

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 8 January 2013

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

Present

Members:

John Tomlinson (Chairman)	Vivienne Littlechild
Deputy Wendy Mead (Deputy Chairman)	Alderman Ian Luder
Alderman Nick Anstee	Brian Mooney
Deputy John Barker	Barbara Newman
Nigel Challis	Deputy Janet Owen
Deputy Billy Dove	Deputy John Owen-Ward
Bob Duffield	Ann Pembroke
Kevin Everett	Deputy Gerald Pulman
George Gillon	Deputy Richard Regan
Deputy Stanley Ginsburg	Jeremy Simons
Deputy Pauline Halliday	Deputy Michael Welbank

Officers:

Katie Odling	- Town Clerk's Department
Mathew Lawrence	- Town Clerk's Department
Jenny Pitcairn	- Chamberlain's Department
Julie Smith	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor'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

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from John Absalom, Deputy John Bennett, Deputy Bill Fraser, Deputy Revd Stephen Haines, Dr Peter Hardwick, Robert Howard, Robert Merrett and Delis Regis.

2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations of interests.

3. MINUTES

RESOLVED - That the minutes of the meeting held on 13 November 2012, be approved as a correct record.

The Chairman advised he had made some revisions to item 12 of the minutes of the meeting held on 12 September 2012 as follows –

“The Chairman observed that it appeared to him, both from the foregoing comments and from other representations made directly to him, that inconsistency of application and /or adequacy of the Code in relation to stakeholder consultation was a more general issue across the City and worthy of the Committee's attention.

The Committee requested that a report should be submitted to the November 2012 Committee meeting in respect of the general arrangements for consulting all stakeholders (including residents) on the mitigation of both noise and dust nuisance from demolition, development and in what circumstances could these general arrangements be varied and what the relevant Committee responsibilities were.”

The amendments to the minutes were accepted by the Committee.

MATTERS ARISING –

Item 3 - Minutes

Bishopsgate and Rose Alley – Members were informed that a visit of the site would be arranged to take place early in February 2013.

Middlesex Street – Regular visits to the site had identified that the issues with illegal trading were diminishing slowly; however, in order to ensure the situation was monitored carefully Officers would now be visiting the site every Sunday. Officers acknowledged the continued need to liaise with Tower Hamlets and the City Police and Members were informed that there was still a waiting list for trading at Middlesex Street Market.

Public Convenience Strategy – The Director provided an update regarding the Public Convenience facilities at Bishopsgate and East Cheap. Consideration was being given to extend the opening hours and whether the introduction of charging at this facility would assist in bridging the identified funding gap. The director advised that TfL were currently exploring improvements to this area and that such improvements may be contingent upon the toilets being closed. A more accurate position would be reported to the Committee once further information had been received from Transport for London (TfL) and ownership details of the toilets confirmed. The usage of the disabled facility at Monument would also be investigated and the results would determine the recommended future of the facility. It was intended to look at signage also and how this could be improved.

4. OUTSTANDING ACTIONS LIST

The list of outstanding actions was noted by Members.

5. **TERMS OF REFERENCE - PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE**

In accordance with the Order of the Court of 6 December 2012, the Committee were invited to review their terms of reference prior to their submission to the Court at its meeting in April 2013.

The Committee noted that in respect of item (c) 'the appointment of the Director of the Built Environment (in consultation with the Planning and Transportation' – this would also include 'the appointment of the Director of Markets and Consumer Protection (in consultation with Markets Committee); and the appointment of the Director of Open Spaces (in consultation with Open Spaces Committee)'. These changes were approved by the Committee previously and the correct version would be submitted to the Court in April 2013.

RECEIVED.

6. **TO APPOINT A MEMBER OF THE COMMITTEE ON TO THE THAMES ESTUARY BOARD**

Members considered appointing a member of the Committee to become a trustee of the Thames Estuary Partnership Board.

RESOLVED – That Nigel Challis be appointed as the Committees trustee on the Thames Estuary Partnership Board and that the appointment be reviewed when appropriate.

7. **UPDATE OF THE CITY OF LONDON WASTE STRATEGY - CONSULTATION DOCUMENT**

Consideration was given to a report of the Director of the Built Environment which provided an update on the existing Waste Strategy following a number of significant changes to national and local policy.

Members discussed the success of the Renew Bins and the level of waste collected. The Director advised that a further report would be submitted to the Committee which informed of the issues/waste recycling rates in greater detail later in the year.

RESOLVED – That,

- 1) The Waste Strategy be endorsed;
- 2) The new draft Waste Strategy be issued for public consultation; and
- 3) Officers be required to report back to the Committee with the outcome of the consultation together with the final version of the Waste Strategy for approval and adoption of the document in line with the published timeline.

8. **MARKETS AND CONSUMER PROTECTION BUSINESS PLAN 2012 - 2015: PROGRESS REPORT (PERIOD 2)**

Consideration was given to a report of the Director of Markets and Consumer Protection which provided an update on progress against the Business Plan of the Port Health and Public Protection Division (PH&PP) of the Department of

Markets and Consumer -Protection (M&CP), for period 2 (August to November) or 2012-13 against key performance indicators (KPIs) and objectives outlined in the M&CP Business Plan.

