



Port Health & Environmental Services Committee

Date: TUESDAY, 25 NOVEMBER 2025

Time: 11.00 am

Venue: COMMITTEE ROOM 3 - 2ND FLOOR WEST WING, GUILDHALL

Members:

Deputy Peter Dunphy (Chairman)	Helen Ladele
George Abrahams (D. Chairman)	Gregory Lawrence
Deputy Christopher Boden	Antony Manchester
Leyla Boulton	Vasiliki Manta
Deputy Timothy Butcher	Deborah Oliver
Simon Burrows	Fraser Peck
Simon Duckworth OBE DL	Deputy Henry Pollard
Deputy John Edwards	Jason Pritchard
John Foley	Sushil Saluja
Dawn Frampton	Hugh Selka
Deputy Marianne Fredericks	Dr Giles Shilson
Mercy Haggerty	Alethea Silk
Deputy Caroline Haines	Stuart Thompson
Deputy Jaspreet Hodgson	Mandeep Thandi
Alderman & Sheriff Robert Hughes-Penney	Alderman Kawsar Zaman

Enquiries: **Jayne Moore**
jayne.moore@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
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. **MINUTES**

To agree the public minutes and non-public summary of the previous meeting held on 7 October 2025 as a correct record.

For Decision
(Pages 5 - 8)

4. **HEATHROW ANIMAL RECEPTION CENTRE - ANNUAL REVIEW OF FEES**

Report of the Executive Director of Environment.

For Decision
(Pages 9 - 22)

5. **ENVIRONMENT DEPARTMENT BUSINESS PLAN 2025/26**

Report of the Executive Director of Environment.

For Information
(Pages 23 - 40)

6. **RISK MANAGEMENT UPDATE**

Report of the Executive Director of Environment.

For Information
(Pages 41 - 56)

7. **TOBACCO AND VAPES BILL**

Joint report of the City Remembrancer's and Environment Department.

For Information
(Pages 57 - 62)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

Any items of business that the Chairman may decide are urgent.

10. **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

11. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous meeting held on 7 October 2025 as a correct record.

For Decision
(Pages 63 - 66)

12. **NON-PUBLIC APPENDIX**

Non-Public Appendix to be received in conjunction with item 6.

For Information
(Pages 67 - 68)

13. **PORT HEALTH AND ENVIRONMENTAL SERVICES DEBTORS**

Report of the Executive Director of Environment.

For Information
(Pages 69 - 78)

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

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

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 7 October 2025

**Minutes of the meeting of the Port Health & Environmental Services Committee
held at the Guildhall EC2 at 11.00 am**

Present

Members:

Deputy Peter Dunphy (Chairman)	Helen Ladele
George Abrahams (Deputy Chairman)	Vasiliki Manta
Leyla Boulton	Deborah Oliver
Deputy Timothy Butcher	Deputy Henry Pollard
Simon Burrows	Jason Pritchard
Simon Duckworth OBE DL	Sushil Saluja
John Foley	Hugh Selka
Deputy Marianne Fredericks	
Deputy Jaspreet Hodgson	

In attendance

Alderman & Sheriff Robert Charles Hughes-Penney

Officers:

Katie Stewart	- Executive Director of Environment
Gavin Stedman	- Port Health & Public Protection Director
Graham Holmes	- Assistant Director, Cemetery & Crematorium
Ian Hughes	- City Operations Director
Frank Marchione	- Assistant City Solicitor
Joe Kingston	- Assistant Director (Gardens and Cleansing)
Jospeh Smith	- Town Clerk's
Rhys Campbell	- Town Clerk's

1. APOLOGIES

Apologies were received from Alethea Silk, Antony Manchester, Stuart Thompson, Dawn Frampton, Simon Burrows, Deputy Giles Shilson, Deputy John Edwards, Alderman Kawsar Zaman in advance of this meeting.

However, Alethea Silk observed this meeting virtually.

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

There were no declarations.

3. MINUTES

RESOLVED, that – the public minutes and non-public summary of the previous meeting held on 22 July 2025 were agreed to be a correct record.

4. APPOINTMENTS TO SUB-COMMITTEES AND REPRESENTATIVES TO OUTSIDE BODIES

The Committee heard the Town Clerk concerning the outstanding appointment from the last Committee meeting.

RESOLVED, that - the Port Health and Environmental Services Committee appoint Simon Duckworth to the Cross River Partnership.

5. PUBLIC CONVENIENCE PROVISION

The Committee received a report of the Executive Director of Environment in respect of Public Convenience Provision.

During the discussion the following points were noted:

1. Officers advised the Committee that although financial challenges remained considerable effort had been made to improve toilet provisions within the City and officers were seeking to maximise already available toilet provisions through revenue and the Cyclical Works Programme.
2. Both physical and electronic formats of signage containing information relating to toilets was to be updated to ensure that information concerning public convenience provision within the City was accurate.
3. In response to a question regarding the Community Infrastructure Levy (CIL) Funding and the On-Street Parking Reserve (OSPR) and whether these could be allocated to public convenience provisions within the City. Officers stated that funds derived from on-street parking had to be used within the on-street public realm for enhancement and although street cleaning was deemed to meet this criteria public conveniences would not. With regards to CIL funding, although this could be used for capital investment, such as refurbishment, it could not be allocated to the staffing or running costs of public convenience provisions.
4. In respect of BIDs, conversations with individual BIDs had taken place regarding funding. Both street cleaning and gardens maintenance had been highlighted as areas of investment, and it was expected that further discussions would take place to include toilet provisions.
5. Historically, Automatic Public Conveniences (APCs) were the subject of significant anti-social behaviour however staffed toilets are well maintained and experienced fewer instances of anti-social behaviour.
6. Regarding the amount of public toilet conveniences within the square mile, in terms of benchmarking, it was noted that the City was in a better position compared to that of Islington and Camden. Although Members were

advised that whilst benchmarking was appropriate there was no legislated required level given that provision of public toilets is not a statutory function.

7. Train stations had contributed to the increase in the number of public toilet conveniences with the Mayor of London setting aside further funding for this across the London Underground network.
8. Officers appreciated that the nature of planning development had changed from full demolition into retrofit and would continue work with planning colleague to ensure that publicly available toilets is a requirement where appropriate in forthcoming developments. Officers agreed to the suggestion that hotel services could be approached regarding access to their toilets to members of the public.
9. A Member noted the running costs of the two staffed toilets and asked if further utilisation of car park toilets would be a more cost-effective solution. Officers advised the Committee that there was signage on London Wall advertising toilets in its public car park underneath. However, there was a challenge for other sites such as Tower Hill, St Paul's and Paternoster Square given the resourcing implications in regard monitoring and management of these car parks and their public toilets.
10. Members questioned whether moving to cashless payment would be a more viable option and could assist in alleviating some costs associated with the two staffed facilities. The Committee were notified that over 35% of users were still paying by cash and officers were hesitant to remove cash as an option given the tourist nature of sites such as Tower Hill. The Committee agreed to consider proposals for changes to charges for the two staffed facilities at a subsequent meeting.

RESOLVED, that – the report was received and its contents noted.

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

There were no questions.

7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items of business.

8. EXCLUSION OF THE PUBLIC

RESOLVED – 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.

9. NON-PUBLIC MINUTES

RESOLVED, that – the non-public minutes of the previous meeting held on 22 July 2025 were agreed to be a correct record.

10. PORT HEALTH AND ENVIRONMENTAL SERVICES DEBTORS - PERIOD ENDING 30 JUNE 2025

The Committee received a report of the Executive Director, Environment in respect of the Port Health and Environmental Services Debtors – Period Ending 30 June 2025.

11. SUPERINTENDENT'S HOUSE, CEMETERY & CREMATORIUM

The Committee received a joint report of the Executive Director, Environment and City Surveyor in respect of the Superintendent's House, Cemetery & Crematorium.

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

There were no non-public questions.

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

There was one urgent item of business.

The meeting closed at 12:23pm.

Chairman

Contact Officer: Rhys Campbell
rhys.campbell@cityoflondon.gov.uk

City of London Corporation Committee Report

Committee(s): Port Health & Environmental Services	Dated: 25/11/2025
Subject: Heathrow Animal Reception Centre – Annual Review of Fees	Public report: For Decision
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties 	Providing Excellent Services Dynamic Economic Growth Statutory duties under the Animal Health Act 1981
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	n/a
What is the source of Funding?	n/a
Has this Funding Source been agreed with the Chamberlain's Department?	n/a
Report of:	Katie Stewart Executive Director of Environment
Report author:	Susie Pritchard Assistant Director Animal Health & Welfare

Summary

The City of London Corporation has statutory duties under the Animal Health Act 1981 and related legislation, which are delivered by the Animal Health and Welfare Service (AHWS). Duties include rabies controls for Greater London and protection of animal welfare in transport, which are delivered through the Heathrow Animal Reception Centre (HARC). HARC delivers services to airlines and pet transport agents in order to generate income and offset the cost of statutory obligations.

In addition, the Animal Health Team carry out licensing of activities involving animals across Greater London and the Home Counties. Fees are charged for advice and administration through an annual contract charge, and for individual inspections through listed fees.

Approval is sought for increases of between 5% and 20% to be applied to the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC).

The inspection fees for the Animal Health Team are based on the estimated duration of each type of inspection. The average proposed increase for the forthcoming financial year 2026/27 is 6%.

Approval is also sought to introduce higher fees for services delivered to airlines which do not use HARC for all of their live animal throughput into Heathrow. Airlines which use the alternative Border Control Post (BCP) for pet animal imports, and only use HARC for the species that cannot be handled by this BCP, should be charged at a higher rate for those services. Although these airlines are still using some HARC services, for ease, they will be referred to as “non-HARC airlines” within this report.

Recommendation(s)

Members are asked to:

1. Approve the HARC Byelaws presented in appendix 1, with additional fees for non-HARC designated airlines, effective from April 2026. (Option iii)
2. Recommend to the Court of Common Council that the approved Byelaws be made, and that the Comptroller and City Solicitor be instructed to seal the Byelaws accordingly.
3. Approve the listed fees for licensing services delivered by the Animal Health Team (Appendix 2).

