

# PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 14 January 2020

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

## **Present**

### **Members:**

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

### **Officers:**

Rofikul Islam	- Town Clerk's Department
Kristina Drake	- Town Clerk's Department
Zahur Khan	- Department of the Built Environment
Leah Coburn	- Department of the Built Environment
Jim Graham	- Department of the Built Environment
Elisabeth Hannah	- Department of the Built Environment
Carolyn Dwyer	- Department of the Built Environment
Paul Chadha	- Comptroller and City Solicitor
Richard Steele	- Department of the Built Environment
Gavin Stedman	- Department of Markets & Consumer Protection
Rachel Pye	- Department of Markets & Consumer Protection
Tony Macklin	- Department of Markets & Consumer Protection
Gary Burks	- Open Spaces Department
Gerry Kiefer	- Open Spaces Department
Jenny Pitcairn	- Chamberlain's Department

## **1. APOLOGIES**

Apologies for absence were received from Deputy Kevin Everett, Andrien Meyers and Mark Wheatley.

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

In respect to item 13 of the agenda, Vivienne Littlechild declared that she is a resident at the Barbican Estate.

3. **MINUTES**

**RESOLVED** – The Committee considered and approved the public minutes of the meeting held on Tuesday 26 November 2019 be approved as a correct record.

**Matters arising:**

**Emissions Reduction Bill Update**

The Committee was informed that the City of London's Emissions Reduction Bill was reintroduced following the State Opening of Parliament. The Committee would be kept updated of the Bill's progress.

4. **OUTSTANDING ACTIONS**

The Committee received a report of the Town Clerk setting out their current list of outstanding actions.

Updates were provided as follows:

**Electric Vehicle Charging**

The rapid charging points at Baynard House should be available from August 2020.

**Water Refill Points**

Post-installation checks are being carried out at various sites, with the installation of smart meters, which will allow for the monitoring of usage.

Officials at St. Botolph without Bishopsgate Church have contacted a Member and informed her that their previous offer of funding to finance costs of a water fountain has now been withdrawn by their funders. Officers agreed to get in touch with the Member to discuss this further.

5. **UPDATE ON THE IMPACT OF THE UK LEAVING THE EU (BREXIT) ON PORT HEALTH & PUBLIC PROTECTION**

The Committee received an oral update from the Port Health and Public Protection Director on the impact of the United Kingdom leaving the European Union (Brexit) on Port Health & Public Protection. The Committee was informed that although the Government's Withdrawal Agreement Bill (WAB) was undergoing a second reading in the House of Lords on the 14 January 2020, it was widely expected that the United Kingdom will formally leave the European Union on the 31 January 2020. Current controls are likely to remain in place until the end of 2020 and the Government is aiming to complete the relevant negotiations before this date.

The Committee was told that access to information systems, such as TRACES will be maintained during the transition period. Access following this will depend on the negotiations regarding future trading arrangements.

A Member asked if current high standards would continue. Members were assured that the City continues to maintain a good relationship with all its colleagues across the United Kingdom and the European Union and will address any issues if and when they are raised. The service will continue to monitor the situation and will promote the six key Brexit principles agreed by this Committee.

**RESOLVED** – Members noted the oral update.

6. **REVENUE AND CAPITAL BUDGETS AND HIGH-LEVEL SUMMARY BUSINESS PLANS 2020/21**

The Committee considered the joint report of the Chamberlain, the Director of the Built Environment, the Director of Markets and Consumer Protection and the Director of Open Spaces on the Revenue and Capital Budgets and High-Level Summary Business Plans 2020/21.

A Member asked whether the proposals for a Variable Grade Scheme were realistic. The Committee was informed that the review of professional boundaries would ensure that the appropriate staff are employed to do the right job at the right level, for example ensuring the administration work is not undertaken by professional officers, if it is not needed, this ensuring a lean and cost effective service provision. The Departments continues to scrutinise its workforce ensuring continuity, development and upskilling talents where possible.

A Member enquired if the Port Health and Environmental Services is going to be able to reach its targets. The Committee was advised that work has been realigned according to the corporate priorities thus will have limited impact on the Port Health and Environmental Services.

**RESOLVED** – Members:

- i) reviewed and approved the proposed revenue budget for 2020/21 for submission to Finance Committee;
- ii) reviewed and approved the proposed capital budgets for 2020/21 for submission to Finance Committee;
- iii) authorised the Chamberlain, in consultation with the Directors of the Built Environment, Markets and Consumer Protection, and Open Spaces, to revise these budgets to allow for any further implications arising from Corporate Projects, other reviews and changes to the Cyclical Works Programme;
- iv) agreed that minor amendments for 2019/20 and 2020/21 budgets arising during budget setting be delegated to the Chamberlain;
- v) noted the factors taken into consideration in compiling the Business Plans of the Departments of the Built Environment, Markets and Consumer Protection, and Open Spaces, including efficiency measures; and
- vi) approved, subject to the incorporation of any changes sought by this

Committee, the final high-level summary Business Plans for 2020/21.

