

## PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 12 November 2013

**Minutes of the meeting of the Port Health & Environmental Services Committee held at the Guildhall EC2 at 11.30am**

### **Present**

#### **Members:**

Deputy John Tomlinson (Chairman)	Wendy Hyde
Wendy Mead (Deputy Chairman)	Professor John Lumley
Deputy John Absalom	Andrew McMurtrie
Deputy John Bennett	Brian Mooney
Nigel Challis	Hugh Morris
Henry Colthurst	Barbara Newman
Karina Dostalova	Deputy Richard Regan
Deputy Billy Dove	Jeremy Simons
Peter Dunphy	Deputy James Thomson
George Gillon (Chief Commoner)	Mark Wheatley
Alderman John Garbutt	Alderman Sir David Wootton

#### **Officers:**

Jenny Pitcairn	- Chamberlain's Department
Simon Owen	- Chamberlain's Department
Doug Wilkinson	- Department of the Built Environment
Steve Presland	- Department of the Built Environment
David Smith	- Director of Markets and Consumer Protection
Jon Averbs	- Markets & Consumer Protection Department
Gary Burks	- Superintendent & Registrar, City of London Cemetery & Crematorium
John Park	- Press Officer, Public Relations Office
Andrew Wild	- City Surveyor's Department
Tony Macklin	- Assistant Director, Environmental Health & Trading Standards
Tony Halmos	- Director of Public Relations
Greg Williams	- Assistant Director of Public Relations (Press)
Alistair MacLellan	- Committee and Member Services Officer

### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Vivienne Littlechild, Alastair Moss, Deputy John Owen-Ward, Deputy Gerald Pulman, Deputy Michael Welbank and Philip Woodhouse.

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

There were no declarations.

### **3. MINUTES**

**RESOLVED** – That the minutes of the meeting held on 9 September 2013 be approved as a correct record.

4. **OUTSTANDING ACTIONS**

The list of outstanding actions was received.

5. **TERMS OF REFERENCE**

The committee considered a report of the Town Clerk that invited members to review the committee's terms of reference ahead of these being submitted to the Court of Common Council on 1 May 2014.

Members agreed that no amendments were required, noting that the current terms of reference had been thoroughly reviewed the previous year.

RESOLVED –

- That the terms of reference of the committee be approved for submission to the Court of Common Council on 1 May 2014, and that any further changes required in the lead up to the Court's appointment of committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman; and
- No change was required to the frequency of the committee's meetings.

6. **PUBLIC RELATIONS UPDATE**

The Director of Public Relations introduced his written update on Port Health and Environmental Services public relations. He noted that the current update was the third annual report to come before the committee, and that he would welcome any comments and critique on members on its presentation and structure.

He proceeded to highlight some sections of the report:

**Media Coverage**

He noted that copies of the main media cuttings relevant to the committee were available for members to consider.

**Website**

He commented that the City of London Corporation website had been updated in the past year to make its structure more user friendly.

**Polling - Public Conveniences**

He noted that the only City of London service to receive a negative satisfaction rating was public conveniences and the community toilet scheme, and that this had been the subject of a summary report to the Policy & Resources Committee. He informed members that a presentation would take place on the topic at a date in mid-December. He pointed out that there was no historic data with which to compare the current results and therefore it was difficult to establish the reason for the low rates of satisfaction. Nevertheless he noted that more work would be done on raising awareness of the community toilet scheme for the time being.

The Chairman thanked the Director for his update to the committee, and said that the overall high rate of satisfaction with the City of London Corporation was a tribute to the hard work of officers and members of the committee.

In response to a question from a member over the disparity in satisfaction between residents and businesses regarding recycling (78% versus 35%), the Transportation and Public Realm Director replied that this was likely due to residential collection being

carried out by the City of London Corporation whereas business collection was carried out by independent commercial operators that were driving down prices via competition.

In response to a question from a member over whether the split between recycled and un-recycled waste could be monitored, the Transportation and Public Realm Director replied that two approaches were possible, namely by monitoring the waybridge at Walbrook Wharf in the first instance and personal visits by Recycling Officers in the second. There were issues with both approaches, in that the waste on the waybridge represented only a percentage of the total waste from across the City, and the fact that the Recycling Team was currently only composed of four officers. He further remarked that corporate social responsibility was acting as a driver for businesses to proactively increase the amount of recyclable material they produced.