Main Report

Background

1. The City operates Heathrow Animal Reception Centre (HARC) to fulfil its statutory duties for animal health and welfare in relation to imports into Greater London. The Port Health and Public Protection division recovers its costs for these duties through charges to airlines and agents, which are set through byelaws.
2. Further charges are collected for discretionary services that the City must provide at HARC to operate effectively as a Border Control Post (BCP), but which are not strictly required to be carried out by the enforcement authority. Although these fees are not statutory of themselves, because HARC was set up under the Animal Health Act 1981 (and predecessor legislation) the only means it has for levying any charges is through the byelaw procedure. This position was determined following a review of the mechanisms for charging for the service, reported to Port Health and Environmental Services Committee 24 September 2024.
3. HARC operates in a commercial environment, competing to deliver airline services with private entities. The charges of the competing BCPs are taken into consideration when setting fees for the year ahead.

4. On 19 November 2024 this Committee approved a delegated authority to the Executive Director of Environment to amend the fee structure by up to 20% per annum (but not exceeding the maximum set by this committee). This enables the AHWS to be commercially flexible when negotiating contracts with airlines.
5. HARC is competing with a private entity BCP at Heathrow, which provides services only for the easiest and most profitable animal imports such as dogs and cats, birds, reptiles and small mammals. Whereas HARC is designated for all species, the competing BCP is not. Customs rules mandate that all cargo from an airline must be handled by a single Ground Handling Agent. An exception is made for goods which must by law go to a specific control point, such as live animals being taken directly to the BCP. At Heathrow, Customs have also permitted airlines which are allocated to the competing BCP to use HARC for any species which that BCP is not designated for.
6. High volume consignments generate greater income and in the case of live animals, it is most commercially viable to deliver services for dogs and cats. Services for aquatics, horses and farm livestock for example, require significant space within the cargo areas of Heathrow and the lower volume of these means that the cost of processing these consignments is not fully recovered under the current fee structure. Instead, the cost is spread across the full range of consignments, this fee structure having been established when HARC was the sole live animal BCP at Heathrow. This means that airlines choosing to use HARC only for aquatics for example, are now effectively being subsidised as the City cannot fully recover the cost of processing these consignments against other live animals imported through that airline.
7. The Animal Health Team carry out licensing of activities involving animals across Greater London and the Home Counties, under contract for other authorities. Fees are charged for advice and administration through an annual contract charge, and for individual inspections through listed fees that are reviewed annually.

Current Position

8. It is proposed to introduce higher charges for airlines which do not hold a current Service Level Agreement for the handling of their pet imports. This would allow for improved and fairer cost recovery, and mean that the airlines using the alternative BCP will no longer benefit from below-cost prices when using HARC for more challenging and expensive imports.
9. An assessment has been made of the proportion of the HARC building, equipment and staffing costs that are required to process the range of animal cargo imported at Heathrow. The 2024/25 live animal volume has been used to establish the cost recovery price for handling each type of consignment. Price sensitivity can be variable as airline logistics play a significant part in the options available for shippers, and these can change seasonally. The proposed higher fees take into account the requirement for cost recovery, and the likely market response.

Options

Members are asked to consider the following options:

- i) **Retain the same schedule of fees for all airlines and retain the pricing within the current byelaws as listed in appendix 1, column A.**

Not recommended

- ii) **Retain the same schedule of fees to be applied to all airlines, and, approve the price increases as listed in appendix 1, column B, as effective from 1st April 2026, and recommend to the Court of Common Council that the Byelaws be made, and that the Comptroller and City Solicitor be instructed to seal the Byelaws accordingly.**

Not recommended

- iii) **In addition to the adjusted fees for HARC airlines presented in column B, introduce higher fees for non-HARC airlines, allowing improved cost recovery for those activities and, approve the byelaws as listed in appendix 1, columns B and C as effective from 1st April 2026, and recommend to the Court of Common Council that the Byelaws be made, and that the Comptroller and City Solicitor be instructed to seal the Byelaws accordingly.**

Recommended

10. The Animal Health license inspection fees are also reviewed annually and typically increased to ensure cost recovery of these services. The increases proposed for 2026/27 as presented in appendix 2, predominantly reflect the increase in pay costs for the year ahead.

11. **Corporate & Strategic Implications** – The proposals referred to in this report aim to achieve the following Corporate Plan aims of:

Providing Excellent Services

- Protect and promote public, animal, and environmental health (including at our borders) and consumer protection.

Dynamic Economic Growth

- Promote the UK as a place that is open, innovative, and sustainable.

12. **Financial implications** – The proposal aims to improve the cost recovery on services offered to non-HARC airlines. It is difficult to determine the probable outcome in response to these price changes, but it is considered necessary to

ensure fair cost recovery and remove the incentive for airlines to take advantage of a subsidised rate for more expensive animal imports. In addition, please refer to non-public appendix 3.

13. Resource implications – None identified.

14. **Legal implications** – The City Solicitor has reviewed the statutory obligations and related fees and charges and has advised that there is no legal reason why the fee structure cannot be changed to prevent subsidy and promote fair cost recovery. A new schedule within the byelaws supports cost recovery and is the only means allowable for levying charges.

15. **Risk implications** – As described, there is a potential for non-HARC airlines to remove their imports and the associated loss of income is detailed in non-public appendix 3.

16. Equalities implications – None identified following a test of relevance.

17. Climate implications – None

18. Security implications – None

Conclusion

The annual review of charges has taken into account the competitive position of HARC and price sensitivities of the services provided. The proposed charges for the Animal Health Team take in to account the cost of providing these services. Fee increases will support cost recovery of the service.

Appendices

- Appendix 1: Additional Byelaws Relating to the Heathrow Animal Reception Centre.
- Appendix 2: 2026/27 fees for Animal Health licence inspection services.
- Appendix 3: Non-Public – Financial Implications.

Background Papers

Heathrow Animal Reception Centre – Byelaws and Fee Structure Review - Port Health & Environmental Services – 24/09/2024

Susie Pritchard

Assistant Director – Animal Health & Welfare

T: 020 8745 7894/5

E: susie.pritchard@cityoflondon.gov.uk

**ADDITIONAL BYELAWS RELATING TO THE
HEATHROW ANIMAL RECEPTION CENTRE**

Effective from 1 April 2026

(1 April 2025 rates shown in brackets)

BYELAWS made by the Mayor and Commonalty and Citizens of the City of London acting by the Mayor, Alderman and Commons of the said City in Common Council assembled in pursuance of Sections 42 and 43 of the Markets and Fair Clauses Act 1847 as applied by Section 54 of the Animal Health Act 1981 with respect to the Heathrow Animal Reception Centre, London (“HARC”)

In these Bylaws unless the context otherwise required “the Principal Bylaws” means the bylaws made by the Mayor and Commonalty and Citizens of the City of London acting by the Mayor, Aldermen and Commons of the said City in Common Council assembled on 1st July 1976 and confirmed by the Minister of Agriculture, Fisheries and Food of 12th November 1976.

From the date of coming into operation of these Bylaws the Additional Bylaws made by the Mayor and Commonalty and Citizens of the City of London acting by the Mayor, Aldermen and Commons of the said City in Common Council assembled on 7 March 2024 (and sealed on 19 August 2024) shall be repealed and the following Schedule shall be substituted for the schedule to the Principal Bylaws:-

SCHEDULE

This schedule sets out the maximum fees that may be charged for the items specified herein. Under Section 36 of the Markets and Fairs Clauses Act 1847 the undertakers may from time to time change the amounts charged provided that any change does not result in a charge exceeding the amounts set out in this Schedule.

The prices listed in column A are the prices applied from 1st April 2025 which are superseded by these Additional Bylaws which come into effect 1st April 2026.

The prices listed in column B are applicable to HARC Designated Airlines. These are airlines which are Customs designated to a City of London Corporation Internal Temporary Storage Facility.

The prices listed in column C are applicable to all other airlines.

Description		A	B	C
		1st April 2025 fee	Fee effective from 1 st April 2026 for HARC designated airlines	Fee effective from 1 st April 2026 for Non-HARC designated airlines
PART 1				
ANIMALS CHARGE PER CONSIGNMENT				
Pets	1.0 Dogs, Cats and Ferrets under the Pet Travel Scheme Non-commercial Movement of Pet Animals Order 2011 In order to meet the “pre-check” requirements (where applicable) all documentation must be submitted to the HARC no later than 72 hours prior to the animal’s departure.			
	a) If a documentation ‘pre-check’ has been completed and approved by HARC, the consignment will be charged at the minimum charge listed for the first 24 hours.	203	213	213
	b) PETS that have NOT received a documentation ‘pre-check’ or arrive against the advice of HARC, will be charged as listed for the first 24 hours.	279	293	293
Assistance Dogs and Chartered Flight attendance	PETS checked at aircraft (including Assistance Dogs) If a documentation ‘pre-check’ has been completed and approved by HARC, Assistance Animals and chartered flight attendance will be charged at:			
	c) minimum consignment charge plus 0.5 administration fee plus a 1 hour collection charge for the first animal.	447	462	N/A
	c) Assistance Animals that have NOT received a documentation ‘pre-check’ or arrive against the advice of HARC, will be charged a minimum consignment charge plus 1x administration fee plus a 1-hour collection charge for the first animal.	514	593	N/A
	d) Where any consignment under a) to d) above consists of more than one animal, a fee per animal thereafter applies as listed.	52	55	N/A

Commercial dogs and cats	1.1 Dogs, Cats and Ferrets arriving as commercial consignments/under licence.			
	a) Minimum charge for the first 12 hours as listed.	203	213	213
	b) Where the consignment consists of more than one animal, a fee per animal thereafter applies as listed	52	55	55
Other mammals	2. Mammals (excluding those listed under point 1.0 and 1.1) per consignment for the first 12 hours	226	237	339
Birds	Transit commercial bird consignments should be booked through to have a maximum stay at Heathrow of 24 hours.			
	3. Commercial birds minimum charge per consignment for up to 24 hours	226	237	339
	a) Commercial birds, per box for up to 24 hours	80	84	120
	b) Birds of prey, per bird for up to 24 hours	22	23	33
	Pet birds, per box for up to 24 hours (no minimum charge)	80	84	120
Reptiles and Amphibians	Transit commercial reptile consignments should be booked through to have a maximum stay at Heathrow of 24 hours.			
	4. Reptiles and amphibians per consignment for up to 24 hours	226	226	339
Aquatics	5. Fish/Fish Eggs/Aquatic Invertebrates/Invertebrates/Semen/Bird Eggs Minimum charge per consignment	44	49	88
	Charge per box	2.49	2.74	4.98
Horses and Farm Livestock	6. Horses/Farm livestock/other large species - Use of Large Animal Facility (per pallet)	484	581	968