**7. HEALTHIER CATERING COMMITMENT FOR FOOD BUSINESSES IN THE CITY OF LONDON**

The Committee received the report of the Director of Markets & Consumer Protection on the Healthier Catering Commitment for Food Businesses in the City of London. The Healthier Catering Commitment is an enhanced version of the London-wide scheme and considers sustainability including the Plastic Free City initiative, a commitment to recycling waste, developing a food waste reduction plan and signposting to the Safety Thirst scheme. It also signposts participating businesses. The plans have been well received by the various stakeholders involved.

A Member noted that there are no independent caterers on Fleet Street, which is a major street mostly in the City of London and is packed with unhealthy food outlets, and if the City can influence the larger food chain outlets to take up the offer of the Healthier Catering Commitment. A Member informed the Committee that as a Planning Authority the City can influence the changes needed, as per the directive of the High Court.

This was followed by another question by a Member who asked if the City risks being a Nanny State by imposing the Healthier Catering Commitment onto outlets. Officers assured the Member that the City is trying to encourage business to make small changes as these can have a big impact with compromising the type or range of food offered by a business. It is hoped that the City can drive a positive change through its communication and engagements. The Member was further reassured that although the City is focussing on small chains with less than 20 outlets and independents, work was also underway through the Healthier Catering Commitment working group that the City is part of, to develop a scheme for large national companies.

**RESOLVED** – Members noted the contents of this report.

**8. PERIOD 1 & 2 (APRIL - NOVEMBER 2019) CEMETERY & CREMATORIUM BUSINESS PLAN PERFORMANCE UPDATE**

The Committee received the report of the Director of Open Spaces on the Period 1 & 2 (April - November 2019) Cemetery & Crematorium Business Plan Performance update.

A Member questioned why 49 conifer trees had been removed. The Committee was informed that the conifers had been replaced with alternative more suitable trees.

In response to a question, the Committee were informed that after 75 years graves can be reused. In addition, the Committee was further informed that the Department is trying to be greener in terms of its fuel efficiency but is somewhat constrained due to some of its older vehicles which are reliant on diesel, nevertheless the Department continues to find greener methods.

**RESOLVED** – Members noted the performance of the Cemetery and Crematorium during this reporting period.

9. **DEPARTMENT OF THE BUILT ENVIRONMENT RISK MANAGEMENT - PERIODIC REPORT**

The Committee received the report of the Director of the Built Environment on the Department of the Built Environment Risk Management – Periodic Report.

In September 2019, it was reported to the Committee that some employees and contractors who require to take an online training scheme had been missed, thus the previous compliance report had been inaccurate. They had now been identified. The Committee was assured that the Department is working towards reducing the risk level back to Amber.

A Member sought assurance that such incidents of inaccuracies will not be repeated in the future. The Committee was told that at present the City uses a number of systems, which are not always synchronized. From the lessons learnt, the City is now working on a piece of work to ensure a more joined up system with greater coordination.

Members were told that at present there is not a single database for all those who are on the City Payroll, contractors, agencies and volunteers, thus resulting in inaccuracies or “the missing employees”. A Member suggested this be raised with the Establishment Committee.

**RESOLVED** – Members noted the report and the actions taken in the Department of the Built Environment to monitor and manage effectively risks arising from the Department’s operations

10. **CEMETERY AND CREMATORIUM - FEES, CHARGES AND MARKETING**

The Committee considered the report of the Director of Open Spaces Department. The report sets out the fees and charges for the services provided at the City of London Cemetery and Crematorium which are re-evaluated every year. The report presented to the Members looks at the proposals for 2020/21. It also sets out the marketing activities which have been undertaken in 2019 and outlines those for 2020.

A Member asked that some families find it hard to fund the funerals for their loved ones. Are there any grants that the City makes available for such families. The Committee was informed that Central Government provides a number of funds for hardship but the City has no such funds, in the event the City is contacted for such funds for burials, officers are trained to direct residents to services where they can access the grants.

**RESOLVED** – Members:

- agreed the fees and charges as set out in this report and shown in the Appendix for implementation with effect from 1 April 2020; and
- noted the marketing activities undertaken in 2019 and those planned for 2020 for the Cemetery and Crematorium service.

11. **MARKETS AND CONSUMER PROTECTION BUSINESS PLAN 2019/2020: PROGRESS REPORT (PERIOD 2)**

The Committee received the report of the Director of Markets and Consumer Protection on the Markets and Consumer Protection Business Plan 2019/2020: Progress Report (Period 2).

