

**The Sizewell C Project  
Community Safety Working Group  
Terms of Reference**

This Group is established in accordance with paragraph 10.1 of Schedule 4 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**

The Community Safety Working Group shall exist from Commencement until the end of the Construction Period.

**2. Purpose**

The purpose of the Community Safety Working Group is to liaise on community safety matters in respect of the Project and for SZC Co to work with the emergency services, local authorities and other stakeholders to discuss and address the potential effects of the Project on community safety, with the aim to avoid or minimise these where possible.

For the benefit of doubt 'Community' refers to all residents, including pre-existing and future residents, including members of the non-home-based workforce.

The function of the Community Safety Working Group is to review and approve relevant measures for the Project.

The Community Safety Working Group exists as one of three Social Working Groups reporting directly to the Social Review Group. The other groups are the Accommodation Working Group and Health and Wellbeing Working Group.



**3. Scope of Work** – how does this relate to the purpose? What other expected outcomes are there?

The Community Safety Working Group shall:

- Review the evidence reported on and determine the priorities for the next quarter/going forward.
- Discuss as a group the measures to support the priorities, including project leads and funding source, to provide guidance to the relevant fund holders.
- Review and approve the following in accordance with Schedule 5, paragraph 3 of the Deed of Obligation:
  - Community Safety Resilience Measures
  - School and Early Years Resilience Measures
  - Social Care Resilience Measures (Adult Community Services)
  - Social Care Resilience Measures (Children and Young People's Services)
- Review the number of SZC Co-related Investigations for each Construction Year.

**4. Membership**

The Community Safety Working Group shall comprise the following members:

- four representatives to be nominated by SZC Co;
- the Transport Co-ordinator;
- two representatives from a department or service relevant to community safety to be nominated by East Suffolk Council;
- two representatives from a department or service relevant to Public Health, Community Safety, Adult and Community Services and/or Children and Young People's Services to be nominated by Suffolk County Council;
- two representatives to be nominated by Suffolk Constabulary;
- two representatives to be nominated by Suffolk Fire and Rescue Service; and
- two representatives to be nominated by East of England Ambulance Service NHS Trust, or such alternates as may be nominated by those representatives from time to time.

## **5. Meetings and Quorum**

### *Meetings*

The first meeting of the Community Safety Working Group shall take place no later than three months after the Commencement Date.

The Group shall subsequently meet on a quarterly basis (or less frequently where agreed by the members of the Community Safety Working Group), these meetings shall:

- take place either virtually or in a convenient location in East Suffolk or Ipswich to be identified by SZC Co from time to time; and
- be chaired by Suffolk County Council.

### *Other Participants*

The Community Safety Working Group shall invite the following representatives to attend as observers and participate in discussions at its meetings:

- one representative from each department or service relevant to such other department or service relevant to community safety or other relevant effects of the Project as the Community Safety Working Group shall consider necessary (acting reasonably) to be nominated by East Suffolk Council;
- one representative from each department or service relevant to such other department or service relevant to community safety or other relevant effects of the Project as the Community Safety Working Group shall consider necessary (acting reasonably) to be nominated by Suffolk County Council;
- the Health and Wellbeing Officer;
- one representative to be nominated by Maritime Coastguard Agency;
- one representative to be nominated by Royal National Lifeboat Institution;
- one representative to be nominated by East Anglian Air Ambulance; and
- representatives from any voluntary or charitable organisation as the Community Safety Working Group shall agree are necessary (acting reasonably).

### *Quorum*

Meetings of the Community Safety Working Group shall be quorate if at least three members of each of the following are present:

- one of which is a member representing SZC Co;
- one of which is a member representing East Suffolk Council; and
- one of which is a member representing Suffolk County Council.

## **6. Decision Making and Escalation**

Any matter which the members of the Community Safety Working Group are unable to agree unanimously should be referred to the Social Review Group.

In the event that any of the Quorate Members of the Community Safety Working Group considers that a matter needs to be referred to the Social Review Group for urgent resolution, it shall notify the members of the Social Review Group accordingly to invoke the urgency process.

## **7. Reporting**

The Community Safety Working Group shall determine a reporting protocol to ensure transparency, consistency, and independence.

Following each meeting, the Community Safety Working Group shall report to the Social Review Group on the following matters:

- evidenced effects of the Project on community safety, the provision of emergency services and the provision of relevant public services in Suffolk;
- any relevant community safety matters that arise and any related actions taken by SZC Co and/or others (e.g. noise complaints, fly parking, littering); and
- expenditure from the Ambulance Services Contribution, Emergency Services Contingency Contribution, Fire and Rescue Contribution, Police Contribution, Public Services Resilience Fund and police reserve fund, and the effectiveness of such contributions.
- prior to any such matters being reported to the Social Review Group, it will be agreed by members of the Community Safety Working Group that what is being expressed is indeed the view held by the members of the Community Safety Working Group.

Following each meeting, the Community Safety Working Group shall report to the Transport Review Group on any matters related to transport.

## **8. Governance and Administration**

The Community Safety Working Group shall make such terms of reference for its governance and administration as it considers appropriate at the first meeting of the Community Safety Working Group.

The Group may make such further administrative arrangements and terms of reference as it considers appropriate for the proper and efficient functioning of the Community Safety Working Group from time to time, with such further arrangements or terms of reference to be approved by the Social Review Group.

SZC Co shall be responsible for the administration of convening and holding meetings of the Community Safety Working Group.