

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 19 January 2016

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

Present

Members:

Wendy Mead (Chairman)	Wendy Hyde
Jeremy Simons (Deputy Chairman)	Vivienne Littlechild
Deputy John Absalom	Professor John Lumley
Keith Bottomley	Alderman Julian Malins
Henry Colthurst	Barbara Newman
Karina Dostalova	Ann Pembroke
Peter Dunphy	Henrika Priest
Deputy Bill Fraser	Delis Regis
Marianne Fredericks	Deputy John Tomlinson
George Gillon	Michael Welbank
Deputy Stanley Ginsburg	Mark Wheatley
Graeme Harrower	Philip Woodhouse
Alderman Peter Hewitt	

Officers:

David Arnold	- Town Clerk's Department
Jenny Pitcairn	- Chamberlain's Department
Julie Smith	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor's Department
Carolyn Dwyer	- Director of Built Environment
Steve Presland	- Department of the Built Environment
Jim Graham	- Department of the Built Environment
David Smith	- Director of Markets & Consumer Protection
Jon Avern	- Department of Markets & Consumer Protection
Gary Burks	- Superintendent, City of London Cemetery & Crematorium
Gerry Kiefer	- Open Spaces Department

1. APOLOGIES

Apologies for absence were received from Deputy John Bennett, Andrew McMurtrie, Hugh Morris, and Deputy James Thomson.

Chairman's Welcome

The Chairman introduced Marianne Fredericks to her first meeting as a Member of the Committee and thanked Gerald Pulman, who had recently retired from the Court of Common Council, for his service and contributions to the Port Health and Environmental Services Committee.

The Chairman also added congratulations to two members of the City of London Waste Collection and Street Cleansing Team who had recently been awarded the British Empire Medal for their voluntary service to the British Legion Poppy Appeal.

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

There were none.

3. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 24 November 24 be approved.

Matters Arising

In response to a Member's concern, the Assistant Director of Cleansing Operations and Street Environment advised that the Cleansing Service were working closely with the City of London Police to deter public urination in Bishopsgate, with 13 Fixed Penalty Notices having been issued recently. In response to an additional question, the Assistant Director added that the use of liquid-repelling anti-urine paint, recently introduced in the London Borough of Tower Hamlets, was currently being looked into. Members offered to suggest areas suitable for its introduction in the City of London if and when an agreement was reached with the supplier.

4. **OUTSTANDING ACTIONS**

The Committee received the current list of Outstanding Actions. Members noted that an update regarding the recent meetings with Mobile Shredding companies operating in the City of London would be provided to this Committee and the Planning and Transportation Committee at the next appropriate meetings.

RESOLVED – That the Outstanding Actions be noted.

5. **TERMS OF REFERENCE REVIEW**

The Committee considered a report of the Town Clerk that sought approval to the Terms of Reference for subsequent submission to the Court of Common Council.

RESOLVED – That:-

- a) the terms of reference of the Port Health and Environmental Services Committee be approved for submission to the Court of Common Council in April 2016;
- b) any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.

6. **RECYCLING ACTION PLAN**

The Committee received a report of the Director of the Built Environment that provided details of the progress against the current Recycling Action Plan. Members were advised that the current recycling rate was 31%, which did not

meet the 2015 target of 45% set by the City of London Waste Strategy 2013. The Assistant Director of Cleansing Operations and Street Environment explained that this was due to the introduction of the Materials Recycling Facility (MRF) Code of Practice in October 2014 which set stricter quality standards for recyclable materials being sent for reprocessing. He added that the City Corporation's recycling materials were now of a consistently high quality as a result of officer intervention.

In response to Members' questions, the Assistant Director advised that recycling targets and plans were benchmarked against other major European cities. The high proportion of Flats in Central London compared with other areas and cities made high recycling rates difficult to achieve. In response to a Member's suggestion, the Assistant Director added that incentive initiatives to encourage residents and business to recycle, similar to those used in some other London Boroughs, would be looked into.

In response to a Member's request, the Assistant Director advised that Amey and the Middlesex Street Estate Managers would be contacted regarding the arrangements for commercial recycling and general waste storage.

RESOLVED – That the report be noted.

7. DEPARTMENT OF THE BUILT ENVIRONMENT, BUSINESS PLAN PROGRESS REPORT FOR PERIOD 2 (AUGUST - NOVEMBER), 2015/18

The Committee received a report of the Director of the Built Environment that provided details of the progress made during August – September 2015 against the 2015/18 DBE Business Plan for Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services.

RESOLVED – That the report be noted.

8. OPEN SPACES BUSINESS PLAN - APRIL TO NOVEMBER 2015 PROGRESS REPORT

The Committee received a report of the Director of Open Spaces that provided an updates regarding the progress made against the elements of the Open Spaces Departmental Business Plan 2015-18 which related to the City of London Cemetery and Crematorium.

The Superintendent of the Cemetery and Crematorium also provided an update regarding the progress of The Shoot project. He advised that the major works had been completed in December 2015. Members noted that they would be given the opportunity to view the site of The Shoot project at the bi-annual Committee visit to the Cemetery and Crematorium, which would be taking place from 4:30pm on Tuesday 13 September 2016.

