

## PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 21 January 2014

**Minutes of the meeting of the Port Health & Environmental Services Committee held at the Guildhall EC2 at 11.00am**

### **Present**

#### **Members:**

Deputy John Tomlinson (Chairman)	Wendy Hyde
Wendy Mead (Deputy Chairman)	Professor John Lumley
Deputy John Absalom	Andrew McMurtrie
Deputy John Bennett	Barbara Newman
Nigel Challis	Deputy John Owen-Ward
Henry Colthurst	Deputy Gerald Pulman
Karina Dostalova	Jeremy Simons
Deputy Billy Dove	Deputy Michael Welbank
Deputy Bill Fraser	Mark Wheatley
Deputy Stanley Ginsburg	Philip Woodhouse
Alderman John Garbutt	Alderman Sir David Wootton

#### **Officers:**

Katie Odling	- 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
Jim Graham	- Department of the Built Environment
David Smith	- Director of Markets and Consumer Protection
Jon Averbs	- Markets & Consumer Protection Department
Tony Macklin	- Assistant Director, Environmental Health & Trading Standards
Gary Burks	- Superintendent & Registrar, City of London Cemetery & Crematorium

### **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman began by welcoming all those present to the first meeting of 2014.

The Chairman announced the following dates for events in 2014 –

- Annual River Inspection – 4 July
- Cemetery and Crematorium Visit – 3 September
- 42<sup>nd</sup> Fishery Experiment – 20 September

Furthermore, a visit to the Materials Recovery Facility would be organised to take place in March/April.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Kevin Everett, George Gillon, Vivienne Littlechild, Hugh Morris, Deputy Richard Regan, Delis Regis and Deputy James Thomson.

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 12 November, 2013 be approved as a correct record subject to paragraph two of item 7 being amended to the following –

*“In response to a query from a Member over the control of transfers of non-staffing budgets to staffing budgets, the Chamberlain explained that these were in place in order to minimise the creation of new long term commitments.”*

**MATTERS ARISING**

Polling – Public Conveniences

The Assistant Cleansing Director informed the Committee that a further detailed survey would take place to further investigate the poor public convenience results. To progress this, a working group had been set up including Members of the PHES Committee and officers. The group along with the survey company had developed a set of questions which, it was hoped, would help inform where specific improvements may be needed in the service. The survey was planned to take place in February with results being shared with the working group and reported back to this Committee thereafter with recommendations to progress forward.

Members were informed that barriers were being installed at the Public Conveniences at Bank and East Cheap. The Bank barrier installation had been delayed due to works being carried out by London Underground and completion was now anticipated to be in early February. Once the Bank barrier project had been completed works would commence at East Cheap with the expected completion being the end of March 2014. Furthermore, Members were pleased to learn that the opening hours of these public conveniences and Paternoster Square had been extended in line with Tower Hill i.e. they would open from 7.15am to 9.00pm.

Bishopsgate Bin Trial – The Assistant Cleansing Director informed Members that the ‘Which side of the Fence’ campaign had been successful and consideration was now being given to other areas of the City that might benefit. The feedback from the campaign in Bishopsgate had demonstrated just how unclean the streets became without being cleaned on a regular basis and in light of this it was likely that any future campaigns would be carried out over a shorter period of time.

4. **OUTSTANDING ACTIONS**

The list of outstanding actions was noted.

5. **MARKETS AND CONSUMER PROTECTION BUSINESS PLAN 2013-2016: PROGRESS REPORT (PERIOD 2)**

The Committee received 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 for period 2 of 2013 – 2014 against key performance indicators (KPIs) and objectives outlined in the Business Plan.

Reference was made to Appendix C on page 27 of the report and it was agreed that in future, statutory notices and food ratings would be included as part of the report.

In respect of the Guildhall Club, Members noted that this had now been awarded a 3 star rating; however Officers would continue to provide further support to management who it was hoped would be able to make sufficient improvements so that in time a five star rating could be awarded.

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

The Committee considered 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,

- a) the charges detailed in the report be adopted and applied at HARC, with effect from 1 April 2014 or as soon as it is practicable thereafter; and
- b) the proposed Byelaws contained in Appendix A.1 to the report be approved and 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.

