## **Minutes**

Residents' and Environmental Services Policy Overview Committee Wednesday, 17 March 2010 Meeting held at Committee Room 4a - Civic Centre, High Street, Uxbridge UB8 1UW



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	Members Present: Councillors Michael Markham (Chairman) Kay Willmott-Denbeigh (Vice-Chairman) Lynne Allen Paul Buttivant Janet Duncan Judy Kelly  Officers Present:  Sue Pollitt, Divisional Trading Standards Manager, LBH Shabeg Nagra, Port Health Manager, LBH Viv Pullha, Officer from the UK Border Agency (Freight) Joanne Kingham, Officer from the UK Border Agency (Freight)	
9.	Apologies for Absence There were no apologies.	
10.	Declaration of Interest in matters coming before this meeting	
11.	There were no declarations of interest.  To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private  It was confirm that all items of business would be considered in	
	public.	
12.	To agree the Minutes of the meeting held on 17 February 2010	
	The minutes of the meeting held on 17 February 2010 were agreed as a record and signed by the Chairman subject to the following correction:	
	Item 6 – Witness Session Illegal cosmetics and Illegally Imported Foods – Border Controls and Wholesale/Retail -	

	The secure email system for information sharing had been set	
	up in Trading Standards by the Council and not by Trading Standards as had been indicated in the minutes.	
13.	Illegal Cosmetics and Illegally Imported Foods - Consideration of draft Conclusions and Recommendations - Report to follow	Action By:
	Officers handed out a schedule of Heathrow freight seizures by the United Kingdom Border Agency (UKBA) of Products of Animal Origin (POAO), for the period of February to 15 March 2010. This showed that:	
	<ul> <li>Port Health accounted for 50% to 60% of the total weight of POAOs seized by UKBA at Heathrow (Freight)</li> <li>The number of seizures had risen considerably in comparison to the same period in 2009, but there had been a reduction in the overall weight amount</li> <li>The reduction in the weight amount indicated that more attempt was being made to export smaller weights, with the assumption that smaller weights would get through, as they would be less obvious and harder to detect.</li> </ul>	
	It was noted that an additional member of staff had been allocated to the Freight Team, to assist in increasing the detection of POAOs.	
	Members discussed the draft recommendations. Updates and additional comments were made in respect of the following:	
	Recommendation 2 – Officers advised that work had begun in setting the Memorandum of Understanding (MOU), a secure email system for information sharing with other agencies.	Shabeg
	Recommendation 4 – Officers were asked to find out whether resources could be sourced from Defra to support more joint operations.	Negra, Port Health Authority
	Recommendation 5 – That the 'Scores on Doors' scheme for premises where food is prepared for public consumption should be publicised each time officers make an inspection. Telephone numbers and email addresses should also be advertised for members of the public to report concerns relating to any premises.	
	The Committee agreed for the final report and revised recommendations to be circulated to members for their comments, and for the Chairman to approve the final report once all the amendments had been made.	

The Chairman thanked officers, on behalf of the Committee for all their effort and work in the completing this review.

## Resolved that:

- 1. The draft recommendations be agreed as follows:
  - i. The Committee recognises the efforts made by Council and UK Border Agency (UKBA) Officers to tackle illegal goods being sold in the Borough and recommends that a public information campaign be launched to raise residents' awareness of how to identify illegally imported cosmetic and food and of reporting procedures.
  - ii. The Committee is of the view that closer working between our partner agencies (e.g. Trading Standards, UKBA and Port Health) is essential. The Committee therefore recommends that, as a matter of urgency a clear, accountable and robust Memorandum of Understanding (MOU) or protocol be set up between the agencies in order to exchange information freely and securely and that a joint database of offending exporters be developed.
  - iii. The Committee recommends that IT systems used by Port Health offices at Heathrow Airport are available to officers 24 hours a day, and to ensure continuity, and request that back up systems be provided to support the critical process of information exchange.
  - iv. The Committee recommends that Officers make efforts to identify external funding in support of additional joint operations.
  - v. The Committee recommends that information about the 'Score on Doors' scheme be published in Hillingdon People, the Council's magazine. Publicity should relate to premises where food is prepared on the premises for public consumption in local restaurants and should be advertised following an inspection.
  - vi. During its deliberations, the Committee briefly considered the problems of the use of the drug Khat and its legal status. The Committee therefore recommends this as a future review

	topic in 2010/11.  2. That the final report be circulated to Members of the Committee for their comments.  3. That the Chairman approves the final report.	
14.	Forward Plan March 2010 to June 2010	Action By:
	The Committee considered extracts of items in the Forward Plan for the Cabinet meeting on 18 March 2010. Members noted that the CCTV Maintenance Contract expired in March 2010 and hoped that the new contract would ensure that the maintenance covered all eventualities, particularly in respect of technical advances.	Democratic Services
	Members requested copies of the Quarterly Planning Obligations Monitoring report for Quarter 4, due to be reported to the Cabinet Meeting on 24 June 2010 to see how 106 monies had been spent.	
	The Chairman expressed sincere thanks on behalf of the Committee to Councillor Kay Willmot-Denbeigh, for all her work and support as former Chairman of the Residents' and Environmental Services Policy Overview Committee.	
15.	Work Programme 2010	
	The Committee confirmed the cancellation of the meeting scheduled for the 13 April 2010.	
	The meeting closed at 6.45 pm.	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nadia Williams on 01895 277 655. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.