



City of Westminster

Committee Agenda

Title: **Communities, City Management and Air Quality Policy and Scrutiny Committee**

Meeting Date: **Monday 6th March, 2023**

Time: **6.30 pm**

Venue: **Rooms 18.01 & 18.02, 18th Floor, 64 Victoria Street, London, SW1E 6QP**

Members: **Councillors:**

Jason Williams (Chair)	Mark Shearer
Melvyn Caplan	James Small-Edwards
Laila Cunningham	Judith Southern
Iman Less	



Members of the public are welcome to attend the meeting and listen to the discussion Part 1 of the Agenda

Admission to the public gallery is by ticket, issued from the ground floor reception. If you have a disability and require any special assistance please contact the Committee Officer (details listed below) in advance of the meeting.

If you require any further information, please contact the Committee Officer, Francis Dwan, Policy and Scrutiny Advisor.

**Email: fdwan@westminster.gov.uk
Corporate Website: www.westminster.gov.uk**

Note for Members: Members are reminded that Officer contacts are shown at the end of each report and Members are welcome to raise questions in advance of the meeting. With regard to item 2, guidance on declarations of interests is included in the Code of Governance; if Members and Officers have any particular questions they should contact the Head of Governance and Councillor Liaison in advance of the meeting please.

AGENDA

PART 1 (IN PUBLIC)

1. MEMBERSHIP

To note any changes to the membership.

2. DECLARATIONS OF INTEREST

To receive declarations by Members and Officers of the existence and nature of any pecuniary interests or any other significant interest in matters on this agenda.

3. MINUTES

To approve the minutes of the Committee's previous meeting held on 12th December 2022.

(Pages 3 - 8)

4. PORTFOLIO UPDATE - CABINET MEMBER FOR COMMUNITIES AND PUBLIC PROTECTION

To receive an update from the Cabinet Member for Communities and Public Protection, Councillor Aicha Less.

(Pages 9 - 18)

5. PORTFOLIO UPDATE - CABINET MEMBER FOR CITY MANAGEMENT AND AIR QUALITY

To receive an update from the Cabinet Member for City Management and Air Quality, Councillor Paul Dimoldenberg.

(Pages 19 - 24)

6. FOOD SAFETY AND RATINGS

To receive an update on Food Safety and Ratings.

(Pages 25 - 34)

7. WORK PROGRAMME REPORT

To discuss and shape the Committee's work programme for the municipal year 2022/23.

(Pages 35 - 42)

**Stuart Love
Chief Executive
6th March 2023**



CITY OF WESTMINSTER

MINUTES

Communities, City Management and Air Quality Policy and Scrutiny Committee

MINUTES OF PROCEEDINGS

Minutes of a meeting of the **Communities, City Management and Air Quality Policy and Scrutiny Committee** held on **Monday 12th December, 2022**, Rooms 18.06 & 18.07, 18th Floor, 64 Victoria Street, London, SW1E 6QP.

Members Present: Councillors Melvyn Caplan, Laila Cunningham, David Harvey, Iman Less, James Small-Edwards, Judith Southern, Jason Williams (Chair).

Also Present: Councillor Paul Dimoldenberg (Cabinet Member for City Management and Air Quality). Officers: Francis Dwan (Policy and Scrutiny Advisor), Andy Foster (Consultant Bridges and Structures), Claude Hemsley (Head of I.P.D), Amy Jones (Director of Environment), Alex Juon (Head of Service South and West PPL), Christine Mead (Programme Lead – Community Partnerships), Philip Robson (Head of Operations), Jon Rowing (Head of Parking).

1 MEMBERSHIP

- 1.1 The Committee noted that Councillor Mark Shearer sent his apologies for this meeting.
- 1.2 The Committee noted that Councillor David Harvey stood in as substitute for Councillor Mark Shearer.

2 DECLARATIONS

- 2.1 There were no declarations of interest.

3 MINUTES

- 3.1 That the minutes of the meeting held on 31st October 2022 be agreed.
- 3.2 Resolved
 - The minutes of the meeting held on 31st October 2022 be signed by the Chair as a correct record of proceedings with no amendments.

4 PORTFOLIO UPDATE - CABINET MEMBER FOR COMMUNITIES AND PUBLIC PROTECTION

- 4.1 The Committee did not hear from the Cabinet Member for Communities and Public Protection as she was unwell and therefore unable to attend the meeting. It was agreed that Members of the Committee would be given the opportunity to ask questions of the Cabinet Member and the report provided via email.

5 PORTFOLIO UPDATE - CABINET MEMBER FOR CITY MANAGEMENT AND AIR QUALITY

- 5.1 The Committee received an update from Councillor Paul Dimoldenberg, Cabinet Member for City Management and Air Quality, on priorities for the portfolio and any updates that have arisen. The Cabinet Member then responded to questions on the following topics:
- Cycle lanes and routes, particularly in Fitzrovia and Pimlico. Further questions were asked on the consultation process and the criteria for determining how many lanes would be provided.
 - Planned preventative maintenance (PPM), including when it is expected to be signed off.
 - CCTV cameras on School Streets and what the Council's policy is going to be.
 - Dockless bikes and a timescale for when a policy would be in place. In follow up, the cost of seizing and storage was also asked.
 - Priorities when creating cycle lanes and what enforcement options are when they are blocked by motorists.
 - Electric Vehicle charging parking spaces, the degree to which they take traditional parking spaces away and how this is justified.
 - Vandalism of temporary toilets, how the Council protects against this and understanding more detail on what happened.
 - Parking fines, understanding how many were currently being issued and requesting this information be provided.
 - Food waste rollout, understanding the required threshold for adaption of the programme. In follow up, the notion of central bins for food waste rather than individual bins was asked after, following a trial of this in Pimlico South ward.
 - Twice weekly waste collections, the threshold to qualify for this was enquired on.
 - Waste Action Plan, how it is progressing and an update.

- Bus speeds, what work the Council has done to improve bus journey times and tackle ‘pinch-points’.
- Cycle Hangars, an update on the status of the scheme and rollout.
- Regent Street public realm improvements, how much of the costs associated with this would be shouldered by the Council. In follow up, Members asked whether ‘no’ was an option when consulting on public realm improvement schemes particularly re the recent consultation relating to Pimlico South ward.
- Occupancy Rates, how these figures can be understood, and findings worked on to bring about better outcomes.
- Persistent parking offenders, how the Council approaches individuals who persistently offend and build up multiple penalty charge notices (PCNs).

5.2 Actions

1. Fitzrovia/Pimlico Cycle Routes, the Head of Operations offered to send details of consultations in a written response.
2. Increase in parking enforcement and consideration of night-time enforcement. The Head of Parking offered to provide a breakdown of figures for the Committee which can demonstrate the spread across the city.
3. The Committee to identify any practical issues or pinch points that they are aware of in relation to Bus travel in Westminster. This might feed into planned discussions between the Council and TfL’s Director of Buses.
4. If still sought by Members, additional information can be provided by the Head of Parking on explaining how the Council is able to deal with persistent offenders and the associated difficulties faced.

6 UPDATE PAPER – PARKING SERVICE

6.1 The Head of Parking, Jon Rowing, introduced this item as an update paper given that many decisions are yet to be made. Committee Members were then given the opportunity to make suggestions that could feed into a future substantive report set to come to Committee in July 2023. Member suggestions came on the following themes:

- Results of the Occupancy Survey, including breakdowns of sub-district and zones. If possible and noteworthy, a breakdown of zones such as ‘Zone C’ could be considered to demonstrate how demand changes within zones over the course of a day or week.
- Parking Suspensions, how they are done and how the Council deals with non-compliance. The cost of dealing with non-compliance is also sought.

Additionally, times when the Council can act faster based on need and urgency as in the example of relocation services which is an issue in some parts of Westminster.

- A summary of recent parking fine activity across Westminster, including, where possible time of day breakdowns, hotspots and mean and modal fines issued per warden.
- Future modelling, given the impending ban on petrol and diesel cars in 2030, how the Council is forecasting, preparing, and mapping the change this will have on parking services over the next ten years.
- Traffic Management Orders Process, what consideration has been made in streamlining the process of making orders and what efforts have been made to combine orders to prevent unnecessary delay.
- The consequence of reducing available spots to increase the provision of Electric Vehicle compatible bays. The associated impact this might have on Small and Medium Enterprises and the provision of blue-badge spaces.

7 FLOODING

7.1 The Committee received an update from the Council's Head of Operations, Phil Robson on flooding in Westminster in the summer of 2021. Phil drew particular attention to the Sewer Resilience findings. The Cabinet Member, with Philip's support then responded to questions on the following topics:

- Reporting mechanisms and how they can be improved to become simpler for residents that experience flooding.
- Thames Water's response and whether the Council plans to meet with them directly and have an honest conversation about potential failings and suggestions for how their processes could be made much simpler for residents.
- The likelihood of improving sewer capacity and whether it is something the Council can push for.
- Issues with insurance, including some properties that have been deemed "un-insurable". Powers that the Council might have to step in and improve this. In follow-up the position of properties that are technically owned by a limited company and are also excluded from insurance was raised.
- Installation of sustainable drainage systems (SuDS) in community gardens and the process of installing them.
- Whether those that have been displaced by flooding should still be paying council tax.

