

**Tyne Port Health Authority
Report to the Joint Board
Date: Tuesday 24 June 2014**

Subject: Calendar of Meetings for 2016/17

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PART 1

1.1 Purpose:

The purpose of this report is set the calendar of meetings for the Joint Board for 2016/17.

1.2 Recommendation

It is recommended that the Joint Board:

a) Note the requirements for it to meet as prescribed by the Tyne Port Health Order 2010; and

b) Approve the following meeting dates for the Joint Board:

Tuesday 4 October 2016 at 10am
Tuesday 7 February 2017 at 10am
Tuesday 6 June 2017 at 10am

with all meetings to be held at the offices of North Tyneside Council, Quadrant, The Silverlink North, Cobalt Business Park, North Tyneside NE27 0BY; and

c) Approve the date for the inspection of the river and port of Tuesday 13 September 2016 at 10am.

2.0 Information

Background

The Tyne Port Health Authority is constituted under article 2 of the Tyne Port Health Authority Order 2010. It constitutes the Joint Board and there is a requirement for it to meet not less than three times in each year beginning 1 June.

The Constitution reinforces this in the Rules of Procedure.

In recent years the Joint Board has met at the Quadrant Building at Cobalt Business Park, North Tyneside.

In addition to the three meetings required to ensure the proper performance of its functions in each alternate year the Authority is also required to hold a separate meeting to undertake an inspection of the port and river. The last inspection fell due during 2014 and therefore it is due to take place again in 2016. It is proposed that the inspection takes place at 10am on Tuesday 13 September 2016.

3.0 Decision Options

The options available to the Joint Board are:

Option 1

To note the requirements of the Joint Board to meet and approve the calendar of meetings along with the venue as set out in Section 1.2 of the report.

Option 2

To note the requirements of the Joint Board to meet and approve an amended calendar of meetings and/or venue to that set out in Section 1.2 of the report.

Option 1 is the recommended option.

4.0 Appendices:

4.1 There are no appendices to this report.

5.0 Contact Officers:

5.1 Colin MacDonald, Clerk to the Authority – Tel 0191 643 6620

6.0 Background Information:

- 6.1 The following background papers have been used in the compilation of this report and are available for inspection at the offices of the author of the report:

Tyne Port Health Authority Order 2010
The Constitution of the Tyne Port Health Authority

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

1.0 Finance and Other Resources:

There are no direct financial implications arising from this report.

Budget provision has been made for the 2016 inspection of the port and river.

2.0 Legal

The Tyne Port Health Authority Order 2010 sets out requirements for the minimum frequency of meetings for the Joint Board. The proposal is compliant with those requirements.