

MANCHESTER PORT HEALTH AUTHORITY

Minutes of the Ordinary Meeting of the Manchester Port Health Authority

Held on Monday, 4 September 2017

Reference 2017/03M

17 21 Members Present**Date:** Monday, 4 September 2017**Venue:** Salford Town Hall, Committee room 4**Present:** **Chairman** Cllr A Brocklehurst Salford CC**Vice Chairman** Cllr T Sherlock Cheshire West & Chester Council

Cllr H Mundry Warrington BC

Cllr K Morley Halton Borough Council

Cllr S Bellamy Salford CC

Cllr R Wilson Salford CC

Cllr B Ryan Salford CC

Cllr H Barrett Manchester CC

Cllr S Ali Manchester CC

Cllr P Sadler Manchester CC

Cllr S Lanchbury Manchester CC

Cllr B Sharp Trafford MBC

Officers John Robinson Chief Port Health Officer

Andrea Smith Deputy Chief Port Health Officer

Steve Seddon Port Health Officer

Yvonne Graham Office Manager

Accountant Tony Thompstone Salford CC

John Tully Halton Borough Council Solicitor

Minutes taken by: Yvonne Graham**17 22 Apologies**

Cllr R Abbey Wirral BC

Cllr D Hammond Cheshire West & Chester Council

17 23 Minutes and matters arising from the Ordinary Board Meeting of 3 July 2017

The committee considered the minutes of the last meeting 3 July 2017 and were asked if there were any questions.

PS was omitted from list of attendees at the AGM, this has now been amended.

No further matters were raised.

It was agreed the minutes be approved as a correct record and signed by the Chair.

17 24 Budget Monitoring up to 31 July 2017

The Budget Monitoring report as at 31 July 2017 was presented for members consideration:

Elected members were informed that after outstanding invoices are collected and outstanding invoices are paid the cash left in the bank at the end of July would be £356,181. Reserves at the year-end forecast to be around £186k. The Budget Monitoring Report now report includes the balances from the credit card (as requested at the last meeting).

Members raised the following questions:

How many people are currently paid pensions by the Authority?

- The Accountant explained that pensions are paid by the Authority to previous employees who have retired. This is paid until they are deceased.
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Why has the Authority budgeted £8000 for pensions and only spent £4000?

- The Accountant advised that the Authority are invoiced six monthly for pensions. The first instalment has been paid and the Authority is awaiting an invoice for the second instalment.
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Have all precepts now been paid?

- The Accountant confirmed that all precepts had now been paid.

What did the Authorities 'Insurance' include?

- Officers explained this was building, public liability & officers travel.

17 25

Port Health 'Pictorial Activities' & Articles

CPHO had been approached regarding the return of the 'Annual Inspection' in previous years had proved successful and informative to elected members. It is possible that a trip could be arranged on board the Daniel Adamson for next year if members thought this would be beneficial.

Members raised the following questions:

Who is Daniel Adamson?

- Daniel Adamson (30 April 1820 – 13 January 1890) was an English engineer who became a successful manufacturer of boilers and was the driving force behind the inception of the Manchester Ship Canal project during the 1880s.

Could this trip be put to the BPSG to provide dates, times, then decide if this was of value to elected members?

- It was agreed that he BPSG would consider this and report back to the board.

SS provided a presentation to the board on two recent pest control cases involving cockroach treatments undertaken by the Authority (reports circulated prior to the meeting).

Members raised the following questions:

Are the cockroaches found on board 'German cockroaches'?

- It was confirmed that the ships were infested with German Cockroaches.

How is information passed onto the next port?

- Information is passed onto the next port via a number of different methods. Ship Sanitation Control Certificates and Evidence Report Forms are used to record control measures which are required on board vessels. These remain on the ship and are visible to the next port health officer inspecting the ship. The ShipSan Act information system is also used to share information electronically – this is used where possible to contact the next port.

Where the next port of call is within the UK a telephone call will be made to the next Authority. This will be followed up by an email.

The CPHO thanked the two Officers for their work, some of which was completed out of hours. Further information will be given on the ship 'Secaddi' at the next meeting, the vessel is currently detained at Manisty with no crew on board.

The committee considered a report advising the work and activities undertaken by Manchester Port Health Authority during the period.

Key issues:-

- 284 preliminary inspections were undertaken during a 3 month period. Of this number 131 were visited and an inspection undertaken. 82 ships were assessed as having satisfactory standards 47 ships were issued with an evidence report form (ERF) requiring action to be taken, and 2 ships were identified as being poor and required significant remedial action. 19 Ship Sanitation Certificates were also issued.
165 individual legionella samples were taken from 57 ships, 77% of ships sampled were unsatisfactory according to guidelines and required remedial action.
58 microbiological samples were taken. 45% had unsatisfactory results and required remedial action.
191 swab samples were taken from 38 ships, 74% of ships swabbed were deemed as unsatisfactory and therefore did not have satisfactory cleaning standards. A report on the results of this project will be delivered to the board when it becomes available.

The DCHPO explained all the results provided in the charts. There has been an increase in evidence report forms (ERF's) being issued on board ships this year. This can be seen across the board. ERF forms may be likened to a legal notice and require control measures to be completed. These forms are attached to the Ship Sanitation Certificate and so are available for port health officers to view upon inspection. This allows PHOs to identify previous outstanding controls and notify the next port of controls to be undertaken.

A discussion was had on the proposed removal of Aerobic Colony Count from ships water analysis. An increased Aerobic Colony count indicates that there is a failure in water treatment and can provide an overview of the water system over time. However, as a one off test the aerobic colony count is not reliable and provides insufficient information. As such Public Health England are considering the removal of this parameter. This has no impact upon the safety of the ships water for either drinking or other domestic purposes.

Members were concerned that the removal of this parameter would 'water down' the requirements for ships water and place seafarers at risk. Members were of a view that the Authority should be seeking the highest possible standards for water quality and as such the Authority should write to PHE and advise them of their feelings on this matter. It was agreed that the Authorities PHE representative Professor Andrew Fox be contacted to discuss this matter further.

Members raised the following questions:

The swab samples have indicated that ships cooks do not fully understand how to clean effectively. How are the officers addressing this?

- More time is being spent talking to ships cooks and the Captain regarding cleaning. This can involve a demonstration where the cook is showing a lack of understanding. New guidance notes are being used. These are simple and have been translated into a number of different languages to aid understanding.

Is it due to cost that the correct products are not being used?

- Effective cleaning need not be expensive. To clean effectively, ships need only to have clean cloths/paper towels, detergent and an antibacterial surface cleaner/sanitiser (which can be purchased for as little as 99p).

17 26(02) DCPHO gave a briefing on meetings attended

17 19	Service Delivery Plan 2017
<p>Members were given the final copy of the updated Service Delivery Plan and an overview of the changes that had been made. Thanks was given to Councillor Lanchbury for taking the time to proof read the document.</p> <p><u>Members raised the following questions:</u> Could the photo on page 14 (Manchester and Pomona Docks) be updated as there has been a number of changes since this photo was taken.</p> <ul style="list-style-type: none"> - It was agreed that this change would be made. 	
17 20	Date and Time of Next Meeting
<p>Monday 27 November 2017 – Ordinary meeting, Runcorn Town Hall – 10:30am</p> <p>The details of meetings of the Business Planning Support Group (BPSG) will be considered to suit the situation. All meetings to be held in Dutton House, 46 Church Street, Runcorn, WA7 1LL</p>	