

The Sizewell C Project

Oversight Partnership

Terms of Reference

This Group is established in accordance with paragraph 4 of Schedule 17 to the Deed of Obligation between (1) East Suffolk Council ('ESC') (2) Suffolk County Council ('SCC') and (3) Sizewell C Limited ('SZC Co') dated 08 October 2021 as varied by the first and second deeds of variation dated 13 April 2022 and 6 May 2022 respectively (the 'Deed of Obligation' or 'DoO').

This Terms of Reference includes the scope, obligations and agreed governance as set out within the DoO. Any revisions to the Terms of Reference have been agreed in accordance with the Terms of Reference themselves. Except where expressly stated otherwise, words and expressions used in this Terms of Reference will have the same meaning as defined in the Deed of Obligation.

1) Establishment

During the Construction Period, East Suffolk Council and Suffolk County Council will set up an Oversight Partnership.

2) Purpose

The purpose of the Oversight Partnership is to provide an opportunity to raise and discuss concerns and priorities related to the Project, and to report these to the Delivery Steering Group and the Review Groups as relevant. The Oversight Partnership will, where appropriate, provide the Suffolk Community Foundation with advice in respect of the provision of Strategic Grants.

3) Membership

The Oversight Partnership shall bring together nominated officer representatives from:

- East Suffolk Council;
- Suffolk County Council; and
- a number of representatives to be nominated by key local public sector bodies.

East Suffolk Council and Suffolk County Council will hold the Chair and Vice-chair of the Oversight Partnership on an annually alternating basis.

The list of key public sector bodies which will be invited to nominate representatives is provided at Schedule 1.

The Oversight Partnership will, from time to time, invite non-member representatives of other organisations and interests, including Sizewell C Limited, key NGOs or not-for-profit organisations, and central government agencies. Suggestions for additional representatives are to be given by the Membership to the Chair who will make the final decision on invitations.

4) Meetings and Quorum

The Oversight Partnership shall meet no later than six months after the commencement date.

Meetings of the Oversight Partnership shall take place biannually either virtually or in a convenient location in East Suffolk or Ipswich to be identified by the Chair from time to time. Further meetings may be held from at the discretion of, and by agreement between, the Chair and Vice-chair.

The Oversight Partnership shall be quorate if at least four members (at least one of which is a member representing East Suffolk Council, one of which is a member representing Suffolk County Council and two of which are members representing different key local public sector bodies) are present.

The action points of each meeting shall be made available on the Public Information Portal hosted by East Suffolk Council.

5) Decision Making

Actions arising from meetings of the Oversight Partnership shall be agreed between the Chair and Vice-chair and, where relevant, the representative responsible for taking forward that action.

6) Reporting

Where appropriate, East Suffolk Council and Suffolk County Council shall collate actions and outputs from Oversight Partnership meetings and report into the Delivery Steering Group and other Review Groups.

7) Governance and Administration

East Suffolk Council and Suffolk County Council may make such terms of reference for the governance and administration of the Oversight Partnership as they consider appropriate at or prior to the first meeting of the Oversight Partnership.

The Oversight Partnership may make such further administrative agreements and terms of reference as it considers appropriate for the proper and efficient functioning of the Oversight Partnership in a form agreed by East Suffolk Council and Suffolk County Council.

East Suffolk Council and Suffolk County Council shall be responsible for the administration of convening and holding meetings of the Oversight Partnership.

An agenda and, where relevant, any papers will be circulated to representatives at least two weeks in advance of each meeting. A list of agreed actions for each meeting shall be finalised within two weeks following that meeting.

Schedule 1: List of key local public sector bodies

Suffolk Constabulary
East of England Ambulance Service
Suffolk and North East Essex Integrated Care Board
Norfolk and Waveney Integrated Care Board
Suffolk Association of Local Councils
Babergh District Council
Ipswich Borough Council
Mid Suffolk District Council
West Suffolk Council