- Rethinking the way the Council approaches tackling these issues, given the knock-on effect of rain and poor sewage capacity in other parts of London can contribute to flooding in Westminster.
- Outlining what exactly the Council has done in response to the flooding and whether this has gone far enough.
- How emergency preparedness for Council staff could improve the response and could be considered as a requirement.
- To consider looking at flooding and drainage management on a more regular basis

7.2 Actions

1. Members to provide detail on aspects they believe Thames Water may be able to improve which can feed into Council discussions with Thames Water. Within this, specific detail of properties affected could help to identify ones that may have been overlooked by Thames Waters and the surveys they carried out.
2. Members who know of residents that were displaced by Flooding and have continued to pay Council Tax throughout, can advise them that they are eligible for Council tax relief.
3. To consider the Council's position when properties are deemed 'un-insurable'.

8 WORK PROGRAMME REPORT

- 8.1 The Work Programme was discussed, and the following items were raised for Chair consideration:
 - Flooding could be considered as a recurring substantive item or at least included in Cabinet Member updates whenever a relevant update occurs.
 - Substantive items, when two come to a Committee, to remain within the same Cabinet Member's portfolio. This would push the Air Quality Action Plan back if accepted.
 - Scrutiny Officer to circulate a list of options within Cllr Less' portfolio for consideration and Chair approval for the next Committee.

There was no other business and the Meeting ended at 20.03

CHAIR: _____ **DATE** _____

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City of Westminster

Communities, City Management and Air Quality Policy and Scrutiny Committee

Date:	6 March 2022
Portfolio:	Communities and Public Protection
The Report of:	Councillor Aicha Less, Cabinet Member for Communities and Public Protection
Report Author and Contact Details:	Patrick Ryan pryan@westminster.gov.uk

1. Key decisions made in the preceding period since my last Policy & Scrutiny report dated 12 December 2022:

- No decisions have been made during this period.

2. The following report includes my priorities and delivery progress to date:

2.1 Public Protection

Anti-Social Behaviour (ASB)

The final draft of the ASB strategy has been completed, incorporating feedback from the formal consultation. Presentation to informal and formal cabinet is occurring over the next few weeks for sign off. The consultation feedback will be published within the consultation webpages for community awareness.

The strategy consultation methodology was presented to the Consultation Quality Improvement board in January as an example of best practice in the depth and spread of consultation taking place.

The multi-agency Strategic Working Group will be formed following publication of the strategy in February to drive forward delivery of the strategic action plan. A Strategic Registered Social Landlord working group will also be formed to run in parallel, establishing best practice in victim care and ASB resolution within the borough.

Basic Command Unit (BCU) / Policing update

Since the introduction of the BCU model for local policing, Westminster has only had one Superintendent covering the Borough as part of the Commissioner's approach to Neighbourhood Policing. As of February 2023, each Borough will have their own Neighbourhood Policing Superintendent. We are pleased to welcome Superintendent Beth Pirie to Westminster in February to lead on Neighbourhood Policing and Strategic Partnerships.

Chief Superintendent Louise Puddefoot, will also start on 20 February, taking over the BCU Commander role from Chief Superintendent Owain Richards.

A list of policing resources attached to each ward can be found in the appendix.

City Inspectors

City Inspectors continue to support the 'Waste Matters' project, focused at educating and improving compliance with collection times, in conjunction with our waste contractor. Officers have issued both residential and commercial warnings and fines where appropriate with prosecution, a later option for continued offenders.

The Waste Action Squad have delivered eight weeks of action since the programme began on 10 October 2022. The team have spoken to over 1000 people about waste and street cleanliness and deep cleaned 80 dumping hotspots. Following a review of the intelligence we have received from on-street engagement, local action plans have been created in each area. We have undertaken 1861 enforcement actions against residential waste so far for this financial year, with an expected total of around 3200 enforcement actions for the full financial year. This data includes fixed penalty notices (FPNs) and warnings. This will equate to an increase of approximately 40% when compared with last year and 67% when compared with 2018/19.

Officers continued to work over the festive period, including Christmas Day, responding to a range of service complaints such as noise, waste and most recently, work to deal with dangerously parked e-scooters and bikes. Officers continue to meet regularly with our communities, BIDs and other stakeholders to address rising issues working in partnership with the Police. Officers have had recent successes in tackling illegal fly posting in Soho, which featured in our monthly members update. We have also delivered the new 'Don't Pee Off Soho' campaign, to reduce street urination. There are now three locations with CCTV cameras focused on waste hot spots, a new initiative to capture fly tipping evidence.

Pedicabs

Westminster City Council has secured prosecutions against 68 pedicab operators for antisocial behaviour in 2022. In partnership with the police, the Council have carried out regular pedicab operations from November 2021 to December 2022 focusing on noise issues caused by pedicabs in and around the West End. Further operations are being planned. In total, 68 drivers have had their details taken so they can be prosecuted for playing loud music after 9pm. Additionally, 27 drivers have been served with written warnings for their behaviour. 25 pedicab cases have already been heard in court, which have resulted in a total of £21,299 fines being issued. A further 4 cases have been settled out of court. Meetings with the Council, Department for Transport, Transport for London, and the industry are being held to discuss how pedicab regulations should look, and ensure powers are available to officers to focus on other issues in addition to noise.

The prosecutions follow the Council's campaign warning visitors to 'be careful what you get into' - highlighting the dangers of unsafe pedicabs and encouraging people to take alternative and licensed modes of transport such as buses, London Underground and black cabs. Posters have been circulated to over 300 businesses and taxi drivers, as well as several thousand flyers being handed out by Metropolitan Police officers in hotspot areas to curb pedicab operators.

The Council hopes the consistently high fines will deter nuisance pedicabs from ripping off unsuspecting tourists and disturbing residents.

The Neighbourhood Coordinator Senior Practitioner is now working with our Communications team to produce a flyer aimed at the riders themselves letting them know of the prosecution results with the hope of deterring them from operating loud and noisy pedicabs in Westminster.

Lastly, we worked with Global and The Hippodrome to get our campaign on the big screen in Leicester Square and are delighted to share that these have been displayed.

We currently do not have any legislative framework to license and regulate pedicabs. We have very limited powers to tackle behaviour from pedicabs, with noise and anti-social behaviour legislation. The council has been calling for additional regulation for this activity for some time. The proposed Transport Bill included a section to enable the licensing of London pedicabs. However, the Transport Secretary confirmed before Christmas, that the legislation was not going to be brought forward in this parliamentary term. Cllr Hug Leader of Westminster City Council continues to lobby government to regulate pedicab activity.

Busking and Street Entertainment

We are in the process of the review of the Street Entertainment Policy. We have met with the Hippodrome to discuss their views and issues with the current scheme. We have just finished our targeted engagement exercise and will be reviewing the results (157 responses). Once Cllr Less has agreed an approach, we will publish the review findings along with the Council's decision on the next steps associated with the Street Entertainment Policy.

If the Policy is to be amended, then a formal period of statutory consultation will take place in the Spring. Following that consultation there will be a need to have the amended policy formally adopted which can take several months.

Safe Havens Scheme

The Safe Havens scheme in Westminster is still under development and is due to deliver the first open spaces in the next quarter. Communications will be going out to business and landowners encouraging businesses to apply for Safe Haven status. Applications will be assessed against a set of agreed criteria; all designed to support vulnerable people and ensure their safety. Westminster is in discussion with Southwark and Lambeth boroughs, ensuring this activity is integrated and consistent, developing a Safe Haven Network, all using one public facing app.

Short Term Lets

Officers are looking at several properties being short term let, in breach of existing legislation. The Government are in consultation on the effect of short-term holiday lets. It will seek to improve the holiday letting market for those living in popular tourist destinations. The scheme, proposed in a new government review, looks at the impact of increases in short-term and holiday lets in England. It could involve physical checks of premises to ensure regulations in areas including health and safety, noise and anti-social behaviour are observed.

Further measures the Government is considering include a registration 'kitemark' scheme with spot checks for compliance with rules on issues such as gas safety, a self-certification scheme for hosts to register with before they can operate, and better information or a single source of guidance setting out the legal requirements for providers.

Pavement Licences

There are just over 500 Pavement Licences across the city. Most have an expiry date of 31 March 2023. The Licensing Service has obtained Cabinet Member approval to issue new and renewal applications for Pavement Licences until the end of the temporary legislation in September 2023. The temporary legislation is likely to become permanent later this year when the Levelling Up Bill receives Royal Assent.

