

PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE

Tuesday 13 March 2012

MINUTES OF THE MEETING OF THE PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE HELD AT GUILDHALL, EC2, ON TUESDAY 13 MARCH 2012 AT 11:30AM.

Present

Members:

John Tomlinson (Chairman)	Barbara Newman
Bob Duffield (Deputy Chairman)	Ann Pembroke
Alderman Nicholas Anstee	Deputy John Owen-Ward
Deputy John Bennett	Deputy Gerald Pulman
Nigel Challis	Delis Regis
Deputy Bill Fraser	Deputy Dr Giles Shilson
George Gillon	Jeremy Simons
Deputy Stanley Ginsburg	Deputy Michael Welbank
Deputy Pauline Halliday	
Dr Peter Hardwick	
Robert Howard	
Vivienne Littlechild	

Officers:

Katie Odling	- Town Clerk's Department
Mathew Lawrence	- Town Clerk's Department
Edward Foale	- Town Clerk's Department
Jenny Pitcairn	- Chamberlain's Department
Matt Lock	- Chamberlain's Department
Gary Burks	- Open Spaces Department
Sue Ireland	- Open Spaces Department
Steve Presland	- Department of the Built Environment
David Smith	- Department of Markets and Consumer Protection
Jon Averbs	- Department of Markets and Consumer Protection
David Smith	- Department of Markets and Consumer Protection
Doug Wilkinson	- Department of the Built Environment
Tony Macklin	- Department of Markets and Consumer Protection
Paul Chadha	- Comptroller and City Solicitors

The Chairman welcomed all those present to the meeting.

1. APOLOGIES

Apologies for absence were received from John Absolom, Deputy Billy Dove, Alderman Ian Luder, Sheriff Wendy Mead, Robert Merrett, Deputy Janet Owen, Deputy Richard Regan and Deputy Robin Sherlock.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were none.

3. MINUTES

The public Minutes and summary of the meeting held on 24 January 2012, were approved subject to the following amendment to Item Number 14 : -

'It was resolved unanimously that the Policy and Resources Committee consider this matter as part of the Governance Review.'

MATTERS ARISING FROM THE MINUTES: -

Item 7 – Animal Reception Centre – Heathrow Airport: Annual Review of Charges – Members were informed that a report to approve the Byelaws would be submitted to the Court of Common Council on 19 April 2012.

Item 9 – Night time deliveries during the London 2012 Games period – Members noted that the diversions at Cornhill were a matter for consideration by the Planning and Transportation Committee.

Item 10 – Closing Down Sales in the City of London – A verbal report on action taken on shops to ensure that 'closing down sales' held in the City were honestly and truthfully advertised would be provided to the Committee in May 2012.

Item 12 – Future Challenges to Health and Safety Enforcement in the City of London - Members were advised that prosecutions brought by the City for areas supervised by the Committee would be reported and the format for the report would be agreed by the Chairman and the Director. A Member suggested that consideration be given to include information regarding prosecutions in the monthly Members' Briefing papers also.

Item 13 – Liverpool Street Station Taxi Ranks – It was noted that the underground taxi rank which used to exist at Liverpool Street Station had been closed, allegedly due to security concerns, and now formed part of a commercial development.

Members were advised that a strategy to address issues with taxis would be considered by the Planning and Transportation Committee in due course. However, in the meantime, any specific concerns should be directed to Victor Callister (Department of the Built Environment).

Item 14 – Future arrangements for the removal of litter from the Thames Foreshore at Queenhithe Dock – (Resolution to the Policy and Resources Committee)

The Chairman informed Members that the resolution to the Policy and Resources Committee was considered on 23 February 2012, and the outcome was as follows : -

“RESOLVED: That:-

- 1. the resolution of the Port Health and Environmental Services Committee be noted;*
- 2. further consideration of report writing be referred to the post-Implementation Governance Review Working Party and that, in the meantime, the Report Writing Guidance be clarified to ensure that report authors were aware that specific comments within reports, especially those of a professional or technical nature could be clearly attributed to the relevant officer; and*
- 3. the Port Health and Environmental Services Committee be advised accordingly.”*

As a result of the above, the Chairman advised that he had agreed an amendment to the Report Writing Guidance with the Town Clerk as follows : -

“On rare occasions it may be that senior officers have a significant difference of view as to what advice should be given and which they cannot reconcile. This difference should be referred to a Chief Officer and, if reconciliation is still not possible, both sides of the issue should be presented in the report with the comments and concerns of the senior officers attributed and clearly expressed in a balanced and informative way.”

Item 15 – Enterprise Contract – The Director of Highways and Cleansing provided an update regarding the Enterprise Managed Services Waste Collection and Street Cleansing Contract as follows: -

- Issues had been identified with the contractors and the Police had been unhappy with the turnaround of vehicles, therefore the maintenance of the sweepers had since been outsourced and new staff had been employed. The National Indicator return from ‘Keep Britain Tidy’ had been well within target for performance;
- A machine to remove chewing gum was being used to tackle the main issue areas;
- Vehicle trackers had been introduced on gritting machines;
- A bin weighing machine had been ordered to enable accuracy; and
- The ‘Love Clean Streets’ system had been purchased and a presentation on this would be provided at the next meeting.

Item 16 – Introduction of Time Banding for Bagged Waste – Formal notification regarding the scheme had been circulated to approximately 13, 500 households/businesses with 80 – 90 responses returned to date. All responses

would be collated on a Ward information basis and a solution for each response would be agreed.