The Assistant Director of Public Relations (Press) took the opportunity to inform the committee that two of the City of London's best performing media stories from the past 12 months had arisen from areas within its remit, namely grave reuse and air quality.

The Assistant Director of Street Scene and Strategy noted that a report on public conveniences had not been submitted to the committee due to their poor performance during polling, which had prompted officers to first investigate the reasons for the poor performance. He suggested that a working group of members be created in order to consider the issues involved and make recommendations for improvement.

A member added that a lack of provision in the Bishopsgate area had been an election issue, and that it was necessary to accept that the Night Time Economy had created demand for public conveniences. Furthermore she felt that it was important not to let the issue drift. She added that she felt the community toilet scheme was not a viable solution.

The Chairman agreed that the matter included the issue of appropriate provision but that consideration needed to be given to what was achievable given the resources available. He noted that, in order to gain momentum, 'quick wins' had to be identified and furthermore that a reliable evidence base had to be built up.

A member observed that the public conveniences at Bank were of a very high standard and that in possible these should be used as a model of best practice. He noted also that the City of London had the opportunity to enhance its reputation by providing high-standard, sensibly located and free public conveniences.

The Chairman therefore invited interested members to put their names forward to form a Public Conveniences Working Group. Wendy Hyde, Andrew McMurtrie, Jeremy Simons and Barbara Newman volunteered to be members.

In response to a question from a member over whether any action had been taken against public urination in Smithfield, the Assistant Director of Streetscene and Strategy replied that 22 street notices had been issued between July and November 2013.

In response to a question from a member over what advance notice had been given for the closure of Bank public conveniences, the Assistant Director of Streetscene and Strategy replied that the works involved were being carried out by London Underground Limited (LUL) and that he was not aware of any advance notice being given.

A member observed that low public satisfaction with City of London public conveniences was potentially due to pay-per-use.

**7. REVENUE AND CAPITAL BUDGETS 2014/15**

The Senior Accountant introduced a report of the Chamberlain on revenue and capital budgets for 2014/15, noting that its recommendations had been made in light of the City of London's wider review of its use of resources.

In response to a query from a member over the nature of staffing budgets, the Senior Accountant replied that these were necessary due to the need to cater for long-term staffing requirements.

RESOLVED, that –

- The committee reviewed the provisional 2014/15 revenue budget, noting that it met the committee's objectives and approved its submission to the Finance Committee;
- The draft capital budget be approved.
- The Chamberlain be authorised to revise these budgets to allow for further implications arising from the potential budget developments including PP2P reviews, developments in the Port Health service relating to changing trade, changes to the Additional Works Programme and changes in respect of recharges.

**8. PUBLIC CONVENIENCES**

The Chairman noted that the issue of public conveniences had been comprehensively discussed as part of Item 6.

**9. RECYCLING ACTION PLAN**

In response to a question from a member regarding the potential to raise awareness of recycling with young people, the Assistant Director of Street Scene and Strategy replied that the Recycling Action Plan included work being done to promote recycling in schools.

**10. BISHOPSGATE BIN TRIAL**

The Chairman introduced the report on the Bishopsgate Bin Trial, noting that it had come before the committee for information rather than for decision given that the committee's agreement had been given, in principle, on a previous occasion, and that ward members had been consulted throughout.

In response to congratulations from a member over the achievement of c.98% of Bishopsgate being rated category A-B, the Chairman concurred and noted that the trial appeared to have been successful.

In response to a query from a member over why City of London Police advice had stated that blast resistant bins were no longer required, the Assistant Cleansing Director replied that the use of litter bins for deployment of terrorist devices had been a historic IRA tactic and that this tactic did not reflect the current pattern of terrorist threat, hence the updated police advice.

The Assistant Cleansing Director went on to note that Keep Britain Tidy was keen to embark upon a national campaign entitled *Which Side of the Fence* during which

cleansing authorities would only cleanse one side of a given street at weekends. He added that a 200 yard stretch of Minories was being considered for part of the campaign.

