

XLinks Nationally Significant Infrastructure Project Member Working Group
Terms of Reference and Operating Procedures

Role

1. To provide a forum for elected Members to consider key matters associated with each stage of the Development Consent Order (DCO) process for the XLinks Morocco-UK Power Nationally Significant Infrastructure (NSIP) Project and to provide strategic oversight.

Purpose

2. The Working Group will have a broad and flexible remit, including (not exhaustive) to:
 - a. Constructively engage with the proposals put forward as part of the DCO and to support the making of Council representations throughout the process, raising specific issues / concerns aimed at improving the scheme and reducing its impacts;
 - b. Consider the scale, nature, location and requirements for the operational development associated with the onshore works;
 - c. Support the development of evidence-based recommendations on the content of representations and submissions that are made by the Council, recognising the need to do so in a holistic manner having regard to other pre-existing and/or emerging Council plans and strategies;
 - d. Collaborate with stakeholders and partners with a particular interest in the DCO process to ensure their perspectives and priorities are considered and that Officers are aware of local community perspectives and issues;
 - e. Provide community perspectives and reflections on the DCO application, acting as advocates for the communities of Torrige;
 - f. Support and inform the development of the Council's suggestion for the form of any community benefit package.

Membership

3. The Working Group shall comprise of the following Members:
 - a. Lead Member for Planning
 - b. Lead Member for Economy
 - c. Lead Member for Climate Change
 - d. Members of the following Wards:
 - i. Monkleigh & Putford (2 Cllrs)
 - ii. Bideford East (3 Cllrs)
 - iii. Two Rivers & Three Moors (2 Cllrs)

Governance

4. Members of the working group shall appoint a Chair who will be responsible for the management and conduct of the meetings.

5. Members of the Working Group shall also appoint a Vice-Chair who shall deputise for the Chair in their absence.
6. In lieu of the Chair and Vice-Chair attending an individual meeting, Members of the Working Group may nominate and elect an interim Chair for the duration of the meeting in question.
7. Informal decisions to steer the operation or outputs of the working group shall be decided by a simple majority, with the Chair holding a casting vote.
8. Meetings shall have a quorum of three Members.

Operation

9. The timings and frequency of meetings for the Working Group will be a matter for the members of that Working Group; with a notional expectation of meeting to align with the programme of the DCO being mindful of submission deadlines.
10. Meetings of the Working Group will be held in private, with attendance restricted to members of the Working Group, supporting officers and other invited participants. For the avoidance of doubt, meetings will not be open to attendance by members of the public.
11. The Working Group may determine the practical means of operation of the group, making use of alternative methods of communication and engagement as deemed appropriate (such as email, virtual meetings, etc.).
12. The Working Group may seek attendance and engagement with other elected Members, Officers of the Councils or other relevant parties by invitation.
13. Meeting notes identifying actions, rather than formal minutes, will be taken to record the activity at individual meetings of the working group. Notes of the meeting will be retained and may be published to support the Council's submissions to the DCO process.
14. The Working Group will routinely provide update reports to Full Council to appraise it of progress and activity, including any proposals and recommendations as considered appropriate and necessary.
15. The Working Group shall operate collaboratively as a group of Members and Officers to positively progress the purpose(s) of the Group.

Secretariat

16. Officers from the Council will provide secretariat support to the Working Group, including the preparation and distribution of agendas, arrangement of room bookings, managing meeting invitations and taking meeting notes.

Last updated: July 2024