Public Protection activity over Christmas and new year

City Inspectors and Managers provided 24/7 cover across the Christmas and New Year holidays. On New Year's Eve, they worked with partners such as the Police and London Fire Brigade across the West End. The teams dealt with a range of issues such as licensing concerns, illegal street trading and supporting thousands of visitors get around on the night. Officers also supported colleagues in the events team by working in the main control room for the fireworks. Business continued as usual in terms of waste, noise, and inspections, reassuring the community that the Council are out and about whenever the City is operating.

2.2 Communities

Community Investment Strategy

Engagement with the Voluntary and Community Sector (VCS) and Council officers revealed the need for a centralised approach around defining needs, identifying outcomes, streamlining grant processes, and measuring the impact of the grants.

The strategy is under development to inform investment in capacity building, partnerships, impact measurement processes and systems and space to create a thriving Voluntary and Community sector. It will help to protect the entry points to the sector, sustain community organisations and grow the sector to thrive and respond to community needs. There is a new landing page on the website where all the community grants the council awards are presented for easy access. Work is underway on council wide guidelines for contracts and grants, compliance processes, application forms and processes to develop a consistent approach. We are collecting data from across the council for the second year on how much we invest in the sector, both in contracts and grants, so that we can develop a more strategic approach.

Westminster Connects

Westminster Connects was initially set up as an emergency response programme at the start of the Covid-19 pandemic in March 2020 to co-ordinate volunteers to support vulnerable residents in the community with vaccine support and food and wellbeing needs.

Connects has focused on developing more volunteering opportunities across the voluntary sector and within the council. Staff volunteering has increased in the council through promoting key 'Give 16' opportunities each month. Connects is working with several council departments to support the development of volunteer roles where appropriate. 8 large scale events have been supported with volunteers, including New Year's Day Parade and Chinese New Year.

VCS contracts

There is an ongoing service review which has informed the development of additional advice services under Cost-of-Living funding, including advice services to support volunteers, apprentices, and trainees, creating employment for residents, and increasing the multi-lingual capacity of advice services.

30 community organisations have been supported to deliver weekly activities, health promotion and hot meals through the Healthy Winter Grants. In December, over 1200 meals were provided this way.

VCS networks

The Food Network was set up at start of the pandemic in April 2020 to convene a network of food banks, community food projects, The Felix Project (Food supplier, part of the London Food Alliance) and council officers in Public Health, Housing, Children's services, Adult Social Care and Economy to help co-ordinate and manage work across Westminster to ensure people in need had access to food. The network is well attended by 15 community organisations working in advice, food, and fuel poverty

services. The network has helped shape the Cost-of-Living Strategy and highlight priorities for those most in need.

The Food and Energy Network meets monthly to collect insight and data and share council approaches around Cost of Living. It is attended by foodbanks, community pantries, advice services and the Felix Project and City Harvest, as well Green Doctors and National Energy Action and council officers from several departments.

The Community Alliance has started, chaired by Cllr Nafsika Butler-Thalassis and Jackie Rosenberg, the Chief Executive of One Westminster. This is a monthly online forum to bring together all organisations working to support people through the winter with warm spaces and activities. The council will present what it is doing, what support the government is providing, and what our analysis tells us about those most affected by the Cost-of-Living Crisis. Community organisations will feed in what they are doing, and what insight they are gathering from the participants in their services.

Engagement and Consultation

To improve the quality of engagement and consultation, we have established a Quality Improvement Board to provide feedback on major consultations taking place. We have also developed a Consultation Forward plan, so upcoming activities are visible for review internally. Improvements have been made to the website so that people can search for consultations, and work is underway to link all consultations onto that site so that the public can search for and respond to consultations. Further support is in development, including a toolkit for engagement and guidance around plain English which should be ready in March 2023. The team have also rolled out the Voice Engagement software, masterclasses around best practice, and we are developing a community of practice to share learning and join up engagement events. A consultation around a 'Charter for Community Participation' is underway and has been extended to increase the reach to different communities.

External approach to equalities

The team published the refreshed objectives in August 2022 and thereafter will start to scope the remit of a wider external equalities plan. The objectives are:

- Staff will represent the demographic of our communities at all levels of the organisation.
- Understand our diverse communities and embed that understanding in how we shape all that we do across the Council.
- Support Westminster's communities to be sustainable, socially inclusive and empowered to act, when they are best placed to do so.
- Demonstrate inclusive leadership, strategic partnership and a clear organisational commitment to be a leader in equality, diversity and inclusion in the city.

We are seeking to invest in our communities, which will be aided by the Community Investment Strategy. We also want to understand how our data can improve how we work with communities to inform an external equality strategy. We are working to understand what levels of data are held by services, reviewing new census data sets available on who our communities are to scope what will be included in this strategy.

#2035

This programme is in collaboration with partners in Westminster to reduce the life expectancy gap and improve the health, wealth, and well-being of local communities through a cross-sector place-based strategy and looking at the wider determinants of health (housing, crime, employment, access to health services, neighbourhood, and community connection). The partnership includes the Police, Department

for Work and Pensions, Imperial College Healthcare, GP Commissioning, Public Health, and Communities. We are developing the relationships between the external partners on the steering group.

Work is underway to build the programme and training resources to support teams across the Council to co-ordinate and lead complex issues involving the community.

Changing Futures

Changing Futures has successfully established several new frontline pilots which involve joining up services around the lived experiences of people who face multiple disadvantages. This includes areas such as change resistant drinkers, victims of violence and homelessness. The focus of the programme is on evaluating learnings from these pilots and making recommendations to the organisation. One of these recommendations is to ensure all services are 'trauma informed' so that staff across the organisation work in more compassionate ways with residents. Training will be delivered through the Centre for Excellence Masterclasses. Additional new workstreams are underway looking at prison leavers and how to join up services to make it easier to get help on release and avoid reoffending.

Community development

This is a capacity building programme for communities involving a programme of leadership and training opportunities for residents and other community groups who would like to be more involved in the council decision making processes. It will also target those who want to affect social action in their areas, deliver events and activities, or would like a better understanding of how the Council works. We will be approaching One Westminster who have a contract with the council to deliver support to our voluntary sector organisations based in Westminster.

The community grants team is delivering engagement activities in the south of the borough including in St James, Pimlico South and Vincent Square, to promote Round 2 of the newly expanded Community Priorities Programme. This will include carrying out surveys to find out what the priorities should be for the fund and reviewing the criteria from the previous round. Other activities will be outreach to schools, libraries, nurseries/pre-schools, community organisations, youth clubs, as well as street canvassing and promotion to internal colleagues.

As part of our Inspiring Communities programme, we will be working in partnership with Everyone Active to support a women-only day at Little Venice Sports Centre as part of International Women's Day on 8 March. The day will include a specially designed programme for women, who will have exclusive use of the centre on the day.

Maida Hill Market: strategic leadership support

The Council recognises its need to actively engage the Harrow Road community and specifically, to repair its relationship with the many communities living around and using the Maida Hill Square. The Council is committed to understanding how to better serve its constituents in the area.

To accomplish this, the Communities Department proposes the assembly of a strategic leadership group around the Square to co-design engagement of communities in and around Maida Hill Square as well as the wider Harrow Road community.

Bloomberg Associates are supporting the community engagement initiative in Maida Hill Square. Ward councillors are being consulted and have provided feedback and recommendations on the membership of the group. Invitation letters and contact will commence with those on the list commencing from 23 January.

APPENDIX:

Inspector Chris SADLER	
CW SOUTH SNT	
Sergeant St James	
Paul	Hamilton
St James Ward (8 PC, 1 PCSO)	
Savelly	Lukashenko
Andrew	Chippindale
Russell	Gibson
Alysha	Hattan
Elizabeth	Waudby
Samuel	Cosham
Jordan	Lewis
Anthony	Skidmore
Sergeant West End	
Mark	Pettit
West End Ward (8 PC, 1 PCSO)	
Ewa	Palega
Simangaliso	Mthembu
Edon	Gashi
Anderson	De Santis
Chrispin	Kamara-Johnson
Matthew	Carr
Jack	Scott
Brendan	Daly
John	Turner
Sergeant Pimlico North & Pimlico South	
Simon	Alexander
Pimlico North Ward (3 PC, 2 PCSO)	
Sophie	Cooper
Clement	Oluwalana
Jabeir	Ahmed
Pimlico South Ward (3 PC, 1 PCSO)	
John	Donaldson
Alex	Bisset
Luke	Toms
Gariba	Skinner
Sergeant K&B and Vincent Square	
David	Rowsell
Knightsbridge and Belgravia Ward (2 PC, 1 PCSO)	
David	Alford
Aadil	Baqar
Zack	Slaney
Vincent Square Ward (2 PC, 1 PCSO)	
Maisie	Bremer-Smith
Alex	Bird

