



RIVER TEES PORT HEALTH AUTHORITY
FRIDAY, 1 SEPTEMBER 2023 AT 10.00 AM
CIVIC CENTRE, RIDLEY STREET, REDCAR TS10 1TD

CONTACT
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21 August 2023

CIRCULATION

To the Chair and Members of the River Tees Port Health Authority
Clerk to the Authority
Executive Director of Adults and Communities
The Press [except for Confidential item(s)]

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9 June 2023

RIVER TEES PORT HEALTH AUTHORITY

The annual meeting of the River Tees Port Health Authority was held on Friday 9 June 2023 in the Civic Centre, Redcar.

PRESENT Councillors D Coupe, R Creevy, W Davies, A Griffiths, E Johnson, L Myers, J Neal, T Riordan (substituting for Councillor V Sewell), D Taylor, H Vickers (substituting for Councillor S Scott) and J Walker.

OFFICIALS R Davisworth, D Dobson, L Evans, S Fenwick, E Grunert and S Ziolkowski - Redcar and Cleveland Borough Council.

1. **NOMINATION FOR MEMBERSHIP OF THE AUTHORITY 2022/23**

The Clerk to the River Tees Port Health Authority presented a report which advised Members of the nominations to the River Tees Port Health Authority that had been received from the constituent Riparian Authorities for the municipal year of 2023/24.

RESOLVED that the following nominations be agreed:

Councillor R Creevy	Hartlepool Borough Council
Councillor B Harrison	Hartlepool Borough Council
Councillor D Coupe	Middlesbrough Borough Council
Councillor T Furness	Middlesbrough Borough Council
Councillor M Storey	Middlesbrough Borough Council
Councillor J Walker	Middlesbrough Borough Council
1 Vacancy	Middlesbrough Borough Council
Councillor A Griffiths	Stockton-on-Tees Borough Council
Councillor E Johnson	Stockton-on-Tees Borough Council
Councillor P Rowling	Stockton-on-Tees Borough Council
Councillor S Scott	Stockton-on-Tees Borough Council
Councillor V Sewell	Stockton-on-Tees Borough Council
Councillor W Davies	Redcar and Cleveland Borough Council
Councillor C Jones	Redcar and Cleveland Borough Council
Councillor L Myer	Redcar and Cleveland Borough Council
Councillor J Neal	Redcar and Cleveland Borough Council
Councillor D Taylor	Redcar and Cleveland Borough Council

2. **TO ELECT A CHAIR FOR THE AUTHORITY FOR THE ENSUING MUNICIPAL YEAR 2023/24**

RESOLVED that Councillor E Johnson (Stockton-on-Tees Borough Council) be elected as Chair for 2023/24.

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Councillor Johnson then took the Chair for the remainder of the meeting.

3. **TO ELECT A VICE CHAIR FOR THE AUTHORITY FOR THE ENSUING MUNICIPAL YEAR 2023/24**

RESOLVED that Councillor W Davies (Redcar and Cleveland Borough Council) be elected as Vice Chair for 2023/24.

4. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors T Furness, B Harrison, C Jones, P Rowling, S Scott and V Sewell.

5. **DECLARATIONS OF INTEREST**

None received.

6. **MINUTES**

RESOLVED that the minutes of the meeting held on 3 March 2023 be confirmed and signed by the Chair as a correct record.

7. **RIVER TEES PORT HEALTH AUTHORITY – CONSTITUTION**

The Executive Director of Adults and Communities presented the River Tees Port Health Authority's Constitution for 2023.

Members were advised that the Constitution was reviewed annually and when any significant amendments were required to ensure the effective and lawful operation of the River Tees Port Health Authority. Updates had been made to staff structure and management responsibilities and all relevant legislation had been checked and updated as required.

RESOLVED that the constitution of the River Tees Port Health Authority be approved.

8. **RIVER TEES PORT HEALTH AUTHORITY MEMORANDUM OF UNDERSTANDING**

The Executive Director of Adults and Communities presented the River Tees Port Health Authority's Memorandum of Understanding.

