

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE
Tuesday, 1 May 2012

Minutes of the meeting of the Port Health & Environmental Services Committee held
at Committee Room - 2nd Floor West Wing, Guildhall on Tuesday, 1 May 2012 at
11.30 am

Present

Members:

John Tomlinson (Chairman)	Robert Howard
John Absalom	Vivienne Littlechild
Deputy John Bennett	Alderman Ian Luder
Nigel Challis	Robert Merrett
Deputy Billy Dove	Deputy Janet Owen
Bob Duffield	Deputy John Owen-Ward
Kevin Everett	Deputy Gerald Pulman
Deputy Bill Fraser	Delis Regis
Deputy Stanley Ginsburg	Matthew Richardson
Deputy Revd Stephen Haines	Jeremy Simons
Deputy Pauline Halliday	Deputy Michael Welbank

Officers:

Katie Odling	- Town Clerk's Department
Mathew Lawrence	- Town Clerk's Department
Julie Smith	- Chamberlain's Department
Jenny Pitcairn	- Chamberlain's Department
Paul Chadha	- Comptroller's and City Solicitor's
Philip Everett	- Director of Department of the Built Environment
Steve Presland	- Department of the Built Environment
Doug Wilkinson	- Department of the Built Environment
Gary Burks	- Open Spaces Department
Sue Ireland	- Director of Open Spaces
Jon Averbs	- Department of Markets & Consumer Protection
David Smith	- Department of Markets and Consumer Protection

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from George Gillon, Dr Peter Hardwick, Wendy Mead, Barbara Newman, Richard Regan and Deputy Robin Sherlock.

2. DECLARATIONS OF INTEREST

There were none.

3. APPOINTMENT OF COMMITTEE

RESOLVED: That the draft Order of the Court of Common Council, 19 April, 2012, appointing the Committee be received and its terms of reference approved.

4. **ELECTION OF CHAIRMAN**

RESOLVED: That in accordance with Standing Order No 29, John Tomlinson be elected Chairman for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Town Clerk read a list of Members wishing to stand as Deputy Chairman of the Port Health and Environmental Services Committee, and with two Members indicating their willingness to serve, a ballot was taken and votes were cast as follows:-

Wendy Mead	14
Matthew Richardson	6

RESOLVED: That in accordance with Standing Order No 30, Wendy Mead be elected Deputy Chairman for the ensuing year.

The Chairman thanked Members following his re-election and welcomed all those present to the meeting. He also thanked Deputy Shilson who had stood down from the Committee and expressed further thanks to his former Deputy Chairman, Robert Duffield for his support over the past year.

The Chairman advised that item 16 (Open Spaces Department Business Plan 2012-2015) would be moved to item 8 on the Agenda.

6. **MINUTES**

The public minutes and summary of the meeting held on 13 March 2012, were approved as a correct record

MATTERS ARISING FROM THE MINUTES: -

Item 3 – Minutes (Matters Arising) – Animal Reception Centre – Heathrow Airport: Annual Review of Charges – it was confirmed that these had been approved by the Court of Common Council on 19 April 2012.

Item 3 – Minutes (Matters Arising) - Future challenges to Health and Safety Enforcement in the City of London – With regard to including information in the Members’ Briefing paper, this matter was being progressed.

Item 3 - Time Banding for bagged waste – Members were advised the Corporation had launched a new enforcement scheme which had been successful in improving the cleanliness of the City streets. Members noted further that an agreed enforcement approach had been implemented and Environment Officers were able to provide educational advice in the first instance, however, when required, a fixed penalty notice (FPN) would be issued. A full report on the enforcement arrangements would be provided to the Committee in July 2012.

It was suggested that Deputy's should be responsible for reporting any concerns in their Ward to the Assistant Director of the Cleansing Services team.

Item 8 – Cemetery and Crematorium Medium Term Burial Plan – The Chairman advised that a visit to the Cemetery and Crematorium was scheduled to take place on 5 September 2012, and full details regarding the arrangements for the visit would be circulated to Members in due course.

