

101661692

Document Reference Number: SZC-NEAP-MM-03-D

Revision 01

## NOT PROTECTIVELY MARKED

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| Meeting:   | Natural Environment Awards Panel   |
| Date:      | 18/09/2025   |
| Location:  | Teams  |
| Chair:     | Simon Amstutz  |
| Attendees: | Sizewell C – Dr. Steve Manning (SM), Nick Stayt (NSt) (from 30 mins into meeting)<br>East Suffolk - Councillor Tom Daly (CD), Hamish Liddle (HL)<br>Suffolk County Council - Councillor Richard Rout (CR), Nick Dickson (ND)<br>Natural England – Kim Pearce (KP),<br>National Landscape - Simon Amstutz (SA), Natalie Singleton (NSi) |
| Apologies: | None   |

### Meeting Notes:

#### 1 WELCOME & INTRODUCTIONS

SA opened the panel

Concerns were raised regarding the provision of the secretariat

role related to the organisation of meetings and the provision of agendas, papers and meeting minutes in a timely manner in line with the Deed of Obligation (DoO) and Terms of Reference (ToR)

It was agreed that meeting dates, agendas, papers and minutes should be issued in good time and if issues related to the secretariat function are not resolved by 20/10/2025 SA will contact the Environment Review Group for resolution. There was commitment by all to seek to work in a positive and collaborative fashion.

#### 2 EXTENSION OF CHAIR ROLE

SM noted that the previous appointment of the Chair was only a short-term appointment. On reflection it was considered that it would be more suitable for this role to be extended for another few years.

It was agreed to extend SA's role as Chair for a period of 2 additional years, until December 2027.

#### 3 RECAP OF APPROVED APPLICATION DOCUMENTS

It was noted that updated application documents were shared by NSi and only a number of responses were received. It was agreed, by vote, that an appropriate window was provided (2 weeks) to provide feedback, if no response is received by the given date it is to be assumed members are in agreement.

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TD suggested in matters where it is more urgent, this should be noted in the email along with a reduced timeframe.

SM noted members should identify delegated authority to represent during absence to enable meeting to be quorate.

### 4 DISCUSSION ON THE PROPOSED VIDEO TO PROMOTE THE NEIF

NSi noted that there has been discussion around the video to be published at the launch of the fund. NSi sought clarity on the purpose and intended audience of the video.

SM noted that the original intention was for the general public, supporting the press release rather than being about the application process etc. SA agreed that it is important to be in discussion about agreement of the finalised video and that the final edit of the video be agreed by the panel. SM suggested that other panel members could also be available to support the filming. SA asked if there were individuals on the panel who were keen to be involved in the video to make themselves known to NSi

TD and ND agreed it's a promotion video about aspirations. Suggesting we could produce videos in the future. It was agreed that a second video targeted at applicants would not be prepared.

### 5 BRANDING DISCUSSION

SM provided an overview of the branding principles that were prepared by SZC. These were discussed by the panel individually, as summarised below

Several views were raised on the link of the fund with SZC, some supporting the link whilst other suggesting neutrality is important. SA noted that the fund was set up as part of the legal agreement for SZC to address the impacts of the development and should not be used by SZC to promote the project. SA noted that this was a different situation to the East Suffolk Trust (EaST) charity that is being set up by SZC.

SM confirmed the link is around transparency of where the funds have come from. RR supported the point of transparency but suggested this can be done through the website and application pack, but the branding and styles don't need to have that link. SM supported this.

It was agreed that the NEIF logo should not include SZC type branding, but it is essential the supporting documents are transparent about links to SZC and reasoning for the fund.

It was noted that the statement on the fund should also be open the parish councils.

A discussion was held on the logo and fund name. NSi noted that the name and acronym have been used for the last 2 years. It was agreed that two logo options would be prepared and presented by 7 Oct for discussion and agreement at the next meeting on 9 Oct.

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SA/NSi raised a concern relating to marine projects being excluded. NSi noted we would be inviting coastal projects, as the Natural Environment Improvement Area includes the Suffolk Heritage Coast, which is defined to include an area 3km out to sea, this was agreed.

### 6 LAUNCH DATE AND SUBSEQUENT MEETINGS

NSi suggested that the fund could open to applications in advance of PR materials being finalised as application documentation is ready. This was discussed by the group and it was agreed that all PR and branding materials should be in place before launching the fund.

SA sought clarification on the timelines from branding and logo guidelines. SM suggested that two logos and a guide are to be provided in as soon as possible. **Action – SM to provide confirmation of the timescales for delivery of logos and branding guidelines.**

It was agreed that a draft FAQs would be provided by SZC by 6 Oct for discussion at the scheduled panel meeting on 9 Oct

It was agreed that a logo for discussion at the panel meeting on 9 Oct would be shared with the group by 7 Oct

It was agreed a draft press/news release would be made available by 7 Oct for consideration by the panel at the scheduled meeting on 9 Oct

It was agreed that based on the availability of the panel, a suitable launch date was W/C 20<sup>th</sup> October.

A further meeting was agreed and is planned for 9<sup>th</sup> October 2pm.

The first 2026 panel meeting was also confirmed to be held 18<sup>th</sup> February 2026.

**Action - NSt and NSi are to coordinate and bring forward suggested meeting timescales ahead of the meeting on the 9<sup>th</sup> October.**

### Actions raised during the meeting:

| Date Raised | Ref.   | Description   | Lead | Date Due          |
|-------------|--------|---|------|-------------------|
| 18/09/2025  | Sept-1 | SM to provide confirmation of the timescales for delivery of logos and branding guidelines. | SZC  | 29th October 2025 |

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| Date Raised | Ref.   | Description  | Lead        | Date Due     |
|-------------|--------|--|-------------|--------------|
| 18/09/2025  | Sept-2 | NSt and NSi are to coordinate suggested meeting dated and share in advance of meeting on 9th October | NSt and NSi | October 2025 |

**Author: Nick Stayt (Sizewell C)**