

Bawdsey Coastal Partnership – Constitution

The title of the organisation shall be Bawdsey Coastal Partnership (hereafter BCP).

The BCP shall exist because of coastal erosion, weathering, and wear and tear of the existing natural and built flood protection infrastructure.

The objectives of the BCP shall be to:

- safeguard the special nature of the coast from Shingle Street to the Deben river mouth and its hinterland up to and including the coastal villages of Alderton, Bawdsey and Hollesley, all in the Suffolk Area of Outstanding Natural Beauty;
- work with the responsible authorities to raise existing and any necessary new flood and coastal management infrastructure to a "fit for purpose" standard of 25-50 years;
- generate local contributions towards necessary Government expenditure.

In particular, the BCP will make certain with the relevant authorities of a plan for an operational programme to deliver costed options and a timetable for:

- the continuing protection of East Lane
- the protection of Bawdsey cliff
- the continued protection of Shingle Street, notably through resilience of the levees to the north
- the maintenance of the shoreline elsewhere within the BCP boundaries
- the study of integrated processes between the Alde & Ore and Deben estuaries, together with the coast in between and considering works at Slaughden and their impact southward.

Guiding Principles

The BCP will operate as a partnership reflecting local interests and views.

The BCP will work with the relevant Statutory Agencies and Local Authorities, notably Suffolk Coastal District Council and the Environment Agency, to support the fulfilment of their responsibilities for coastal defence in the area.

The BCP will recognise the policies and plans of Statutory Agencies and Local Authorities and will aim to ensure that they continue to coincide with the objectives of the BCP.

Terms of Reference

To identify, initiate and revise as necessary, a programme of work, projects, research or other activities for the benefit and general wellbeing of the coast and hinterland.

To seek funding through contributions and grant aid allocations for general and special purposes within the BCP's objectives, using a specially established legal body, the Bawdsey Coastal Partnership Limited, to hold and nurture any monies raised. This company shall have at least four directors who shall be appointed from the Executive Committee.

To support financing initiatives – from any available legal source.

To constitute and provide clear terms of reference for any appropriate Sub Groups or Working Parties, for example fund-raising; research, surveys and data collection — each such Group reporting all actions and proceedings to the BCP Executive Committee.

Those Charged with Governance

Membership shall determine the overall direction and significant commitments of the Partnership and will be comprised of representatives or individuals as follows:

Landowners (Farmers and other estates) – 4 no.

Martello Tower owners – 3 no.

Anglian Regional Flood and Coastal Committee – 1 no.

Internal Drainage Board – 1 no.
Alderton, Bawdsey, Hollesley Parish Councils – 1 elected member each
Business Interests – Minimum of 3 no.
Private householders / property owners – Minimum of 4 no. (at least 1 from Shingle Street)
SCDC 1 x (relevant local councillor)

All members of the BCP shall serve for up to three years, at this point re-confirmation is required by the remaining membership if they wish to continue to be a Member. If an individual is a Member on behalf of a corporate body, then this re-confirmation should not be unreasonably withheld.

A member shall notify the BCP in writing if they wish to resign.

If a member is absent without accepted reason from three consecutive meetings the BCP may resolve that his/her place be vacated.

Additional members may be co-opted when specialist input is required. They will be appointed at a duly constituted meeting of the BCP and remain as co-opted members for the remainder of the current term or as long as appropriate.

Members of Sub Groups or Working Groups may be proposed by the BCP and/or the Working Group itself. Membership must be agreed by the BCP and should include a member of the BCP Executive Committee.

The BCP may be advised, as appropriate, by named and agreed experts. Such advisors may be permitted to attend the whole or any part of a BCP meeting by invitation, but may not vote.

The Environment Agency, Suffolk Coastal District Council and Suffolk County Council should be invited and should expect to be represented at meetings of the BCP, as the bodies responsible for coastal defence in the BCP area. They will advise, recommend and be expected to take timely action to further the BCP's aims and objectives, following jointly agreed decisions.

Natural England, the Crown Estate, the AONB, the CLA and MMO and other appropriate organisations may also attend the whole or any part of a BCP meeting as advisors by invitation but may not vote. Minutes should be circulated to the relevant officials.

Officers

An Executive Committee shall be appointed by the BCP comprising members with time available to devote to its activities, which will drive the projects forward and report at least every three months to the full partnership.

There shall be a Chair and a Vice-Chair elected from the membership by a majority of the Members. The Chair of any BCP meeting shall be entitled to a second or casting vote.

The period of office for the chair and vice-chair shall be a two-year term with a further term permitted at the discretion of the membership.

There shall be a secretary and treasurer from among the membership.

The Chair will convene meetings of the Executive Committee as appropriate, and normally at least once between full meetings of the membership.

The Executive Committee shall consist of at least the Chair, vice-chair, the Secretary and the Treasurer. Other Members may be appointed by the Membership as appropriate.

Bawdsey Coastal Partnership Limited shall be formed as a company limited by guarantee and shall have at least four directors, who shall be appointed from the Executive Committee.

Meetings

There shall be an Annual General Meeting held in public.

There shall normally be no less than four meetings of the full membership of the BCP each year. These meetings shall be open to the public.

Intending to reach decisions by consensus, each member shall nonetheless have one vote where necessary. For voting purposes:

- a quorum shall be two thirds of the membership;
- a change in the constitution shall require three quarters of the membership to be present;
- proxy votes will be accepted.

All deliberations and decisions shall be noted, published and made freely available on request.

The Chair's ruling on any matter affecting the arrangements for and the procedures at any meeting shall be final.

Conduct

All members shall complete a Declaration of Interests form when they join. Members shall be responsible for updating that Declaration as and when necessary. Members will be expected not to bring the Partnership into disrepute.

Financial Arrangements

All income/monies received shall be applied in furthering the guiding principles of the organisation.

All income shall be paid into an agreed account/s.

Accounting records shall be kept, and an annual report & accounts presented at the Annual General meeting. An auditor or independent financial examiner shall be appointed as necessary.

The BCP will take out any insurances deemed necessary.