

PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE

Tuesday, 19 July 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)	Andrew McMurtrie
Jeremy Simons (Deputy Chairman)	Barbara Newman
Keith Bottomley	Ann Pembroke
Deputy Bill Fraser	Delis Regis
Anne Fairweather	Deputy John Tomlinson
Graeme Harrower	John Scott
Alderman Peter Hewitt	Mark Wheatley
Wendy Hyde	Philip Woodhouse
Vivienne Littlechild	

Officers:

David Arnold	- Town Clerk's Department
Natalie Evans	- Chamberlain's Department
Jenny Pitcairn	- Chamberlain's Department
Julie Smith	- Chamberlain's Department
Sam Cook	- Remembrancer's Office
Carolyn Dwyer	- Director of the Built Environment
Jim Graham	- Department of the Built Environment
David Smith	- Director of Markets & Consumer Protection
Jon Averbs	- Department of Markets & Consumer Protection
Rachel Sambells	- Department of Markets & Consumer Protection
Gary Burks	- Superintendent, City of London Cemetery & Crematorium
Esther Sumner	- Open Spaces Department
Howard Hillier-Daines	- City Surveyor's Department

1. APOLOGIES

Apologies for absence were received from Deputy John Absalom, Dennis Cotgrove, Karina Dostalova, Peter Dunphy, George Gillon, Deputy Stanley Ginsburg, Professor John Lumley, Alderman Julian Malins, Hugh Morris, Henrika Priest, Deputy Richard Regan, and Deputy James Thomson.

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 23 May 2016 be approved, subject to addition of a Member's apologies for absence.

Noise Pollution

The Committee noted that a briefing regarding the outcome of a meeting with Transport for London to discuss noise and other matters relating to the London Underground network was circulated to all Members after the last meeting. A letter recently sent to TfL's Managing Director of London Underground from the Chairmen of this Committee and the Planning and Transportation Committee would also be circulated for all Members' information after the meeting.

4. **WARDMOTE RESOLUTIONS**

The Committee received two resolutions arising from the Annual Wardmotes of Bishopsgate and Broad Street. Members were advised that the provision of charging facilities for electric vehicles in car parks and at taxi ranks across the City of London would be reviewed and reported back the Committee, although there were currently no plans for their introduction in Bishopsgate. A Member added that she had received requests from residents for electric charging points in the Ward of Bishopsgate, which the Director would look into.

The Director of Cleansing Operations added that action was being taken to discourage smokers from littering and streets were being cleared of cigarette litter regularly.

RESOLVED – That the resolutions arising from the Annual Wardmotes of Bishopsgate and Broad Street be noted.

5. **OUTSTANDING ACTIONS**

RESOLVED – That the list of current Outstanding Actions be noted.

6. **HOUSING AND PLANNING ACT**

The Committee received a report of the Remembrancer that advised Members of the new regulatory functions conferred by the Housing and Planning Act 2016 with respect to landlords, letting agents and property managers in the private sector.

RESOLVED – That the new consumer protections falling within the remit of the Committee be noted.

7. **REVENUE OUTTURN 2015/16**

The Committee received a joint report of the Chamberlain, Director of the Built Environment, Director of Markets and Consumer Protection, and the Director of Open Spaces that compared the revenue outturn for the services overseen by the Committee in 2015/16 with the final budget for the year.

In response to a Member's question regarding the donation of £15,000 from the Port Health service to the Thames Estuary Partnership (TEP), the Director advised that Environment Agency funding of the TEP had been withdrawn. He

added that the City of London Corporation was one of few TEP members not to have provided funding previously and that future regular donations would be looked into as the TEP was a useful partnership that brought together all interested parties to promote and improve access to the River.

RESOLVED – That the revenue outturn 2015/16 and the proposed carry forward of underspendings to 2016/17 be noted.

8. RESPONSIBLE PROCUREMENT STRATEGY 2016-19

The Committee received a report of the Chamberlain that set out the Responsible Procurement Strategy to support the Air Quality Strategy. Members noted that the new Strategy would increase the use of low emissions vehicles and reduce environmental impact by sourcing sustainable food, timber and other goods and by optimising environmental management practices.

In response to a Member's question regarding the use of paper cups at Guildhall, the Assistant Director of Cleansing Operations advised that he was meeting with Keep Britain Tidy shortly to discuss the options for recycling paper coffee cups. The Chamberlain added that Guildhall catering contracts were currently being reviewed prior to their renewal dates in two years' time. The new contracts would include a requirement for the use of recyclable materials. She added that re-usable cups for use in the Guild café had recently been acquired from the same company that supplied the City of London School for Girls.

In response to a question from the Deputy Chairman regarding the need to encourage other local business to follow best practice, the Director of Port Health and Public Protection advised that the CityAir programme had been successful and would continue to promote responsible procurement. The Assistant Director of Cleansing Operations advised that the Corporate Transport Group promoted the use of low emission and cycle-safe vehicles by ensuring that diesel vehicles were only selected if there was no practical alternative and a detailed business case was now required from anyone needing to procure a diesel vehicle. He added that the Greater London Authority was encouraging boroughs to amend their strategies to get commercial businesses to recycle food waste efficiently.

In response to a Member's question regarding light pollution from a construction site on London Wall, the Director of the Built Environment advised that this would be looked into.

RESOLVED – That the Responsible Procurement Strategy to support the Air Quality Strategy be noted.

