

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 8 March 2016

**Minutes of the meeting of the Port Health & Environmental Services Committee
held at the Guildhall EC2 at 11.30 am**

Present

Members:

Wendy Mead (Chairman)	Graeme Harrower
Jeremy Simons (Deputy Chairman)	Vivienne Littlechild
Deputy John Absalom	Professor John Lumley
Deputy John Bennett	Andrew McMurtrie
Keith Bottomley	Barbara Newman
Henry Colthurst	Ann Pembroke
Karina Dostalova	Delis Regis
Peter Dunphy	Deputy John Tomlinson
Marianne Fredericks	Michael Welbank
George Gillon	Mark Wheatley
Deputy Stanley Ginsburg	Philip Woodhouse

Officers:

David Arnold	- Town Clerk's Department
Sue Baxter	- Town Clerk's Department
John Park	- Town Clerk's Department
Jenny Pitcairn	- Chamberlain's Department
Julie Smith	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor's Department
Carolyn Dwyer	- Director of Built Environment
Steve Presland	- Department of the Built Environment
Jim Graham	- Department of the Built Environment
Sue Ireland	- Director of Open Spaces
Gary Burks	- Superintendent of the City of London Cemetery & Crematorium
Tony Macklin	- Markets & Consumer Protection Department
Steve Playle	- Markets & Consumer Protection Department

1. APOLOGIES

Apologies for absence were received from Deputy Bill Fraser, Wendy Hyde, Alderman Julian Malins, Hugh Morris, Henrika Priest, Deputy Richard Regan, and Deputy James Thomson.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were none.

3. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 18 January 2016 be approved.

Matters Arising

Recycling Action Plan

The Director of Transportation and Public Realm advised that the effectiveness of incentive initiatives to encourage City of London residents and businesses to recycle was being investigated but early reports suggested it would be non-cost-effective. A final report from the West London Waste Authority who was piloting this scheme should be available during April 2016.

The Assistant Director of Cleansing Operations advised that additional cardboard recycling collections had been arranged for the Middlesex Street Estate. In response to Members' requests, the Director of Transportation and Public Realm added that the general use of waste storage bins reserved for service charge payers would be investigated.

Heathrow Animal Reception Centre

In response to a Member's question, the Assistant Director of Environmental Health advised that the outcome of a meeting with representatives from the United States Department of Agriculture to discuss the animal transportation issues encountered with United Airlines would be reported to Members shortly.

Rough Sleepers

A Member advised that the various contact methods and details for reporting locations of rough sleepers to relevant Officers would be circulated to Members after the meeting.

4. **OUTSTANDING ACTIONS**

The Committee received the list of Outstanding Actions. The Town Clerk advised that the Heathrow Animal Reception Centre Review of Charges for 2016/17 would be considered by the Court of Common Council on 21 April 2016 due to an error with the version of the Byelaws submitted to Court in March 2016.

RESOLVED – That the Outstanding Actions list be noted.

5. **INCOME GENERATION**

The Committee considered a report of the Chamberlain regarding the income generation cross cutting review. The Town Clerk's Partnership Advisor advised that additional income could be available to the City Corporation through commercial activities like lettings, venue hire, and events management.

Members noted that the Markets and Consumer Protection Department would need to carry out a feasibility study before a business case was prepared for expanding the animal transit and inspections service as legislation dictated that costs could be recovered but a profit could not be made by a Local Authority. In addition, Members noted an opportunity to generate income through the

sharing of the Heathrow Animal Reception Centre's expertise with similar services provided at Gatwick Airport.

RESOLVED – That:-

- a) a feasibility study by the Department of Markets & Consumer Protection be commissioned to explore a potential business case for expanding the animal transit and inspections services to London's airports on a more commercial basis to maximise potential income; and
- b) the Department of Markets & Consumer Protection prepare a business case for maximising all income generation across Environmental Health & Trading Standards, not just through Primary Authority Partnerships.

6. BISHOPSGATE BIN TRIAL

The Committee received a report of the Director of the Built Environment that detailed the outcomes of the long-term bin trial carried out in Bishopsgate from May to November 2015 and the future plans for bins in Bishopsgate.

In response to Members' questions, the Assistant Director of Cleansing Operations advised that the Big Belly bins were capable of compacting waste at a ratio of 5:1. He added that £40,000 was collected from Fixed Penalty Notices for littering during 2014/15.

In response to a Member's request, the Assistant Director advised that nearby Train Station Managers would be contacted regarding the disposal of free daily newspapers. Additional paper recycling bins could also be placed at Station exits within the City of London.