Item 9 – Questions on Matters Relating to the Work of the Committee – Staffing arrangements during the Olympic Games – The Committee was informed that in order to ensure the smooth running of services at the cemetery, staff had agreed to work flexible hours during the Olympic Games period.

Item 9 - Questions on Matters Relating to the Work of the Committee – Tunnel at Liverpool Street Station – Members were informed that following concerns raised at the last meeting, the tunnel at Liverpool Street Station was being regularly monitored in conjunction with colleagues at Liverpool Street Station.

Members noted the 'Love Clean Streets' presentation was scheduled for the July meeting.

Item 9 – Queen's Diamond Jubilee – River Pageant – Members were provided with an update regarding the arrangements for the event.

Item 9 – Illegal Street Trading on Middlesex Street – Members were assured that Officers were continuing to monitor illegal trading on Middlesex Street and in light of the concerns raised by Members, Officers within the Licensing Team would be inspecting the area more regularly. A full report detailing areas where street trading was and was not permitted and including comments from Tower Hamlets on the matter would be presented to the Committee in July.

7. **APPOINTMENT OF REPRESENTATIVES AND SUB COMMITTEES**

Consideration was given to a report of the Town Clerk which sought approval for the Appointment of Representatives to the various Sub Committees.

RESOLVED : - That,

- i) the appointment of a general Reference Sub Committee be deferred until it is required;
- ii) Robert Duffield be appointed to represent the Policy and Resources Committees Energy and Sustainability Sub Committee for the ensuing year; and
- iii) Sheriff Wendy Mead be appointed to the Community and Children's Services Committee's Health and Social Care Scrutiny Sub Committee for the ensuing year.

8. **OPEN SPACES DEPARTMENT BUSINESS PLAN 2012 - 2015**

Consideration was given to a report received from the Director of Open Spaces for the approval of the Open Spaces Department Business Plan 2012-2105.

RESOLVED : - That the sections specifically relating to the Cemetery and Crematorium that have been included in the Open Spaces Department Business Plan for 2012-2015 be approved and the targets for service delivery as quantified by the performance indicators agreed.

9. **DEPARTMENT OF THE BUILT ENVIRONMENT BUSINESS PLAN - 2012 - 2015**

Consideration was given to a report of the Director of the Built Environment which sought approval for the Departmental Business Plan for 2012-15.

A point was raised regarding cleansing operations during the Olympic Games period. The Chairman considered that cleansing matters should be put before this Committee prior to the Finance Committee and he agreed to raise this matter at Finance later that day. The Director of the Built Environment confirmed that he was confident that the cleansing resources available were sufficient to deal with the additional refuse that was expected.

RESOLVED : - That

- (i) the Department of the Built Environment's Business plan 2012-15 and associated appendices be approved; and
- (ii) progress in achieving the Business Plans relevant key objectives and KPI's be reported quarterly to the Port Health & Environmental Services Committee.

10. **THE CONTROLLED WASTE (ENGLAND AND WALES) REGULATIONS 2012**

Consideration was given to a report received from the Director of the Built Environment which sought approval for The Controlled Waste (England and Wales) regulations 2012.

RESOLVED : - That,

- i) it be noted that the offices of charities currently served by the City have been informed of the legislation change which requires them to arrange for their own commercial; waste collections with effect from 6 April 2012;
- ii) the charging of non-wholly publically funded educational establishments for both their waste collection and disposal with effect from 1 September 2012 using the schedule of rates attached as Appendix 3 be approved; and
- iii) wholly publicly funded educational establishments be charged for waste collection and disposal as from 2015 or as otherwise directed by the Government following its spending review.

11. **DEPARTMENT OF THE BUILT ENVIRONMENT - UNIDENTIFIED SAVINGS 2012 - 2013**

Consideration was given to a report of the Chamberlain and the Director of the Built Environment regarding unidentified savings for 2012-13.

RESOLVED : - That,

- i) the pressures on the Director's local risk resources for 2012-13 be noted; and
- ii) subject to the approval of the Finance Committee, the funds available in the LATS reserve be used in 2012-13 and any remaining balance in 2013-14 also be used to ease the pressure on the Director's budgetary resources.

