

**Corporate Committee meeting actions list**

Agenda Number	Title	Action	Status
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**Actions from the 13 March 2024 meeting**

3	Consideration of Minutes Of The Previous Meeting and matters arising	The Governance Officer to determine if the Skills, Economy and Growth Scrutiny Commission were undertaking any work into the issue of the moral, wellbeing and performance of Council staff post-pandemic.	<p><b><u>Update 2 April 2024:</u></b></p> <p>The issue of the moral, wellbeing and performance of Council staff post-pandemic fell within the remit of the Scrutiny Panel.</p> <p>The Head of Scrutiny and Ward Forums confirmed that the issue would be added to the programme discussion list. The Scrutiny Panel would discuss the issue in the new municipal year at their first meeting in July 2024.</p>
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3	Consideration of Minutes Of The Previous Meeting and matters arising	The Chair of the Committee to update members at the next meeting following discussions with the Council's strategic Director Customer and Workplace Customer & Workplace and the Director Of Human Resources and Organisational Development on Council buildings tour.	
3	Consideration of Minutes Of The Previous Meeting and matters arising	The Chair of the Committee would contact the Council's Strategic Director Customer and Workplace Customer for an update on the air and light quality in the HSC building.	
3	Consideration of Minutes Of The Previous Meeting and matters arising	The Head of Community Safety, Enforcement & Business Regulation would provide the Committee with figures for the expenditure for Fixed Penalty Notice enforcement for the 2021 to 2022 period.	
6	Planning Service Authority Monitoring Report (AMR) (April 2021 - March 2023)	The Corporate Committee recommended ongoing liaison between Street Scene and the Parks Team, to ensure measures to minimise the potential for conflict between cyclists and pedestrians in park areas. The team drawing up the Hackney Transport Policy Strategy to be informed of this as something to keep in mind, since both walking and cycling have increased in the borough.	
6	Planning Service Authority Monitoring Report (AMR) (April 2021 - March 2023)	Corporate Committee to inquire about how to obtain data on new businesses and specifically details of their demographic breakdown e.g. their ethnicity and gender background.	
7	Annual Performance Report Of The Noise Service 2023/22024	The Council's Head of Community Safety, Enforcement and Business Regulation would contact the Council's Housing team for figures on Alternative Dispute Resolution.	

7	Annual Performance Report Of The Noise Service 2023/22024	The Council's Head of Community Safety, Enforcement and Business Regulation would submit to the next Corporate Committee meeting a brief report on the work undertaken so far in preparation for the Wireless Festival on 12 - 14 July 2024 in Finsbury Park.	
8	Report of the Public Realm including policies for tables and chairs on pavements	The Head of Community Safety, Enforcement & Business Regulation to provide details on the number of Fixed Penalty Notices issued by, and the amount of revenue received for the Council, as a result, at the next Committee meeting.	
8	Report of the Public Realm including policies for tables and chairs on pavements	The Chair of the Committee would write to the Council's Waste Services and the Cabinet Member for Climate Change, Environment and Transport about the issues raised at the Corporate Committee meeting (e.g. bins obstructing the public highway) and communicating to local residents about taking their bins in.	

### Actions from the 12 December 2023 meeting

3	Consideration of Minutes Of The Previous Meeting and matters arising	The Chair would check with the Council's Assistant Director, Business Intelligence, Elections & Member Services specifically in relation to the changes in the school provision, specifically in relation to those schools scheduled to close, and any impact that may have as a result on the availability of polling stations.	Ongoing
3	Consideration of Minutes Of The Previous Meeting and matters arising	The Governance Officer would contact the Head of Streetscene to provide the following: Following the identification of the 'hack' method promoted online for accessing dockless bicycles had, through the monitoring of figures, there been seen a decline in reported complaints about	<b>RESOLVED:</b> Update circulated to committee on 5

		<p>the poor parking compliance of the dockless bicycles: Further information on the recyclable technology of dockless bicycles and what was the bicycles average lifecycle; What was the Council doing to provide more space on the carriageway for the parking of dockless bicycles</p>	March 2024.
3	Consideration of Minutes Of The Previous Meeting and matters arising	The Governance Officer would contact the Council's Enforcement Team to seek figures on the Council's spend on Fixed Penalty Notice enforcement for the 2019 to 2020 period.	<p><b>RESOLVED</b></p> <p>Figures for the 2019/20 period were included in the June 2023 report.</p>
8	Strategic Plan update	The Governance Officer would publish, as a supplementary paper to the 12 December 2023 Corporate Committee meeting papers, the Strategic Plan update presentation entitled 'Developing & Embedding the Strategic Plan'.	<p><b>RESOLVED:</b></p> <p>The presentation slides were added to the 12.12.23 meeting papers as a supplementary paper on 19.12.23.</p>
9	Strategic Plan update	The Council's Assistant Director, Policy and Strategic Delivery would provide the Corporate Committee with an update on Strategic Partnerships.	

