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1. Background

We, SSEN Transmission operating under licence as Scottish Hydro Electric Transmission plc, are rebuilding the existing 132kV overhead line between Dunoon Substation and west of Loch Long. The Dunoon Overhead Line Rebuild project will replace ageing infrastructure and help improve the resilience of the local transmission network.

As part of this project, we have established a Community Liaison Group (CLG). This is a voluntary action undertaken by SSEN Transmission.

2. The Community Liaison Group (CLG)

The CLG is a forum to allow the community and SSEN Transmission (the developer) to work together to facilitate the construction of the project whilst taking into consideration the opinion of the local community. The CLG has no statutory powers of its own.

It is expected that the Community Council members on the CLG will take a community-wide view of the CLG discussions and can highlight to the developer the range of opinions that might be held in the community. There is a requirement to consider the balance of views across the community and make some determination on what issues are of a level of importance that they require to be taken to the Community Council and what issues can be agreed at the CLG.

The CLG is established for the purpose of providing a platform for constructive discussion with local residents in relation to continued construction whilst providing regular project updates.

3. Our Aim

The initial aim of the CLG will be to establish a platform for meaningful engagement between SSEN Transmission, relevant contractors and nominated members of the local community, where updates can be provided, concerns raised, questions answered and input provided.

We will inform the CLG of the various stages and elements of the project construction.

Members of the CLG will become knowledgeable of both the local issues relating to the development and how these issues are being responded to by the developer.

4. Meetings

- Meetings may be held in person, online or in a hybrid format. General times and dates which best suit the majority of members will be reviewed at each meeting.

- Meetings will generally be held quarterly unless the group agrees that additional meetings are required to address urgent topics.
- The agenda will be sent by SSEN Transmission's Community Liaison Manager ahead of each meeting.
- The agenda will generally focus on lookaheads at construction activities, mitigation measures for any arising issues, and ways in which community benefits can be provided.
- CLG members can request agenda items in advance, ideally one week before the meeting, or raise any issues under any other business.

5. Code of Conduct

At SSEN Transmission, we work collaboratively with a wide range of people, each with their own unique views, concerns, interests and experiences. We facilitate feedback in a professional manner and our Code of Conduct sets out the behaviours you can expect from our team and those we expect from our stakeholders:

- Meetings are an important forum to exchange views, collaborate, discuss key issues and update one another.
- All participants are entitled to expect that everyone will speak and act with courtesy, consider differences, and behave with mutual respect at all times.
- In instances where meeting participants do not act in this manner, they may be asked to leave the meeting, or the meeting may be brought to a close.

If any participant would like to record the call, meeting or event, this request must be made in writing to the Community Liaison Manager before it begins.

6. The Group Set-up

Facilitator:

A meeting facilitator will be responsible for keeping meetings punctual, ensuring each agenda item is heard and meetings finish as scheduled, that discussion is kept on topic and everyone has a chance to contribute, that the meeting is kept proactive and key actions are summarised and appointed to owners.

- The group has agreed that Martha Smart, Community Liaison Manager, will facilitate the CLG meetings. This arrangement can be kept under review by the group.
- SSEN Transmission assumes responsibility for distributing the agenda and ensuring that draft minutes are sent to the CLG for approval.
- The Community Liaison Manager will agree the agenda with relevant SSEN Transmission and contractor representatives prior to distribution.
- Any group member can raise a request for this approach to be reviewed at any time.

The CLG will include representatives from each of the following groups:

- SSEN Transmission project team and key project contractors
- Local Ward Councillors
- Local Community Councillors
- Residents/businesses/interest groups (nearby to the project vicinity)

The Group will aim to maintain a reasonable membership size to support focused, solution-oriented discussions.

There is the opportunity to review membership and/or rotate attendance for the invitees.

Members can also choose to engage 'by correspondence' only.

SSEN Transmission/contractor representatives are subject to change in relation to topics of discussion. SSEN Transmission will endeavour to ensure that the most appropriate representatives are available in relation to agenda items.

Non-members will be permitted to attend CLG meetings when requested; however, they will be required to declare an agenda item in advance to both the facilitator and Community Liaison Manager.

7. Communications

- CLG members will be contacted by email regarding arrangements for CLG meetings and for the distribution of agendas and minutes.
- SSEN Transmission will be responsible for taking minutes of the meeting and will aim to send these out within one week of the meeting date.
- Agreed minutes of the meeting will be published on the SSEN Transmission Dunoon Overhead Line Rebuild project webpage, alongside any relevant presentations or papers, and will be encouraged to be submitted to Community Council webpages following approval by all members of the CLG.
- Physical copies of the meeting minutes can be made available at agreed locations within the CLG catchment area, where required.
- SSEN Transmission staff will attend CLG members' Community Council meetings if and when requested.

Project webpage: [Dunoon Overhead Line Rebuild Project - SSEN Transmission](#)

8. Community Liaison Contact

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