12. CLOSING DOWN SALES

The Director of Markets & Consumer Protection provided an update regarding closing down sales in the City. Members noted that fourteen shops were identified as having some form of sale in January and had been advised of the legal requirements. Eight now comply, two have shut down, two were being referred for legal action and two would be referred if they had not shut down by the end of May 2012 and were still displaying 'closing down' signs.

13. ANNUAL AIR QUALITY MONITORING REVIEW AND AIR QUALITY STRATEGY PROGRESS REPORT

Consideration was given to a report of the Director of Markets and Consumer Protection which sought approval for the Annual Air Quality Monitoring Review and Air Quality Strategy Progress Review.

On behalf of the Committee, the Chairman commended the Director and his team for their hard work.

The Chairman informed Members that there had been a meeting with colleagues from Westminster and Camden Borough Councils and Transport for London and at this meeting it was agreed that the City and the two Boroughs would write to the Mayor of London requesting that the matter be given higher priority at the strategic pan-London level.

Unofficial taxi rank at Bishopsgate – Members were informed that people were being encouraged to use the taxi rank inside Liverpool Street Station to discourage taxi drivers parking illegally and seeking business on Bishopsgate where work was being undertaken by Crossrail.

An executive summary of the Monitoring Review and Air Quality Strategy was requested for circulation to Members of the Committee.

RESOLVED : - That the Annual Air Quality Monitoring Review (Appendix 1) and Air Quality Strategy progress report (Appendix 2) be approved.

14. DEPARTMENT OF MARKETS AND CONSUMER PROTECTION BUSINESS PLAN 2012 - 2015

Consideration was given to a report of the Director of Markets and Consumer Protection regarding the Markets and Consumer Protection Business Plan for 2012-15.

RESOLVED : - That the contents of this report be approved.

15. **THE CITY OF LONDON NOISE STRATEGY 2012 - 2016**

Consideration was given to a report received from the Director of Markets and Consumer Protection for the approval of the Noise Strategy 2012-2016.

An executive summary of the Noise Strategy 2012 – 2016 was requested to be circulated to all Members of the Committee.

(Delis Regis left the meeting at 12:50pm).

RESOLVED : - That the Noise Strategy 2012-2016 (Appendix 1) be approved.

16. **STUDY INTO THE PRESENCE OF SALMONELLA IN IMPORTED REPTILES AND AMPHIBIANS**

Consideration was given to a report of the Director of Markets and Consumer Protection which set out the details and results surrounding a study into the prevalence of Salmonella in a sample of some 300,000 reptiles and amphibians that were shipped through the HARC each year.

Received.

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

There were no questions raised.

18. **URGENT ITEMS**

Annual River Inspection - The Chairman reported that the Annual River Inspection was scheduled to take place on 29 June 2012.

Terms of Reference of the Port Health and Environmental Services Committee - The Chairman reported that the Terms of Reference approved by the Court (and approved by this Committee – Item 3) had not reflected the dissolution of the Department of Environmental Services nor the wish to involve the Chairman of the PHES Committee in the appointment of the post of ‘Director of Markets and Consumer Protection’ and therefore Officers within the Town Clerks department and Human Resources were investigating a resolution. However, time was required in order to consult all affected persons.

The Committee should also be involved in the appointment of the Director of Open Spaces and a report would be submitted to the July 2012 Committee meeting.

19. **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.

20. **NON-PUBLIC MINUTES**

The Committee considered the non-public minutes of the meeting held on 13 March 2012.

21. **PROPOSED RELOCATION OF SHEERNESS PORT HEALTH OFFICE**

Consideration was given to a report of the City Surveyor regarding the proposed relocation of Sheerness Port Health Office.

Received.

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

There were no questions raised.

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

There were no items of urgent business.

The meeting ended at 12.55 pm

Chairman

Contact Officer: Katie Odling
Tel. no.: 020 7332 3414
katie.odling@cityoflondon.gov.uk