PART 2 CHARGES FOR ANCILLIARY SERVICES			
7. Processing and handling fee for all shipments.	22	26	33
8. a) Collection and delivery of animals to and from the Animal Reception Centre by an Animal Reception Centre member of staff - per hour, or	197	207	296
b) per consignment if no extra waiting time.	99	104	148
9. Security - A charge will be made in respect of any consignment, which requires security screening prior to leaving the ARC.	28	31	42
10. Not on Board - Requests for collection of animals from aircraft, which are subsequently not found on board will be charged at normal collection charge	99	99	148
11 a) Destruction including disposal of livestock or goods. Minimum Charge.	119	131	197
11 b) Destruction including disposal of livestock or goods – fee per kilogram.	55	58	83
11 c) Travelling containers are the owner's property and should be collected with the animal. Disposal fee if container not removed from site.	23	28	28
12. Cleansing and disinfecting aircraft, animal holding facilities, vehicles, loose boxes etc.(including disposal of special waste). Fee per hour.	442	530	663
13. Additional boarding of non-commercial dogs, cats and ferrets - per consignment per 24 hours or part thereof.	52	55	55
14. Additional boarding of commercial dogs, cats and ferrets - per animal per 12 hours or part thereof.	52	55	55
15. Additional boarding of other mammals - per consignment per 12 hours or part thereof.	52	55	78
16. Additional boarding of birds - per box per 24 hours or part thereof.	80	92	138
17. Bird Quarantine for up to 30 days, plus veterinary and laboratory testing fees if applicable. Fees are dependent on size of consignment and husbandry requirements. Faecal Sampling and Bird Autopsy costs as per current Animal & Plant Health Agency rates.	455 – 1,554	500-1,600	N/A
18. Additional boarding of reptiles and amphibians - per consignment per 24 hours or part thereof. Additional hourly handling charge may be applicable.	226	226	339

19. Additional handling functions per hour for consignments requiring special handling/loading/transfer/repackaging, plus cost of materials.	103	134	201
20. Additional administrative functions including corrective actions and pre-export compliance checks, per hour.	103	103	103
21. Modification of containers to International Air Travel Association (IATA) standards: -	55	55	83
a) Space Bars/Battens - per box			
b) Air Holes or water pots - per box	25	25	38
c) If these services are carried out on the airport an additional fee applies for 'delivery' of the service.	99	99	148
22. Identification of species for DEFRA/HM Revenue and Customs/Border Force - per hour.	184	184	N/A
23. Assisting on off airport operations - per hour	103	103	N/A

LEVEL OF CHARGES (proposed) 1st April 2026 - 31st March 2027 All fees are subject to VAT at the current rate		Contracted 1st April 2026 - 2027	
Activity	Visit type	TOTAL (£) (exc. VAT)	
Dog kennel boarding / cat boarding	New Licence application or 1st inspection by CoLC - combined (dogs & cats)	518	
	Renewal Licence Inspection - combined (dogs & cats)	444	
	New Licence application or 1st inspection by CoLC - single species (dogs or cats)	444	
	Renewal Licence Inspection - single species (dogs or cats)	370	
	Unannounced mid licence visit	259	
Home boarding	New Licence application or 1st inspection by CoCL	333	
	Renewal Licence Inspection	259	
	Unannounced mid licence visit	259	
Home boarding - arranging	New Licence application or 1st inspection by CoCL of a home boarding arranger /franchisee	333	
	Renewal Licence Inspection of a home boarding arranger /franchisee	259	
	Assessment of a hobby host as part of a arranger /franchisee licence	259	
	Unannounced mid licence visit	259	
Dog Day Care	New Licence application or 1st inspection by CoCL - less than 10 dogs	407	
	New Licence application or 1st inspection by CoCL - 10 or more dogs	555	
	Renewal Licence Inspection - less than 10 dogs	333	
	Renewal Licence Inspection - 10 or more dogs	407	
	Unannounced mid licence visit	259	
Dog Breeding	**New Licence application or 1st inspection by CoCL - vet inspection - dogs housed in kennel units	598	
	Renewal License inspection - dogs housed in kennel units	481	
	**New Licence application or 1st inspection by CoCL - vet inspection - dogs housed in home environment	414	
	Renewal License inspection breeding - dogs housed in home environment	333	
	Unannounced mid licence visit	259	
Hiring out horses	**New Licence application or 1st inspection by CoCL - inspection veterinary fee only (+ annual vet inspection fee)	598	
	**Renewal Licence application or 1st inspection by CoCL - inspection veterinary fee only (+ annual vet inspection fee)	414	
Example of charge per horse in a yard with 60 horses			
1st 10 horses @ £17 = £170	**Annual vet inspection veterinary fee - inspection veterinary fee only (+ annual vet inspection fee)	322	
horses 11-50 @ £11 = £440	Fee per horse for the first 10 horses	17	
horses 51-60 horses @ £10 = £100	Fee per horse for next 11-50 horses	14	
	Fee per horse 51 horses & over	14	
	**Unannounced mid licence visit (on top of annual vet inspection)	322	

Selling animals as pets	New Licence application or 1st inspection by CoCL- up to 2 species	518
	New Licence application or 1st inspection by CoCL - more than 2 species	592
	Renewal Licence Inspection - up to 2 species	481
	Renewal Licence Inspection - more than 2 species	518
	Unannounced mid licence visit	259
Dangerous Wild Animals	**New Licence application or 1st inspection by CoCL vet inspection - commercial / outside premises (plus mileage)	598
	**Renewal License vet inspection commercial / outside premises (plus mileage)	414
	**New Licence application or 1st inspection by CoCL vet inspection - domestic dwelling	414
	**Renewal License vet inspection - domestic dwelling	322
	**DWA on Location - 1st hour including travel and report writing	276
	**DWA on location visit additional charge per hour	184
Primates	New Licence application - 1 species	552
	New Licence application - 2 or more species	644
Combined DWA & Primates	1 primate species plus combined DWA of a primate species	644
	2 or more primate species plus combined DWA of a primate species	736
	1 primate species plus combined DWA of all listed DWA species	736
	2 or more primate species plus combined DWA of all listed DWA species	828
Illegal Imports outside of CoLC jurisdiction	Collection and Detention	407
	Mileage at 65p per mile	0.65
Zoos	**New or Periodical (Full Day)(Vet) without travel time (hourly rate to be agreed)	782
	**Informal / Special (Full Day)(Vet) without travel time (hourly rate to be agreed)	966
	**Administration package (optional) - includes all additional support and administration	2668
	**New or Periodical (Half Day)(Vet) without travel time (hourly rate to be agreed)	598
	**Informal / Special (Half Day)(Vet) without travel time (hourly rate to be agreed)	598
	**Administration package (optional) - includes all additional support and administration	1380
	**Veterinary 14.1a exemption inspection	782
Train or keep animals for exhibition	Exhibit on Location - 1st hour including travel and report writing	296
	Exhibit on location visit additional charge per hour	185
	New Licence application or 1st inspection by CoCL- Single species	555
	New Licence application or 1st inspection by CoCL - Multi species	629
	Renewal Licence Inspection - Single species	407
	Renewal Licence Inspection - Multi species	444
Shows-Exhibitions-AGO- Markets	Inspection (Full day per officer)	592
	Inspection (Half day per officer)	333

Animal Keepers Farm stock (Hobby / Domestic Address)	Inspection Visit	333	
Animal Keepers / non Domestic address (Half)	Inspection Visit	407	
Animal Keepers / non domestic address (full)	Inspection Visit	592	
Reassessment of star rating	**1 x Veterinary Officer	322	
	1 x Animal Health Inspector	259	
Hourly Rate - Complaint visits/reports and other additional functions	**1 x Veterinary Officer	92	
	1 x Animal Health Inspector	37	

** RCVS Veterinary Surgeon

AHI = Animal Health Inspector

All fees quoted are for standard inspections. Additional hours are charged where the inspection and report

0-5 operators

6-15 operators

16-29 operators

30+ operators

This page is intentionally left blank

City of London Corporation Committee Report

Committee: Port Health and Environmental Services Committee	Dated: 25/11/2025
Subject: Environment Department Business Plan 2025/26: Progress Report (Mid-Year: 1 April – 30 September 2025)	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2025-30 outcomes • provides statutory duties • provides business enabling functions 	<ul style="list-style-type: none"> • Leading Sustainable Environment • Vibrant Thriving Destination • Providing Excellent Services
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	£N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of:	Katie Stewart, Executive Director Environment
Report author:	Joanne Hill, Environment Department

Summary

This report provides a mid-year update on progress made towards delivering the Environment Department's high-level Business Plan 2025-30 by the service areas that fall within the remit of your Committee:

- Port Health and Public Protection
- The Cleansing Service

Key performance information is summarised within the report and presented in more detail at Appendices 1 and 2. Overall, performance during the period 1 April-30 September 2025 has been positive with all priority workstreams and associated performance measures remaining on track to meet their targets.

A budget monitoring update is included in the report, with details provided at Appendix 5.

Recommendation(s)

Members are asked to:

- Note the content of this report and its appendices.

Main Report

Background

1. Your Committee is responsible for the following service areas of the Environment Department:
 - Port Health and Public Protection
 - The Cleansing Service
2. The Environment Department's high-level Business Plan 2025-30 was approved by your Committee in January 2025. This year marks a transition to a multi-year Business Plan which sets out the priority workstreams for the next five years and specifies the actions that will be taken during 2025/26 to deliver them. The Plan will be reviewed and refreshed annually to detail the actions for the following financial year.
3. Progress made against priority workstreams is assessed by monitoring performance measures and the achievement of milestones. Performance is reviewed regularly by Directors and their Management Teams and is reported to your Committee every six months to enable Member scrutiny.
4. In addition, the priority workstreams identified in this high-level Business Plan flow through local team service plans and the individual performance plans of members of staff, which provide further methods of assessing progress. This also enables individual officers to fully understand how their work feeds into divisional, departmental and corporate activities, aims and objectives.

