

Committee: Port Health and Environmental Services Committee	Date: 12 November 2013
Subject: Terms of Reference of the Port Health and Environmental Services Committee	Public
Report of: Town Clerk	For Decision

Summary

1. As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.
2. The terms of reference of the Port Health and Environmental Services Committee are attached at Appendix 1 to this report for your consideration.
3. Your Committee in September 2013, agreed to transfer the governance of all types of sex establishments to the Licensing Committee, which included sex shops, sex cinemas, hostess bars and SEV's and as such the Terms of Reference for the Licensing Committee are being updated accordingly. No change was required to your Committees Terms of Reference.
4. It is proposed that the approval of any further changes to the Committee's terms of reference be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.
5. The Committee is also required to review the frequency of its Committee meetings.

Recommendations

- That, subject to any comments, the amended terms of reference of the Committee be approved for submission to the Court, as set out at Appendix A, and that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman; and
- Members consider whether any change is required to the frequency of the Committee's meetings.

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