Inspector Al PHILLIPS

CW NORTH SNT 1		
Sergeant Hyde Park, MHS, Regents Park		
PS	Martin	Noon
Hyde Park Ward (2 PC, 1 PCSO) enhanced 3DWO ward due to B&D		
PC	Harminder	Purewal
PC	Lewis	Best
PC	Adam	Oddy
PCSO	Angeliki	Pandi
Regents Park Ward (2 PC, 1 PCSO)		
PC	Bartosz	Nowicki
Regents Park Ward (2 PC, 1 PCSO)		
PC	Charlotte	Render
PC	Alice	Harman
PC	Jonathan	Loney
PCSO	Hayley	Gadian
Sergeant Bayswater, Lanc Gate, Westbourne		
APS	Samuel	Wilkinson
Bayswater Ward (2 PC, 1 PCSO)		
PC	Dragos	Melega
PC	Tom	Pache
PCSO	Chris	Dudzic
Lancaster Gate Ward (2 PC, 1 PCSO)		
PC	Zachariah	Ali
PC	Hermengild	Sealy
PCSO	Mahmood	Khushi
Westbourne Ward (3 PC, 1 PCSO)		
PC	Richard	Lewis
PC	Samuel	Wilkinson
PC	Justiniano	Gomes Junior
PC	Sujon	Miah
PCSO	Syed	Kazmi
Sergeant Abbey Road, Church Street, Little Venice		
PS	Kieron	McDade
Abbey Road Ward (2 PC, 1 PCSO)		
PC	Justin	Rowe
PCSO	Adem	Tanrikulu
Church Street Ward (4 PC, 1 PCSO)		
PC	Ellis	Joseph
PC	Dylan	Richards
PC	Akeem	Greenidge
PCSO	Adam	Sloane
Little Venice Ward (2 PC, 1 PCSO)		
PC	Christopher	Barton
PC	Paul	Reading
PCSO	Garreth	Grant
Sergeant Harrow Rd, Queens Pk, Maida Vale		
PS	Paul	Wardlaw
Harrow Road Ward (2 PC, 1 PCSO)		
PC	James	Pullen
PC	Ioana-Lorena	Bozedean

PCSO	Chevelle	Nyankumah
	Ellie	Bowman
Queens Park Ward (2 PC, 1 PCSO)		
PC	David	Hammond
PC	Louis	Langford
PCSO	Hetty	Scott-Denness
Maida Vale Ward (2 PC, 1 PCSO)		
PC	Ben	Wiltshre
PC	Abdul	Zoobi
PCSO	Nick	Rosling

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City of Westminster

Communities, City Management and Air Quality Policy and Scrutiny Committee

Date:	6 March 2023
Portfolio:	City Management & Air Quality
The Report of:	Councillor Paul Dimoldenberg
Report Author and Contact Details:	Alexandra Deolinda Severino adseverino@westminster.gov.uk

1. Key decisions made in the preceding period since my last Policy & Scrutiny report dated 23 December 2022:

- 30/11/2022 - St Johns Wood High Street Public Realm Improvement Scheme
- 12/12/2022 - Piccadilly Road Underpass Ventilation Fans – Stage 1 – Design and Interim Safety Measures
- 16/12/2022 - Dockless e-Scooters & e-Bike Schemes
- 16/12/2022 - Planned Preventative Maintenance (PPM) Programme for 23-24
- 21/12/2022 - Award of the Parking People & Resources Contract
- 21/12/2022 - Award of the Parking CCTV Camera Enforcement Contract
- 21/12/2022 - Award of the Parking Business Processing Contract
- 21/12/2022 - Award of the Parking Vehicle Relocations & Abandoned Vehicles Contract
- 11/01/2023 - Amendment to Replacement of Waste and Recycling Vehicles and Supply of Power to Landmann Way Waste Vehicle Depot
- 25/01/2023 - Sackville Street & Vigo Street

1. The following report includes my priorities and delivery progress to date:

2.1. City Management

2.2. Food Waste Recycling

The latest phase of Westminster Council's Food Waste Recycling service is currently in Hyde Park, Bayswater, Lancaster Gate, Westbourne (south) and Knightsbridge & Belgravia Wards. The service has been very popular among residents and includes a kerbside service for individual households and small mansion blocks with off street space for the storage of small bins. For mansion blocks and estates, there will be a communal service with larger bins, and a neighbourhood service with 'on-street' communal bin access for properties without off street storage for bins, such as flats above shops. This is an opt-in service with those properties wishing to use it signing up online. Current rubbish and recycling collection frequencies will not be changed. The next phase of the service will be for St James's, Marylebone and West End Wards.

2.3. Snow and Ice Removals – Winter Provisions 22/23

In preparation for rough winter weather, we have a full Salt Barn in Alperton holding 1,500 tonnes of rock salt and we will order more salt as we use the stock. We have also purchased over 20 tonnes of bagged white salt and specialist corrosion-inhibiting de-icer (for schools, estates, footbridges and council properties). There are 7 carriageway gritting vehicles, each able to distribute 8 tonnes of salt, 5 smaller vehicles for mechanically gritting the pavements and segregated cycleways, almost 200 on-street salt bins across the City for sweepers to use in gritting pavements, and 3 weather sensors, giving us real-time road surface temperatures.

This plan is in effect from 1 November each year and provides four levels of mobilisation: Parks & Bridges is a response to marginal conditions in only the most exposed parts of our network on frosty nights when most of the City would not need to be treated. Precautionary salting is carried out in susceptible areas (e.g., parks and exposed carriageways). Pre-treatment is a response to definite warnings of snow, provided there is no wind or rain forecast that would blow or wash the salt away before snow arrives, and Full Winter Service involves the treatment of roads and pavements in accordance with a specified hierarchy of priorities in descending numerical order (Priority 1, then Priority 2, then Priority 3).

2.4. Dumping Hot Spots in Westminster

We are now working on a trial using CCTV cameras located in three dumping 'hot spot' areas of Westminster, Denbigh Street junction, Foley Street and Warlock Road junction. Cameras have now been installed at these locations and will send footage to the viewing platform which uses Artificial Intelligence to identify suspected fly tippers. Our City Inspectors review the footage and where a vehicle is identified as being involved in a fly tipping incident, the registered vehicle keeper details that will be requested from the DVLA. Once an alleged offender is identified, formal enforcement action will commence either by way of an interview under caution or by the issuing of a penalty notice. If this trial is successful we will extend it across other 'hot spots' in the City and continue to take strong action against the rubbish dumpers.

2.5. Waste Action Squad (WAS) Update

The Waste Action Squad has undertaken over 1861 enforcement actions against residential waste so far this financial year with an expected total of around 3200 enforcement actions for the full financial year. Since the pilot programme began on 10 October 2022, the WAS Team has made contact with over 686 people throughout the borough. The team have worked with our waste partners Veolia to deep cleanse 50 dumping hotspots and City Inspectors have carried out 209 waste interventions. This includes 32 Section 47 notices to businesses and 6 to residents. We have also issued 18 waste transfer notices to ensure that businesses have the right waste disposal contracts in place.

On street engagement with residents has been welcomed by local communities and is providing valuable insight into local street cleanliness issues that we can resolve. Stakeholders are widely supportive of the activity and feel that it signals that tackling on street dumping is a priority for the Council. The communications promoted through local social media has been very successful, with a high engagement rate, despite a limited budget.

2.6. Public Conveniences Update

2.6.1. Broadwick Street toilets

The street level toilets at Broadwick Street are now fully accessible and will re-open imminently after undergoing refurbishment. Any leasing of the underground facility will enable the sustainable funding of new toilets in the area and their upkeep.

2.6.2. Carnaby Street toilets

The Carnaby Street toilets have now reopened to the public, following previous cottaging incidents witnessed by children. The Police raised this as a safeguarding issue and instructed us to either close the toilets or deploy a permanent security presence and restrict entry to one male at a time. We continue to work with the MET and security guards on how best to deter cottaging activity. Since 1st February, an attendant has been on site at Carnaby St during all opening times and signage will alert people to this presence.

2.7. Parking Occupancy Survey

Our last Parking Occupancy Survey was carried out in 2018 and since then there have not been any significant changes in the hours of operation in the City's parking zones. Between the survey years (2018 and 2022) the most significant findings were an overall decrease of 2,547 parking spaces available, a decrease in the number of theoretical spaces at single yellow lines of 2,548. The number of loading bays throughout the City has increased by 229 spaces, and the number of electric vehicle charging bays has increased by 40%. Across all zones the pay to park weekday daytime occupancy has increased and the average citywide pressure is over 80%.

In line with our Fairer Environment ambitions, we have installed/converted a number of dedicated resident electric vehicle (EV) charging bays within resident bays to help alleviate the demand pressure on the general EV charging bays and to encourage continued take up of EVs. At the time of writing there are roughly 434 lamp-column charge points for the exclusive use of EV resident permit holders, and their implementation continues at pace.