Current Position

Priority workstreams

5. The high-level Business Plan sets out the priority workstreams for 2025-30 for all service areas that report to your Committee. All workstreams support the delivery of the Corporate Plan 2024-29 outcomes, and other cross-cutting strategies and programmes.
6. During the first six months of the year, good progress has been made against delivery of all workstreams. A list of the workstreams with a summary of their key deliverables and outcomes is provided below and detailed progress updates are set out in Appendix 1.
 - a) **Deliver an environmentally enhanced City.**

This workstream includes delivery of the Air Quality Strategy 2025-30, the Circular Economy Framework; and the Cleansing Service. Outcomes include cleaner air and improved health for residents, workers and visitors; more efficient use of resources through a circular economy and an increase in environmental resilience.

b) Protect and promote Public, Animal and Environment Health and Consumer Protection.

This workstream covers delivery of the Port Health and Public Protection Division's statutory services. Outcomes include the provision of effective biosecurity controls at the border; promotion of animal health and welfare; protection of residents and consumers; support for businesses; and reassurance for Members in relation to the residents they serve.

c) Ensure provision of appropriate facilities to enable delivery of services.

This workstream includes a strategic review of operational facilities including the Cemetery and Crematorium; public conveniences; Port Health Service accommodation; Heathrow Animal Reception Centre; and Walbrook Wharf. It also covers identifying an appropriate facility for His Majesty's Coroner to hold jury inquests. Delivery will enable the continued delivery of high-quality statutory services to customers and stakeholders in the most efficient and sustainable manner.

d) Financial security and development

This workstream focuses on consideration of commercial development opportunities and adaption of services to meet the needs of customers and optimise income. This will enable sustainable, high-quality services and maintain the City of London's reputation for delivery of excellent public services within the Square Mile and beyond.

Performance measures

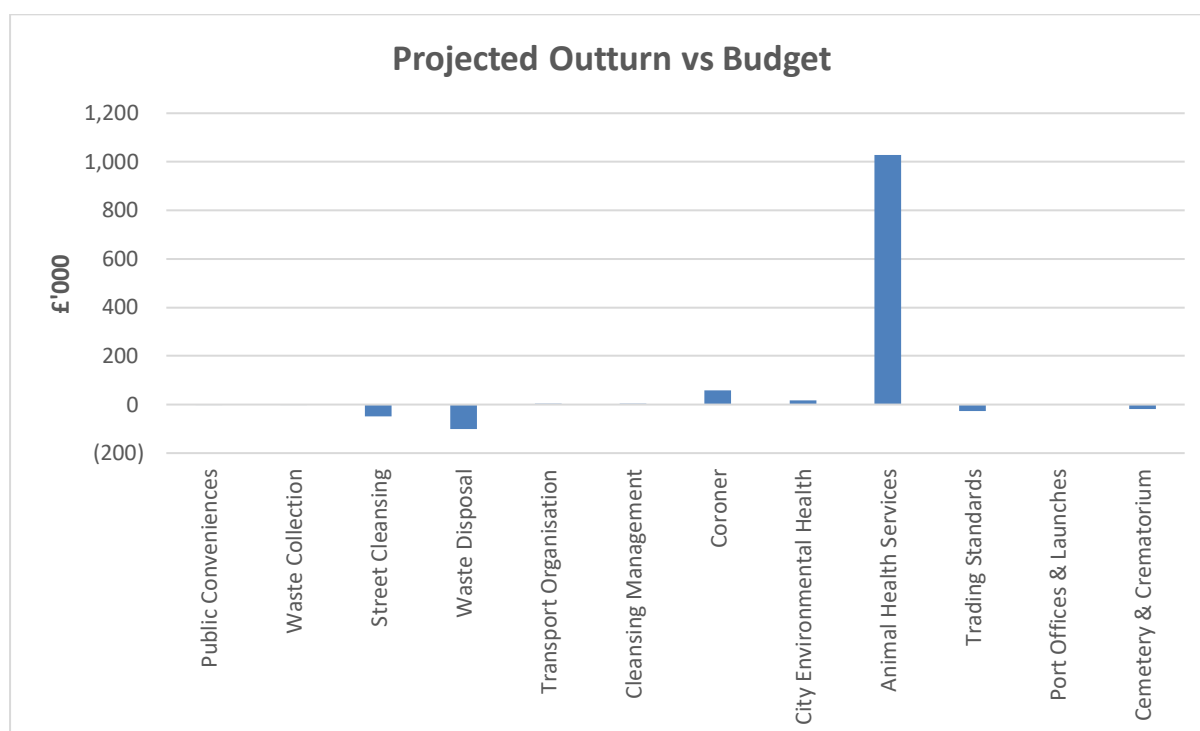
7. Priority workstreams have one or more associated performance measures to assess progress. These measures are monitored during the year and details of performance to the end of September 2025 (where available) is provided at Appendix 2. Overall, the results show that progress towards achieving the workstream objectives is on track. For any indicator which has slipped or is not on target at the mid-year point, an explanation is given.

Additional performance information

8. Cleansing Service: Appendix 3 contains infographics summarising the performance of the Cleansing Service during the first six months of the year.
9. Port Health and Public Protection: Appendix 4 presents a selection of additional measures demonstrating the activity of the teams during the first six months of the year.

Local Risk Revenue Forecast Outturn 2025/26

10. The end of September 2025 monitoring position for the Environment Department shows a projected year-end underspend of £0.455m against a budget of £37.896m. This comprises a £0.422m underspend on City Fund and £33k underspend on City's Estate
11. Within that overall departmental position, the divisions of service (all City Fund) that fall into the remit of your Committee currently have a net local risk expenditure budget of £10.371m. As at the end of September, they were projecting an outturn for 2025/26 of £11.282m, an overspend of £0.911m. Appendix 5 provides a more detailed financial analysis of each division of service, including reasons for significant variations (generally those over £50k).
12. The Executive Director Environment is continuing to absorb these local risk overspends across the wider department whilst financial recovery plans are implemented.

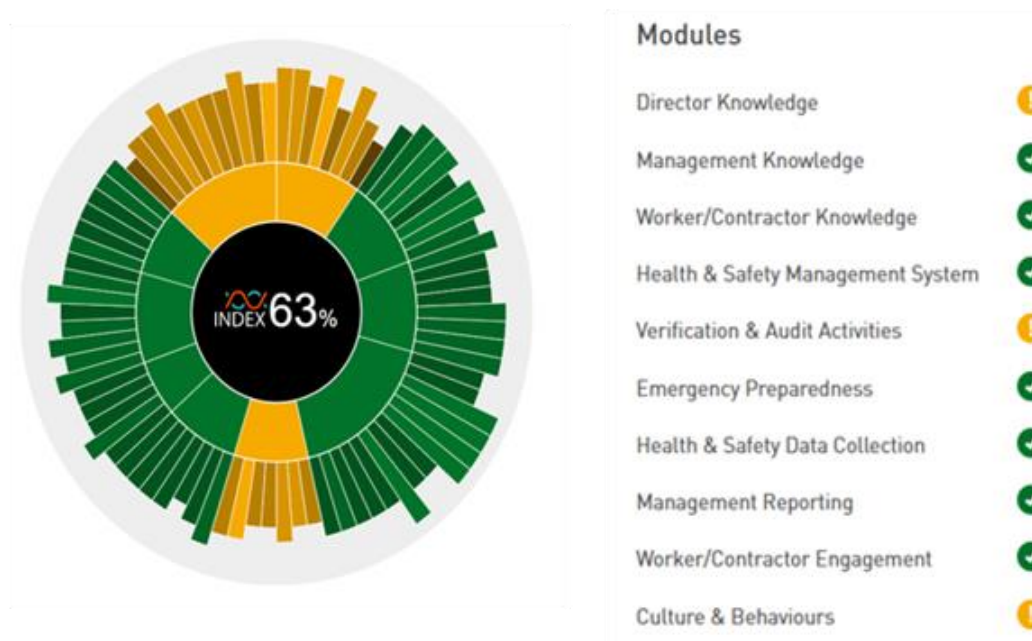


Health and Safety

13. The CoL uses the Safe365 digital platform as a tool for monitoring, auditing, and driving improvements in health and safety management across the organisation, particularly for high-risk departments and functions. The platform is used to assess departmental and sub-departmental safety management systems, providing a consistent framework for assurance and improvement. It supports an active, continuous improvement process in integrating health and safety into business operations.

14. The Safe365 profile generates a 'starburst' with key information tested across 10 modules required for successful health and safety management. It verifies 74 areas required for effective safety management. Each module is RAG rated and a key number as a percentage, the safety index, is clearly displayed at the centre of the starburst. Departments and teams with a Safe365 profile must be working towards a Safety Index of 65%.
15. The Environment Department's Safe365 maturity rating will be reported to your Committee within these bi-annual Business Plan progress reports to provide assurance that it remains committed to strengthening its safety culture and continues to make progress towards achieving and maintaining the target maturity level.
16. The Environment Department's average maturity rating has shown improvement over the last six months, increasing from 62% to 63%, which indicates proactive maturity but is not yet at the organisational target of 65%. The Department is showing a proactive approach to safety management, including workshops and an active Health and Safety Working Group. Action plans are in place to address the modules currently rated amber. For example, additional training to improve 'Director Knowledge'; ensuring health and safety is a standing agenda item at team and divisional meetings, to improve 'Culture and Behaviours'.

Environment Department Safe365 Snapshot (29 September 2025)



Corporate and Strategic Implications

Strategic implications – The monitoring of priority workstreams and performance measures links to the achievement of the aims and outcomes set out in the Corporate Plan 2024-29.

Financial implications – Financial implications are addressed within this report, with further detail included in the appendices.

Resource implications – None.

Legal implications – None.

Risk implications – Risks to achieving the objectives set out in the Business Plan of each service area are identified and managed in accordance with the City of London Risk Management Framework. Risk Registers are reported to this Committee on a regular basis.

Equalities implications – None.

Climate implications – The work of the Cleansing Service and Port Health and Public Protection supports the delivery of the Corporate Climate Action Strategy through its delivery of relevant workstreams; updates on progress are reported to this Committee.

