together they aim to provide a workplace environment that is open, trusting, non judgemental and supportive. The guidance expands on the good practice already promoted in the existing protocol, and signposts sources of support (including Hackney's own DAIS).

The approach to perpetrators is a key area of expansion. The revised guidance recognises that there may be complex reasons behind a perpetrator's behaviour, and that they are also harming themselves. However, the onus is placed firmly on the perpetrators to take responsibility for their behaviours and stop abusing. The Council will take appropriate action against employees who are perpetrators of domestic abuse. Any perpetrator who is seeking to change their behaviours will be supported.

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

- 4.1. As outlined in Section 2, this report seeks the approval to increase the amount of paid Domestic Abuse leave for employees leaving an abusive relationship. The potential number of staff affected and the corresponding financial impact has been outlined in Section 3. Any increased costs will be managed within the service area's existing budgets. Inset text here

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

- 5.1. In accordance with Article 9.1.4 of the Council's constitution, Corporate Committee is responsible for maintaining oversight of the Council's Human Resources functions. It has the authority to approve an increase in paid domestic abuse leave for employees leaving abusive relationships as recommended at 2.1 of this report.

### **Appendices**

#### **Revised Policy and Guidance:**

[Domestic Abuse Policy for the Workplace Final Version June 2023.](#)  
[Domestic Abuse in the Workplace Managers Guidance Final Version June 2023](#)



**Domestic Abuse Policy for the Workplace: Employee Guide Final**  
**Version June 2023**

<b>Report Author</b>	Name: Meryl Wade Title: HR Policy Manager Email: meryl.wade@hackney.gov.uk Tel: 020 8356 3072
<b>Comments for the Group Director of Finance and Corporate Resources prepared by</b>	Name: Mizanur Rahman Title: Chief Accountant, Finance and Resources Email: Mizanur.rahman@hackney.gov.uk Tel: 020 8356 4347
<b>Comments for the Director of Legal, Democratic and Electoral Services prepared by</b>	Name: Juliet Babb Title: Team leader (Employment) Email: juliet.babb@hackney.gov.uk Tel: 020 8356 6183

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**Corporate Committee - Draft Work Plan 2023/24**

<b>7 June 2023</b>				
1	<b>HR Policy Review (if required)</b>		To Approve	Ian Williams (Sandra Farquharson/ Stuart Thorn)
2	<b>Enforcement and Environmental Protection Service Delivery Plans 2023/24</b>	The report sets out the service delivery plans for the 2023/24 financial year.	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)
3	<b>Business Regulation Service Delivery Plans 2023/24</b>	The report sets out the Business Regulation Service delivery plans for the 2023/24 financial year.	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)
4.	<b>Environmental Enforcement - Annual Performance Report 2022/23</b>	The report sets out the annual performance report across the environmental enforcement remit for the 2022/23 financial year.	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)
5.	<b>Update on the Public Realm and policies for tables and chairs on pavements</b>	Report detailing the Council's activities and performance including policies for tables and chairs on pavements	For Information And Comment	Rickardo Hyatt Daniel O'Sullivan & Tyler Linton & Natalie Broughton

<b>12 September 2023</b>				
1	<b>HR Policy Review (if required)</b>		To Approve	Sandra Farquharson/Kate Faxen
2	<b>Update on the Public Realm and policies for tables and chairs on pavements</b>	Report detailing the Council's activities and performance including policies for tables and chairs on pavements	For Information And Comment	Rickardo Hyatt Daniel O'Sullivan & Tyler Linton & Natalie Broughton
3	<b>Regulatory Services Service Plan Update 2022/23</b>	This report provides an update on the performance of the Food Safety (The Food Law Enforcement a statutory plan) and Trading Standards Services against the Plan	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)

<b>12 December 2023</b>				
1	<b>HR Policy Review (if required)</b>		To Approve	Sandra Farquharson/Kate Faxen
2	<b>Pay Policy Statement 2023/24</b>	Localism Act 2011 requires the Council to publish an annual pay statement for Chief Officer Pay.	To Approve	Sandra Farquharson/Kate Faxen
3	<b>Gender and Equalities Pay Gap Report</b>	The law (the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017) requires that the Council calculate and report the gender pay gap annually.	To Approve	(Sandra Farquharson/Kate Faxen)

		Although there is no statutory requirement to do so, Hackney also produces the ethnicity pay gap. The ethnicity pay gap is presented in this report as well.		
4	<b>Planning Authority Monitoring Report April 2021 - March 2022 &amp; 2022/23</b>	The AMR provides monitoring information on spatial planning related activity for the financial year 2021/22 & 2022/23 to inform and monitor policy development and performance	To approve	Rickardo Hyatt (Natalie Broughton)
5	<b>Strategic Plan update</b>	The Plan, 'Working Together for a Better Hackney', sets out the ambitions for the Council for the next four years, as well as the challenges it faces, and describes how as a Council its need to respond and change, working and co-producing with residents, the voluntary and community sectors, the business community and public sector partners.	For Information And Comment	Sonia Khan

**13 March 2024**

1	<b>HR Policy Review (if required)</b>		To Approve	Sandra Farquharson/Kate Faxen
2	<b>Annual Performance Report Of The Noise Service 2023/24</b>	The annual report sets out the development of the Council's response to noise nuisance.	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)
3	<b>Annual Report of the Public Spaces Protection Order (PSPO) 2023/24</b>	Annual report on the Public Spaces Protection Order.	For Information And Comment	Rickardo Hyatt (Gerry McCarthy)

4	<b>Report of the Public Realm including policies for tables and chairs on pavements</b>	Report detailing the Council's activities and performance including policies for tables and chairs on pavements	For Information And Comment	Rickardo Hyatt (Tyler Linton, Daniel O'Sullivan & Natalie Broughton)
5	<b>Peer Review</b>	The Council will invite representatives of other authorities to review the delivery of specific services, to use their experience to assess how well these services are performing and to make recommendations for improvement.	For Information And Comment	Sonia Khan

Last updated: 14 August 2023