



## Port Health & Environmental Services Committee

**Date:** TUESDAY, 21 JULY 2020

**Time:** 11.00 am

**Venue:** VIRTUAL MEETING – ACCESSIBLE REMOTELY

**Members:**

Deputy John Absalom	Sophie Anne Fernandes
Caroline Addy	Alderman Sir Roger Gifford
Rehana Ameer	Christopher Hill
Alexander Barr	Deputy Wendy Hyde
Adrian Bastow	Deputy Jamie Ingham Clark
Deputy John Bennett	Alderman Gregory Jones QC
Deputy Keith Bottomley	Shravan Joshi
Peter Bennett	Vivienne Littlechild
Tijs Broeke	Andrien Meyers
John Chapman	Deputy Brian Mooney (Chief Commoner)
Deputy Peter Dunphy	Deputy Joyce Nash
Mary Durcan	Deputy Richard Regan
Deputy Kevin Everett	Henrika Priest
John Edwards	Jason Pritchard
Anne Fairweather	Deputy Elizabeth Rogula
	Jeremy Simons
	Mark Wheatley

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**Access to the virtual public meeting**  
**Members of the public can view the virtual public meeting via:**  
<https://youtu.be/NwpLDaomixY>

**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 16 July 2020 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**  
The immediate past Chairman intends to exercise his right under Standing Order No. 30. (3) (a) to serve in this position for the ensuing year and as such there shall be no election for this.  
**For Decision**
6. **ELECTION OF ONE MEMBER TO THE STREETS AND WALKWAYS**  
To appoint a representative on the Streets and Walkways Sub Committee.  
**For Decision**
7. **ELECTION OF ONE MEMBER TO THE THAMES ESTUARY PARTNERSHIP**  
To appoint a representative on the Thames Estuary Partnership.  
**For Decision**
8. **MINUTES**  
To agree the public minutes and summary of the meeting held on Tuesday, 3 March 2020.  
**For Decision**  
(Pages 3 - 10)
9. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  
**For Information**  
(Pages 11 - 14)
10. **UPDATE ON THE IMPACT OF THE UK LEAVING THE EU (BREXIT) ON PORT HEALTH & PUBLIC PROTECTION**  
Report of the Director of Consumer Protection and Markets Operations.  
**For Information**  
(Pages 15 - 22)

11. **AIR QUALITY ANNUAL STATUS REPORT**  
Report of the Director of Markets and Consumer Protection.  
**For Information**  
(Pages 23 - 96)
12. **CEMETERY & CREMATORIUM PERFORMANCE 2018/19**  
Report of the Director of Open Spaces.  
**For Information**  
(Pages 97 - 108)
13. **CEMETERY & CREMATORIUM RISK MANAGEMENT**  
Report of the Director Open Spaces.  
**For Decision**  
(Pages 109 - 128)
14. **THE COMMERCIAL ENVIRONMENTAL HEALTH TEAM SERVICE PLAN 2020-2021 & THE LONDON PORT HEALTH AUTHORITY FOOD SERVICE ENFORCEMENT PLAN 2020-2021**  
Report of the Director of Markets & Consumer Protection.  
**For Decision**  
(Pages 129 - 168)
15. **UPDATE ON THE TEMPORARY ALTERATIONS TO CLEANSING SERVICE ACTIVITIES IN RESPONSE TO COVID-19**  
Report of the Director of the Built Environment.  
**For Decision**  
(Pages 169 - 172)
16. **CITY WATER REFILL POINTS**  
Report of the Director of the Built Environment.  
**For Information**  
(Pages 173 - 182)
17. **LICENSED STREET TRADING UPDATE**  
Report of the Director of Markets and Consumer Protection.  
**For Decision**  
(Pages 183 - 190)
18. **MESSAGE & SPECIAL TREATMENT LICENCE FEES 2020/21 (REDUCTION FOR COVID-19 RESTRICTIONS)**  
Report of the Director of Markets and Consumer Protection.  
**For Decision**  
(Pages 191 - 196)
19. **REVENUE OUTTURN 2019/20**  
The joint report of the Chamberlain, the Director of the Built Environment, the Director of Markets & Consumer Protection and the Director of Open Spaces.  
**For Information**  
(Pages 197 - 208)

- 20. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
- 21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
Any items of business that the Chairman may decide are urgent.
- 22. **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**

- 23. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the meeting held on Tuesday, 3 March 2020.

**For Decision**  
(Pages 209 - 210)
- 24. **PORT HEALTH AND ENVIRONMENTAL SERVICES DEBTORS - PERIOD ENDING 31 MARCH 2020**  
The 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 211 - 220)
- 25. **MAINTENANCE CONTRACT FOR FOUR URILIFT (POP-UP TOILETS) IN THE CITY**  
Report Director of the Built Environment.

**For Decision**  
(Pages 221 - 226)
- 26. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
- 27. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERED URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**