Security implications – None.

Appendices

Appendix 1 – Progress against priority workstreams

Appendix 2 – Progress against performance measures

Appendix 3 - Cleansing Service: Additional performance information

Appendix 4 - Port Health and Public Protection Division: Additional performance information

Appendix 5 – Financial Information

Background Papers

‘Environment Department high-level Business Plan 2025-30’ (PH&ES Committee, 7 January 2025)

Contact

Joanne Hill, Business Planning and Compliance Manager, Environment Department
joanne.hill@cityoflondon.gov.uk

Progress against priority workstreams
Mid-year report: 1 April – 30 September 2025

Ref:	Workstream	Progress to mid-year (1 April – 30 September 2025)
a) Deliver an Environmentally Enhanced City		
	<ol style="list-style-type: none"> 1. Implement and deliver the Air Quality Strategy 2025 – 2030 <ul style="list-style-type: none"> • Commence delivery of the Strategy actions • Prepare and submit the Annual Status Report. Q1 2025/26 • Assess the % of the City's area that meets the World Health Organisation air quality guidelines. Q2 2025/26. • Commence work in Q3 2025/26 towards the refresh of the Air Quality SPD. 2. Deliver the Action Plan of the Circular Economy Framework. <ul style="list-style-type: none"> • Establish a baseline for circular economy metrics which can be measured in future years. Q4 2025/26 3. Deliver an effective, high-quality and responsive Cleansing Service which aligns with Member-approved service levels and meets the needs of City residents, businesses and visitors. <ul style="list-style-type: none"> • Agree way forward with Veolia Contract (Extend/Re-Tender). Q1 2025/26 	<ol style="list-style-type: none"> 1. Air Quality Strategy <ul style="list-style-type: none"> • The Statutory Annual Status report was submitted to the GLA on time and was presented to the Port Health and Environmental Services Committee in July 2025. • Work to assess the % area of the City that met the WHO Air quality guidelines in 2024 is almost complete. • Work commenced on the update of the Air Quality Supplementary Planning Document (SPD) 2. Circular Economy Framework <ul style="list-style-type: none"> • Good progress has been made on implementing the Circular Economy Framework Action Plan. • Work has advanced on identifying and refining circular economy metrics which are credible, quantifiable, relevant and align with existing data sets. • The ROMULUS pilot project continued to develop, bringing new insights into how to increase reuse within the construction industry. • A new role of Circular Economy Officer was created, with the support of the Climate Action Strategy, to review the waste process of the Corporation and institutions to ensure compliance and waste minimisation. • An application has been submitted for Neighbourhood Community Infrastructure Levy (NCIL) funding to implement a 'Library of Things' to support reuse, repair and sharing within our resident community. 3. Cleansing Service <ul style="list-style-type: none"> • The Cleansing Service continued to operate efficiently, maintaining high performance levels as evidenced by the most recent Keep Britain Tidy (KBT) Local Environmental Quality (LEQ) results. These

Ref:	Workstream	Progress to mid-year (1 April – 30 September 2025)
		<p>outcomes demonstrate sustained quality in service delivery throughout the City.</p> <ul style="list-style-type: none"> • Reports have been presented to the appropriate Committees to set out the options for the future Waste Collection and Street Cleansing Contract, to inform Member decisions on the preferred approach moving forward.
b) Protect public, animal and environmental health at the borders		
	<ol style="list-style-type: none"> 1. Embed the Border Target Operating Model (BTOM) at the Ports for food and feed and at Heathrow for live animals (AVI). <ul style="list-style-type: none"> • Finalise development of the services to move to 'business as usual' operations by Q3 2025/26. 2. Deliver high quality statutory services and support for businesses. <ul style="list-style-type: none"> • Promote the Healthier Catering Commitment (HCC) Scheme to relevant City food establishments. • Deliver the Food Law Enforcement Plan. • Deliver the Health and Safety Cooling Towers regime. • Deliver a 24/7/364 Noise Response Service. • Support the Planning and Development Service as a statutory consultee and provide expert advice. • Develop and prepare for the 2026-2036 Noise Strategy. (for publication in 2026/27). • Actively participate in multi-agency partnership, Operation Broadway, to disrupt investment fraud in and around the square mile. 	<ol style="list-style-type: none"> 1. Border Target Operating Model <ul style="list-style-type: none"> • The Port Health Service is delivering the BTOM but the EU has not implemented this for live animals. • Details of a revised Sanitary and Phytosanitary (SPS) agreement with EU are awaited. Officers continue close engagement with Defra to understand, and where possible influence, the forthcoming SPS agreement. 2. Statutory services <ul style="list-style-type: none"> • The Healthier Catering Commitment Scheme has been paused, with funding withdrawn. However, advice to businesses is still being provided as part of a programme of interventions. • Delivery of the Food Law Enforcement Plan and the Health and Safety Cooling Towers regime is on track to meet the annual targets. • 90% of noise complaints were resolved satisfactorily and 100% of noise complaints received out of hours were responded to within 15 minutes. • The Pollution Team continued to support the Planning and Development Service supported with statutory consultee responses on Air Quality, noise, odour and contaminated land. • A Noise Strategy Project Group has been established; timelines have been set out and an evidence base is being established. • The Trading Standards Team continues to actively participate in Operation Broadway to disrupt investment fraud.

Ref:	Workstream	Progress to mid-year (1 April – 30 September 2025)
c) Ensure Provision of appropriate facilities to enable delivery of services		
	<ol style="list-style-type: none"> 1. Carry out a strategic review of operational facilities to ensure that they are fit for purpose to enable efficient, effective and sustainable service delivery. Review to include: <ul style="list-style-type: none"> • Cemetery and Crematorium. • Public conveniences. • Port Health Service accommodation. • Heathrow Animal Reception Centre. 2. Put in place an agreement for a facility to deliver jury inquests on behalf of His Majesty's Coroner. 3. Agree long term strategy for Walbrook Wharf as the sustainable cleansing waste transfer station and commence implementation of agreed option. Q2 2025/26 	<ol style="list-style-type: none"> 1. Review operational facilities <ul style="list-style-type: none"> • A new administration system for the Cemetery and Crematorium was procured and is now in a six-month implementation phase, due to complete at the end of 2025. • Work to increase the number and type of graves available continues, including obtaining Committee approval for the development of an additional area of the site. • A report was taken to PHES Committee in October, highlighting the current provision of public conveniences and the work undertaken to improve wayfinding to these facilities. Officers agreed to bring back options on reviewing charging levels for facilities to the January Committee. • The Port Health and Environmental Services Committee received and considered detailed reports on the Port Health accommodation at Tilbury and an HARC property review. 2. Walbrook Wharf <p>PH&ES Committee and RASC approved the retention of Walbrook Wharf as the centre for the cleansing and waste management services through to 2032, providing certainty for the continuation of these key functions for the Square Mile. The potential to incorporate equipment related to a future local area energy network is also being assessed.</p>
d) Financial security and development		
	<ol style="list-style-type: none"> 1. Consider commercial development opportunities for Port Health and HARC across London and a wider 	<ol style="list-style-type: none"> 1. Port Health and HARC <ul style="list-style-type: none"> • The HARC Business Plan, which focuses on diversification of income generation and cost recovery strategy, was approved by Port

Appendix 1

Ref:	Workstream	Progress to mid-year (1 April – 30 September 2025)
	<p>area.</p> <p>2. Adapt Cemetery and Crematorium services to provide a variety of options relevant to the needs and preferences of customers and optimise income.</p>	<p>Health and Environmental Services Committee, and the Resource Allocation Sub Committee in June/July 2025.</p> <p>2. Cemetery and Crematorium</p> <ul style="list-style-type: none"> • The Cemetery and Crematorium Service has increased the types of graves available – there are now 14 variants of grave across 7 grave types and an increased post-cremation memorial offering. • Work is underway on a 10-year plan to secure additional graves to ensure sustainability of the site and ensure future budget protection.

Progress against Performance Measures
Mid-Year 2025/26: 1 April to 30 September 2025

Performance Measure	Performance 2024/25 (Full year)	Target 2025/26	Performance 2025/26 (1 Apr-30 Sept)
a) Deliver an environmentally enhanced City			
% of the City's area that meets the health-based Limit Values and WHO Guidelines for nitrogen dioxide levels.	94% (2023) *1	90%	N/A <i>Annual Measure</i>
% of streets with unacceptable levels of litter, detritus, graffiti and flyposting (NI 195).	4.58%	<5%	2.83%
*1 Air quality data is provided from an external source by calendar year. The latest figure available is for 2023 – we will report the 2024 figure in due course.			
b) Protect and promote Public, Animal and Environmental Health and Consumer Protection			
% of checks undertaken on low and medium risk food and feed imports.	N/A <i>New measure for 2025/26</i>	N/A*2	N/A*2
% of flight collections attended within 30 minutes of the flight offloading.	99%	95%	98%
Number of relevant food businesses signed up to the Healthier Catering Commitment Scheme.	0%	50%	0*3
% of justifiable noise complaints investigated which result in a satisfactory outcome.	100%	90%	100%
% of planned food hygiene/food control interventions completed.	>99%	100%	47%
% of planned Cooling Tower inspections completed.	100%	100%	40%
Number of Operation Broadway deployments.	71	80	39

Appendix 2

Performance Measure	Performance 2024/25 (Full year)	Target 2025/26	Performance 2025/26 (1 Apr-30 Sept)
<p>^{*2} It has not been possible to set a target for this measure in 2025/26 due to national issues with the processing of imported food and feed under the new BTOM. We will look to set a meaningful target in 2026/27.</p> <p>^{*3} The Healthier Catering Commitment Scheme did not commence as intended during 2024/25 and has now been paused with funding withdrawn. However, advice continues to be provided to businesses as part of a programme of interventions.</p>			
c) Ensure provision of appropriate facilities to enable delivery of services.			
There are no appropriate performance measures for this workstream for 2025/26; instead, progress is being assessed and reported through narrative updates only (as provided in Appendix 1).			
d) Financial security and development			
Cemetery and Crematorium to provide an additional 300 lawn graves by the end of Q4 2025/26	N/A New measure for 2025/26	300	280