9	Strategic Plan update	The Council's Assistant Director, Policy and Strategic Delivery would provide the Corporate Committee with an update on the timelines for the Strategic Plan.	<b>RESOLVED:</b> An update was circulated to the Committee on 2 April 2024
10	Draft Corporate Committee work programme 2023/24	The Governance Officer would check the minutes and recording for the December 2022 Corporate Committee to determine the history of why the Gender and Equalities Pay Gap report was added to the Committee's draft work programme for 2023-2024.	<b>RESOLVED:</b> No reference was made to the Gender and Equalities Pay Gap report at the December 2022 meeting.
10	Any Other Business the Chair Considers to be Urgent	The Governance Officer would check with his equivalents for the Council's Scrutiny Commissions to determine which Scrutiny Commissions' remit would cover any work relating to the Edmonton Incinerator.	<b>RESOLVED:</b> An update was circulated to Committee Members on 19 January 2024.
10	Any Other Business the Chair Considers to be Urgent	The Governance Officer would: 1) Contact the Council's Strategic Director Customer and Workplace, Customer and Workplace requesting further data regarding occupancy and usage levels for Council buildings; 2) Contact the Council's Strategic Director Customer and Workplace, Customer and Workplace to clarify:	Ongoing

		<p>a) what the terms of reference were for the original Committee Members' May 2023 visit to the Hackney Service Centre (HSC) and;</p> <p>b) Post-pandemic period had there been any concern raised about some of the Council buildings having lower than expected occupancy levels;</p> <p>3) Pending further information received from for 2) and 3), put on hold any arrangements for Committee members' visit to the Council's off campus buildings.</p>	
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#### **Actions from the 12 September 2023 meeting**

4	Consideration of Minutes Of The Previous Meeting and the Actions list	Governance Officer to follow up those outstanding actions from the 7 June 2023 Corporate Committee meeting for updates.	<b>RESOLVED</b>
4	Consideration of Minutes Of The Previous Meeting and the Actions list	<p>The Governance Officer to check with the Council's Strategic Director Customer and Workplace whether there was available for circulation to the committee empirical statistics on the following for Council buildings:</p> <ol style="list-style-type: none"> <li>1. Occupancy levels</li> <li>2. Usage levels; and</li> <li>3. Details on who the freeholder or leaseholder was for each Council building.</li> </ol>	<p><b>RESOLVED</b> 1. and 2.</p> <p>3. Ongoing</p> <p>Update on occupancy and usage levels circulated to the Committee</p>

			on 7 November 2023.
6	Paid Domestic Leave report	The Director of Human Resources and Organisational Development would: I. Clarify, in relation to contracting and procurement, that all the Council's external contractors had in place a domestic abuse policy; II. If they did not to ensure that they did so going forward; III. Report back to the Committee on their findings in relation to i) and ii).	<b>RESOLVED</b>  Further update provided at the 12 December 2023 meeting.
6	Paid Domestic Leave report	The Cabinet Member for Employment, Human Resources and Equalities to report back, via the Council's Director of Human Resources and Organisational Development, the outcome of their discussions at the HR forum of the London Councils, on benchmarking on the level of leave granted in relation to domestic abuse throughout London's local authorities.	<b>RESOLVED</b>  Update circulated to the Committee on 9 November 2023.
8	Draft Corporate Committee Work Programme 2023/24	The Governance Officer would contact the relevant officers as to the current status of the following work streams on the Committee's Work Programme 2023/24: i. The Public Realm and policies for tables and chairs on pavements: ii. The Regulatory Services Service Plan Update 2022/23	i) Ongoing ii) <b>RESOLVED</b>
8	Draft Corporate Committee Work Programme 2023/24	The Chair would check with the Council's Assistant Director, Business Intelligence, Elections & Member Services as to the status of the Council's work on Polling District and Place Reviews.	<b>RESOLVED</b>

8	Draft Corporate Committee Work Programme 2023/24	The legal officer to check with the Council's Head of Community Safety, Enforcement and Business Regulation, and report back to the committee, through the Governance Officer, on what PSPO was to be covered as part of the the Public Spaces Protection Order (PSPO) 2023/24 item, as listed on the Committee's Work Programme for 13 March 2024.	<b>RESOLVED</b> Update circulated to the Committee on 26 September 2023.
8	Draft Corporate Committee Work Programme 2023/24	The Governance Officer would: i. check with the relevant officers on the timetable for each of the items on the Committee's Work Programme for 2023/2024; ii. Add an additional column to the Work Programme outlining the deadlines for each item.	<b>RESOLVED</b> See item 9 Work programme for further details.

### Actions from the 7 June 2023 meeting

6	Consideration of Minutes Of The Previous Meeting	The Governance Officer to:  I. Seek updates from the relevant Council Officers on the Green Flag work, Chief Executive and SMT pay arrangements, 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.	<b>RESOLVED</b> Updates on Green Flag circulated previously.
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			Updates on other parts of action included as part of 12 December 2023 meeting papers.
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.	<b>RESOLVED</b>
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.	On hold pending outcome of action at 12 December 2023 meeting.
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.	<b>RESOLVED</b> Update on action circulated on 7 August 2023

8	Business Regulation Service Delivery Plans 2023/24	<p>The Head of Community Safety, Enforcement and Business Regulation to provide to the committee figures on:</p> <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>	<p><b>RESOLVED</b></p> <p>Update on action included as part of 12 December 2023 meeting papers.</p>
8	Business Regulation Service Delivery Plans 2023/24	<p>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.</p>	<p><b>RESOLVED</b></p> <p>Update on action included as part of 12 December 2023 meeting papers.</p>
9	Environmental Enforcement Annual Performance Report 2022/23	<p>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.</p>	<p><b>RESOLVED</b></p> <p>Update on action included as part of 12 December 2023 meeting papers.</p>

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.	Ongoing
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