

## **Tinker Lane**

### **COMMUNITY LIAISON GROUP (CLG)**

#### **Terms of Reference**

##### **Aim**

The aim the Community Liaison Group (CLG) is to provide a forum for discussion and dissemination between IGas Energy, independent organisations and the local community regarding the development of a site for natural gas exploration near Tinker Lane in North Nottinghamshire. Importantly the CLG give us the opportunity to listen to feedback from local people.

The CLG will provide an opportunity for the exchange of information throughout the lifetime of the exploration project.

##### **Remit**

The CLG is intended to provide two-way dialogue between the community and IGas Energy. The CLG will be a forum where IGas Energy can explain all aspects of its activities required to establish the full operation of the site. This would include such issues as the findings from geological surveys, the content of environmental assessments, planning /environmental applications, monitoring and safety data and the operations of the site.

The forum is also intended to provide an opportunity for the expression of the views of the community by the representatives attending. In turn, the expectation is for the community representatives to raise issues, ask questions and report back to the Parish Council's and the wider parish community.

The members of the CLG are present as representatives of the community and, therefore, it is incumbent on them to provide a conduit and to actively seek to disseminate information and source feedback and queries from within their communities.

Likewise it is incumbent on IGas to provide fulsome responses to queries raised in a timely fashion as well as facilitating appropriate experts to make presentations to the CLG group as required. The company will also provide such materials as the CLG feels necessary to support this responsibly.

##### **Membership and recruitment**

The CLG will consist of representatives from the following groups:

- Community representatives such as North East Bassetlaw Forum
- Up to two representatives from each Parish Council
- One nominated resident from each community.

Parishes currently invited to participate in the CLG are:

- Torworth
- Lound
- Blyth
- Sutton
- Ranskill
- Mattersey
- Scrooby
- Babworth
- Barnby Moor

Local representatives of Bassetlaw District Council and Nottinghamshire County Council will be invited to attend meetings in an ex-officio capacity.

IGas representatives will be in attendance to provide information and support. Independent representatives will attend the group to address matters of concern as agreed.

Additional stakeholders can be invited to attend if nominated by members. The meetings will be chaired by an elected member of the group.

The Chair and Vice Chair will be appointed annually at an Annual General Meeting.

### **Meetings**

The frequency of CLG meetings will be reviewed at each meeting. The meetings will be by invitation only. The venue for the meetings will be accessible and as close to the site as feasible.

The IGAS Community Liaison Coordinator is responsible for ensuring invitations are sent out in a timely manner, venues are booked and ensuring that any notes taken are circulated to CLG members.

Notes of the meeting will not be a verbatim record but will record queries and issues raised by the CLG as well as agreed action points. Meeting notes will be circulated within a week and agreed at the following meeting subject to any amendments proposed by members of the CLG. Meetings will be recorded using an audio device.

Draft notes of meeting will be uploaded to the IGas Engage website within 24 hours of receipt and will be clearly marked as 'Draft.' Within 24 hours of approval the website will be updated to reflect this.

IGas representatives will attend as guests of the CLG to make presentations and answer questions. IGas guests attending the meeting may alter to reflect the operations and differing areas of expertise required. Other partners and organisations involved in the project may be present at the CLG from time to time at the Chair's discretion.