2.8. Cycling

2.8.1 Santander Cycle Stands

Discussions are ongoing and a bid submitted with Transport for London (TfL) on the transfer of 5 docking stations and associated equipment with plans to locate them in the North-West of the City. Installation has begun with one at Maida Hill, to be followed by one at Westbourne Green which requires a revised planning application. The other three will follow and we are awaiting installation dates. We are also discussing finding a site for the new Santander e-bike pilot self-charging docking stations and agreed to find a suitable location in the West End.

2.8.2 Cleveland Street Cycleway

On 31 January we opened a public consultation with Camden Council on the proposed Cleveland St Cycleway, between Maple St and Mortimer St. This section of Cleveland St is a one-way Northbound boundary road between Westminster and Camden, which we are proposing to make two-way for cyclists. The consultation will run until 3 March 2023, and we encourage all residents and stakeholders to participate. Aside from the two-way cycling boundary, a summary of the proposals includes a new zebra crossing at Maple Street, Segregated contraflow link to Cycleway 27 on Clipstone Street, and a 'no loading' restriction along Cleveland Street to make cycling safer and more continuous.

2.9 Dockless Bikes in Westminster

We continue our efforts to enforce against dockless bikes which pose a hazard or cause an obstruction to those travelling on our pavements. Since 8 August 2022 we have seized 22 dockless bikes and received over 330 complaints from the community. We continue ongoing dialogue with providers to ensure our streets are being kept safe. Officers are currently working with the bike companies to identify approximately 200 locations parking bay locations across the City.

We are disappointed by central government's decision to postpone the Transport Bill as officers have been working with TfL and London Councils on developing a pan-London dockless vehicle byelaw to provide consistent approaches to managing the dockless market, which will include e-scooters, dockless bikes and other dockless modes which may emerge. This work is no longer being progressed as any byelaw made is expected to be superseded by any new primary regulatory controls introduced under the new Transport Bill in 2024/2025.

2.10. School Streets Update

Following updates to our School Streets Pilot programme in late 2022, most of our School Streets have received CCTV installation. Installation at All Souls CE Primary School and St Peter's Eaton Square Primary School is programmed for late February 2023. Vehicles on all other School Streets (who have had CCTV installed) can now be issued Penalty Charge Notices (PCNs). PCN numbers remain low, however, officers are monitoring trends which will be fed into the development of the refresh of the School Streets programme in March 2023.

2.11. Public Realm

2.11.1. Connaught Village Green

We are making progress with the Connaught Village Green proposal in Hyde Park Ward. The small area of public realm at the junction of Connaught Street and Kendal Street currently provides little amenity but this has the potential to become the heart of the village. Additionally, Connaught Street is a route for East/West traffic through the area that has generated complaints from the Residents' Associations about the negative impact of vehicle levels in what is predominantly a residential district. The scheme proposes a raised table to calm traffic along Connaught Street but does not propose any measures to reduce traffic. It is understood that a new traffic management strategy will be considered for the area to address this issue. A public consultation will begin in March.

2.12. Park Lane Cycle Lane

In response to Transport for London's (TfL) public consultation on plans for a temporary cycle lane on Park Lane our submission to TfL stated that we welcome the improvements made on Park Lane for walking, cycling and bus use and hope these changes made by TfL are retained, as it provides enhanced options for safe and pleasant onward journeys. However, we are looking for assurances from TfL that they will consider further improvement measures to minimise potential conflicts and to support the safety for all road users. We look forward to seeing the results of the consultation in due course.

3.1 Air Quality in Westminster

3.2. Electric Cooking

We are in discussions with Officers, Landowners, and stakeholders about encouraging the hospitality industry to replace gas hobs with electric induction hobs in order to reduce PM 2.5 particulates. Positive activity on this initiative would lead to improved air quality throughout the borough.

3.3. Transport Based Air Pollution

Officers continue to progress discussions with stakeholders on taking forward actions under our Freight, Servicing and Deliveries Strategy to improve air quality in the City. We are currently seeking stakeholders' permission to expand learnings out to other partners as part of the Sustainable City Charter's toolkit as a case study.

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Communities, City Management and Air Quality – Policy and Scrutiny Committee

Date:	09/02/2023
Classification:	General Release
Title:	Food Safety
Report of:	Nicky Crouch, Director of Public Protection and Licensing
Cabinet Member Portfolio	Councillor Aicha Less, Deputy Leader and Cabinet Member for Communities and Public Protection
Wards Involved:	All
Policy Context:	Resident and Consumer Safety
Report Author and Contact Details:	Tiffany Lymn - Head of service tlymn@westminster.gov.uk

1. Executive Summary

The overall aim of the Food Service is to reduce the risk to public health from food purchased, produced or eaten in Westminster. This report details the roles and responsibilities of the Food Service and will highlight:

- Background to the service
 - The service objectives
- Current inspection and enforcement activity
 - The post Covid recovery plan
 - Food Safety Service Requests
 - Food ratings - High Risk and New Premises
 - Hygiene Emergency Prohibition Notices
- Significant projects the service is involved in:
 - Allergens - Pre-Packed Direct for Sale Project
 - Modernisation of the national food hygiene delivery model
 - Implementation of a new digital system to enable self-assessment and remote working.
- Recruitment and retention challenges and opportunities.

2. Background

2.1 Food Safety Service

There are approximately 5304 food businesses within Westminster. 2800 of these are pubs, restaurants and cafés; more than any other Local Authority in London.

The main service objectives are to:

- Carryout inspections of food businesses and publish hygiene ratings.
- Investigate complaints about food businesses or about food purchased, produced or distributed within Westminster.
- To control and investigate cases of food poisoning, food borne diseases and other infectious diseases.
- Testing the safety of food.
- Maintain a register of all food businesses.
- Promote and regulate safety & standards in food businesses.
- To deal with illegally imported food products on sale within the City.
- To work with our partners to maintain or improve standards in food businesses.

3 Current inspection and enforcement activity

3.1 Food Safety – post Covid recovery plan

The Covid-19 pandemic had a significant impact on food businesses with many closing and being replaced by new premises, which require an initial inspection. Local authorities nationally struggled to deliver the normal inspection programme which caused a backlog of inspections. In response the Food Standards Agency set out a covid recovery plan, outlining elongated timelines to catch up with the inspection programme. (Figure 1 below).

To achieve the service aims in line with the Recovery Plan, our key priorities have been:

- The completion of Phase 1 which was **achieved** at the end of September 2021
- The completion of Phase 2 which is currently **on track** for the targeted completion date of March 2023.

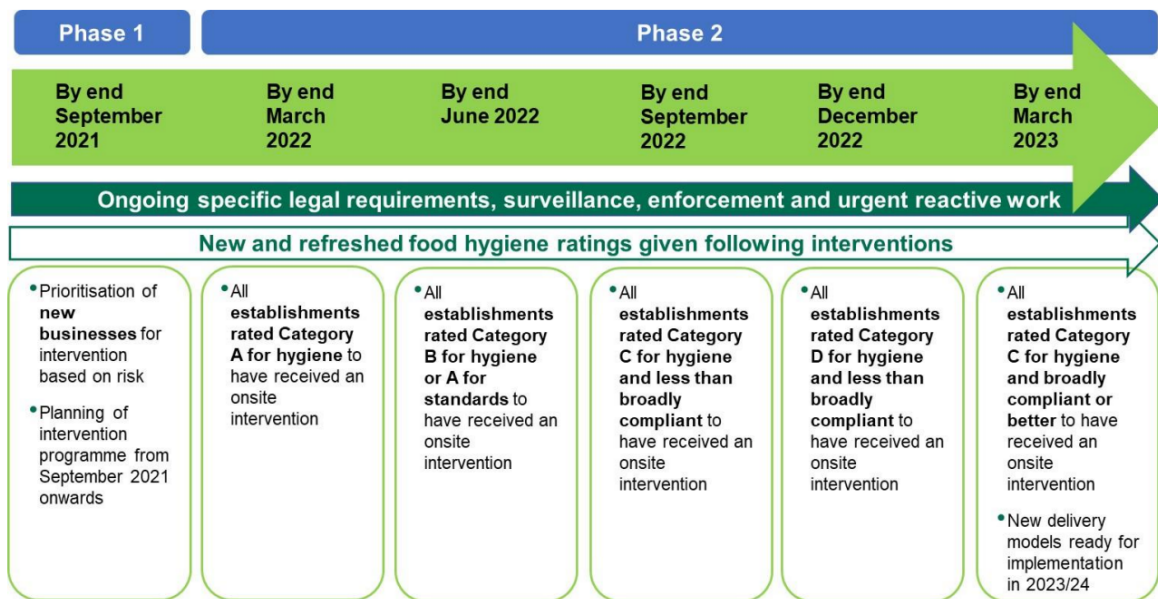


Figure 1: The Food Standards' Agency Recovery Plan

3.2 Food Safety Service Requests

Food related service requests are received from members of the public, local authority partners, the Food Standards Agency, National Food Crime Unit and local businesses, and are a core part of the work of the Food Service.

