

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

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