

GWYNEDD COUNCIL

[] HARBOUR CONSULTATIVE COMMITTEE

1. Name

The Committee is called [] Harbour Consultative Committee.

2. Status

2.1 The Committee is established under article 6 of the Porthmadog Harbour Revision Order 1998.

or

The Committee is established under section 102(4) of the Local Government Act 1972.

2.2 The Committee will report to the Council Cabinet. (The Cabinet has the function and responsibility of acting as a harbour authority).

3. Membership

3.1 The membership of the Committee will be:

- Up to four local members from Gwynedd Council.
- The Gwynedd Council Cabinet Member who holds the portfolio for the harbour authority function.
- One member of [] Town Council.
- Up to seven other members to represent the various interests of the users of the harbour.

3.2 The Council Cabinet will appoint Committee members following consultation with the current members of the Committee and users of the harbour.

3.3 The term of membership of the Committee's members will be:

- until the date of the next ordinary local government election
- until the member resigns from the committee
- until the member stops being a councillor or stops representing the interest for which he/she was appointed to the committee to represent
- until the cabinet appoints another member in his/her place (whichever is the shortest).

4. Chairman and Vice-chairman

4.1 In its first meeting after the annual meeting of the Council, the Committee will elect a Chair from amongst its members who are County Councillors to chair its meetings.

4.2 In its first meeting after the annual meeting of the Council, the Committee will elect a Vice-chair from amongst its members who are County Councillors to chair in the absence of the Chair.

4.3 For the avoidance of doubt, rule 10(5) or 10(6) of the Council's Procedural Rules (chairing more than one committee; term of office of the chair) do not apply to the Committee.

5. Quorum and Voting

5.1 Every member of the Committee will have a vote on any matter appearing before the committee.

5.2 The bodies or organisations that represent the interests of the users of the harbour are permitted to send a substitute or delegate to the meetings in the absence of the standing member, and the substitute or delegate will have a vote in the same manner as the standing member.

5.3 A quorum for meetings of the Committee will be a quarter of the members with voting rights, which will include at least one county councillor.

5.4 Observers from each of the other three harbour consultative committees will be permitted to attend the meetings, but they will not have a vote on any matter appearing before the Committee.

6. Frequency of Meetings

6.1 The Committee will normally convene twice a year.

6.2 The Chair will have the right to call an extraordinary meeting of the Committee if he/she is of the opinion that a discussion is needed on any matter between the ordinary meetings of the Committee.

7. Terms of Reference

7.1 The function of the Committee will be to consider and advise the Cabinet on matters relating to the management, safety and development of the harbour.

7.2 The Committee will also consider and advise the Cabinet on any other related matter that is referred to it by the Cabinet for consideration from time to time.

7.3 The Cabinet will have a duty to consult with the Committee on any matter which, in the view of the Cabinet, is likely to significantly affect the management, safety or development of the harbour; and the Cabinet will have a duty to consider any advice given to it by the Committee but will not be obliged to act in accordance with the advice given.

8. Order of the meetings

Subject to any provision to the contrary in this Constitution, the Committee's activities will be managed by the Council's procedural rules.