The Committee was provided with an update on progress made by the Port Health & Public Protection Division during Period 2 (August-November) of 2019/20 against the Department of Markets and Consumer Protection's High-Level Business Plan of 2019/20. The High-Level Plan was approved by the Committee in March 2019.

A Member asked if the City would continue to monitor chicken and meat produce from Brazil. Officers advised that the City would continue with the monitoring process unless advised otherwise by the European Union.

**RESOLVED** – Members noted the content of this report and its appendices.

12. **PORT HEALTH & PUBLIC PROTECTION RISKS**

The Committee received the report of the Director of Markets and Consumer Protection on the Port Health & Public Protection Risks. The Committee was informed that the Air Quality in the City currently stands at Amber. The risk has been reduced due to ongoing improvements in air quality together with the wide range of actions that has been and continues to be taken to mitigate risk.

The risks associated with Brexit are currently an Amber and will remain at this level until the impacts of any negotiations between the United Kingdom and European Union are known.

**RESOLVED** – Members noted the report and the actions taken in the Department of Markets and Consumer Protection to monitor and manage effectively risks arising from our operations.

13. **UPDATE ON THE OUTCOME OF THE TEMPORARY SPEED RESTRICTION TRIAL UNDER BRANDON MEWS ON THE BARBICAN ESTATE**

The Committee received the report of the Director of Markets and Consumer Protection on the update on the outcome of the Temporary Speed Restriction Trial under Brandon Mews on the Barbican Estate.

The Committee was informed that LUL conducted a Temporary Speed Restriction (TSR) Trial on 8 November 2019 under Brandon Mews to understand the effect of train speed on noise and vibration which are experienced by the residents as the trains pass over points and crossings. The train speed was reduced from 35mph to 15mph and the effect measured.

Members were further advised that the averaged readings in the Brandon Mews property showed a reduction of 7dB, on average with positive subjective feedback from the resident that the extreme thumps and vibrations were significantly lower. In addition, Officers have raised some technical queries in relation to the calculation methodologies used in the report and are pursuing a

decision on the feasibility of implementing a permanent TSR in this location and will report progress to this committee.

The Committee was told that a meeting has been arranged at the end of January 2020 with the Head of Track of LuL, Cole Jarman the City's consultants, City of London Officers and the Chairman and Deputy Chairman of the Committee.

A Member queried if there is going to be a permanent TSR or the possibilities of lowering the speed after 11pm to give the residents some respite. In response to the question Officers have agreed to raise the issues at the forthcoming meeting.

**RESOLVED** – Members noted the content of the report.

**14. ANIMAL RECEPTION CENTRE - HEATHROW AIRPORT: ANNUAL REVIEW OF CHARGES**

The Committee considered the report of the Director of Markets and Consumer Protection on the Animal Reception Centre – Heathrow Airport: Annual Review of Charges.

The Committee was informed that the purpose of tabling this report was to seek the Committee's approval to increase the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC), for the forthcoming financial year 2020/21.

**RESOLVED** – Members:

- approved the charges included in the Appendix to this report with effect from 1 April 2020, or as soon as practicable thereafter; and
- approved the proposed charges contained in the Appendix to this report 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.

**15. COMBINED GATEWAY 3/4/5 REPORT FOR THE BEECH STREET TRANSPORT AND PUBLIC REALM IMPROVEMENTS PROJECT**

The Committee received a report of the Director of the Built Environment on the Beech Street Transport and Public Realm Improvements.

A Member raised the point that the Experimental Traffic Order to implement two-way zero emission restrictions in Beech Street will increase traffic movements in other areas within the City. Members asked to find a viable solution to overcome this issue. Officers took the opportunity to inform Members that the City will be monitoring data around the affected areas to see the traffic movements. In addition, there will be six months of public consultations. The data collected and the public consultations will be shared with the Committee prior to a decision being made.

A Member pointed out that all the publicly accessible lifts are maintained and repaired as otherwise this will impact residents even further, especially those who rely upon the use of wheelchairs for their mobility.

A number of the Members of the Committee took the opportunity to praise the City of London Officers for the regeneration work done in the area.

**RESOLVED** – Members noted the content of the report.

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

It was reported that the Tech Takeback event on 10 January 2020 was a success with 1.3 tonnes of equipment handed in for data deleting and reuse or recycling.

Members were reminded about the Committee Dinner which is taking place on 28 January 2020. The deadline for RSVP is Tuesday 14 January 2020 at 5.30pm. Furthermore, the Committee was informed of the Admiral of the Port rowing challenge on 17 June 2020 and the annual River Inspection on 10 July 2020.

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

There were no additional, urgent items of business for consideration.

**18. EXCLUSION OF THE PUBLIC**

**The meeting closed at 1.27pm.**

-----  
**Chairman**

Contact Officer: Rofikul Islam  
Tel. No: 020 7332 1174  
Rofikul.islam@cityoflondon.gov.uk