



Southwold Harbour

MANAGEMENT COMMITTEE

SOUTHWOLD HARBOUR MANAGEMENT COMMITTEE

Thursday, 14 September 2023

Subject	Appointment of Representatives to the Stakeholder Advisory Group
Supporting Officer	Chris Bing Head of Legal and Democratic Services and Monitoring Officer Chris.bing@eastsoffolk.gov.uk
Director	Kate Blakemore Strategic Director Kate.blakemore@eastsoffolk.gov.uk

Is the report Open or Exempt?	OPEN
Category of Exempt Information and reason why it is NOT in the public interest to disclose the exempt information.	Not applicable

Wards Affected:	Southwold
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Purpose and high-level overview

Purpose of Report:

To appoint a representative for the RNLI and local businesses onto the Stakeholder Advisory Group (SAG).

Recommendation:

That Mr Simon Hazelgrove be appointed as East Suffolk Council's named representative for the RNLI on the Stakeholder Advisory Group, with immediate effect.

That Mr Gerard Amiel be appointed as East Suffolk Council's named representative for the shoreside traders/businesses on the Stakeholder Advisory Group, with immediate effect.

Impact Assessment

Governance:

The reasons for the establishment of the SAG and Harbour Management Committee (HMC) have been agreed in previous reports to the Southwold Harbour Lands Joint Committee. Appointing a representative on behalf of the RNLI and an additional representative for shoreside businesses to attend the SAG meetings will ensure that there is good representation from a wide range of stakeholders at all future SAG meetings.

Environmental:

The HMC must act in the best interests of the Port, which includes ensuring its long-term sustainability and success. Environmental factors will be taken into account in the decisions which the HMC will make.

Equalities and Diversity:

The SAG will be able to contribute its views at all HMC meetings, on items of business on the agenda, ensuring stakeholders views are considered.

Financial:

The HMC is a Committee of the Cabinet. Its costs of administration, including its Working Groups and the SAG, will be absorbed by the Democratic Services/Members' budget, in the same way as any other Committee of the Council is accounted for.

Legal:

No impact.

Risk:

No impact.

Harbour Business Plan Priorities

To be added when the plan is in place.

East Suffolk Council Strategic Plan Priorities

Select the themes of the Strategic Plan which are supported by this proposal:		
T01	Growing our Economy	<input checked="" type="checkbox"/>
T02	Enabling our Communities	<input checked="" type="checkbox"/>
T03	Maintaining Financial Sustainability	<input checked="" type="checkbox"/>
T04	Delivering Digital Transformation	<input type="checkbox"/>
T05	Caring for our Environment	<input checked="" type="checkbox"/>

Background and Justification for Recommendation

1 Background facts	
1.1	At a meeting of East Suffolk Council's (ESC) Cabinet which was held simultaneously with a meeting of Southwold Town Council (STC), on 2 March 2021, it was agreed by both the Cabinet and STC to establish a Harbour Management Committee (HMC) for the Southwold Harbour Lands, which would include setting up an Advisory Group.
1.2	The HMC held its first meeting on 8 July 2021, where it agreed the public notice for appointments to the Advisory Group and letter requesting nominations from the agreed organisations and stakeholder groups.
1.3	The Terms of Reference for the SAG were also agreed at the HMC meeting held on 8 July 2021.
1.4	At its meeting on 23 September 2021, the HMC approved the nominated persons and established the SAG. The SAG could be formed of a maximum of 18 persons, from a range of organisations and stakeholder groups, which included the RNLI and two representatives for shoreside businesses.
1.5	The person initially nominated to represent the RNLI has moved on and so a new representative has been put forward.
1.6	Of the two spaces allocated to shoreside businesses/traders, one has been filled and one had remained vacant.

2 Current position	
2.1	Mr Simon Hazelgrove, Lifeboat Operations Manager for Southwold Lifeboat station, has applied for the vacant role for the RNLI.
2.2	Mr Gerard Amiel has applied for the vacant representatives for the interests of shoreside traders / businesses close to the harbour

3 How to address current situation	
3.1	In accordance with the SAG Terms of Reference, the HMC are asked to give approval for Mr Simon Hazelgrove and Mr Gerard Amiel to attend future SAG

	meetings, as representatives for the RNLI and shoreside traders/businesses respectively.
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4 Reason for recommendation

4.1	Nominating a representative to attend on behalf of RNLI and an additional representative for shoreside businesses to attend the future meetings of the SAG will ensure that there is good representation from a wide range of stakeholders at all future SAG meetings. The views of the SAG will also be fed back to the HMC to help inform their decision-making processes.
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Appendices

Appendices:

None.

Background reference papers:

None.