In response to a Member's question regarding the reduction in market share of cremations, the Superintendent advised that there was a large local Muslim population whose preference it was to use Muslim-specific cemeteries. However, the Superintendent believed that the market share might improve due

to an increasing local Eastern European Christian population. He added that Hindu and Sikh cremation and burial services were provided regularly.

In response to an additional question, the Superintendent advised that the legislation relating to the provision of burial and cremations for humans prohibited animals from being buried or cremated on the same site.

RESOLVED – That the positive progress made towards delivering the Open Spaces Departmental Business Plan 2015-18 be noted.

9. **PORT HEALTH & PUBLIC PROTECTION BUSINESS PLAN 2015-2018: PROGRESS REPORT (PERIOD 2)**

The Committee received a report of the Director of Markets and Consumer Protection that provided an update regarding the progress made against the Key Performance Indicators and objectives outlined in the Business Plan of the Port Health and Public Protection Division during August – November 2015.

In response to a question from the Deputy Chairman, the Director of Port Health and Public Protection advised that a meeting would be taking place with representatives from the United States Department of Agriculture shortly to discuss the animal transportation issues encountered with United Airlines.

RESOLVED – That the report be noted.

10. **PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE RISK - PORT HEALTH AND PUBLIC PROTECTION**

The Committee received a report of the Director of Markets and Consumer Protection regarding the risk management procedures in place within the Port Health and Public Protection Division.

In response to a Member's question regarding the target date to address Air Quality issues by December 2018, the Director of Port Health and Public Protection advised that many actions within the City of London Air Quality Strategy were being dealt with sooner but others, like those outside of the City Corporation's remit for instance, relied on consultation with other organisations and local authorities.

In response to a Member's concern regarding the risk to Repair Delays, currently amber, the Director of Markets and Consumer Protection advised that the performance of MITIE had improved. He added that the maintenance contract was due to be re-tendered next year.

RESOLVED – That the actions taken in the Department of Markets and Consumer Protection to monitor and manage effectively risks arising from its operations, be noted.

11. CITY OF LONDON STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION 2016

The Committee considered a report of the Director of Markets and Consumer Protection that sought approval to the City of London Standards for Houses in Multiple Occupation 2016.

RESOLVED – That the City of London Standards for Houses in Multiple Occupation 2016 be approved.

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

The Committee considered a report of the Director of Markets and Consumer Protection that sought approval to the increase to be applied to the Schedule of Charges in respect of services provided at the Heathrow Animal Reception Centre (HARC) for 2016/17.

In response to a Member's suggestion to apply a higher increase, the Director of Port Health and Public Protection advised that the proposed charges were based on competition from Europe as well as within the United Kingdom and that officer hours involved in the handling of different species had been taken into account.

RESOLVED – That:-

- a) the proposed charges be adopted and applied at the HARC, with effect from 1 April 2016 or as soon as it is practicable thereafter;
- b) the proposed Byelaws be approved and that it be recommended to the Court of Common Council that the Byelaws be made; and
- c) the Comptroller and City Solicitor be instructed to seal the Byelaws accordingly.

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

In response to questions regarding rough sleepers within the City of London, Members were advised that the City of London Police were working closely with the Safer City Partnership at known locations of rough sleepers. One Member noted that she would provide details about how to report locations of rough sleepers to relevant Officers via the Town Clerk.

In response to a Member's question regarding unlicensed nut sellers, the Director of Port Health and Public Protection advised that Members and the public could report sellers via a 24 hour telephone line. Street Environment Officers were available 24 hours a day to attend reported locations of the unlicensed nut sellers.

14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chairman advised that the dates for the following Committee events had been confirmed:-

- Annual River Inspection, 8 July 2016;
- Bi-Annual Cemetery and Crematorium Inspection, 13 September 2016 at 4:30pm;

- Annual Thames Fishery Experiment, 15 October 2016.

15. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100A(4) 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 1 of Schedule 12A of the Local Government Act.

16. NON-PUBLIC MINUTES

RESOLVED – That the non-public minutes of the meeting held on 24 November 2015 be approved.

Matters Arising

The Director of Port Health and Public Protection advised that an additional report regarding the extension of the additional office accommodation lease for the Port Health offices at Manorway House would be submitted to the next appropriate Committee meeting.

17. PROPOSED CHARGES FOR STREET CLEANSING, WASTE COLLECTION AND PUBLIC CONVENIENCES 2016/17

The Committee considered a report of the Director of the Built Environment that sought approval to the annual review of fees and charges for services provided by the City's Street Cleansing, Waste Collection and Public Convenience services for 2016/17.

RESOLVED – That the proposed new fees and charges for 2016/17 be approved.

18. CEMETERY AND CREMATORIUM FEES, CHARGES AND MARKETING REPORT 2016/17

The Committee considered a report of the Director of Open Spaces that sought approval to the annual review of fees and charges for the services provided at the City of London Cemetery and Crematorium in 2016/17.

RESOLVED – That:-

- a) the fees and charges for 2016/17, for implementation with effect from 1 April 2016, be approved; and
- b) the marketing activities undertaken in 2015 and those planned for 2016 for the Cemetery and Crematorium service be noted.

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

There were none.

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

There was none.

The meeting closed at 12.30 pm

Chairman

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