Members were advised that the Memorandum of Understanding set out the understanding of River Tees Port Health Authority (RTPHA) under the management of Redcar and Cleveland Borough Council (RCBC), and the riparian authorities, Stockton-on-Tees Borough Council, Middlesbrough Council and Hartlepool Borough Council, of the principles that would underlie the relations between them.

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The Memorandum of Understanding was reviewed annually and when any significant amendments were required to ensure the effective and lawful operation of the River Tees Port Health Authority.

On this occasion the document had been reviewed and no amendments had been made.

RESOLVED that the River Tees Port Health Authority's Memorandum of Understanding be approved.

9. **RIVER TEES PORT HEALTH AUTHORITY SERVICE PLAN 2023/24**

The Executive Director of Adults and Communities presented a report which sought approval to the River Tees Port Health Authority Service Delivery Plan for 2023/24.

Members were advised that the Service Plan ensured that national priorities and standards were addressed and delivered locally. It enabled Officers to follow the principles of good regulation, focused on key delivery outcomes and issues, and provided information to stakeholders, including businesses and consumers.

Members were advised that priorities would be established within the service plan and agreed by Members. Compliance with the service plan would also be monitored and reported to Members. Any failure to satisfy the service standards would be acted upon and Members would be notified accordingly.

RESOLVED that the River Tees Port Health Authority Service Plan for 2023/24 be approved.

10. **EU EXIT UPDATE**

The Executive Director of Adults and Communities presented a report which updated Members on the potential impacts on the Port Health Services from Britain's exit from the European Union (EU).

The report advised that since the UK had left the EU the Government had put various plans in place to implement border controls, however these plans had been delayed four times.

The Government also intended to publish a new Target Operating Model (TOM) which would be introduced in 2023. A draft of which was published in April 2023 which proposed three major milestones, details of which was set out in the report.

The report also advised that a risk assessment of all commodities entering into the UK was being undertaken by Defra and information on the categories was highlighted.

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Information on the Trusted Trader Scheme, the impact of the TOM on the Port Health Authority and an update on funding was also set out in the report.

RESOLVED that the information in the report be noted.

11. **RIVER TEES PORT HEALTH AUTHORITY RISK MANAGEMENT**

The Executive Director of Adults and Communities presented the River Tees Port Health Authority Corporate Risk Management Strategy and Risk Register.

Members were advised that the Authority must have a risk management strategy and risk register to ensure that risk was managed effectively.

Members were advised that the risk management strategy was presented annually to Members and on this occasion, there had been no changes to the strategy or the risk register since the last meeting.

RESOLVED that the Corporate Risk Management Strategy and Risk Register for the River Tees Port Health Authority be approved.

12. **RIVER TEES PORT HEALTH AUTHORITY ENFORCEMENT POLICY 2023**

The Executive Director of Adults and Communities presented a report which advised that the River Tees Port Health Authority must have an Enforcement Policy to ensure that it acted fairly and consistently when taking enforcement action and that it had an established framework for enforcement decisions.

Members were advised that the Enforcement Policy was reviewed annually and when significant amendments were required to ensure effective and lawful operation of the River Tees Port Health Authority.

On this occasion the policy had been reviewed and minor amendments had been made.

RESOLVED that the River Tees Port Health Authority Enforcement Policy 2023 be approved.

13. **RIVER TEES PORT HEALTH AUTHORITY SAMPLING POLICY 2023**

The Executive Director of Adults and Communities presented a report which advised that it was the policy of the River Tees Port Health Authority to carry out sampling of food, feed, water and relevant products to protect public and animal health and to ensure fair trade.

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The Sampling Policy was reviewed annually and when significant amendments were required to ensure all sampling was carried out in accordance with legal requirements.

Members were advised that on this occasion there had been no amendments to the policy.

RESOLVED that the Sampling Policy for 2023 be approved.

14. **PERFORMANCE SUMMARY FOR RIVER TEES PORT HEALTH AUTHORITY FEBRUARY TO APRIL 2023**

The Executive Director of Adults and Communities presented a report which gave a summary of the performance of the River Tees Port Health Authority from February to April 2023 – **NOTED**

15. **FINANCIAL POSITION FOR 2022/23 & UPDATE FOR 2023/24**

The Treasurer presented a report which advised of the performance against the budget for the River Tees Port Health Authority for the 2022/23 financial year on revenue activities.