7. **CITIZEN SCIENCE - AIR QUALITY MONITORING WITH CITY RESIDENTS**

The Committee received a report of the Director of Markets and Consumer Protection relating to the monitoring of air quality in the City.

A discussion took place regarding light pollution specifically in relation to public nuisance and street lighting. Concern was expressed regarding the large number of buildings that remained illuminated when empty. It was therefore agreed that a report would be submitted to the next Committee meeting which set out the issues around the practice of leaving empty buildings illuminated. The report would also address what powers the Corporation had to require owners to turn their lights off and in the absence of any specific powers what Officers were doing to remind owners of the financial cost and impact in terms of sustainability.

8. **41ST CITY OF LONDON THAMES FISHERY RESEARCH EXPERIMENT 2013**  
The Committee considered a report of the Director of Markets and Consumer Protection which provided the outcome of the results of the 41<sup>st</sup> Fishery Experiment and also sought approval for the 42<sup>nd</sup> Fishery Experiment.

RESOLVED – That the results of the 41<sup>st</sup> Fishery Experiment be noted and approval given to make arrangements for the 42<sup>nd</sup> Fishery Experiment which would take place on 20 September 2014.

9. **THE WORK OF THE TRI-REGIONAL SCAMBUSTERS TEAM STAFF IN THE CITY OF LONDON**

The Committee considered a report of the Director of Markets and Consumer Protection which set out details concerning four ongoing Trading Standards operations.

RESOLVED – That the continued working of the City Corporation's Trading Standards Team be approved using external resources secured from the National Trading Standards Board and the Tri-Regional Scambusters Team for these investigations affecting the City and beyond.

10. **DEPARTMENT OF THE BUILT ENVIRONMENT BUSINESS PLAN (PERIOD 2)**  
The Committee considered a report of the Director of the Built Environment which set out the progress made during period 2 (August – November) against the 2013 – 2016 Business Plan. The report also showed what had been achieved, and the progress made against the departmental objectives and key performance indicators.

Reference was made to Appendix C, Page 68 – '*A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot*' – Members were informed that the existing contingency arrangements were currently being reviewed with the contractors ( Amey). A more detailed report on this issue would be presented to the Committee on 13 May 2014.

*SRS A – 'All external visitors to be pre-notification via the visitor management system'* – The Transport and Public Realm Director advised that Officers were working towards improving the system to accommodate the high number of visitors the department received, which were often sometimes unexpected. An update would be provided at the next meeting.

11. **SECOND YEAR PERFORMANCE REVIEW OF THE DOMESTIC WASTE COLLECTION AND STREET CLEANSING CONTRACT**

The Committee received a report of the Director of the Built Environment which outlined the performance of the Domestic Waste Collection and Street Cleansing Contractor for the second full year of the contract (October 2012 – September 2013).

The committee congratulated officers on their successful management.

12. **CITY OF LONDON CEMETERY AND CREMATORIUM BUSINESS PLAN - PROGRESS REPORT**  
The Committee received a progress report of the Director of Open Spaces in relation to the City of London Cemetery and Crematorium Business Plan.
13. **URGENT ITEMS**  
There were no items of urgent business.
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
'Closing Down Sales' – In response to a question, the Port Health and Public Protection Director advised that the campaign to tackle the issue of shops advertising themselves for long periods of time as “closing down” was ongoing. It was agreed that a progress report would be presented to the next meeting.
15. **EXCLUSION OF THE PUBLIC**  
MOTION – 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.
16. **NON-PUBLIC MINUTES**  
RESOLVED – that the non-public minutes of the meeting held on 12 November 2013 be approved.
17. **BUILT ENVIRONMENT ANNUAL FEES AND CHARGES**  
The Committee considered and agreed a report of the Director of the Built Environment which provided the annual submission of the proposed fees and charges for Street Cleansing, Household Waste Collection and Public Conveniences.
18. **CEMETERY AND CREMATORIUM FEES, CHARGES AND MARKETING REPORT 2014/15**  
The Committee considered and agreed a report of the Director of Open Spaces regarding the fees and charges for the range of services provided at the City of London Cemetery and Crematorium.
19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.
20. **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 12.20pm**

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Chairman

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