RESOLVED – That the Bishopsgate bin trial be noted.

7. BURIAL SPACE PLAN FOR THE CITY OF LONDON CEMETERY

The Committee received a report of the Director of Open Spaces regarding the current position in relation to available burial space, burial options, and a plan for the next 15+ years of burial provision at the City of London Cemetery.

The Superintendent of the Cemetery and Crematorium explained the different grave types to Members. In response to Members' questions, he added that the Cemetery offered columbaria for ashes and that due to relatively short lease periods reuse was possible, this was a sustainable option.

RESOLVED – That the Burial Space plan for the City of London Cemetery be noted.

8. OPERATIONAL PROPERTY REVIEW - CEMETERY AND CREMATORIUM

The Committee considered a report of the Director of Open Spaces regarding the parts of the City of London Cemetery that had been highlighted as underutilised or surplus to requirement. The Superintendent of the Cemetery and Crematorium advised that the demolition of the South Gate Toilet Block would create space for 40-50 additional graves. He added that the demolition would cost £38,000 because the entire footprint of the block would be demolished and removed, including an underground septic tank. Members

noted that the disposal of the parcel of land known as the Rabbits Road Bridge Plot would be considered by the Property Investment Board at a later date.

RESOLVED – That:-

- a) The demolition of the South Gate Toilet Block and the removal of the foundations to allow the land to be used for new graves, be approved; and
- b) The parcel of land known as the Rabbits Road Bridge Plot be declared surplus to the Open Spaces Department's requirements and be presented to Corporate Asset Sub Committee.

9. DELEGATION OF POWERS TO THE DIRECTOR OF MARKETS AND CONSUMER PROTECTION

The Committee considered a report of the Director of Markets and Consumer Protection that sought approval for authority to be delegated to the Director to enforce any redress schemes established in relation to letting agency work and property management work. The Trading Standards Manager advised that Fixed Penalty Notices would be issued for non-compliance with the provisions of Sections 83-88 of the Enterprise and Regulatory Reform Act 2013 and the Redress Schemes for Lettings Agency Work and Property Management Work (England) Order 2014 (along with any subsequent orders made under Section 83 of the 2013 Act). Collaboration work would continue with neighbouring boroughs to investigate letting agencies based outside the City of London who let properties within it and to prevent non-compliant agencies moving into the City in the future.

RESOLVED – That authority be delegated to the Director of Markets and Consumer Protection, and in his absence the Port Health and Public Protection Director, to enforce any redress schemes established in relation to lettings agency work and property management work in accordance with the provisions of Ss. 83-88 Enterprise and Regulatory Reform Act 2013 and the Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014 (along with any subsequent orders made under S.83 of the 2013 Act), insofar as they relate to the City of London Corporation's Local Authority area, and to authorise officers of the Department of Markets & Consumer Protection to act under the aforementioned provisions.

10. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

In response to a Member's question regarding noise pollution at the Barbican from the London Underground lines beneath, Members noted that a letter from the Chairmen of this Committee and the Planning and Transportation Committee would be sent to Transport for London requesting that the issue be addressed.

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was none.

12. **EXCLUSION OF THE PUBLIC**
RESOLVED – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.
13. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 18 January 2016 be approved.
14. **OPERATION BROADWAY - BEYOND MARCH 2016 AND BEYOND THE CITY OF LONDON**
The Committee considered a report of the Director of Markets and Consumer Protection regarding the future of the Operation Broadway.
15. **CITY OF LONDON CEMETERY AND CREMATORIUM CAFE LETTING**
The Committee considered a report of the City Surveyor that sought approval to the grant of a new lease of the Café at the City of London Cemetery and Crematorium.
16. **CITY OF LONDON CEMETERY AND CREMATORIUM FLORIST LETTING**
The Committee considered a report of the City Surveyor that sought approval to the grant of a new lease of the Florist Kiosk at the City of London Cemetery and Crematorium.
17. **DEBT ARREARS - PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 31 DECEMBER 2015**
The Committee received a joint report of the Director of the Built Environment, Director of Markets and Consumer Protection and Director of Open Spaces regarding the arrears of invoiced income outstanding as at 31 December 2015.
18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were none.
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERED URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
The Chairman advised the Committee that the Annual River Inspection visit would take place on 8 July 2016 and that the next Committee meeting had been moved to 2:00pm on Monday 23 May 2016 due to a clash with another Committee meeting.

The meeting closed at 12.45 pm

Chairman

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