

North London Heat and Power Project

on Edmonton EcoPark

Community Liaison Group: Draft Terms of Reference

1. Introduction

- 1.1 The aim of the Community Liaison Group ('the CLG') is to promote and maximise effective communication between NLWA and members of the public and other key stakeholders about the construction and operation of the North London Heat and Power Project (NLHPP, the Project) on Edmonton EcoPark.
- 1.2 The requirement for a CLG is set out within the Code of Construction Practice (CoCP) submitted with the Development Consent Order (DCO) at northlondonheatandpower.london/project/development-consent-order-archives. The CLG forms a key element of the communications arrangements and its primary purpose is to facilitate communication between NLWA and the local community in the following areas:
 - 1.2.1 To update the local community on the progress of the Project's forthcoming construction activities, including any significant changes in the proposed future activities or operations.
 - 1.2.2 To identify any issues of concern and questions that the community and stakeholders may have in relation to the Project.
 - 1.2.3 To provide a channel so those issues and questions can be addressed by NLWA.
 - 1.2.4 To discuss the instigation of operational changes or mitigation measures that, where possible, could be put in place.

2. Membership

- 2.1 Membership of the group is on a voluntary basis and will be kept under review.
- 2.2 Representatives of NLWA will present at each meeting.
- 2.3 New organisations can be invited to become members at any time with the agreement of the group. Any member can suggest the addition of a new person or persons.
- 2.4 Should any member wish to leave the CLG they may do so at any time and may nominate a suitable replacement member.
- 2.5 The group should aim to keep membership to below 20 persons, to facilitate meaningful discussion and allow people time to speak at each meeting.

3. The Group

- 3.1 The group will share information and engage in discussion about proposed site activities during the construction of the Project.
- 3.2 Members of the CLG will use their local knowledge and experience to anticipate impacts on the local community and speak on behalf of the local community.
- 3.3 During discussions, it is expected that members of the group will make their views known by raising questions, points of concern and alternative suggestions. NLWA (along with their specialist consultants) will respond to these.
- 3.4 To assist the group's understanding and bring an independent third party opinion to the meeting, technical specialists (e.g. a representative from organisations such as the Environment Agency or Canal and River Trust) can be invited to attend a meeting, either by the group or by NLWA.
- 3.5 The aim of the group is to facilitate information flow and address concerns raised, not to change people's minds or achieve consensus. Membership of the group in no way implies personal support of or objection to NLWA's proposal, construction or operation of the facility.

4. Meetings and Conduct of Business

- 4.1 Meetings will be facilitated by AECOM, Consultants to NLWA.
- 4.2 The Chair will agree the agenda with the CLG members and be elected annually. The Chair will liaise with NLWA to make sure that the correct information is available for the meetings.
- 4.3 It is anticipated that the group will meet regularly although the timing of the meetings is anticipated to vary throughout the Project. The frequency of meetings will be re-assessed and a schedule agreed with the group as necessary. The meetings will be held in the early evenings unless agreed otherwise by the group and all meetings will have agendas that will be circulated a week in advance. Meetings are expected to be between one and two hours long.
- 4.4 The group will continue to meet throughout the construction phases for as long as required. A decision to cease meetings of the group will be made by the CLG and NLWA.

5. Venue

- 5.1 The meetings will be held at a location and time that is convenient to the majority of the members of the CLG, and by agreement this can be altered.

6. Administrative Support

- 6.1 NLWA will provide a meeting room for each meeting and the administrative support to the meeting.

7. Communications

- 7.1 Minutes of the meeting will be transcribed by AECOM on behalf of NLWA and circulated to members. Comments will not be attributed to individuals or organisations without clear agreement. If additional information is requested to be included with the minutes by the group it will be included as an appendix or clearly differentiated within the minutes as being added afterwards. The previous minutes will be ratified at each CLG meeting on agreement from the members. Following this, meeting minutes will be available online at northlondonheatandpower.london.
- 7.2 Members are expected to discuss the issues raised at the meetings with others and bring their views to the meetings. This is part of their responsibility as representatives of other people in the community.