



SOUTHWOLD HARBOUR MANAGEMENT COMMITTEE

Thursday, 08 July 2021

Subject	CO-OPTED MEMBERS' ALLOWANCES
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Is the report Open or Exempt?	OPEN
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Wards Affected:	Southwold
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Purpose and high-level overview

Purpose of Report:

To approve the Co-opted Members' allowances.

Recommendation/s:

That the Chairman determines the meeting allowance of co-opted members which the ESC Constitution requires be between 1% to 4% of the Basic Allowance.

Impact Assessment

Governance:

The reasons for the establishment of the HMC have been agreed in previous reports to the Southwold Harbour Lands Joint Committee. The necessary appointments have been made to bring the HMC into existence.

Environmental:

The Harbour Management Committee (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:

In the various reports which have been taken to the Southwold Harbour Lands Joint Committee, about the establishment of the HMC, going back to March 2019, an Equality Impact Assessment (EIA) has been carried out, and up-dated accordingly to take account of each stage of the process. The EIA has been up-dated to take account of the impact of the establishment of the HMC on those with protected characteristics. No adverse impacts have been identified.

Financial:

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

Co-opted Members of the HMC will receive an allowance per meeting, being the Basic Allowance (currently £7706.25) multiplied by between 1% to 4%, the equivalent of between £77.06 and £308.25 per meeting.

The Members' Allowances Scheme allows Co-opted Members to claim travel and subsistence, as well as the potential to claim transport costs and carers / childcare costs to enable their attendance at meetings.

Legal:

No impact.

Risk:

There are no particular risks identified with these proposals.

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 HMC for the Southwold Harbour lands.
1.2	It was agreed that there would be a 21-day period during which possible candidates for the Co-opted seats on the HMC could apply for those roles. This ran from 9 – 30 April 2021.
1.3	An Appointments Panel sat on 17 May 2021 and it was unanimously agreed that Alistair MacFarlane, David Gledhill, Richard Musgrove and Mike Pickles be recommended to Cabinet for their appointment as co-opted members on the HMC.

2 Current position	
2.1	Cabinet approved the appointments to the HMC at their meeting on 1 June 2021.
2.2	In accordance with the Council's Constitution, co-opted Members of the HMC will receive an allowance per meeting. The co-opted members ought to be appropriately recompensed for the time they give to the HMC.
2.3	The amount payable as an allowance for co-opted HMC Members is an amount per meeting, being the Basic Allowance (currently £7706.25) multiplied by between 1% to 4% the equivalent of between £77.06 and £308.25 per meeting.
2.4	The Constitution sets out that % is to be determined at the discretion of the Chair of the Committee on which the co-opted Member sits.

3 How to address current situation	
3.1	The Chair of the HMC to determine the % payable, at the first meeting of the HMC.

4 Reason/s for recommendation	
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4.1	The Chair of the HMC is asked to consider the appropriate allowance to be payable to the Co-opted Members.
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