

**Tyne Port Health Authority
Report to the Joint Board
Date: Tuesday 6 February 2018**

Subject: Draft Service Plan 2018

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PART 1

1.1 Purpose:

The purpose of this report is to present the draft Service Plan for 2018 to the Joint Board for approval.

1.2 Recommendation:

It is recommended that the Joint Board approve the draft Service Plan for 2018 as set out in Appendix 1.

2.0 Information:

The Tyne Port Health Authority is responsible for enforcing legislation contained within the Schedule to the Tyne Port Health Authority Order 2010 and all other legislation that assigns statutory duties and powers to a port health authority. The Authority recognises its role and produces an annual service plan that outlines its priorities. Approval is sought for it from the Joint Board at the February meeting each year.

At a previous meeting of the Joint Board it was decided that service plans would cover the calendar year for consistency with annual reports and annual data provided by Port of Tyne in compiling the plan.

The draft service plan for 2018 is presented in **Appendix 1**. The plan addresses the requirements of the Food Standards Agency for food authorities to produce an annual food law enforcement plan and for it to be approved by an appropriate member forum.

3.0 Decision Options:

The options available to the Joint Board are:

Option 1

To agree with the recommendations set out in Section 1.2 of the report.

Option 2

To agree with the recommendations set out in Section 1.2 of the report with amendment.

Option 3

To instruct officers to undertake further work to be reconsidered by the Joint Board.

Option 1 is the recommended option.

4.0 Appendices:

Appendix 1 – Draft Service Plan for 2018

5.0 Contact Officers:

Frances McClen, Chief Port Health Officer – Tel: 0191 643 6640
Paul Sanderson Read, Deputy Chief Port Health Officer – Tel: 0191 643 6655
Colin MacDonald, Clerk to the Authority – Tel 0191 643 6620

6.0 Background Information:

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:

Minutes of the meeting of the Joint Board, October 2012
Tyne Port Health Authority Corporate Risk Register
The Food Standards Agency Strategy for 2015-2020
Framework Agreement on Local Authority Food Law Enforcement – FSA
Legislative and Regulatory Reform Act 2006
Legislative and Regulatory Reform (Regulatory Functions) Order 2007
Regulatory Enforcement & Sanctions Act 2008
Tyne Port Health Authority Order 2010
Port of Tyne statistical data
Official Feed and Food Controls England Regulations 2007 and associated guidance

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

1.0 Finance and Other Resources:

There are no financial and other resource implications directly arising from this report. The activity planned has been considered when formulating the draft budget for 2018/19 which the Joint Board will consider at the February 2018 meeting.

2.0 Legal:

There are no legal implications arising directly from this report.