

Terms of Reference for East Suffolk Communities Energy Partnership

A. NAME

The title of the partnership is the **East Suffolk Communities Energy Partnership**, hereafter “the Partnership”

B. CONTEXT

In March 2024 the Partnership discussion was initiated to develop a representation and communication structure to fully reflect the views and concerns of the member town and parish councils (including parish meetings) to both central and local government on matters relating to what can be widely termed as the various East Suffolk energy projects, including the cumulative impact of the energy projects. This includes but not limited to: EDF’s Sizewell C; Scottish Power Renewables’ EA1N & EA2 + National Grid hub; National Grid’s Sealink; National Grid Ventures’ Lionlink.

The new partnership is an unincorporated community organisation. It can consult with the relevant parties and advocate for its communities but does not have any statutory powers.

C. THE OBJECTIVES OF THE PARTNERSHIP ARE:-

- a. To provide representation and a voice for local communities, in relation to the energy projects, their cumulative impact, their implementation and any further development, enhancement or alteration of the consents, planning applications and any related activities. This does not prevent individual Council responses.
- b. To engage with the relevant statutory central and local government bodies to facilitate positive, comprehensive channels of communications with central and local government, to represent local residents and stakeholders with an interest in or affected by the planning, construction and operation of the power projects, individually or cumulatively. This does not prevent individual Council responses.

D. MEMBERSHIP

The Partnership will invite membership from the following:-

- a. One representative nominated by each respective E.Suffolk Town Council, Parish Council or Parish Meeting

The representative nominated may, but need not be, a town or parish councillor.

E. CARRYING OUT THE OBJECTIVES

In order to carry out the Objectives, the Partnership will:-

- a. Establish and maintain communications structures to provide timely and relevant information, recommendations for responding to surveys and feedback with the communities impacted.
- b. Work with the relevant central and local government authorities, committees and individual project development organisations as necessary.
- c. Review progress of the various projects at whatever stage and seek answers or actions where necessary on behalf of the communities impacted.

- d. Review the agreed governance and communication structures set out and decide on future amendment in the light of any review's conclusions.
- e. Where modifications are required, work in consultation with the relevant statutory and funding bodies to assist in identifying appropriate and affordable steps for the representation of local communities and where significant change becomes necessary, convene a meeting of the relevant councils. Changes will be put to the Partnership for approval.
- f. Adopt such policies and procedures as may be necessary for the effective operation of the Partnership into the future.

F. POWERS

The Partnership may:

- a. Work with other local bodies, charities/ Non-Government Organisations (NGOs) and advisers in pursuit of its purpose.
- b. Take such other steps as are lawful and consistent with the Terms of Reference to give effect to the Objectives.

G. OFFICERS

- a. The Officers shall be:

Chair

Vice Chair

Secretary

- b. Officers shall be elected by the partnership for the periods chosen by the partnership, but not exceeding five continuous years

H. STAFFING

The group reserves the right to engage an administrator, technical support, special advisers or other personnel as the Partnership's work level and scope dictates.

I. SUBGROUPS OR COMMITTEES

- a. The Partnership may appoint sub committees or groups which will report to full meetings of the Partnership.
- b. The composition of such groups and their remit will be as agreed by the Partnership, but will each include the chair or vice-chair or an individual appointed to lead the group and report to the chair.
- c. The Partnership may seek the advice of an individual or organisation as appropriate.

J. MEETINGS

- a. All meetings will be held in public save where confidential matters are under consideration.
- b. Meetings may be held in person or electronically, provided all participants may communicate with all other participants.
- c. Minutes of meetings will be taken by the secretary or a substitute appointed by the Chair and will be made publicly available.

d. Notice of meetings will be announced via email at least 5 working days before the event except in exceptional circumstances. Other correspondence may be by email save where the Partnership agrees otherwise.

K. DECISIONS

Members will seek to achieve consensus through discussion. Any vote will be by a simple majority of members in attendance with the exception of proposals to alter or amend the Terms of Reference, in which case decisions will require an absolute majority of all representatives. In the event of a hung vote, the Chair's vote will carry the motion.

L. QUORUM

The quorum for a general meeting shall be not less than 9 members

M. WINDING UP

The group may be wound up by a two thirds majority of members present and voting at a Special General Meeting.

These Terms of Reference were adopted on _____ by the people whose signatures appear below. They will be the Officers until the first AGM, which must be held within one year of this date.

Signed

Print name and address

Steering Group at January 2026

Cllr Robin Sanders (Chair) – Woodbridge TC
Cllr Charlotte Fox (vice-chair) – Benhall & Sternfield PC
Cllr Paul Collins – Theberton & Eastbridge PC
Cllr Nicky Corbett – Leiston-cum-Sizewell TC
Cllr Phil Davy – Southwold TC
Cllr Andrew Turner – Westleton PC
Cllr Nigel Brown/Carol Gradwell – Melton PC
Alison Downes – Stop Sizewell C (Advisory)
Michael Mahony – SASES (Advisory)
Marianne Fellowes – (Advisory)
Victoria Hambley – (secretary)