



Southwold Harbour Management Committee

Work Programme

Induction Session 1 July 2021	<ul style="list-style-type: none">• Lunch• Training Session• Code of conduct• ESC Overview• Harbour Tour
8 July 2021	<ul style="list-style-type: none">• Election of Chair and Deputy Chair• Co-opted Members Allowances• Calendar of Meetings• Advisory Group – approve public notices• Harbour Undertaking and assets included
23 September 2021	<ul style="list-style-type: none">• Establishment of the Advisory Group• Annual Report and Accounts• EXEMPT: Southwold Harbour Investment Plan – Update• Work Programme
11 November 2021	<ul style="list-style-type: none">• Appointments to Working Groups and their TOR• EXEMPT: Review of Caravan Site Development Report• EXEMPT: Asset List• Health and Safety• Budget Monitoring Report• Work Programme• To agree date of future meeting – 10 March 2022
27 January 2022	<ul style="list-style-type: none">• Draft Budget 2022/23• EXEMPT: Asset Rental Summary and Proposed Future Reviews• Recruitment of Southwold Harbour and Asset Manager• To agree future meeting dates – 5 May and 14 July• Work Programme
10 March 2022	<ul style="list-style-type: none">• Harbour Revision Order process – Presentation from Lara Moore• Update from the Working Groups• Update from the SAG• Arrangements for the SAG meetings• Update on H&S issues and compliance• Work Programme• To propose future meeting dates of 22 September and 3 November 2022, both at Stella Peskett Millennium Hall
5 May 2022	<ul style="list-style-type: none">• Business Plan• Update from the Working Groups• Update from the SAG

	<ul style="list-style-type: none"> • Work Programme
14 July 2022	<ul style="list-style-type: none"> • Annual Report and Accounts • Update from the Working Groups • Update from the SAG • Work Programme
22 September 2022? TBC at HMC meeting	<ul style="list-style-type: none"> • Update from the Working Groups • Update from the SAG • Work Programme •
3 November 2022? TBC at HMC meeting	<ul style="list-style-type: none"> • Update from the Working Groups • Update from the SAG • Work Programme •
January 2023	<ul style="list-style-type: none"> • Update from the Working Groups • Update from the SAG • Work Programme •
March 2023	<ul style="list-style-type: none"> • Update from the Working Groups • Update from the SAG • Work Programme •
May 2023	<ul style="list-style-type: none"> • Update from the Working Groups • Update from the SAG • Work Programme •

Other matters:

To review the post of Southwold Harbour and Asset Manager once in post for a year.