



Port Health & Environmental Services Committee

Date: MONDAY, 23 MAY 2016
Time: 2.00 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Deputy John Absalom	Andrew McMurtrie
Keith Bottomley	Wendy Mead
Karina Dostalova	Brian Mooney
Dennis Cotgrove	Hugh Morris
Peter Dunphy	Barbara Newman
Deputy Kevin Everett	Ann Pembroke
Deputy Bill Fraser	Henrika Priest
Anne Fairweather	Deputy Richard Regan
George Gillon	Delis Regis
Deputy Stanley Ginsburg	Deputy John Tomlinson
Graeme Harrower	Deputy James Thomson
Alderman Peter Hewitt	John Scott
Wendy Hyde	Jeremy Simons
Vivienne Littlechild	Michael Welbank (Chief Commoner)
Professor John Lumley	Mark Wheatley
Alderman Julian Malins	Philip Woodhouse

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Lunch will be served in Guildhall Club at 1:15PM
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **ORDER OF THE COURT OF COMMON COUNCIL**
To note the Order of the Court of Common Council of 21 April 2016, appointing the Committee and setting its Terms of Reference.
For Information
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**
To elect a Chairman in accordance with Standing Order No. 29.
For Decision
5. **ELECTION OF DEPUTY CHAIRMAN**
To elect a Deputy Chairman in accordance with Standing Order No. 30.
For Decision
6. **MINUTES**
To agree the public minutes and summary of the meeting held on 8 March 2016.
For Decision
(Pages 3 - 8)
7. **OUTSTANDING ACTIONS**
To note the current list of Outstanding Actions.
For Information
(Pages 9 - 12)
8. **OPEN SPACES BUSINESS PLAN 2015-18 YEAR END PROGRESS REPORT**
Report of the Director of Open Spaces.
For Information
(Pages 13 - 18)
9. **NEW OPEN SPACES BUSINESS PLAN 2016-19**
Report of the Director of Open Spaces.
For Decision
(Pages 19 - 32)
10. **NEW DEPARTMENT OF THE BUILT ENVIRONMENT BUSINESS PLAN 2016-19**
Report of the Director of the Built Environment.
For Decision
(Pages 33 - 46)
11. **DEPARTMENT OF THE BUILT ENVIRONMENT RISK MANAGEMENT**
Report of the Director of the Built Environment.
For Information
(Pages 47 - 60)

12. **NI195 SURVEY RESULTS 2015-16**
Report of the Director of the Built Environment.
For Information
(Pages 61 - 64)
13. **PORT HEALTH AND PUBLIC PROTECTION BUSINESS PLAN 2015-18 PERIOD 3 PROGRESS REPORT**
Report of the Director of Markets and Consumer Protection.
For Information
(Pages 65 - 92)
14. **PORT HEALTH AND PUBLIC PROTECTION BUSINESS PLAN 2016-19**
Report of the Director of Markets and Consumer Protection.
For Decision
(Pages 93 - 110)
15. **MESSAGE & SPECIAL TREATMENT FEES 2016/17**
Report of the Director of Markets and Consumer Protection.
For Decision
(Pages 111 - 118)
16. **HEALTH & SAFETY INTERVENTION PLAN 2016- 2017**
Report of the Director of Markets and Consumer Protection.
For Decision
(Pages 119 - 124)
17. **LPHA FOOD SERVICE INTERVENTION PLAN 2016/17**
Report of the Director of Markets and Consumer Protection.
For Decision
(Pages 125 - 130)
18. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
20. **EXCLUSION OF THE PUBLIC**
MOTION – That under Section 100(A) 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 I of the Schedule 12A of the Local Government Act.

Part 2 - Non-public Agenda

21. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 8 March 2016.
For Decision
(Pages 131 - 134)

22. **LONDON GATEWAY - ADDITIONAL OFFICE ACCOMMODATION FOR PORT HEALTH OFFICES AT MANORWAY HOUSE**

Report of the Director of Markets and Consumer Protection.

For Decision
(Pages 135 - 144)

23. **DEBT ARREARS - PORT HEALTH & ENVIRONMENTAL SERVICES PERIOD ENDING 31 MARCH 2016**

Joint report of the Director of the Built Environment, Director of Markets and Consumer Protection, and Director of Open Spaces.

For Information
(Pages 145 - 152)

24. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

25. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERED URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**