Members were advised that at its meeting on 4 March 2022 the Authority approved a balanced budget position which was based on a £123,000 funding contribution from the Riparian Authorities.

The original 2022/23 budget had increased significantly compared to 2021/22 because of the expected transition to a Border Control Post (BCP) from 1 July 2022. However, following the Government announcement on 28 April 2022, that no further import controls on EU goods would be introduced in the 2022/23 financial year and that businesses should stop their preparations for July 2022 implementation immediately, a revised budget was approved by Members on 2 September 2022 and replaced the budget agreed in March 2022.

The revised BCP format, known as the Target Operating Model had been issued and was currently in the consultation period. DEFRA have ceased referring to any implementation date and have not confirmed if this had been pushed back further or was expected to be introduced at the end of 2023.

Under the Accounts and Audit regulations 2015, the River Tees Port Health Authority is categorised as a small body for final accounts and audit purposes. This means that unlike local authorities, a detailed Statement of Accounts was not required.

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The regulations require that an Annual Return covering the income & expenditure and assets & liabilities on revenue-based activities was produced and that this is audited in line with the above regulations.

The annual return for the 2022/23 financial year had been prepared and would be sent to the appointed external auditors PKF Littlejohn LLP. (PKF Littlejohn were re-elected for the next 5 years as external auditors using the Smaller Authorities Audit Appointments (SAAA) process, in line with process previously followed).

The summary details for this return were set out in this report, together with the primary financial statements for the Authority, the Income and Expenditure account, and the Balance Sheet. The deadline to return the signed documents to the external auditor was 30 June 2023.

RESOLVED that:

1. The financial performance against the budget for 2022/23 and the reasons for the budget variations of the River Tees Port Health Authority be noted;
2. The transfer of an underspend of £120,729 achieved in 2022/23, to reserves for carry-forward and use in 2023/24, to help mitigate the risks associated with the continued delayed transition to a Target Operating Model (TOM) and any other unforeseen costs be approved;
3. The unaudited accounts for the River Tees Port Health Authority for 2022/23 be approved
4. The Chair of the Board be granted approval to sign Section 1, the Annual Governance Statement of the Annual Return, following an internal audit before the end of June, to enable it to be forwarded to PKF Littlejohn LLP by the return deadline of 30 June 2023; and,
5. The Chair of the Board be granted approval to sign Section 2, the Accounting Statements of the Annual Return, to enable it to be forwarded to PKF Littlejohn LLP by the return deadline of 30 June 2023.

16. **DATES AND TIMES OF FUTURE MEETINGS OF THE RIVER TEES PORT HEALTH AUTHORITY 2023/24**

The Clerk advised Members of the dates and times of future meetings of River Tees Port Health Authority for 2023/24. **-NOTED**

5 Contact Officer

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River Tees Port Health Authority

EU Exit Update



Public

To: River Tees Port Health Authority
From: Corporate Director of Adults and Communities
Date: 01 September 2023
Decision: Committee

Portfolio: Health, Housing and Welfare

Outcome: Public Health

1 What is the purpose of this report?

- 1.1 To update members on the potential impacts on the River Tees Port Health Service (RTPHA) following Britain's exit from the European Union. Board members last received an update report on 09 June 2023.

2 What is the background to this report?

- 2.1 The UK officially left the EU on 31st December 2020 and the government has since put various plans in place to implement border controls, however these plans have been delayed by central government, multiple times for various reasons.

2.2 Target Operation Model Update (TOM)

The Government published its draft TOM on 5th April 2023. The three major milestones proposed in the TOM are.