4. APPROVAL OF THE 2012-13 FOOD SAFETY ENFORCEMENT PLANS FOR THE CITY OF LONDON PORT HEALTH AUTHORITY

Consideration was given to a report of the Director of Markets and Consumer Protection which sought approval for two Food Service Enforcements Plans; one for the City of London and one for the London Port Health Authority.

RESOLVED : - That,

- i) The key work areas outlined in the report be approved
- ii) The City of London Food Service Enforcement Plan 2012-13 be approved
- iii) The London Port Health Authority Food Service Enforcement Plan for 2012-13 be approved.

5. APPROVAL OF THE HEALTH AND SAFETY INTERVENTION PLAN 2012-2013

Consideration was given to a report of the Director of Markets and Consumer Protection which sought approval of the Health and Safety Team's Intervention Plan 2012-2013 for which the City of London Corporation was required to obtain Member approval and subsequently publish.

RESOLVED : - That the Health and Safety Intervention Plan 2012-13 be approved.

6. BUSINESS PLAN 2011 PROGRESS REPORTS (Q3)

Consideration was given to a report of the Director of Markets and Consumer Protection which provided the Business Plan progress of the Port Health and Public Protection Division of the former Department of Environmental Services (DES), now part of the Department of Markets and Consumer Protection (M&CP), for Quarter 3 of 2011/12 against key performance indicators (KPIs) and objectives outlined in the DES Business Plan.

RESOLVED : - That the following be noted,

- i) the Quarter 3 performance for 2011/12 against the key performance indicators and Service Response Standards set out in Appendix A;
- ii) the financial information contained in Appendices B and C; and
- iii) the progress shown against our Key Objectives as set out in Appendix D.

7. BUSINESS PLAN 2011/12 – THIRD QUARTER PROGRESS REPORT (OCTOBER – DECEMBER 2011)

Consideration was given to a report of the Director of the Built Environment regarding the 2011/12 Business Plan which provided the third quarter progress report (October – December 2011).

RESOLVED : - That the following be noted,

- i) the quarter 3 performance indicators for 2011/12 against the key performance indicators and Service Response Standards; and
- ii) the financial and statistical information contained within the report.

8. CEMETERY AND CREMATORIUM MEDIUM TERM BURIAL PLAN

Consideration was given to a report of the Director of Open Spaces which set out the position regarding burial space provision in place to maintain burial options at the site for the next 10 years, thus protecting current income streams. The report also advised that the Superintendent, in consultation with the City Surveyor, would be looking at options to identify further burial space and that the work would comply with the Corporate Project Procedure.

Received.

9. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were six questions raised and responses to these were provided as follows: -

Staffing arrangements during the Olympic Games – Members were assured that steps were being taken to ensure that adequate staffing resources were available during the Olympic and Paralympic Games.

Schallemburg Virus – The Schmallenberg Virus was a new emerging livestock disease that had been detected in Belgium, Germany, the Netherlands and the UK. The virus had been associated with brief mild/moderate disease in adult cattle and late abortion or birth defects in newborn cattle, sheep and goats. Members noted that the disease was not transmissible to humans and it was therefore not considered a public health issue.

Tunnel at Liverpool Street Station - Concern was expressed regarding the cleanliness of the underpass tunnel at Liverpool Street and Members were assured that this matter would be addressed immediately.

Queen's Diamond Jubilee – River Pageant – The Assistant Town Clerk was considering the most suitable area on the Thames for Corporation Members to view the River Pageant and discussions regarding who would be on board Lady Eileen were also taking place.

Enforcement action - A Member queried what enforcement action could be taken on premises that did not make provision for the removal of waste. A detailed written response on this matter would be circulated to the Committee following the meeting.

Illegal Street Trading on Middlesex Street – The Director of Markets and Consumer Protection confirmed that regular inspection visits to Middlesex Market were being undertaken to ensure that issues regarding illegal street trading were being closely monitored and any prosecutions would be reported to the Committee.

10. URGENT ITEMS

CITY OF LONDON RISK MANAGEMENT HANDBOOK

A report of the Chamberlain was circulated for information which provided Members with a summary of the key elements of the Risk Management Handbook and the City's risk management framework as approved by the Audit and Risk Management Committee in October 2011.

Received.

11. 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.

Item No.	Paragraph(s) in Schedule 12A
12	3, 5 and 7
13	3, 5 and 7
14	3
15 & 16	-

SUMMARY OF MATTERS CONSIDERED WHILST THE PUBLIC WERE EXCLUDED

12. NON-PUBLIC MINUTES

The Committee considered the non-public minutes of the meeting held on 24 January 2012.

Received.

13. DEBT ARREARS – PORT HEALTH AND ENVIRONMENTAL SERVICES PERIOD ENDING 31 DECEMBER 2012

Consideration was given to a joint report of the Directors of the Built Environment, Markets and Consumer Protection and Open Spaces.

Received.

14. LEASE RENEWAL – CAFÉ AND FLORIST KIOSK, CITY OF LONDON CEMETERY AND CREMATORIUM

Consideration was given to a report of the City Surveyor.

Received.

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

There were none.

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

There were no items of urgent business.

The Chairman was pleased to announce the City of London Corporation had been awarded 'Gold' in respect of its corporate fleet safety measures from Transport for London.

The meeting closed at 1pm.

CHAIRMAN

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