Food Service Requests include but are not limited to reports of:

- Unhygienic food premises
- Unsafe / contaminated food
- Reports of food poisoning & larger outbreaks of food poisoning
- Food safety and food standards issues associated with online food sales linked to companies with registered offices in Westminster
- Food information for consumers - food labelling contraventions
- Food allergen incidents
- Unauthorised Novel Food placed on the market, e.g. Unauthorised CBD products
- Local and National food incidents
- Unauthorised and misleading nutrition and health claims
- Food crime and food fraud – Counterfeit food on sale in Westminster, e.g. Wonka Chocolate Bars

Reports into the service can often result in extensive investigations which may require an enforcement response. A typical example would be pest complaints which when investigated reveal a serious infestation. This results in the emergency closure of the food businesses and subsequent court action. Other examples include serious

food allergy incidents and sporadic food poisoning outbreaks that require immediate investigation at short notice.

Service request data provides useful intelligence necessary for any food service planning. The data below shows the service requests received during the calendar year 2022 demonstrating the number of requests that were dealt with remotely and those that required an officer’s intervention.

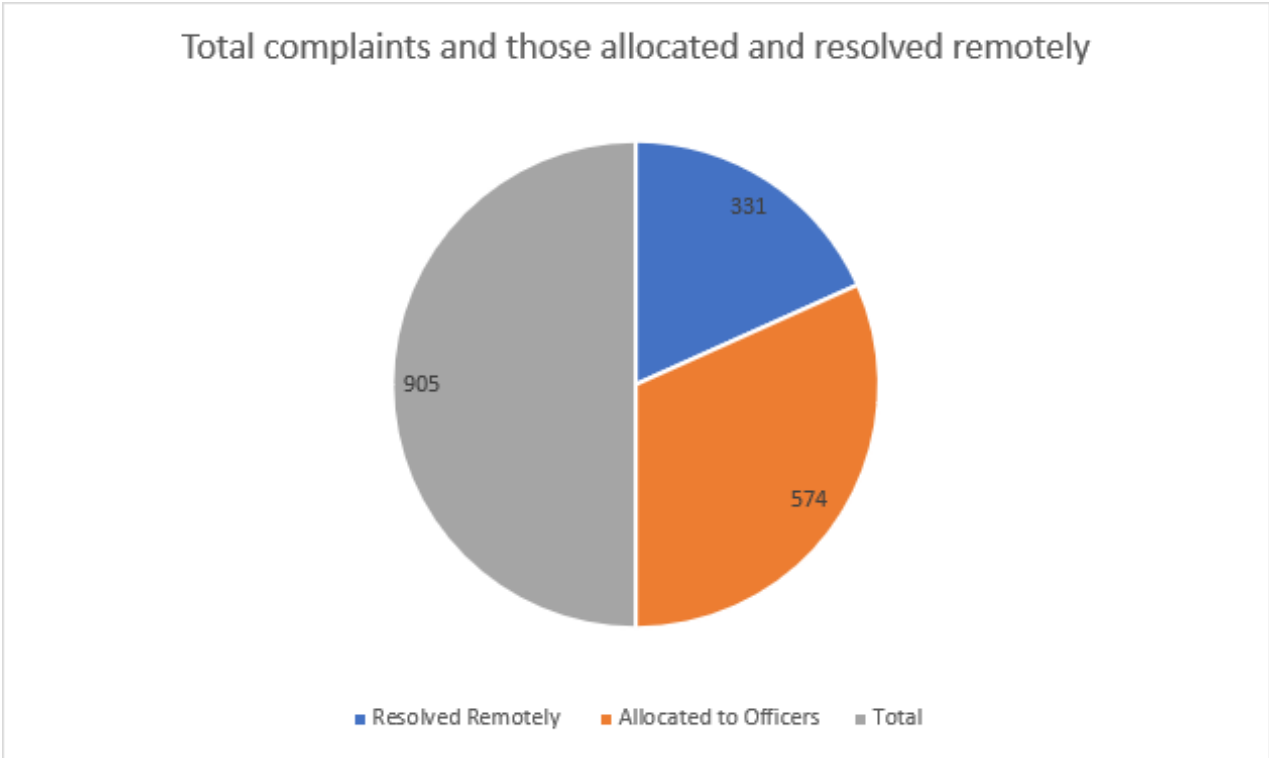


Figure 2 Service Requests – Jan’22 -Dec’22

*Please note that this data reflects all food service requests entered onto the uniform database. It does not include enquiries that come into the service from businesses concerning administrative issues or questions they may have that can be dealt with in one single communication. Such requests are mainly from businesses or their representatives.

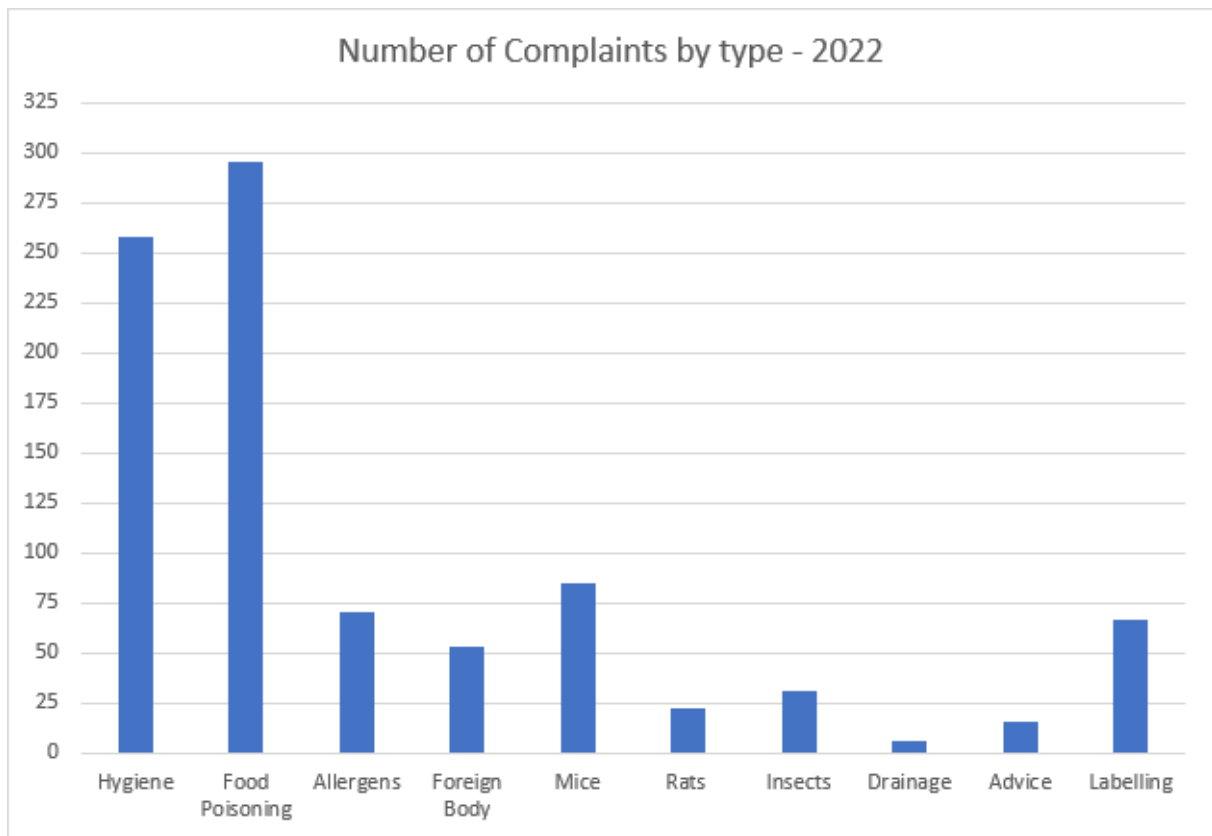


Figure 3 Service request by type

*Please note that food poisoning complaints includes all reports into the service of suspected / unconfirmed food poisoning. The vast majority of the food poisoning complaints received are unconfirmed and not all complaints involve an intervention following risk assessment.

3.3 Food ratings - High Risk and New Premises



All food premises are inspected and are risk rated where they are awarded a Food Hygiene Rating score ranging from 0-5 in terms of risk with 0 being deemed the highest risk.

While the scheme is set out in law in Wales and Northern Ireland, the display of the rating sticker is voluntary in England. The scores will however be published on the Food Standards Agency Website, should a consumer wish to check the rating of an establishment. This can be found at www.ratings.food.gov.uk.

Following each initial inspection premises are provided with a detailed report outlining matters which require attention to achieve compliance with food safety legislation as well as recommendations and advice relating to good practice.