- 31 October 2023 - The introduction of health certification on imports of medium risk animal products, plants, plant products and high-risk food (and feed) of non-animal origin from the EU.
 - **There are no checks to be carried out by the Port Health Authorities (PHA) on these documents.**
- 31 January 2024 - The introduction of documentary and risk-based identity and physical checks on medium risk animal products, plants, plant products and high-risk food (and feed) of non-animal origin from the EU. At this point imports of Sanitary and Phytosanitary goods from the rest of the world will begin to benefit from the new risk-based model.
 - **PHA will be required to carry out these checks following approval of the Border Control Post (BCP) for the commodity types.**

- 31 October 2024 - Safety and Security declarations for EU imports will come into force from 31 October 2024. Alongside this, the UK will introduce a reduced dataset for imports and use of the UK Single Trade Window will remove duplication where possible across different pre-arrival datasets.
 - **There is no impact to the PHA for the implementation of these checks.**

We are currently awaiting final publication of the TOM, this had been expected back in June 2023.

2.3 Key Changes Proposed

A risk assessment of all commodities entering the UK is being undertaken by Defra and categorised into High, Medium, and Low risk.

The indicative form of these categories, subject to completion of risk assessments, will be:

- **High risk:** live animals, live aquatic animals and germinal products (with published exceptions for animals with additional safeguards or assurances or which present a lower risk) and commodities covered under safeguard measures.
- **Medium risk:** raw, chilled, frozen meat, meat products, dairy, animal by-products for use in animal feed, fishery products and aquatic animals imported as products of animal origin.
- **Low risk:** processed, shelf-stable products such as composites and certain canned meat products, processed animal by-products and certain fishery products and aquatic animal products from lower risk countries.

In addition, this framework can be overlaid with an assessment of importer compliance in the case of proposed trusted trader schemes. Other risk considerations, including emerging intelligence, will also be fed in before decisions on categorisation are agreed by Defra and Food Standards Agency.

2.4 Trusted Trader Schemes

Defra are exploring the creation of two animal product trusted trader schemes as part of the Border Target Operating Model (TOM): the Accredited Trusted Trader Scheme and the Technology Assurance Scheme.

An extended period of co-design is anticipated, followed by implementation of pilot schemes which are expected to run for 6 to 12 months. The pilot schemes will then be formally reviewed, and successful schemes would then be rolled out nationally.

2.5 Impact on Tees PHA

Current predictions show that more than half of our imports will be deemed to be low risk and as such no checks will be carried out. The number of medium risk

imports is currently predicted to be in the order of 5,000 consignments per annum. The service is therefore not expected to have an increase in the number of operational staff other than recruitment of an Official Veterinarian, to satisfy the new TOM requirements.

2.6 Funding Update

Defra has confirmed that funding will be made available for PHA's in readiness for the new import controls in January 2024. We are engaging with DEFRA about the demands the new TOM will place on the existing service, additional funding needs from Defra have not yet been determined.

2.7 The Port Health Service is keeping up to date with all stakeholders during this transition and implementation period on the potential impacts, and likely changes that may occur. The Service has been assigned a DEFRA Readiness Officer to assist during the transition period that will lead to the implementation of the TOM at Tees Port.

3 Who will this benefit and how?

3.1 By keeping up to date with current implementation timetables we will ensure that the Authority is kept fully up to date and prepared for the future development of the Port Health Service.

4 Who have we consulted?

4.1 Senior Officers of the Riparian Authorities.

5 How will it deliver our priorities and improve our performance?

5.1 By keeping up to date with implementation timetables and planned changes we will be fully prepared for any eventuality.

6 What are the resource implications (financial, human resources)?

6.1 Failure to monitor and plan effectively may result in a financial impact to the Port Health Authority, and subsequently may impact the Riparian Authorities if additional contributions are required.