Business Plan 2025/26

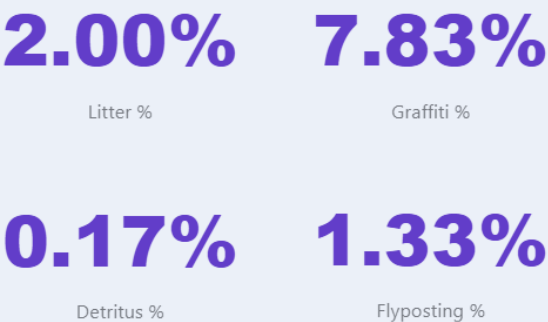
Key Performance Information

Cleansing Service Q1&2: Apr 25 – Sept 25

Local Environmental Quality - Overall % (NI195)



Local Environment Quality - Breakdown (NI195)



Kg of General Waste per household (NI191)



Overall Recycling Rate (NI192)



Community Toilet Scheme

69

Members

Clean Streets Partnership

*

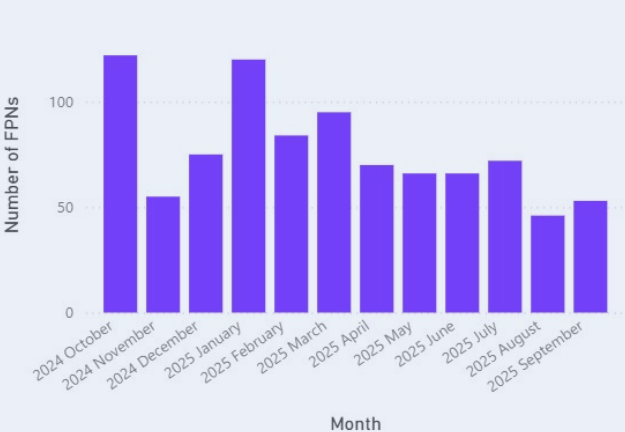
Members

Clean City Awards Scheme

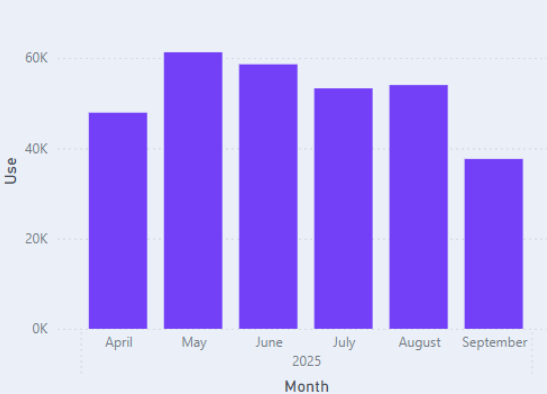
36

Members

Total FPNs Issued



Public Convenience Usage



This page is intentionally left blank

Port Health and Public Protection

Performance information

1 April 2025-30 September 2025

Public Protection



476

food hygiene inspections conducted
(2025/26 - Mid Year)



2

Number of
prosecutions/legal action in relation to
unlicensed street trading.
(2025/26 - Mid Year)

Food Hygiene Rating Scheme:
profile of food businesses



2025/26
Mid Year

Require
improvement
(0-2 rating)

3%

(54)

Broadly compliant
(3-5 rating)

97%

(1,657)


1869

Trading Standards complaints &
service requests received
(2025/26 - Mid Year)



494

noise complaints investigated
(2025/26 - Mid Year)

Port Health

Products of Animal Origin
consignment checks

1100

physical checks
(2025/26 - Mid Year)



Products of Non Animal
Origin consignment checks

3202

physical checks
(2025/26 - Mid Year)

Animal Health



231

Animal Health inspections
carried out
(2025/26 - Mid Year)



6152

consignments of animals through
Heathrow Animal Reception Centre
(2025/26 - Mid Year)

This page is intentionally left blank

Port Health & Environmental Services Committee
Local Risk Revenue Budget as at 30 September 2025
(Income and favourable variances are shown in brackets)

	Budget 2024/25 £'000	Forecast for the Year 2025/26		Notes
		Forecast Outturn £'000	Better / (Worse) £'000	
<u>Port Health & Environmental Services (City Fund)</u>				
Public Conveniences	494	491	(3)	
Waste Collection	2,330	2,329	(1)	
Street Cleansing	4,388	4,338	(50)	1
Waste Disposal	1,172	1,071	(101)	2
Transport Organisation	383	384	1	
Cleansing Management	299	303	4	
Coroner	415	473	58	3
City Environmental Health	2,210	2,228	18	
Animal Health Services	(706)	323	1,029	4
Trading Standards	493	467	(26)	
Port Offices & Launches	618	618	0	
Cemetery & Crematorium	(1,725)	(1,743)	(18)	
TOTAL PORT HEALTH & ENV SRV COMMITTEE	10,371	11,282	911	

Notes:

1. **Street Cleansing** - The projected underspend is mainly due to slightly lower than anticipated contract inflation uplift.
2. **Waste Disposal** - The projected underspend mainly due to lower than anticipated disposal and recycling throughput.
3. **Coroner** - The projected overspend is mainly due to commercial venue hire for two inquests.

This page is intentionally left blank

City of London Corporation Committee Report

Committee: Port Health and Environmental Services Committee	Dated: 25/11/2025
Subject: Risk Management Update	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties • provides business enabling functions 	<ul style="list-style-type: none"> • Providing Excellent Services • Vibrant Thriving Destination • Leading Sustainable Environment • Dynamic Economic Growth
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of:	Katie Stewart, Executive Director Environment
Report author:	Joanne Hill, Environment Department

Summary

This report provides the Port Health and Environmental Services Committee with assurance that risk management procedures in place within the Environment Department are satisfactory and that they meet the requirements of the corporate Risk Management Framework.

Risk is reviewed regularly within each service area as part of the ongoing management of operations. In addition to the flexibility for emerging risks to be raised as they are identified, a process exists for in-depth periodic review of the risk register.

This report considers the key risks managed by the following service areas which fall within the remit of your Committee:

- Port Health and Public Protection
- The Cleansing Service

Recommendation

Members are asked to:

- Note the report and the actions being taken by the Environment Department to monitor, mitigate and effectively manage risks arising from their operations.

Main Report

Background

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to Committee on the key risks faced by their department.
2. To fulfil this requirement, the key risks of the service areas of the Environment Department which fall within the remit of the Port Health and Environmental Services Committee are presented to the Committee every four months.
3. Risk Management is discussed regularly by the Department's Senior Leadership Team and at the meetings of each service area's Senior Management Team.
4. Between Management Team meetings, risks are reviewed in consultation with risk and control owners, and updates are recorded in the corporate risk management system.

Current Position

5. This report provides an update on the key business risks that exist in relation to the operations of service areas of the Environment Department which fall within the remit of the Port Health and Environmental Services Committee:
 - Port Health and Public Protection
 - Cleansing Service

Summary of key risks

6. The register of key risks held by the Port Health and Public Protection Division and the City Operation Division's Cleansing Service includes one departmental level risk (Air Quality) and three service level risks, as summarised below. The detailed risk register is presented at Appendix 2.
7. **ENV-SLT 005 Air Quality (Current risk score: Green, 3)**
Since this risk was added to the register in 2015, the score has reduced from Red 16 (Likelihood: likely; Impact: major) to Green 3 (possible; minor) and is now maintained at that level. This reflects the CoL's long-term commitment to improving air quality in the City.

Apart from at a very small number of busy roadside locations, the air quality in the City consistently meets statutory targets. This significantly reduces the impact on health. Air quality data collected in 2024 (the most recent available data) demonstrated that levels of particulate air pollution PM10 and PM2.5 both met the health-based standards. Nitrogen dioxide was measured at 91 locations and just 4 of these locations breached the required standard.

A new Air Quality Strategy for 2025 to 2030 has been adopted. The Strategy aims to exceed national standards, further demonstrating the City of London's commitment to maintaining and improving air quality. Delivery of the Strategy's Action Plan will be monitored and an annual assessment and progress report completed to demonstrate compliance.

8. ENV-PHPP 001 Border controls – Impact on Port Health and Animal Health (Current risk score: Red, 24)

The risk remains high (Red 24) due to continued uncertainties with the new regime and the new Government desire for a closer relationship with the EU, including discussions regarding a future veterinary agreement with the EU. In view of this, the target date has been extended to the end of 2027.

9. ENV-CO-GC 002 - Road traffic collision caused by City of London staff or contractor who is unfit to drive while on City business (Current risk: Red, 16).

All employees must complete a mandatory 'Driver Check' questionnaire. If that questionnaire identifies them as someone who drives on City of London business, they are automatically registered with an online licence checking system. Obtaining data from the existing software to determine compliance with the initial 'Driver Check' questionnaire has been problematic, but a manual system has been put in place. However, the software is now due to be replaced as part of the new Corporate ERP system (SAP), which is hoped to resolve the issues in time. Once the new system is in place, the risk will be reassessed and the score reduced if appropriate.

10. ENV-CO-GC 006 - A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot (Current risk: Amber, 8)

This risk remains at a score of Amber 8: unlikely, but with a major impact on the ability to deliver cleansing and waste services should it occur. A robust Business Continuity Plan is in place. A Business Continuity exercise was undertaken in December 2024, and another will be carried out before the end of 2025. This risk has also been identified as a longer-term risk linked to Climate Change and is being addressed as part of the Climate Adaptation Action Plan.

Identification of New Risks

11. New and emerging risks are identified through several channels, the main being:

- Directly by Senior Management Teams as part of the regular review process.
- In response to ongoing review of progress made against Business Plan objectives and performance measures, e.g., slippage of target dates or changes to expected performance levels.
- In response to emerging events and changing circumstances which have the potential to impact on the delivery of services, such as a border control agreement between the UK and EU.
- The risk register may be refreshed over and above the stated process for review and oversight, in response to emerging issues or changing circumstances.

Corporate and Strategic Implications

12. Effective management of risk is at the heart of the City Corporation's approach to delivering cost effective and valued services to the public as well as being an important element within the corporate governance of the organisation.

13. The proactive management of risk, including the reporting process to Members, demonstrates that the department is adhering to the requirements of the City of London Corporation's Risk Management Policy and Strategy.