Any premises that receives a rating of 2 or below will receive a revisit. A graduated enforcement approach is taken where revisits may result in compliance or the need for further enforcement action.

We are very proud of our Food Service and the businesses we support.

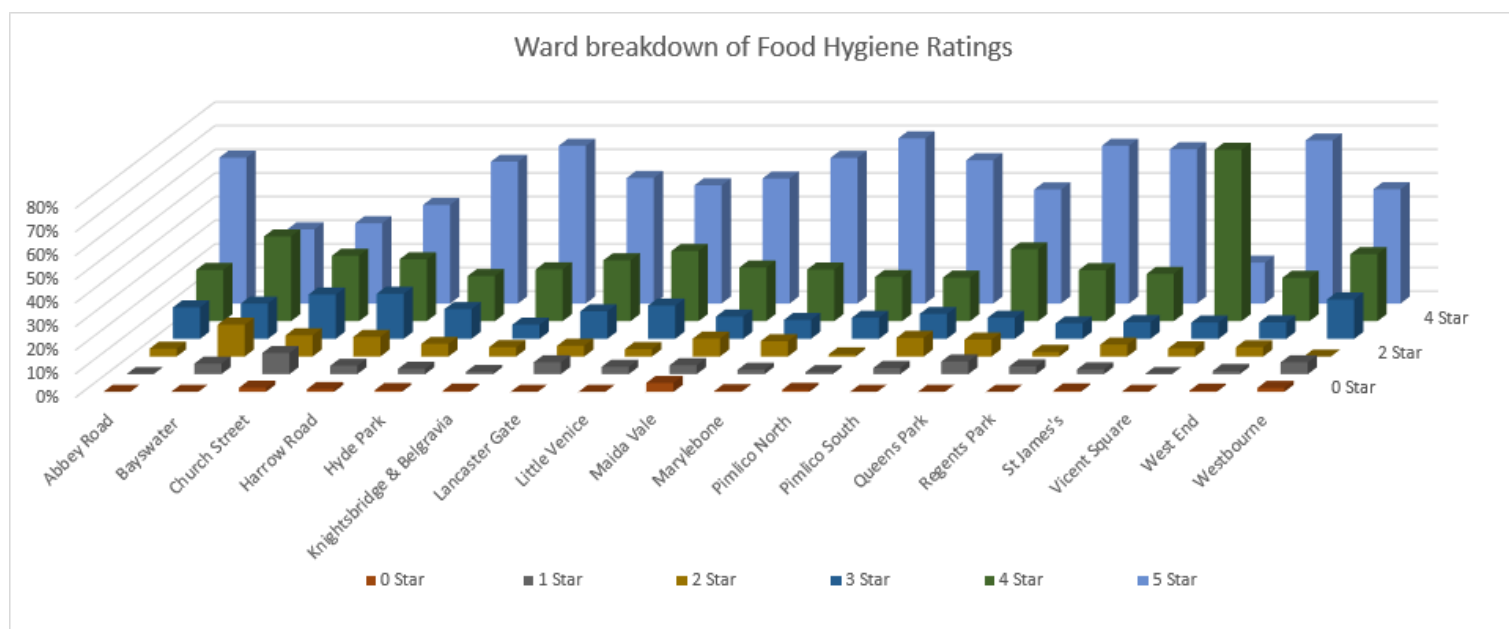
The current Food Hygiene Rating Scores profile within Westminster is below and indicates that 85% of our businesses achieve a FHRS rating of 4 star and above.

FHRS Score	Percentage
0	1%
1	2%
2	4%
3	8%
4	21%
5	64%

The current Food Hygiene Rating Scores profile across all wards within Westminster is set out on the following page:

Ward breakdown of Food Hygiene Ratings

Area	Ward	0 Star	1 Star	2 Star	3 Star	4 Star	5 Star
Central	Marylebone	0%	2%	6%	8%	22%	62%
Central	St James's	1%	2%	5%	7%	20%	65%
Central	West End	1%	1%	4%	7%	18%	69%
North	Abbey Road	0%	0%	3%	13%	22%	62%
North	Church Street	2%	9%	9%	19%	28%	34%
North	Harrow Road	1%	4%	8%	19%	26%	42%
North	Hyde Park	1%	2%	5%	13%	19%	60%
North	Little Venice	0%	3%	3%	14%	30%	50%
North	Maida Vale	4%	4%	8%	9%	23%	53%
North	Queens Park	0%	5%	7%	9%	30%	48%
North	Regents Park	0%	3%	2%	7%	22%	67%
North	Westbourne	2%	5%	0%	17%	28%	48%
South & West	Bayswater	0%	4%	13%	15%	36%	31%
South & West	Knightsbridge & Belgravia	0%	1%	4%	6%	22%	67%
South & West	Lancaster Gate	0%	5%	5%	12%	26%	53%
South & West	Pimlico North	1%	1%	1%	9%	19%	70%
South & West	Pimlico South	0%	3%	8%	11%	18%	61%
South & West	Vincent Square	0%	0%	3%	7%	72%	17%



3.4 Hygiene Emergency Prohibition Notices (HEPN)

When officers encounter conditions in premises which pose an imminent risk to public health a Hygiene Emergency Prohibition Notice is served which results in the immediate closure of the premises until the imminent risk has been removed and an officer has determined whether the business can be reopened. Case reviews are then held to decide on the most appropriate enforcement action which can range from a Warning Letter to Formal Caution or Prosecution.

Since April 2022 food officers have served 22 HEPNs.

4 Significant projects the service is involved in

4.1 Allergens - Pre-Packed Direct for Sale Project “Natasha’s Law”

On 1st October 2021 a new allergen labelling law, The Food Information (Amendment) (England) Regulations 2019, known as “Natasha’s Law” was introduced in relation to food pre-packed for direct sale.

This law was passed after campaigning took place following a tragic fatality associated with a sesame allergy after the consumption of a pre-packed sandwich which did not have allergen information on the product label.

The legislation requires businesses to label all food that is pre-packed for direct sale (PPDS) with the name of the food and a full list of ingredients, with any of the 14 major allergens emphasised within the ingredients list. This change means that people with a food allergy, intolerance or coeliac disease will be able to make safer choices about the food they buy.

It has been noted that larger food businesses including chains which have access to private food safety consultants, are mostly compliant with new legislation. However, small and medium businesses, which usually rely on staff knowledge are more likely to be non-compliant.

During inspection of businesses, Officers provide relevant information regarding allergens and the sale of PPDS products.

The service received a grant of £36,000 from DEFRA with the purpose of examining the implementation and enforcement of “Natasha’s Law” within Westminster.

A project team was established seeking to achieve a high level of compliance with Natasha's law throughout Westminster, to enable residents and visitors to make safe and informed decisions about the food they choose to eat which is PPDS.

As part of this project, a list of approximately 120 high risk businesses were identified. Each premises was visited to determine whether PPDS products were on sale. Education was provided to mitigate the risk and a PPDS pamphlet was left, which the project team created to provide easy access to best practice. A free training course for businesses, run by members of the PPDS project team, is being delivered over 2 days in February.

4.2 Modernisation of the food hygiene delivery model

The Food Standards Agency is looking at modernising the way it's currently delivering the Official Controls in the meat, dairy and wine sectors. The Future Delivery Model (FDM) consists of a series of changes to the Official Controls process aimed at implementing a more tailored, risk-based approach to regulation:

- Focus official controls on highest risk and/or non-compliant establishments
- Reduce regulatory burdens on compliant and or low risk establishments, including recognition of sustained compliance
- Require follow-up interventions, where appropriate until compliance is achieved
- Clarify the role of the food safety culture, aspects of allergens considered within the intervention rating scheme
- Risk-based approach to timescales for initial official controls of new establishments.

The food service have actively contributed to the development of the future delivery model with an officer involved in the national working group. This is still under consultation and it is anticipated that the new model will go live for implementation in 2024.

4.3 Digital Transformation Project

A Food Safety Digital Team has been formed with the main aims of enabling digital self-assessment for businesses and the development of a mobile inspection platform to enable officers to capture information in real time during inspections and generate digital documentation. This will be of great benefit to the Food Team in terms of efficiency and time management.

4.4 Recruitment and retention challenges and opportunities.

Workforce planning for the Food Service is vital to ensure we are able to meet our inspection programme, regulated by the Food Standards Agency, while being mindful to the unpredictable nature of service requests and time taken to carryout effective enforcement against businesses who remain non-compliant.

The Food Service therefore requires sufficient resources in order to be efficient, adaptable and responsive to the needs of the local population and to protect public health.

The Environmental Health profession is facing a resource crisis with a national shortage of Environmental Health Officers (EHOs). According to the Chartered Institute of Environmental Health “The [Workforce survey England - CIEH](#) found that 87% of local authorities are relying on agency cover and 56% have had vacancies unfilled for more than six months. This is causing Local Authorities challenges in recruitment and the retention of staff and Westminster are experiencing similar challenges.

