

**PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE**

**Monday, 9 September 2013**

**Minutes of the meeting of the Port Health & Environmental Services Committee held at the Guildhall EC2 at 1.45pm**

**Present**

**Members:**

Deputy John Tomlinson (Chairman)	Alastair Moss
Wendy Mead (Deputy Chairman)	Barbara Newman
Deputy John Bennett	Deputy John Owen-Ward
Deputy Bill Fraser	Deputy Gerald Pulman
Alderman John Garbutt	Delis Regis
Wendy Hyde	Deputy James Thomson
Vivienne Littlechild	Deputy Michael Welbank
Professor John Lumley	Philip Woodhouse
Andrew McMurtrie	Alderman Sir David Wootton

**Officers:**

Katie Odling	- Town Clerk's Department
Jenny Pitcairn	- Chamberlain's Department
Paul Monaghan	- City Surveyor's Department
Andrew Wild	- City Surveyor's Department
Doug Wilkinson	- Department of the Built Environment
Steve Presland	- Department of the Built Environment
Jon Averbs	- Markets & Consumer Protection Department
Steve Blake	- Markets & Consumer Protection Department
Gary Burks	- Superintendent & Registrar, City of London Cemetery & Crematorium

**1. APOLOGIES**

Apologies for absence were received from Deputy John Absalom, Nigel Challis, Henry Colthurst, Karina Dostalova, Deputy Billy Dove, Peter Dunphy, Deputy Stanley Ginsberg, Hugh Morris, Deputy Richard Regan, Jeremy Simons and Mark Wheatley.

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

There were no declarations of interest.

**3. MINUTES**

RESOLVED – That the minutes of the meeting held on 2 July 2013 be approved as a correct record.

**4. OUTSTANDING ACTIONS**

The list of outstanding actions was received.

It was noted that the Food Safety Enforcement Plan (Port Health Authority) would be submitted to the Committee for consideration in November 2013.

5. **DEPARTMENT OF THE BUILT ENVIRONMENT - BUSINESS PLAN PROGRESS REPORT FOR QUARTER 1**

A report of Director of the Built Environment was received which set out the progress made during April – July 2013 against the 2013/16 Business Plan.

6. **SUMMARY OF THE WASTE STRATEGY PUBLIC CONSULTATION AND PROPOSALS TO FINALISE AND PUBLISH THE REVISED WASTE STRATEGY 2013-2020**

A report of the Director of the Built Environment was considered informing Members that as a result of significant changes in policy at national and local levels, Officers had decided to review and republish the current Waste Strategy (2008 – 2020). The report provided a list of the consultation activities which were carried out along with a summary of the responses received.

RESOLVED – That,

- a) the amendments to the Strategy be endorsed; and
- b) the revised Waste Strategy be approved for adoption and publication.

7. **RENEW ON-STREET RECYCLING UPDATE**

A report of the Director of the Built Environment which provided an update on the progress of the installation of the Renew Bins and the performance on the recycling collected from the units over the last twelve months.

With regard to the collection of data from mobile phones and devices carried by people passing the Renew Bins, Members were informed that legal discussions were underway to resolve the matter.

8. **BISHOPSGATE LITTER BIN TRIAL**

A report of the Director of the Built Environment was considered relative to the litter bin trial which was currently being carried out in the Bishopsgate Ward.

9. **MARKETS & CONSUMER PROTECTION BUSINESS PLAN 2013-2016: PROGRESS REPORT (PERIOD 1)**

A report of the Director of Markets and Consumer Protection was received which provided an update on progress against the Business Plan of the Port Health and Public Protection Division (PH&PP) from April – July of 2013/14.

Members were informed that the Assistant Town Clerk had commissioned an Independent report regarding the management of the Guildhall Members Club which had a '0' rating on the Food Hygiene Rating Scheme. It was agreed to circulate a note to the Committee which provided further details of the Food Hygiene Rating Scheme.

10. **SEX ESTABLISHMENTS; ANNUAL REVIEW OF FEES AND GOVERNANCE**

A report of the Director of Markets and Consumer Protection was considered relative to the annual review of fees and governance arrangements for Sex Establishments in the City.

RESOLVED - That,

- a) the proposed fees for 2013/14 as set out in the Appendix to the report be approved;
- b) the governance of all types of sex establishments be dealt with by the Licensing Committee, which includes sex shops, sex cinemas, hostess bars and SEV's;

c) the Terms of Reference be updated accordingly.

**11. WORKING TOGETHER TO IMPROVE THE AIR QUALITY OF LONDON – LETTER FROM LONDON LOCAL AUTHORITIES AND GREATER LONDON COUNCIL TO GOVERNMENT**

A report of the Director of Markets and Consumer Protection was received which provided an update on air quality in the City.

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

A report of the Director of Markets and Consumer Protection was considered which proposed mechanisms for ensuring that the environmental impact of development was mitigated as far as was practicable.

Discussion took place in respect of noise disturbance at the Barbican from both external and internal works.

One Member informed he had received some written concerns from members of the public regarding road works and associated traffic congestion in the City. There was particular concern regarding the construction site on Bishopsgate and the works on Broad Street and Cannon Street. It was agreed to refer this matter to the Planning and Transportation Committee.

The Director informed Members that as a way of managing traffic problems in the City, work permits were issued to spread work throughout the year.

RESOLVED – That,

- a) the proposals set out in paragraphs 18 – 21 of the report be approved; and
- b) the concerns raised in respect of road works and associated traffic congestion in the City be referred to the Planning and Transportation Committee.

**13. UPDATE ON PORT HEALTH DEVELOPMENTS**

This item was considered under the non-public part of the agenda.

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

A report of the Director of Open Spaces was received which presented a review of progress on the plan and a summary of financial performance for the period up to 31 July 2013.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

**17. EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting to consider item 16 on the Agenda on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 5 of Part I of the Schedule 12A of the Local Government Act.

18. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes and summary of the meeting held on 2 July 2013 be approved.

19. **DEBT ARREARS - PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 30 JUNE 2013**

A joint report of the Director of the Built Environment, Director of Markets and Consumer Protection and the Director of Open Spaces was received in relation to debt arrears for the period ending 30 June 2013.

20. **REPORT OF ACTION TAKEN BETWEEN MEETINGS - LONDON GATEWAY - PROPOSAL FOR PORT HEALTH OFFICES AT MANORWAY HOUSE, STANFORD-LE-HOPE, SS17 9LQ**

A report of the Town Clerk was received which reported on action taken since the last meeting in relation to London Gateway and a proposal for the Port Health Offices at Manorway House, Stanford-le-hope.

21. **MANORWAY HOUSE**

The Committee received an oral report of the City Surveyor which followed the report under Item 20 in respect of Offices at Manorway House.

22. **UPDATE ON PORT HEALTH DEVELOPMENTS**

A report of the Director of Markets and Consumer Protection was received which updated on the changes resulting from downturn in trade at Thamesport.

23. **NON- PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

There were no urgent items.

**The meeting closed at 2.30pm**

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Chairman

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