9. REPORT TO AUDIT AND RISK MANAGEMENT COMMITTEE ON AIR QUALITY

The Committee received a report of the Director of Markets and Consumer Protection regarding the Audit and Risk Management Committee's deep dive review into how air quality matters are being handled by the City Corporation. The Director advised that air quality had been identified as a priority issue by

the new Mayor of London. In addition, the Greater London Authority had introduced criteria for London local authorities to be awarded 'exemplar borough' status in action being taken against air pollution. The City Corporation hoped to achieve this by continuing to demonstrate that the City was doing above and beyond what was expected for statutory compliance to improve air quality and reduce public exposure to pollutants.

In response to a Member's question regarding the effect of Brexit, the Director advised that the infraction process had been issued by the EU to the Government. The Department for Environment, Food and Rural Affairs had informed the Mayor of London that, under the Localism Act, London would be expected to pay its share of any fine. The Mayor had informed the City Corporation and other London Boroughs that he intended to pass this on pro-rata to them. The City Corporation was already demonstrating that it was going above and beyond the statutory requirements and consequently should have a good defense against any such action. As the infraction process would be challenged by the Government, which would take some time, Brexit might negate any impact on the UK.

RESOLVED – That the report be noted.

10. **DRAFT CITY OF LONDON NOISE STRATEGY 2016-26**

The Committee considered a report of the Director of Markets and Consumer Protection that sought approval for the proposed draft City of London Noise Strategy 2016-2026 to undergo external consultation until 17 October 2016. Members noted that comments could be provided to the report author (Pollution Team Manager, Department of Markets and Consumer Protection) throughout the consultation process, which would include consultation via the public website and contact with local businesses, Residents' Associations and neighbouring boroughs.

In response to Members' questions and concerns regarding noise from regular and ad hoc events, the Director advised that the City Corporation's events policy would be taken into account in the Strategy. The impact on Sunday morning church services would also be looked into.

RESOLVED – That the attached draft Noise Strategy to undergo external consultation until 17th October 2016, subject to any comments received at your meeting and a further report will be presented to your 24 January 2017 meeting to approve the subsequent new strategy, be approved.

11. **PORT HEALTH OFFICES - LAND & PREMISES, RIVERSIDE ROAD, CHARLTON, LONDON - RENEWAL OF LEASE**

The Committee considered a report of the Director of Markets and Consumer Protection regarding the terms of a new lease for the Port Health offices at Riverside, Charlton following the expiry of a the lease in December 2015.

RESOLVED – That authority to be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to consider the terms for a new lease for the Port Health Offices at Riverside, Charlton.

12. **FOOD STANDARDS AGENCY AUDIT 2015**

The Committee received a report of the Director of Markets and Consumer Protection that summarised the findings of an audit of the City of London Corporation's Food Safety service by the Food Standards Agency (FSA). Members noted that the two recommendations arising from the audit were being taken up by the Food Safety service.

RESOLVED – That the results of the FSA audit and the Food Service Action Plan be noted.

13. **CITY OF LONDON CEMETERY AND CREMATORIUM RISK MANAGEMENT**

The Committee considered a report of the Director of Open Spaces regarding the management risks faced by the Cemetery and Crematorium division within the Open Spaces Department. Members noted that the Open Spaces Department had one corporate risk and five departmental risks. There were currently eleven risks for the Cemetery and Crematorium division with five reported as amber and six as green.

RESOLVED – That:-

- a) The Cemetery and Crematorium risk register be approved; and
- b) The removal of the green risks from future risk reports to this Committee be approved.

14. **DEPARTMENT OF THE BUILT ENVIRONMENT BUSINESS PLAN 2015-18 QUARTER 4 PROGRESS**

The Committee received a report of the Director of the Built Environment that provided Members with details of the progress made during Period 3 against the 2015/18 Departmental Business Plan for matters relating to Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services.

In response to a Member's question regarding the target for percentage of household waste recycled, the Assistant Director of Cleansing Operations advised that the target would be reviewed and reported back to the Committee during autumn. The current target included garden waste, which was rarely recycled within the City of London as gardens only existed on a small scale in comparison to some neighbouring boroughs. The Assistant Director added that waste from the City Gardens was difficult to recycle as it was often contaminated with litter and dog faeces, which would be rejected by the Materials Recycling Facilities.

RESOLVED – That the progress made during Period 3 against the 2015/18 Departmental Business Plan for matters relating to Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services be noted.

15. **BODY WORN VIDEO TRIAL UPDATE**

The Committee considered a report of the Director of the Built Environment that sought approval to the introduction of body worn video for use by Street Environment Officers (SEO) following a recent successful six month trial.

In response to a Member's question, the Assistant Director of Cleansing Operations advised that following advice from Data Protection Officers the devices were constantly on but footage was wiped afterwards unless SEOs switched their devices to record, in which case footage was recorded from up to 30 seconds before activation.

RESOLVED – That the introduction of body worn video for use by SEOs be approved.

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

There were none.

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

The Committee congratulated to Port Health Service's rowing team for their performance in the recent Admiral of the Port's race.

18. **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.

19. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 23 May 2016 be approved.

20. **MARKETS AND CONSUMER PROTECTION DEPARTMENT SERVICE BASED REVIEW UPDATE**

The Committee received a report of the Director of Markets and Consumer Protection regarding the Department's work to achieve the agreed savings from the Service Based Review.

RESOLVED – That the progress being made by the Department of Markets and Consumer Protection in achieving its Service Based Review savings be noted.

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

There were none.

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

The Chairman reminded the Committee that the bi-annual visit to the City of London Cemetery and Crematorium would be held at 4:30pm on Tuesday 13 September 2016.

The meeting closed at 12.25 pm

Chairman

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