

October 19, 2021

Whatley and Westdown Quarries Community Liaison Group Constitution and Terms of Reference

1. Terms of Reference

The overarching aim of the Whatley and Westdown Quarry Community Liaison Group (WWQCLG) is to provide an information exchange between Hanson and its key stakeholders and local communities. It will facilitate balanced discussions and help to ensure that Hanson UK's interactions with the local Whatley and Westdown communities and stakeholders are conducted in a constructive and transparent manner.

- WWQCLG will act as a conduit between Hanson and the local community to discuss areas of interest and concern and for Hanson to inform representatives about current and future operational issues that may impact on the community and other stakeholders.
- The WWQCLG shall have no executive powers but will be a forum for the discussion of matters pertaining to the operation of the Whatley and Westdown quarries.
- The objectives above do not interfere with the accountability of relevant decision-making bodies on the sites or of statutory organisations such as the regulators, planning authorities and relevant governmental authorities.

2. Meetings

The WWQCLG will initially meet quarterly, with the frequency of meetings being reviewed and agreed annually. Hanson will provide the meeting venue and secretariat services.

The meetings will not be open to the public or members of the press, although the minutes will be available for distribution by representatives and will be posted online on Hanson's Whatley and Westdown Community website, which can be found at:

www.hansoncommunities.co.uk/en/whatley-and-westdown-quarry-community-page

3. Membership

Membership of the WWQCLG will comprise representatives of:

- Hanson operational management plus specialist functional managers as required (e.g. environment, lands and planning, marketing and communications etc.)
- Members of the Chantry and Whatley, Mells and Nunney Parish Councils
- Representatives of Downhead, Leigh-on-Mendip, Coleford and Great Elm Parish Councils.
- Elected members of: Mendip District Councils Ammerdown and Cranmore Doulting and Nunney ward
- Elected member for: Somerset County Council's Central and East Ward

- Officers representing: Mendip District Council and Somerset County Council
- Representatives from other statutory and non-statutory bodies such as Natural England, Avon and Somerset Police and Somerset Wildlife Trust
- Other persons may attend to discuss specific issues such as Highway officers etc, by prior agreement of WWQCLG.

Members of the WWQCLG agree to adhere to the constitution and to represent their communities or organisations in an active and constructive manner, while being respectful of others, at all times. Members should be transparent about any potential conflicts of interest concerning agenda items by declaring them at the start of the meeting.

Hanson UK's Ian Strachan, strategic development manager – Hanson UK, will act as interim Chair, with the aim being to appoint a Chair from the membership of the Group with the approval of both Hanson and the other members of the Group.

4: Agenda

The core agenda items for each meeting will be:

1. Introductions:
 - Welcome and introduction to new members
 - Apologies
 - Review of minutes from last meeting
2. Whatley update
 - Operational overview
 - Logistics (including road and rail)
 - Feedback
 - Environmental, including updates as appropriate re blasting and noise
3. Other sites and community update - Ian Strachan, strategic development manager, Hanson UK
 - Westdown
 - Community giving update
4. Planning update: Whatley and Westdown
5. Any other business
6. Date of next meeting

5. Minutes

Hanson will provide minutes of the meeting and circulate to WWQCLG members in draft form for comment no later than one week following the meeting date. Any comments regarding the accuracy of the draft minutes should be circulated by email to all members within two weeks of receipt.

6. Confidentiality

Members should assume that any discussions which take place during meetings will not be considered confidential and may be freely discussed outside the meeting.

7. Publicity

No member of the WWQCLG shall approach the press to discuss or comment on issues raised without first notifying the Chairperson and Hanson's secretariat.

Agreed on behalf of:

Name and organisation

Hanson UK

Signed

Name: Ian Strachan, strategic development manager

Signed...

