

101231820
Revision 01

SZC COMMUNITY SAFETY WORKING GROUP

NOT PROTECTIVELY MARKED

Date:	18 th January 2024, 1500-1600
Location:	Teams
Chair:	Clair Harvey (SCC)
Attendees:	Rebecca Calder (SZC), Paul Gomar (SZC), Tim Newton (SZC), Ceri Bryant (SZC); Zoe Botten (SZC, obs), Chris Heaney (Transport Co-ordinator for SZC), Alex Heys (ESC), Joss Mullett (ESC); Clair Harvey (SCC), Richard Baldwin (SCC), Isaac Nunn (SCC, deputy); Leigh Jenkins (Suffolk Constabulary), Rebecca O'Neill (Suffolk Constabulary), Elizabeth Casey (Suffolk Constabulary), Toby Gray (Suffolk Fire and Rescue Service), Craig King (East of England Ambulance Service), Fraser Farthing (East of England Ambulance Service) Bev Allen (obs) (Maritime and Coastguard Agency).
Apologies:	None

Meeting Notes:

1 INTRODUCTIONS

Noted that this is the first Community Safety Working Group established under the Deed of Obligation (DoO) for the Sizewell C Project and is required to meet within 3 months of Commencement. Will continue to meet on a quarterly basis throughout the construction phase of the Sizewell C Project.

2 TERMS OF REFERENCE

- Aim of group to share information on issues related to community safety and the SZC Project and approve the relevant community safety measures contained within the DoO.
- Decisions are to be voted on by members but others to be invited to attend and participate from time to time. This includes community partners / subject matter experts – working group to think who else may be required on meetings going forward. Advise working group 10 working days prior to meeting so invite can be extended where appropriate.
- Working group noted there may be other interested parties on subjects discussed in these meetings – it will be the responsibility of working group members to feedback / gather information within their organisations.
- ToR states group will meet quarterly so next meeting March 2024. To alternate between in person and on-line.
- CH recommended having a standard agenda for meeting that can be amended accordingly prior to each meeting.
- JM raised the issue of what reporting is required and what data would be available from SZC and other members. RC noted that KPIs for SZC workforce and health reporting plus Suffolk Constabulary reporting are set out in DoO

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e.g. SC required to report annually so not every meeting but LJ clarified that SC would be looking to bring information data to group as evidence base for where there is trends and discuss moving forward in the meetings.

- Noted that this group reports into the Social Review Group.
- Discussion also held on format of data sharing / evidence required to draw down on funds / consistency of reporting. SCC to pick up offline.
- Agreed that should add timings of information provision to ToR – 10 business days prior to working group meetings.

ACTION: RC to share DoO KPIs which may be relevant to this group.

ACTION: SCC to discuss offline appropriate format of sharing data and consistency of reporting – feedback to working group at next meeting.

ACTION: RC to amend the ToRs, as agreed during the meeting.

3 DCO FIRST COMMENCEMENT UPDATE

- First commencement Monday 15th Jan 2024. Important milestone for SZC and means earthworks may start from Q2. However, construction will take 9-12 years and much of the mitigation considered effects at the peak so there is time to plan and prepare. Final Investment Decision expected later this year.
- Noted that Deeds of Covenant need to be signed for funds to be transferred from Councils to recipients – East of England Ambulance Service to sign DoC / SC awaiting some final signatures.

4 TRANSPORT COORDINATOR UPDATE

- CH provided update including on traffic numbers, speed limit works and roadworks – report to be taken to Transport Review Group (25th Jan). Representatives from Suffolk Constabulary, National Highways, ESD, SCC will attend the Transport Review Group.
- Noted that purpose of transport co-ordinator attending this working group is to allow members, including ambulance and fire service, to feedback on any concerns e.g. journey time delays, and also to understand what roadworks etc might be coming up that may affect members ability to serve the community. Discussion held on appropriate stagger between CSWG and TRG.

ACTION: CH to ensure transport reports to be shared with this working group, as appropriate.

ACTION: SZC to programme meetings to allow appropriate stagger between TRG and CSWG.

5 DISCUSSION ON COMMUNITY SAFETY – Q+A / KEY RISKS, ISSUES AND OPPORTUNITIES

- ESC are currently developing a community safety survey (draft) that will be distributed to district-wide community safety partnership. Renewed every 3 months and will help direct ESC in ways in which to work and reduce issues escalating.
- AH queried if SZC carry out surveys. ZB confirmed that SZC does. Working group decided it would be appropriate to outside of the working group meetings (e.g. SZC community relations team with ESC etc to prevent overlap).
- RH raised if there is a need for 'sub' groups – working group agree this may be useful in the future but need to avoid repetition.

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- IN questioned whether the working group want a provision for approvals offline by voting members regarding funding. Group agreed that for now preference is to carry out voting/ approvals in meetings, as discussion is useful, but this could be considered in the future on a case by case basis.

6 NEXT MEETING

Quarterly frequency – next meeting to be held in March (in-person).

ACTION: SZC to proposed date for next meeting. LJ kindly offered that SC may be able to host this.

7 AOB

None.

Actions raised during the meeting:

Date Raised	Ref.	Description	Lead	Date Due
18 th Jan 2024	1	RC to share DoO KPIs relevant to the working group.	RC	March 2024
18 th Jan 2024	2	SCC to discuss offline appropriate format of sharing data and consistency of reporting – feedback to working group at next meeting.	SCC	March 2024
18 th Jan 2024	3	RC to amend the ToRs, as agreed during the meeting.	RC	Jan 2024
18 th Jan 2024	4	CH to ensure transport reports to be shared with this working group, as appropriate.	CH	Ongoing
18 th Jan 2024	5	SZC to programme meetings to allow appropriate stagger between TRG and CSWG.	RC	Ongoing
18 th Jan 2024	6	SZC to arrange next meeting for March – in person, 2 hours.	EW / RC	Jan 2024

Author: Eleanor Wright (Secretariat, Quod)