



SOUTHWOLD HARBOUR MANAGEMENT COMMITTEE

Thursday, 14 July 2022

Subject	Appointment of a Representative for Blythburgh Parish Council to the Stakeholder Advisory Group
Supporting Officer	Nicola Wotton Deputy Democratic Services Manager nicola.wotton@eastsuffolk.gov.uk 01502 523521

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 Blythburgh Parish Council onto the Stakeholder Advisory Group (SAG).

Recommendation:

That Mr Andrew Blois be appointed as East Suffolk Council's named representative for Blythburgh Parish Council 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 Blythburgh Parish Council 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 Blythburgh Parish Council.
1.5	Following discussions with Blythburgh Parish Council, they were unable at that time to nominate a Parish Councillor to attend the meetings of the SAG.
1.6	There has been an ongoing dialogue with Blythburgh Parish Council and the vacancy on the SAG remains unfilled.

2 Current position	
2.1	The SAG held its first meeting on 20 January 2022. At this meeting the SAG appointed a Chairperson and Vice Chairperson, noted its terms of reference, its role in relation to the HMC and the work programme of the HMC.
2.2	Blythburgh Parish Council is eligible to appoint one of its Councillors to sit on the SAG. However, it has been unable to do so, therefore the vacancy remains unfilled.
2.2	The SAG Terms of Reference, in paragraph 3.2, state that:

	3.2. If the Council does not receive a nomination for any reason from any of the organisations mentioned in Clause 3.1 (a) to (f) above, the Council may, after consulting with such other organisations it thinks appropriate, appoint a suitable alternative or none at all. This procedure will also be followed should no appropriate appointee be found in respect of 3.1 (g) to (j), and if any of the organisations mentioned in Clause 3.1 (a) to (j) above cease to exist or the function of the organisation changes significantly.
2.3	Therefore, as ESC has not received a nomination from Blythburgh Parish Council, and following discussions and consultation with Blythburgh Parish Council, ESC has taken the opportunity to nominate a suitable alternative representative to fill the ongoing vacancy.

3 How to address current situation

3.1	ESC wishes to nominate Mr Andrew Blois, a local landowner who sits on many Committees and Working Groups, as the Blythburgh Parish Council representative on the SAG, with immediate effect, to fill the ongoing vacancy.
3.2	In accordance with the SAG Terms of Reference, the HMC are asked to give approval for Mr Andrew Blois to attend future SAG meetings, as the representative of Blythburgh Parish Council.
3.3	Blythburgh Parish Council have been consulted on this proposal and are content for Mr Andrew Blois to attend future SAG meetings on their behalf.

4 Reason for recommendation

4.1	Nominating a representative to attend on behalf of Blythburgh Parish Council 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.