

## **Rookery South Energy Recovery Facility Community Liaison Panel**

### **REVISED TERMS OF REFERENCE OCTOBER 2016**

#### *PURPOSE*

The Community Liaison Panel ("the panel") was been set up voluntarily by Covanta/Veolia in response to interest expressed by the local community. It is a key part of the communications arrangements, which have been put into place in order to ensure two-way communications about the Rookery South Energy Recovery Facility (ERF). Covanta/Veolia have committed in the S106 planning agreement to continue the panel during the construction and operation of the ERF.

Membership of the CLP does not imply either support for or objection to the ERF development. Rather it is an opportunity to facilitate the flow of information between Covanta/Veolia and the local community in the following areas:

- To provide a channel where local concerns can be articulated
- To better understand local concerns
- To respond constructively to local concerns and take action to address them
- To help inform local opinion formers
- To provide a structured arena for constructive debate
- To hear how best to communicate with the local community
- To update the local community on the progress of the development
- To resolve any issues that may result from the construction and operation of the ERF plant

The panel is advisory and has neither legal status nor executive powers to influence the development and operation of the ERF.

Where relevant, it is expected that the panel members will report back as appropriate to the people they represent. Covanta/Veolia will make information about the project available in an electronic format to assist with this.

The facilitator will fulfil the role of Chairperson and nominees may themselves appoint a substitute to attend any particular meeting in his or her place.

Covanta/Veolia will provide presenters and specialist technical input approved by the panel as required.

#### *MEMBERSHIP*

The membership of the panel covers the communities closest to and most affected by the development, including local government, resident, business and community group representatives. The average size of the CLP is 15 people to allow for each member to have a fair share of voice. From time to time members may retire and new representatives be proposed by the CLP to reflect changes in the local community. The Planning Officer from the local authority and Environment Agency PPC Regulatory Officer (Cambridgeshire and Bedfordshire Area) also attend as observers.

#### *ADMINISTRATIVE SUPPORT*

Covanta/Veolia will provide a meeting room and basic refreshments. The panel will be serviced by the facilitator, who will facilitate the meetings, provide agendas and notes of the meetings and recruit members as required. Meeting notes and presentations will be made available as appropriate on the Rookery South ERF website and any other local website as deemed appropriate by the CLP.

#### *FREQUENCY OF MEETINGS*

The panel will meet at 2/3 monthly intervals or a frequency to be agreed by the panel.