Food Safety Standards - Discussion ensued regarding the publication of enforcement notices issued to food establishments in the City. Members were informed that until the Court had considered a case, the Corporation would not publish any details, however the Director agreed to investigate the publicity options available and report back to the Committee.

The Committee commended Officers on the work in respect of food safety.

Health and Safety Policy - Further discussion ensued regarding the Corporations Health and Safety Policy. Members specifically discussed suicide and were informed that proactive work was being undertaken involving the Samaritans and a further report regarding the general issue of suicide would be brought back to the Committee in due course.

A briefing paper about the Food Hygiene Rating Scheme (FHRS) for food businesses would be circulated to the Committee following the meeting.

RECEIVED.

9. BUILT ENVIRONMENT BUSINESS PLAN 2012 - 2015; PROGRESS REPORT (PERIOD 2)

Consideration was given to a progress report of the Director of the Built Environment which covered the period of 1 August 2012 – 30 November 2012.

RESOLVED – That the performance indicators and objectives for 2012/13 be noted together with the financial and statistical information contained.

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

Consideration was given to a report of the Director of Markets and Consumer Protection which sought approval of the increase to be applied to the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC), for the forthcoming financial year.

RESOLVED – That,

- 1) the charges included in the Appendix be adopted and applied at the HARC, with effect from 1 April 2013 or as soon as it is practicable thereafter; and
- 2) it be recommended 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.

11. **40TH CITY OF LONDON THAMES FISHERY RESEARCH EXPERIMENT 2012**

Consideration was given to a report of the Director of Markets and Consumer Protection which informed the Committee of the outcome of the 40th City of London Thames Fishery Experiment and sought support for the 41st event on 19 October 2013.

RESOLVED – That the 41st City of London Thames Fishery Experiment be held on 19 October 2013.

12. **MITIGATION OF ENVIRONMENTAL IMPACTS FROM DEVELOPMENTS**

Consideration was given to a report of the Director of Markets and Consumer Protection which sought agreement of the mechanisms to ensure that the environmental impacts of developments was mitigated as far as practicable through planning conditions and site supervision by Environmental Health Officers to ensure compliance with the principles set out in its Code of Practice for Deconstruction and Construction sites.

It was agreed that the Chairman and Deputy Chairman in consultation with Officers would work through improvements to the Code of Practice for Deconstruction and Construction sites to improve the process.

RESOLVED – That the proposals set out in paragraphs 19 – 21 of the report be agreed and the Chairman and Deputy Chairman in consultation with officers to work through improvements to the Code of Practice for Deconstruction and Construction sites to improve the process.

13. **CITY OF LONDON CEMETERY AND CREMATORIUM BUSINESS PLAN - PROGRESS REPORT**

Consideration was given to a report of the Director of Open Spaces which provided an update on progress at the City of London Cemetery and Crematorium. Members noted that the Traditional Chapel at the site would be opened by committee after the Common Council elections.

A vote of thanks was proposed and seconded to the Superintendent and his team at the Cemetery and Crematorium for their exceptional work and efforts for the service they provide.

RESOLVED – That the progress made in implementing the Business Plan be noted.

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

A question was raised regarding the inception of the Love the Square Mile mobile app.

The Director reported on the usage of the mobile app as follows –

Cleansing–	1
Footway and Footpath Defects	1

Highway Maintenance	1
Fly Posting	2
Litter bins (overflowing)	2
Miscellaneous	2
Street Cleansing (sweeping)	2
Undefined	3
Fly-tipping	3
Litter	3
Street Furniture (damaged)	4
Bins on street	5
Graffiti (non-offensive)	13

The Director added that it was the intention to wider promote the mobile app.

15. **URGENT ITEMS**

There were no items of urgent business.

16. **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.

17. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 13 November 2012, were considered.

18. **DEBT ARREARS - PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 30 SEPTEMBER 2012**

Consideration was given to a joint report of the Director of the Built Environment, Director of Markets and Consumer Protection and Director of Open Spaces which informed of arrears of invoiced income outstanding as at September 2012.

RECEIVED.

19. **PROPOSED FEES AND CHARGES FOR STREET CLEANSING, HOUSEHOLD WASTE COLLECTION AND PUBLIC CONVENIENCES 2013/14**

Consideration was given to a report of the Director of the Built Environment which set out the proposed fees and charges for Street Cleansing, Household Waste Collection and Public Conveniences for the year ahead.

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20. **PORT HEALTH OFFICES AT RIVERSIDE, CHARLTON, LONDON, SE7 RENEWAL OF UNDER-LEASE**

Consideration was given to a report of the City Surveyor regarding renewal of under lease for the Port Health Offices at Riverside, Charlton, London.

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21. CEMETERY AND CREMATORIUM FEES, CHARGES AND MARKETING REPORT 2013/14

Consideration was given to a report of the Director of Open Spaces which sought approval of the fees and charges for the City of London Cemetery and Crematorium for 2013/14.

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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 were no items of urgent business.

The meeting closed at 1.00pm

Chairman

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