7 What will be the impact on equality and diversity?

7.1 There are no equality and diversity issues as part of this report.

8 What will be the impact on our carbon footprint?

8.1 There is no direct impact on the carbon footprint as a result of this report.

9 Are there any legal considerations?

9.1 There are no legal considerations at this time.

10 What are the risks involved?

10.1 Failure to keep up to date with the changing situation may put the service at unnecessary financial risk.

11 What options have been considered?

11.1 The report is for information purposes.

12 Recommendations

12.1 For information only.

13 Appendices and further information

13.1 No appendices with this report.

14 Background papers

14.1 There are no background papers with this report.

15 Contact officer

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Member Report

Performance Summary for River Tees Port Health Authority May 2023 to July 2023

Public

To:	River Tees Port Health Authority	Date:	01 September 2023
From:	Corporate Director for Adults and Communities	Decision type:	For information
Portfolio:	Health, Housing and Welfare	Forward Plan reference:	N/A
Priority:	All priorities		
Ward(s):	ALL		

1 What is the recommendation?

1.1 For information purposes only.

2 What part of the Corporate Plan does this report deliver and how, and what options have been considered?

2.1 This report provides an overview of the performance from 1 May 2023 to 31 July 2023.

2.2 Shipping movements through the River Tees

Shipping movements are consistent throughout the year with Stockton, and Redcar and Cleveland having the most berths and as such the most visits by ships. The Stockton (North Tees) side of the river mainly deals with petrochemicals, including oil, gas and other chemicals, and Redcar and Cleveland hosts the container and ro-ro (roll on-roll off) berths.

Authority	May 23	Jun 23	July 23	Grand Total
Hartlepool	6	3	4	13
Middlesbrough	15	10	10	35
Redcar & Cleveland	124	111	130	365
Stockton	104	89	111	304
Grand Total	249	213	255	717

2.4

Ship Inspections and Issue of Ship Sanitation Certificates

All requests for renewal of a Ship Sanitation Certificate were attended to. Whilst all UK Covid restrictions have been lifted, officers continue to take precautions prior to boarding a vessel.

All ships must supply a Declaration of Health prior to officers boarding; any sign of infectious disease on board will be risk assessed prior to boarding. We continue to check documentation remotely where possible to reduce contact and time on board the vessel.

2.5 Ship Inspections

Authority	May 23	Jun 23	Jul 23	Grand Total
Hartlepool				
Exemption	0	0	0	0
Routine	0	0	0	0
Control	0	0	0	0
Middlesbrough				
Exemption	0	0	2	2
Routine	0	0	0	0
Control	0	0	0	0
Redcar & Cleveland				
Exemption	2	2	1	5
Routine	0	0	0	0
Control	0	0	0	0
Stockton				
Exemption	3	2	5	10
Routine	0	0	0	0
Control	0	0	0	0
Total	5	4	8	17

2.6 Water Samples – ship and jetty supplies

All requests for water samples are attended to where there is availability for the laboratory to collect the samples within an appropriate time frame. The laboratory can collect samples Monday to Friday; Tuesday, Wednesday and Thursday are dedicated free pick-up times, and Monday and Friday are ad-hoc collections which incur an additional charge to the ship.

Any unsatisfactory samples are provided with advice and information and a recommendation to resample at their next port of call.

2.7 Ship Water Samples

	May 23	Jun 23	Jul 23	Total
SATISFACTORY	10	7	17	34
UNSATISFACTORY	4	0	6	10
Grand Total	14	7	23	44

For all unsatisfactory water sample results the agent/ships master is given advice on appropriate action that is needed, if the ship remains in the port for a longer period retesting can be undertaken otherwise the ship will leave the Port and require a further test at the next appropriate port.

2.8 Imported Food and Feed

All official controls are carried out within relevant timescales, and this varies depending on the type of product and regulation requirements.

Tea, coffee, and wine are the main imported food items from outside the EU, a small amount of feed is also imported. The quantity of plastic kitchenware from China and Hong Kong continues to be minimal.

2.9 IUU (Illegal Unreported Unregulated Checks)

Imports of fish from the EU require catch certificate endorsement and/or a processing statement check. We are working with importers and agents to ensure these are pre-notified at least 24 hours before arrival at Teesport and manifested correctly.

Most Tees imports are containers and trailers with processed fishery products, such as tinned tuna, fish fingers and surimi (mixed fish sticks) on board.

	May 23	Jun 23	Jul 23	Total
Fishery products	159	170	184	513

The service also processed 329 Aquaculture Statements. Aquaculture statements are required for farmed fish.

2.10 Product of Animal Origin (POAO)

Teesport is not approved for imports of POAO from outside the EU.