The crisis is in part due to the lack of students applying and graduating from Environmental Health degree programmes. To address this the service are exploring opportunities to offer Environmental Health Apprenticeship programmes to existing staff and members of our local community. We hope by “growing our own” EHOs we will positively impact on retention within the organisation while helping our local residents develop a fulfilling career.

**If you have any queries about this Report or wish to inspect any of the Background Papers, please contact Tiffany Lymn 07800 711999
tlymn@westminster.gov.uk**



Communities, City Management and Air Quality Policy and Scrutiny Committee

Date:	6 th March 2023
Classification:	General Release
Title:	2022/2023 Work Programme
Report of:	Head of Governance and Councillor Liaison
Cabinet Member Portfolios:	Cabinet Member for Cabinet Member for Communities and Public Protection Cabinet Member for City Management and Air Quality
Wards Involved:	All
Policy Context:	All
Report Author and Contact Details:	Francis Dwan fdwan@westminster.gov.uk

1. Executive Summary

1. This report requests the committee members to consider the work programme for the 2022/2023 municipal year.

2. Meeting dates for the 2022/2023 and 2023/2024

2.1 The Committee is advised that the last remaining meeting date for the 2022/2023 year is:

- Tuesday 25th April 2023.

2.2 Provisionally, the dates for the next municipal year have been agreed. Diary-holds should have been received. These dates are:

- Thursday 15th June 2023
- Monday 31st July 2023
- Tuesday 19th September 2023
- Thursday 07th December 2023

- Thursday 29th February 2024
- Wednesday 17th April 2024

3. Suggested topics

- 3.1 The Committee's agenda for the meeting on the 6th March includes a paper on food safety and ratings. The Committee is therefore asked to reflect on and discuss the suggested work programme for the April meeting and beyond.
- 3.2 The draft agenda for the 25th April includes a review of the Waste Action Squad as well as the Public Conveniences Modernisation Programme.
- 3.3 The draft work plan for 2023/24 is currently being considered and Members may input any suggestions.

If you have any queries about this report or wish to inspect any of the background papers, please contact Francis Dwan.

fdwan@westminster.gov.uk

Appendix 1: Terms of Reference
Appendix 2: Work Programme
Appendix 3: Action Tracker

COMMUNITIES, CITY MANAGEMENT & AIR QUALITY POLICY AND SCRUTINY COMMITTEE

COMPOSITION

7 Members of the Council (4 Majority Party Members and 3 Opposition Party Members).

TERMS OF REFERENCE

- (a) To carry out the Policy and Scrutiny functions, as set out in Chapter 4 of the Constitution in respect of matters relating to all those duties within the terms of reference of the Cabinet Member for Cabinet Member for Communities and Public Protection and the Cabinet Member for City Management and Air Quality.
- (b) To carry out the Policy and Scrutiny function in respect of matters within the remit of the Council's non-executive Committees and Sub-Committees, which are within the broad remit of the Committee, in accordance with paragraphs 18.2 and 18.3 as well as section 19 of Chapter 4 of the Constitution.
- (c) Matters within the broad remit of the Cabinet Members referred to in (a) above which are the responsibility of external agencies.
- (d) Any other matter allocated by the Westminster Scrutiny Commission (WSC).
- (e) To have the power to establish ad hoc or Standing Sub-Committees as Task Groups to carry out the scrutiny of functions within these terms of reference.
- (f) To scrutinise the duties of the Lead Members which fall within the remit of the Committee or as otherwise allocated by the Westminster Scrutiny Commission.
- (g) To scrutinise any Bi-borough proposals which impact on service areas that fall within the Committee's terms of reference
- (h) To oversee any issues relating to Performance that fall within the Committee's terms of reference.
- (i) To have the power to scrutinise those partner organisations whose services fall within the Committee's terms of reference.
- (j) To consider any Councillor Calls for Action referred by a Ward Member to the Committee.
- (k) To discharge the Council's statutory responsibilities under Section 19 of the Police and Justice Act 2006, thus acting as the Council's crime and disorder committee and fulfilling all the duties that entails.

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**APPENDIX 2 – Communities, City Management and Air Quality Policy and Scrutiny Committee
Work Programme going forward.**

ROUND 5 6 March		
Agenda item	Purpose	Responsible Cabinet Member and Executive Director
Cabinet Member Q&A	To update the committee on key areas of work within its remit and the Cabinet Member's priorities	Councillor Paul Dimoldenberg, Cabinet Member for City Management and Air Quality Raj Mistry, Executive Director for Environment and City Management
Cabinet Member Q&A	To update the committee on key areas of work within its remit and the Cabinet Member's priorities	Councillor Aicha Less, Cabinet Member for Communities and Public Protection Raj Mistry, Executive Director for Environment and City Management Pedro Wrobel, Executive Director for Innovation and Change
Food Safety & Ratings	To review the Council's ongoing work on food safety and food ratings. The challenges faced and looking towards modernisation and digital transformation work.	Councillor Aicha Less, Cabinet Member for Communities and Public Protection Nicky Crouch, Director of Public Protection and Licensing
Work programme	To review the work programme in light of events and recent discussions	n/a – report of Head of Governance and Councillor Liaison, drafted in conjunction with relevant senior officers

ROUND 6 25 April		
Agenda item	Purpose	Responsible Cabinet Member and Executive Director
Cabinet Member Q&A	To update the committee on key areas of work within its remit and the Cabinet Member's priorities	Councillor Paul Dimoldenberg, Cabinet Member for City Management and Air Quality Raj Mistry, Executive Director for Environment and City Management
Cabinet Member Q&A	To update the committee on key areas of work within its remit and the Cabinet Member's priorities	Councillor Aicha Less, Cabinet Member for Communities and Public Protection Raj Mistry, Executive Director for Environment and City Management Pedro Wrobel, Executive Director for Innovation and Change
Waste Action Squad	To review the ongoing work and success of the waste action squad. Including quantitative analysis of output and resident feedback.	Councillor Aicha Less, Cabinet Member for Communities and Public Protection Nicky Crouch, Director of Public Protection and Licensing With input from Amy Jones, Director of Environment
Public Conveniences Modernisation Programme	To review the Council's approach to public conveniences in the City as well as the modernisation programme which is being rolled out.	Councillor Paul Dimoldenberg, Cabinet Member for City Management and Air Quality Amy Jones, Director of Environment
Work programme	To review the work programme in light of events and recent discussions	n/a – report of Head of Governance and Councillor Liaison, drafted in conjunction with relevant senior officers

Unallocated items for 2022/2023 have been taken into consideration by the Chair for setting of the work Programme for the next year 2023/24. Member's suggestions can be considered

Appendix 3 - ACTION TRACKER
Communities, City Management and Air Quality Policy and Scrutiny Committee

ROUND 3 31 October 2022		
Agenda Item	Action	Status/Follow Up
Cabinet Member Update City Management & Air Quality	On the Queensway Strategy Group – Members asked to ensure that routine (quarterly) updates are provided to the committee as is planned	In progress
	On TfL feedback from the E-scooter Trials – Members asked that when the time comes that feedback is received from the trials the Council could request as much additional information on user details as possible. Being able to identify their use (or likely use) would be valuable insight.	In progress – trial not over yet

ROUND 4 12 December 2022		
Agenda Item	Action	Status/Follow Up
Cabinet Member Update for Communities and Public Protection	Questions were taken out of meeting as agreed at the date.	Three questions were asked, all of which received a response
Cabinet Member Update for City Management and Air Quality	The Committee to receive the Fitzrovia/Pimlico Cycle Route C40	Detail Received
	The Committee to receive a list of PCNs issued by parking since 2014/15	Detail Received
	The Committee to identify any practical issues or pinch points that they are aware of in relation to Bus travel in Westminster.	Committee reminded via email
	On request, more information can be sought explaining how the Council is able to deal with	

	<p>persistent offenders and the associated difficulties faced.</p>	<p>Committee reminded via email</p>
<p>Update Paper on Parking</p>	<p>Members gave a number of points for inclusion in a future paper on Parking that will come to the Committee in Summer</p>	<p>The draft paper will be reviewed in the Summer by the chair and scrutiny officer to ensure due consideration</p>
<p>Flooding in Westminster</p>	<p>Members can provide detail on aspects they believe Thames Water may be able to improve which can feed into Council discussions with Thames Water.</p> <p>Members who know of residents that were displaced by Flooding and have continued to pay Council Tax throughout, can advise them that they are eligible for Council tax relief.</p>	<p>Committee reminded via email</p>
<p>Work Programme</p>	<p>To Consider looking at flooding annually</p>	<p>Will be considered going forward</p>
	<p>To present options for the Cabinet Member for Communities and Public Protection for April's meeting</p>	<p>In the work programme item at March's Committee options can be considered as the next year's draft agenda is currently being drafted.</p>