14. The risk management processes in place in the Environment Department support the delivery of the Corporate Plan, our Departmental and Divisional Business Plans and relevant Corporate Strategies

Conclusion

15. Members are asked to note that risk management processes within each service area adhere to the requirements of the City Corporation's Risk Management Framework. Risks identified within the operational and strategic responsibilities of each area are proactively managed.

Appendices

- Appendix 1 – City of London Corporation Risk Matrix
- Appendix 2 – Environment Department Key Risks (Port Health and Environmental Services Committee)

Contact

Joanne Hill, Business Planning and Compliance Manager, Environment Department
Joanne.Hill@cityoflondon.gov.uk

City of London Corporation Risk Matrix (Black and white version)

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom right (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right (D) below, a green risk is one that just requires actions to maintain that rating.

(A) Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

(B) Impact criteria

Impact title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people Objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

(C) Risk scoring grid

Likelihood	Impact				
	X	Minor (1)	Serious (2)	Major (4)	Extreme (8)
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

(D) Risk score definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014.

Contact the Corporate Risk Advisor for further information. Ext 1297

October 2015

This page is intentionally left blank

PH&ES Committee - ENV risks

Generated on: 25 October 2025



Risk Level Description Departmental

Risk Code	ENV-SLT 005	Risk Title	<i>Air Quality</i>
------------------	-------------	-------------------	--------------------

Page 17 Description	<p>Cause: Levels of air pollution in the City, specifically nitrogen dioxide and fine particles, impact on the health of residents, workers and visitors. The City Corporation has a statutory duty to take action to improve local air quality.</p> <p>Event: The City of London Corporation is insufficiently proactive and resourced, and does not have the right level of competent staff, to be able to fulfil statutory obligations, as a minimum, in order to lower levels of air pollution and reduce the impact of existing air pollution on the health of residents, workers and visitors.</p> <p>Effect: The City Corporation does not fulfil statutory obligations and air pollution remains a problem, impacting on health. Potential for legal action against the Corporation for failure to deliver obligations and protect health. Adverse effect on ability to deliver the Corporate Plan 2024-29 outcomes.</p>		

Current Risk		
Risk Score	Likelihood	Impact
3	Possible	Minor
Green	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
2	Unlikely	Minor
Green	Target Date	31-Dec-2026

Original Risk		
Risk Score	Likelihood	Impact
16	Likely	Major
Red	Creation Date	07-Oct-2015

<p>Latest Note</p> <p>Page 48</p>	<p>Since this risk was added to the register in 2015, the score has reduced from Red 16 (Likelihood: likely; Impact: major) to Green 3 (possible; minor). This reflects the CoL's long-term commitment to improving air quality in the City.</p> <p>Apart from at a very small number of busy roadside locations, the air quality in the City consistently meets statutory targets. This significantly reduces the impact on health. Air quality data collected in 2024 (the most recent available data) demonstrated that levels of particulate air pollution PM10 and PM2.5 both met the health-based standards. Nitrogen dioxide was measured at 91 locations and just 4 of these locations breached the required standard.</p> <p>A new Air Quality Strategy for 2025 to 2030 has been adopted. The Strategy aims to exceed national standards, further demonstrating the City of London's commitment to maintaining and improving air quality.</p> <p>Delivery of the Strategy's Action Plan will be monitored and an annual assessment and progress report completed to demonstrate compliance.</p>	<p>08-Sep-2025</p>
--	---	---------------------------

Risk Level	Departmental
Department	Environment

Risk Approach	Reduce
Risk Owner	Gavin Stedman

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-SLT 005n Air Quality Strategy Annual Review	Complete an annual assessment and progress report to demonstrate compliance with the aims of the Air Quality Strategy.	The annual assessment and progress report covering the calendar year 2024 was completed and submitted in May 2025. It was presented to the Port Health and Environmental Services Committee, and the Health and Wellbeing Board for information.	08-Sep-2025	Ruth Calderwood	30-Jun-2026

		The 'Due date' reflects the target for the next annual report for calendar year 2025.			
--	--	---	--	--	--

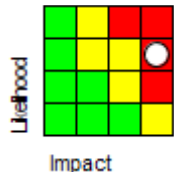
Risk Level Description Service

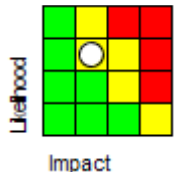
Risk Code	ENV-PHPP 001
------------------	--------------

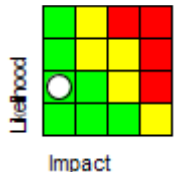
Risk Title	<i>Border Controls - Impact on Port Health and Animal Health</i>
-------------------	--

Description	<p>Cause: The outcome of the negotiations with the EU over border controls are not yet known. It is uncertain whether they will secure continuity of contracts, access to talent, ongoing grant funding and/or security of supply chains.</p> <p>Event: The City Corporation services fails to prepare appropriately for a new SPS (Sanitary and Phytosanitary) Agreement from the EU. Uncertainty over the outcome of the negotiations until it is too late to react.</p> <p>Effect: There is a range of potential impacts. The City Corporation's services are disrupted due to changes in trade and as supply chains and contracts are reassessed, potentially increasing cost and reprioritisation of resources. Increased risk to public, animal and environmental health due to legislative changes. Increased risk and cost to consumers. Reduction in income if charging regimes are not established as part of a new regime.</p>
--------------------	--

Page 50

Current Risk		
Risk Score	Likelihood	Impact
24	Possible	Extreme
Red	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
2	Unlikely	Minor
Green	Creation Date	08-Nov-2016

Latest Note	<p>N.B. The title of this risk has been amended to replace the word 'Brexit' with 'Border controls' to better reflect the current situation.</p> <p>The risk remains high (Red 24) due to continued uncertainties with the new regime and the new Government desire for a closer relationship with the EU, including discussions regarding a future veterinary agreement with the</p>	09-Oct-2025
--------------------	---	--------------------

	EU. In view of this, the target date has been extended to the end of 2027.	
--	--	--

Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Gavin Stedman

Associated Actions

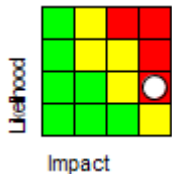
Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-PHPP 001c Liaison with Remembrance r and other CoL depts. Page 51	Engage with stakeholders to assist in the identification of impacts and possible mitigations. Ensure Remembrancer and CoL departments are fully aware of the implications of Brexit on PH&PP and that they lobby accordingly.	Although the BTOM regime has now been implemented, the service continues to engage with stakeholders to ensure an effective border in light of the current discussions around a new EU/UK SPS (Sanitary and Phytosanitary) Agreement. This action is ongoing and will be kept under review.	09-Oct-2025	Gavin Stedman	31-Mar-2026
ENV-PHPP 001d Respond promptly to developments	Respond promptly to policy decisions from the UK Government and the outcome of negotiations.	The Port Health Service will continue to respond accordingly to the government's stakeholder consultations on the development of the new EU/UK SPS Agreement. A Port Health Brexit Readiness Project Team continues to develop training and processes to ensure an effective border, taking into account the latest developments. This is an ongoing action and will be kept under review.	09-Oct-2025	Gavin Stedman	31-Mar-2026

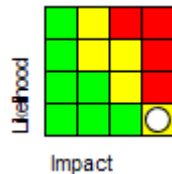
Appendix 2

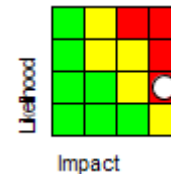
Risk Code	ENV-CO-GC 002
------------------	---------------

Risk Title	<i>Road traffic collision caused by City of London staff or contractor who is unfit to drive while on City business</i>
-------------------	---

Description	Cause: A member of staff/contractor who is unfit or unqualified to drive causes ... Event: a road traffic collision which results in ... Effect: death or injury; financial claim.
--------------------	---

Current Risk		
Risk Score	Likelihood	Impact
16	Unlikely	Extreme
Red	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
8	Rare	Extreme
Amber	Target Date	31-Jan-2026

Original Risk		
Risk Score	Likelihood	Impact
16	Unlikely	Extreme
Red	Creation Date	18-Feb-2015

Latest Note	<p>The new system SAP (HR and Finance) system and the old City Learning system are currently not able to provide a correct report to demonstrate which members of staff have or have not undertaken the compulsory 'Driver Check'. The team is working on the report, and, although a new report has been supplied, there are issues with it.</p> <p>The relaunch of 'Driver Check' to address the corporate risk is being investigated, alongside the development of a mandatory course. This will clarify who is a driver for and on behalf of the City of London, and who is not. In the meantime, audits are capturing details of City vehicle drivers, and a report based on mileage claims is identifying any new grey fleet drivers.</p>	22-Oct-2025
--------------------	---	--------------------

Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Joe Kingston

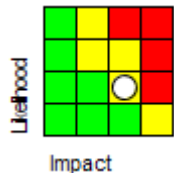
Associated Actions

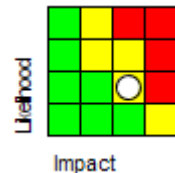
Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-CO-GC 002c Business as usual mitigation	<ul style="list-style-type: none"> Monitor the percentage of City of London staff who have completed Driver Check and ensure that it remains above 92.5%. Monitor the percentage of City of London staff who have been identified, through Driver Check, as drivers (or managers of drivers) who have completed the Corporate Transport Policy online training course and ensure that it remains above 92.5%. Monitor overall completion rates for both Driver Check and the online training course and ensure that it remains above 92.5%. Monitor the collection and periodic monitoring of driver licence details (and, in the case of grey fleet drivers, vehicle details). 	<p>The new system SAP (HR and Finance) system and the old City Learning system are currently not able to provide a correct report to demonstrate which members of staff have or have not undertaken the compulsory driver check. The team is working on the report, and, although a new report has been supplied, there are issues with it.</p> <p>The relaunch of 'driver check' to address the corporate risk is being investigated, alongside the development of a mandatory course. This will clarify who is a driver for and on behalf of the City of London, and who is not. In the meantime, audits are capturing details of City vehicle drivers, and a report based on mileage claims is identifying any new grey fleet drivers.</p> <p>The current compliance rate across all departments is 74%. This figure is expected to increase when staff return to schools and complete their assessments.</p>	22-Oct-2025	Vince Dignam	31-Jan-2026

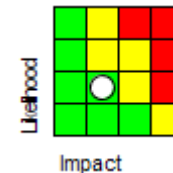
Risk Code	ENV-CO-GC 006
------------------	---------------