2.11 Organics

The service has certified a total of 2 consignments of organic imports between May to July.

2.12 Plastic Kitchenware from China and Hong Kong

The service did not receive any consignments of plastic kitchenware during May to July.

2.13 Health Entry Documents for High-Risk Food not of Animal Origin (HRFNAO)

The service received no imports of high risk food not of animal origin during May to July.

2.14 Infectious disease notifications

There were no incidents of infectious disease notifications between May to July.

2.15 Teesside Airport

There have been no imports of food or feed through the airport between May and July.

2.16 Policies and Plans

All policies and plans were updated and approved at the June Board meeting.

3 Who has been consulted and engaged?

3.1 Senior Officers of the Riparian Authorities.

4 What are the risks and resource implications?

4.1 There are no risks associated with this report.

5 Appendices and further information

5.1 There are no appendices with this report.

6 Background papers

6.1 No background papers other than published works were used in writing this report.

7 Contact Officer

7.1 Name:	Sue Ziolkowski
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Member Report

2023/24 Financial Position Update

Public

To:	River Tees Port Health Authority	Date:	1 September 2023
From:	Deputy Treasurer	Decision type:	Key - Budget
Portfolio:	Health, Housing and Welfare	Forward Plan reference:	n/a
Outcome:	All priorities		
Ward(s):	All		

1 What is the purpose of this report?

- 1.1 To update the River Tees Port Health Authority Board (the Board) on the financial position of the Authority at the end of June 2023 (Period 03) and to highlight any variances against the 2023/24 approved budget.

2 What part of the Corporate Plan does this report deliver, and how and what other options have been considered?

- 2.1 The management of the Authority's budget is critical to the ongoing operations of the Port Health Service. As such no other options are available.

3 What is the background to this report?

- 3.1 At its meeting on 3 March 2023 the Authority approved a balanced 2023/24 budget, which is based on the budgeted drawdown from reserves of £35,920 and a £141,680 funding contribution from the Teesside Riparian Authorities.

3.2 Update on TOM and Budget 2023/24

The Government announced on 28 April 2022, that introduction of import controls on EU goods would be delayed and that Businesses should stop their preparations for implementation of a Border Control Post (BCP) from 1 July 2022. The revised format, known as the Target Operating Model (TOM), is currently with Ministers for approval with a planned implementation date of the end of January 2024, as yet this has not been finalised or confirmed.

With uncertainty around future plans for the TOM, the draft budget was prepared on the assumption that the TOM does not commence during the whole of 2023/24. In particular, the current assumptions were that:

- TOM operations, and the inspections of products of animal origin income from the EU, do not commence in the 23/24 financial year.
- No further DEFRA grants are receivable to fund the posts originally recruited to in 2022
- Existing staffing base are in post for the full 2023/24 financial year with TOM posts

unfilled during 23/24 financial year.

Given that plans are not yet formalised, the 2023/24 budget has not been revised in relation to the TOM commencement opening in this financial year, and it is anticipated that should start up costs be incurred, as they were in 2022/23, that these costs will be funded by DEFRA funding to an extent.

A further update will be provided at the December meeting.

3.3 Projected Outturn 23/24

A summary of the financial position (at the end of June 2023) is set out in the table below:

	Budget 2023/24	Actual as at Period 03 30/06/2023	Projected Outturn 2023/24	Variance Budget to Outturn
Expenditure				
Employee Costs	171,500	36,767	174,126	2,626
Other operating costs	96,200	3,634	96,200	0
Total Costs	267,700	40,401	270,326	2,626
Income including grants	(90,100)	(26,743)	(119,350)	(29,250)
Net Expenditure	177,600	13,658	150,976	(26,624)
Riparian Contributions	(141,680)	0	(141,680)	0
Net	35,920	13,658	9,296	(26,624)

The main variances when comparing to budget to projected outturn are as follows:

Employee Costs – a forecast overspend of £2,626 – salary budgets were prepared based on a 4% annual increase. Agreement on the 2023/24 pay award increase has yet to be reached, and the outturn estimate has been updated to be in line with current employer offer until final agreement is reached.