In response to concerns from a member that the weekends were not a suitable time to carry out such a campaign due to reduced footfall and corresponding lack of scope to educate the public, and that a mid-week campaign along a busier stretch of public highway such as Bishopsgate would be more appropriate, the Assistant Cleansing Director replied that the timing of the proposal was in keeping with the wider Keep Britain Tidy campaign and that Minories had been chosen due to the Night Time Economy of the local area.

Members also observed that it would perhaps be best to focus the campaign on a narrow street so that members of the public could easily compare cleansed/uncleansed areas of the public highway, and that ward members and local businesses should be consulted before an area was decided upon.

**11. LOVE THE SQUARE MILE**

The Chairman introduced the report of the Director of the Built Environment on the progress made on the Love the Square Mile app since the last report in April 2013, noting that the app was progressing well and that it would be further reviewed in six months.

**12. MITIGATION OF ENVIRONMENTAL IMPACTS FROM STREET WORKS IN THE CITY**

The committee received a response to its resolution to the Planning and Transportation Committee.

**13. APPROVAL OF THE 2013 - 2014 FOOD SAFETY ENFORCEMENT PLAN FOR THE LONDON PORT HEALTH AUTHORITY**

The committee approved a report of the Director of Markets and Consumer Protection regarding the 2013/14 Food Safety Enforcement Plan for the London Port Health Authority.

RESOLVED, that –

- The London Port. Health Authority Food Service Enforcement Plan 2013-14 be approved.

**14. IMPLICATIONS OF THE CHANGES TO THE CONSUMER LANDSCAPE OF THE UK FOR THE FUTURE OF TRADING STANDARDS ENFORCEMENT IN THE CITY OF LONDON**

The committee approved a report of the Director of Markets and Consumer Protection.

RESOLVED, that –

- Members approve the continued working of the City Corporation's Trading Standards Service within the new national framework, utilising both in-house resources and whenever possible, securing external resources from the Tri-Regional Scambusters Team through the National Trading Standards Board for projects and investigations affecting the City and beyond.

15. **IMPLICATIONS OF THE NATIONAL LOCAL AUTHORITY ENFORCEMENT CODE - HEALTH AND SAFETY AT WORK - ENGLAND, SCOTLAND & WALES FOR THE FUTURE OF HEALTH & SAFETY ENFORCEMENT IN THE CITY OF LONDON**

The committee approved a report of the Director of Markets and Consumer Protection.

RESOLVED, that –

- The City Corporation should continue its risk based regulatory approach by supporting, encouraging, advising and where necessary taking enforcement action against businesses to ensure that;
- They effectively manage the occupational health & safety risks they create and;
- That this should be based upon a greater gathering and use of intelligence to inform service planning intervention and project selection in the future.

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

**Awards**

The Chairman informed the committee that the City of London had recently received awards from Keep Britain Tidy for its *No Ifs, No Butts* campaign and for the Animal Reception Centre at Heathrow, from the International Pet and Animal Transportation Association.

17. **URGENT ITEMS**

**Thames Estuary Partnership (TEP)**

The representative of the Town Clerk clarified the nature of a member of the committee's appointment to the Thames Estuary Partnership, noting that by virtue of his membership of the partnership, he qualified as a Director of the TEP.

A member noted that in future it would be important to be mindful of precisely what a member of the City of London was being required to do before they were appointed to outside bodies, and that appropriate insurance arrangements were in place. The Chairman agreed that this should form a report to come back to committee at a future date.

RESOLVED, that –

- A report be prepared on the appointment of members to outside bodies for consideration by the Committee at a future date.

18. **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 Act.

19. **NON-PUBLIC MINUTES**

RESOLVED – that the non-public minutes of the meeting held on 9 September 2013 be approved as a correct record.

20. **PASQUALE FAVALE BEQUEST**

The Chairman introduced a report of the Town Clerk.

RESOLVED, that –

- A marriage portion of £150 be awarded to the recommended recipient.
- The Town Clerk to make suitable arrangements for the presentation of the award, in consultation with the Chairman.

**21. DEBT ARREARS - PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 30 SEPTEMBER 2013**

The Chairman introduced a joint report for information of the Director of the Built Environment, the Director of Markets and Consumer Protection, and the Director of Open Spaces, on debt arrears affecting Port Health and Environmental Services for the period ending 30 September 2013.

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

There were no questions.

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

There was no other business.

**The meeting closed at 12.54pm**

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Chairman

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