



Port Health & Environmental Services Committee

Date: TUESDAY, 9 MAY 2017
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Deputy John Absalom	Deputy Henry Jones
Caroline Addy	Alderman Sir Paul Judge
Alexander Barr	Vivienne Littlechild
Adrian Bastow	Andrew McMurtrie
Peter Bennett	Andrien Meyers
Deputy Keith Bottomley	Deputy Brian Mooney
Tijs Broeke	Deputy Joyce Nash
Peter Dunphy	Henrika Priest
Mary Durcan	Deputy Richard Regan
Deputy Kevin Everett	Deputy Elizabeth Rogula
Anne Fairweather	John Scott
Alderman David Graves	Jeremy Simons
Graeme Harrower	Pooja Suri Tank
Christopher Hill	Michael Welbank
Deputy Tom Hoffman	Mark Wheatley
Wendy Hyde	Philip Woodhouse

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Lunch will be served in Guildhall Club at 1PM
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 Thursday 27 April 2017, 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 24 January 2017.

For Decision
(Pages 3 - 12)
7. **OUTSTANDING ACTIONS**
To note the current list of outstanding actions.

For Information
(Pages 13 - 14)
8. **PRESENTATION ON ONE LESS BOTTLE (TEP)**
Kimberly Ferran Holt, Marine Litter Coordinator, Thames Estuary Partnership to be heard.

For Information
9. **APPOINTMENT OF SUB-COMMITTEE CHAIRMEN**
Resolution of the Policy and Resources Committee.

For Information
(Pages 15 - 20)
10. **UPDATE ON THE HEATHROW ANIMAL RECEPTION CENTRE CONTRACT**
The City Surveyor to be heard.

For Information

11. **DEPARTMENTAL BUSINESS PLANS 2017/18**
Joint Reports of the Director of Markets and Consumer Protection, Director of the Built Environment, and the Director of Open Spaces.

For Decision
(Pages 21 - 70)
12. **CEMETERY & CREMATORIUM RISK MANAGEMENT**
Report of the Director of Open Spaces.

For Decision
(Pages 71 - 88)
13. **DEPARTMENT OF THE BUILT ENVIRONMENT RISK MANAGEMENT - PERIODIC REPORT**
Report of the Director of the Built Environment.

For Information
(Pages 89 - 98)
14. **PORT HEALTH & PUBLIC PROTECTION RISKS**
Report of the Director of Markets and Consumer Protection.

For Information
(Pages 99 - 108)
15. **MARKETS AND CONSUMER PROTECTION BUSINESS PLAN 2016-2019: PROGRESS REPORT (PERIOD 3)**
Report of the Director of Markets and Consumer Protection.

For Information
(Pages 109 - 136)
16. **APPROVAL OF THE HEALTH & SAFETY INTERVENTION PLAN 2017-2018**
Report of the Director of Markets and Consumer Protection.

For Decision
(Pages 137 - 142)
17. **APPROVAL OF THE 2017-2018 FOOD SAFETY ENFORCEMENT PLANS FOR THE CITY AND THE LONDON PORT HEALTH AUTHORITY**
Report of the Director of Markets and Consumer Protection.

For Decision
(Pages 143 - 148)

18. **SIGNORE PASQUALE FAVALE BEQUEST - RISK REGISTER 2017**
Joint report of the Town Clerk and the Chamberlain.
- For Decision**
(Pages 149 - 156)
19. **CHARITY COLLECTIONS TERMS OF REFERENCE**
Report of the Director of Markets and Consumer Protection.
- For Decision**
(Pages 157 - 160)
20. **ENFORCEMENT ACTION TAKEN AGAINST NON-COMPLIANT MASSAGE PARLOURS AND SEX ESTABLISHMENTS**
Report of the Director of Markets and Consumer Protection.
- For Information**
(Pages 161 - 166)
21. **COORDINATED ACTION TO DEAL WITH UNNECESSARY VEHICLE ENGINE IDLING**
Joint report of the Director of Markets and Consumer Protection and the Director of Built Environment.
- For Information**
(Pages 167 - 172)
22. **ELECTRIC VEHICLE CHARGING UPDATE REPORT**
Report of the Director of the Built Environment.
- For Information**
(Pages 173 - 178)
23. **PROGRESS REPORT - ON-SITE SHREDDING VEHICLE OPERATIONS WITHIN THE SQUARE MILE**
Report of the Director of the Built Environment.
- For Information**
(Pages 179 - 184)
24. **JOINT HEALTH AND WELLBEING STRATEGY**
Report of the Director of the Department of Community and Children's Services.
- For Information**
(Pages 185 - 210)
25. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
26. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
Any items of business that the Chairman may decide are urgent.

27. **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

28. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 24 January 2017.
For Decision
(Pages 211 - 214)
29. **DEBT ARREARS - PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 31 MARCH 2017**
Joint report of the Director of the Built Environment, the Director of Markets and Consumer Protection, and the Director of Open Spaces.
For Information
(Pages 215 - 224)
30. **STREET CLEANSING, REFUSE COLLECTION AND ANCILLARY SERVICE CONTRACT UPDATE**
Report of the Director of the Built Environment.
For Information
(Pages 225 - 230)
31. **DECISIONS TAKEN UNDER URGENCY PROCEDURES SINCE THE LAST MEETING OF THE COMMITTEE**
Report of the Town Clerk.
For Information
(Pages 231 - 238)
32. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
33. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERED URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**