Other Operating Costs – currently expected to be in line with budget.

Income - £29,250 more than budget as a result of;

- £20,250 increased estimate for fees income.
- £9,000 additional Food Standards Agency grant income officer time for import surveillance.

As a result of the above improved variations, the planned drawdown from reserves is expected to be £9,296, compared to the budgeted drawdown in reserves of £35,920.

Further analysis can be seen in Appendix 1.

3.4 2024-25 Financial Plan and beyond

A plan for 2024/25 and beyond will be prepared and presented as TOM plans are finalised and estimated costs and incomes become clearer. It is expected that this plan will be considered by the Board at their meetings in December 2023 and March 2024.

4 Who will this benefit and how?

4.1 The production of this financial information will ensure that the Authority will be compliant with the current legislation and proper practices in terms of financial management. As such it will cover the Riparian authorities and all the Tees Valley population in terms of a fit for purpose River Tees Port Health organisation.

5 Who have we consulted?

5.1 The report has been prepared in consultation with the Directors of Resources and Public Health for Redcar and Cleveland Borough Council, and the individual port health officers at each of the riparian authorities.

6 How will it deliver our priorities and improve our performance?

6.1 Investment in Port Health services has been earmarked as an ongoing priority by the Tees Valley Chief Executives. In addition, the debate on funding levels for local councils has been the driver for improved operational performance and the delivery of a value for money service.

7 What will be the impact on equality and diversity?

7.1 There will be no impact on equality and diversity from this report.

8 What will be the impact on our carbon footprint?

8.1 There is no impact from this report on our carbon footprint.

9 Are there any legal considerations?

9.1 There are no specific legal issues to consider because of this report.

10 Appendices and further information

10.1 Appendix 1 – Budget Monitoring Position June 2023

11 Contact officer

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Appendix 1

RIVER TEES PORT HEALTH AUTHORITY

**BUDGET MONITORING POSITION 2023/24
POSITION AT END OF JUNE 2023**

	Budget 2023/24	Actual 2023/24	Projected Outturn 2023/24	Variance
Basic Pay	133,550	32,117	136,423	2,873
NI Contributions	13,400	3,257	14,085	685
Other Pay	-	879	879	879
Overtime	6,500	1,129	5,445	1,055
Superann Contributions	13,600	3,589	14,602	1,002
Other Allowances	2,850	2,750	2,850	-
Car Allowances	1,600	305	1,600	-
	171,500	36,767	174,126	2,626
Training Expenses	500	-	500	-
Tools & Equipment Purchase	1,000	-	1,000	-
Clothing, Uniforms & Laundry	500	-	500	-
Printing & Stationery	100	-	100	-
Photocopier Usage	50	-	50	-
Services - Professional Fees	83,450	3,514	83,450	-
Mobile Phones	700	120	700	-
Computer Software	7,600	-	7,600	-
Subscriptions	1,200	-	1,200	-
Public Liability Insurance	1,100	-	1,100	-
	96,200	3,634	96,200	-
Other Income				
Government Grants - DEFRA/FSA	-	-	9,000	9,000
Other Income	5,350	-	5,350	-
	5,350	-	14,350	9,000
Fees - Environmental Health & Pest control				
Catch Certification	51,500	17,958	67,000	15,500
Sanitation Certificates	22,300	6,705	27,050	4,750
High Risk Products Imports	500	-	500	-
Organic Certificates	1,050	45	1,050	-
RTPHA Permits (annual fee)	700	-	700	-
Plastic Declaration	700	-	700	-
Water Sampling	8,000	2,035	8,000	-
	84,750	26,743	105,000	20,250
Net Expenditure	177,600	13,658	150,976	26,624
Other Grants & Contributions - Other Organisations				
RTPHA - Middlesbrough Council	21,252	-	21,252	-
RTPHA - Stockton Council	43,920	-	43,920	-
RTPHA - Hartlepool Council	2,834	-	2,834	-
RTPHA - Redcar & Cleveland Council	73,674	-	73,674	-
Total Due from Riparian Authorities	141,680	-	141,680	-
Net	35,920	13,658	9,296	26,624