Risk Title	<i>A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot</i>
-------------------	---

Description	<p>Cause: A major incident, such as flooding or fire.</p> <p>Event: Walbrook Wharf unusable as a depot.</p> <p>Effect: Unable to clean streets, collect waste or maintain City of London Police vehicles. City of London unable to meet its contractual arrangements with third parties who use the depot for their commercial purposes.</p>
--------------------	---

Current Risk		
Risk Score	Likelihood	Impact
8	Unlikely	Major
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
8	Unlikely	Major
Amber	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
4	Unlikely	Serious
Green	Creation Date	13-Feb-2015

Latest Note	<p>A robust Business Continuity Plan is in place and is discussed in quarterly partnership board meetings. A Business Continuity exercise was carried out in December 2024 and another will be carried out before the end of 2025.</p> <p>The Business Impact Assessment is also undergoing detailed review.</p> <p>This risk has also been identified as a longer-term risk linked to Climate Change and is being addressed as part of the Climate Adaptation Action Plan.</p> <p>We continue to undertake a range of actions to control the likelihood and impact of the risk, and keep it under review, but are unable to reduce the score any further at present.</p>	22-Oct-2025
--------------------	---	--------------------

	The target date shown is the date that the risk will next be reviewed.	
--	--	--

Risk Level	Service
Department	Environment

Risk Approach	Accept
Risk Owner	Joe Kingston

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-CO-GC 006a Business Continuity exercise	Conduct regular Business Continuity Exercise.	A robust Business Continuity Plan is in place and is discussed in quarterly partnership board meetings. A Business Continuity exercise was carried out in December 2024 and another will be carried out before the end of 2025.	22-Oct-2025	Vince Dignam	31-Jan-2026
ENV-CO-GC 006b Fire prevention/saf ety	Maintain fire prevention / fire safety procedures.	<p>The City Surveyor's Department has updated Mechanical and Engineering (M&E) provision at Walbrook Wharf, including new fire walls, smoke cameras and sprinklers within the depot and around the electric vehicles and vehicle charging areas. The current fire risk assessments and Fire Strategy are due to be reviewed by an appointed contractor and we are awaiting confirmation of dates.</p> <p>Systems are checked and tested on a regular basis.</p> <p>This is an ongoing action.</p>	22-Oct-2025	Vince Dignam	31-Jan-2026
ENV-CO-GC	Reduce the impact of potential	Mitigations have been put in place for weak	22-Oct-2025	Vince Dignam	31-Jan-2026

006c Flood control	flooding.	<p>flood defence areas due to the close proximity of the river, but the risk of flooding remains.</p> <p>To prevent flood water ingress, an old roof has been renewed.</p> <p>For our contractors, we have a Business Continuity Plan to enable them to operate from another department.</p>			
--------------------	-----------	--	--	--	--

Committee(s): Port Health and Environmental Services Committee – For Information Health and Wellbeing Board – For Information Licensing Committee – For Information	Dated: 25/11/2025 04/02/2026 05/02/2026
Subject: Tobacco and Vapes Bill	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	Providing Excellent Services
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	£
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: City Remembrancer	For Information
Report authors: James Edwards, City Remembrancer’s Office Rachel Pye, Environment Department	

Summary

This report outlines the provisions of the Tobacco and Vapes Bill and any implications for the City of London Corporation.

Recommendation(s)

Members are asked to note the report.

Main Report

Background

1. The Tobacco and Vapes Bill was first introduced in the House of Commons in November 2024 and, at the time of writing, has passed all its stages in the first House and has begun its Committee Stage in the House of Lords.
2. The Bill would implement a commitment contained in Labour’s General Election manifesto to ensure that the next generation can never legally buy cigarettes, and to ban vapes from being branded and advertised to appeal to children. This commitment was made as part of Labour’s pledge to introduce preventative public health measures to support people to live longer, healthier lives.
3. The Bill follows on from a previous Tobacco and Vapes Bill introduced during Rishi Sunak’s premiership, which sought to raise the legal smoking age each year, to ensure those born after 1 January 2009 could never legally purchase cigarettes.

4. The Bill has, to date, made relatively slow progress through Parliament, with six months elapsing between its Second Reading in the House of Lords and the tabling of its Committee Stage. Nonetheless, it has cross-party support within Parliament and is likely to reach Royal Assent towards the end of the year or in early 2026.

Current Position

5. The Bill aims to create the first “smoke-free generation” by ensuring children born in 2009 or later can never be legally sold tobacco. It also includes provisions to make vaping less attractive and accessible to children and young people, strengthen smoke-free restrictions, and strengthen enforcement around the sale of tobacco and vaping products.
6. In relation to tobacco products, the Bill would:
 - I. make it an offence to sell tobacco products, herbal smoking products and cigarette papers to anyone born on or after 1 January 2009. This would replace the current age of sale restriction of 18 years for these products.
 - II. provide regulation-making powers that would enable the government to extend smoke-free restrictions to a wider range of premises (such as outside schools and hospitals), and to designate smoke-free places as also being heated tobacco-free.
 - III. provide the Secretary of State with powers to make regulations about tobacco products, such as establish requirements for product, substances and flavours.
7. In relation to vaping and nicotine products, the Bill would:
 - I. widen the scope of nicotine and vaping products that are subject to an age of sale restriction (18 years). For the first time, it would be an offence to sell non-nicotine vapes, e-liquids and refills to under 18s.
 - II. prohibit the sale of vaping and nicotine products from vending machines in the UK.
 - III. prohibit the free distribution, advertising, sponsorship and brandsharing of vaping and nicotine products to people of all ages.
 - IV. extend ‘smoke-free’ restrictions to vaping.
 - V. provide the Secretary of State with regulation-making powers to regulate vaping and nicotine products, including contents and flavour, packaging, and product requirements.
8. In relation to enforcement and retailer licensing, the Bill would:
 - I. provide for regulation-making powers to create a retailer licensing scheme for the sale of tobacco products, herbal smoking products, cigarette papers, vaping and nicotine products.
 - II. provide enforcement authorities with the power to issue fixed penalty notices for offences related to the underage sale, proxy sale and free distribution of tobacco and vaping products (£200) and offences in connection with licensing (£2,500).

9. In relation to advertising and sponsorship, the Bill would:

- I. introduce a UK-wide ban on the advertising, brandsharing and sponsorship of herbal smoking products, cigarette papers, vaping and nicotine products.
- II. extend provisions of the Communications Act 2003 about audiovisual and radio broadcasting to all herbal smoking products, cigarette papers, vaping and nicotine products.
- III. make a “relevant person” (such as a director or manager of a company or a partner in a firm) potentially liable for an advertising or sponsorship offence committed by a “body” (such as a body corporate, a partnership, or an unincorporated association).
- IV. impose a duty on relevant enforcement authorities to enforce the provisions in part 6 of the bill (relating to advertising and sponsorship) and regulations made under powers in part 6.
- V. empower the appropriate national authority to take over enforcement functions or proceedings instead of the relevant local enforcement authority.

10. Finally, the Bill would enable the UK Government and devolved administrations to expand the extent of provisions in existing legislation and within the Bill itself that regulate the sale and distribution of tobacco products, including to include products not currently in scope.

Implications for the City of London Corporation

11. The City of London Corporation will be in scope of the Bill both as a local weights and measures (Trading Standards) authority and as a licensing authority.

12. The implications with respect to the City of London as licensing authority relate to the proposed retail licensing regime for the sale of tobacco, vapes and nicotine products. The government has indicated a two-tier approach separating a personal licence for individuals from a premises licence for retail locations, aimed at ensuring that only responsible retailers and staff can sell these products.

13. Licensing authorities would administer applications, renewals, suspensions and revocations and could attach conditions to licences. The practical design of the retail licensing scheme is still to be determined including the licence fee, whether it will be nationally or locally set, subject to annual review or if it will fully cover the costs of administration and enforcement.

14. Trading Standards and licensing will enforce elements of the new penalties for unlicensed selling or breaches of licence conditions which could include fixed penalties and higher fines through the courts for offences such as underage sales, packaging and advertising. The licensing model is intended to deter rogue traders, support legitimate businesses that comply with rules, and provide a clearer enforcement route for local authorities.

15. All of these responsibilities introduce additional finance, skills and resource burden implications for the licensing and trading standards authorities in establishing and discharging these new additional functions.

16. A further potential implication is that the new licensing scheme could encourage further the illegal market, with the consequence that the controls create an opportunity for criminals to exploit demand for unregulated and cheaper products, particularly if flavoured vapes are restricted.
17. The market in illicit products is controlled by organised crime, and the products represent a significant funding avenue for organised crime groups' other illegal schemes, such as human trafficking, money laundering and modern slavery.
18. The sale of illegal tobacco and vapes makes it easier for children and young people to start smoking and establish addictions. Some illegal cigarettes are not fire safe, they do not extinguish themselves if left unattended, presenting an increased fire risk.

Corporate & Strategic Implications

Strategic implications – Providing Excellent Services: Protecting and promoting public health.

Financial implications – None at this stage

Resource implications – None at this stage

Legal implications – As outlined in the body of the report.

Risk implications – None at this stage

Equalities implications – Tobacco use continues to be the leading preventable cause of death, disease, and disability in our communities. Smoking rates show strong positive correlation with deprivation and reducing smoking rates among disadvantaged groups is the most effective way to tackle health inequalities.

Smoking rates are disproportionately higher amongst vulnerable populations such as the homeless, those with serious mental illness, and those with substance misuse issues. As the harms of tobacco use are not experienced equally across the population, reducing overall smoking rates in the City will contribute to mitigating the disparity in health and wellbeing burdens experienced across different population groups.

Climate implications – Every stage of the tobacco supply chain poses serious environmental challenges, including deforestation, the use of fossil fuels and the dumping or leaking of waste products into the natural environment. Reducing tobacco product use will lead to positive environmental outcomes.

Security implications – None

Appendices

- None

Background Papers

- Tobacco and Vapes Bill – <https://publications.parliament.uk/pa/bills/cbill/59-01/0121/240121v2.pdf>

James Edwards

Remembrancer's Office

T: 020 7332 1202

E: james.edwards@cityoflondon.gov.uk

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank