RWE

Informed and Involved Communities

Prepared for Norfolk Vanguard & Norfolk Boreas Offshore Wind Farms

Project Community and Public Relations Procedure
Updated July 2024



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Glossary

Community Liaison Team (CLT) - All engagement professionals within RWE and those employed by our Contractors, who are described in this document, and shown in section 6 in blue, assigned responsibility to assist in delivering this communications and engagement plan.

Specifically from RWE, the primary members of the team are:

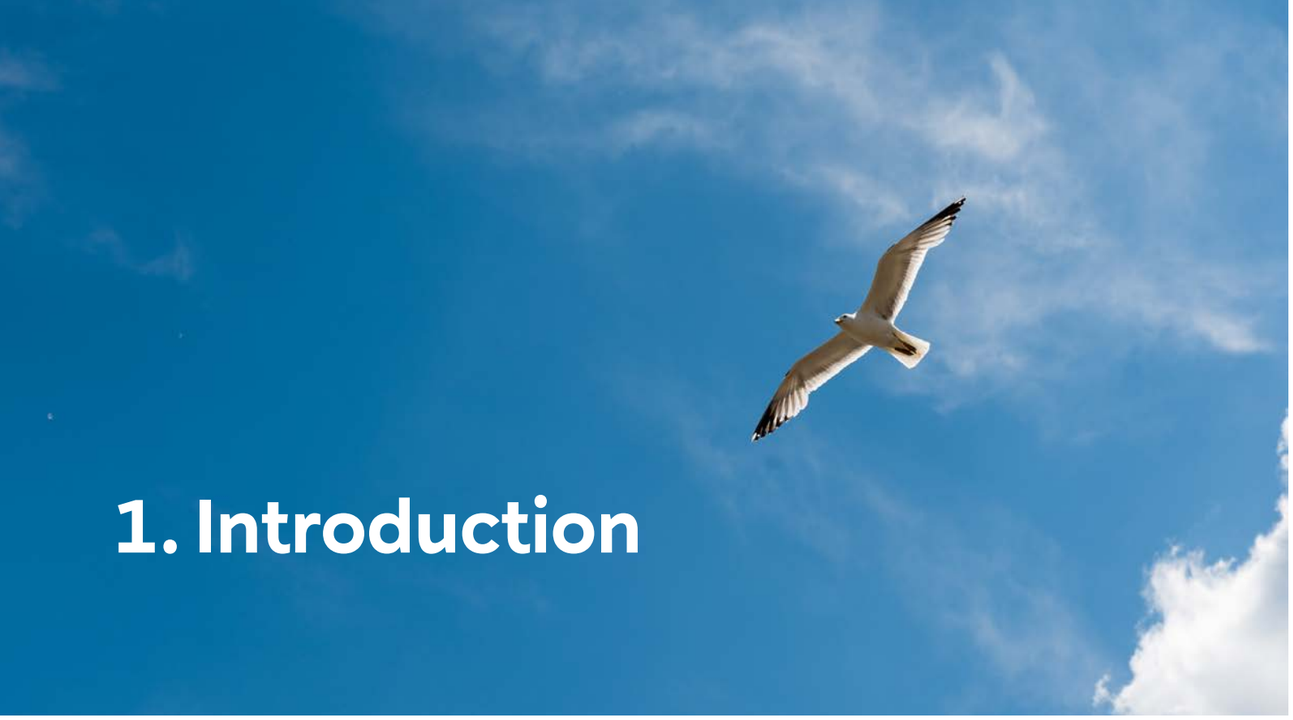
SCEM – Stakeholder and Community Engagement Manager
CLO – Community Liaison Officer
TC – Traffic Coordinator
LM – Land Manager

And from our Contractors:

CLLO – Contractor Local Liaison Officer. This could be an individual whose function is solely to liaise between the Contractor's technical construction service team and RWE's SCEM and CLO, as well as local stakeholders. Equally, it could be an individual designated by the Contractor to provide this interface.

Community Stakeholders - We use this term inclusively, to encompass local residents, businesses and groups, as well as local representatives such as Parish Councils, who have an interest in the project.

Primary Consultation Zone (PCZ) - This is the area delineated in the Norfolk Vanguard & Norfolk Boreas Statements of Community Consultation, and which have been the special focus of our engagement for many years. It encompasses the parishes located along the projects' onshore cable corridor and near to the onshore transmission infrastructure.



1. Introduction

Additional Background Updated July 2024

In December of 2023, RWE acquired the Norfolk Offshore Wind Zone portfolio from Vattenfall, comprising Norfolk Vanguard Offshore Wind Farm and Norfolk Boreas Offshore Wind Farm.

This document has been refreshed to reflect the new ownership branding of the Projects but the commitments contained within the plan remain unchanged.

1.1. Our Approach to Stakeholder and Community Engagement

Community engagement and local dialogue are important to RWE. We believe that involving local people and stakeholders helps us to make sustainable and robust decisions, and to deliver better projects. Effective community engagement helps us ensure we are a responsible developer and a good neighbour to communities that will host the infrastructure for our projects.

1.2. Project Overview

A Development Consent Order (DCO) was awarded by the Secretary of State for Business, Energy and Industrial Strategy to Norfolk Boreas Offshore Wind Farm in December 2021, and to Norfolk Vanguard Offshore Wind Farm in February 2022. These wind farms, collectively known as Norfolk Offshore Wind Zone, once constructed and operating, will together provide enough power for over 4 million UK homes, saving 6 million tonnes of CO2 annually. The Norfolk Boreas and Norfolk Vanguard wind farm areas will be sited approximately 73km and 47km, respectively, from the Norfolk coastline. The offshore wind farms will be connected to the shore by an export cable corridor to a landfall point at Happisburgh South, in Norfolk. From there, onshore cables will transport power along approximately 60km of shared onshore cable route to onshore project substations, which are co-located near Necton, in Norfolk. At these onshore project substations, a total of three onshore converter stations will convert the exported power from High Voltage Direct Current (HVDC) to High Voltage Alternating Current (HVAC), to 400kV (grid voltage) and connect into the existing Necton National Grid substation. The existing Necton National Grid substation will be extended to accommodate the connection of both wind farms.

1.3. Purpose of This Plan

This document is submitted to the Local Authority as an Appendix to the Code of Construction Practice (CoCP), in accordance with Section 2.4 of the Outline CoCP's.

1.4. How we Intend to Engage

This plan sets out how we intend to engage with communities and local stakeholders, with a strong focus on how we will communicate to ensure they are informed of project updates and construction activities, ahead of, and during the onshore works required to deliver Norfolk Vanguard and Norfolk Boreas. The plan covers:

1.4.1. Informing

Keeping local people updated on issues that affect their area – what is going to be done, when and where, and letting people know of any changes to the programme.

1.4.2. Responding

Listening to local people and helping with questions and concerns. If RWE or our Contractors get something wrong, we will listen to feedback and do our best to make improvements.

1.4.3. Involving

Involving people in opportunities that arise as a result of the project being delivered. The types of opportunities we are referring to range from highlighting and enhancing supply chain opportunities, to helping shape and subsequently be involved in the governance of our Norfolk Offshore Wind Zone Community Fund. In relation to the construction works specifically, the Community Liaison Team may explore with local stakeholders appropriate refinements to the timings of particular localised works in order, for example, to ensure our programme does not impact unnecessarily on exceptional local events.

The engagement relating to the Norfolk Zone Construction Programme described in this plan will be led by a locally based Community Liaison Team, comprising:

Contractors' appointed communications officers who will have the most immediate access to news and any changes to the onshore works programme that need to be communicated widely; and

RWE's Stakeholder and Community Engagement team, who will continue to keep local people updated on all other relevant project activities. Where appropriate, the RWE team will provide an additional channel into the technical project delivery team, who oversee the work of our Contractors.

In this way we hope to ensure a clear, consistent, efficient and expedient approach to engaging with local people, both in terms of providing relevant information and responding to local concerns.

Local stakeholders, including communities and businesses , will be interested to understand how the project will communicate on traffic matters, such as the type and timing of works, transport routes, the hours of likely construction traffic movements, and key traffic management measures. This is set out in the Norfolk Vanguard Offshore Wind Farm Traffic Management Plan and Norfolk Vanguard Offshore Wind Farm Travel Plan. Please refer to these documents for details.

RWE's Land Team will continue to be the primary point of contact with Landowners along the route. Engagement pertinent to land agreements is not detailed here.

See the schematic of key relationships in section 6 for a visual representation of how the community liaison team will ensure engagement with stakeholders and communities relating to construction works is effective and efficient.

1.5. How This Plan is Structured

In to each engagement objective - inform, respond and involve, the plan describes:

- What we'll do and when
- How we'll engage, e.g. the tools and channels of communication we will use to engage effectively and to deliver each objective
- Who is responsible for the various actions and tasks to be undertaken

While our descriptions aim to be comprehensive, they are not exhaustive, because we will adapt and respond to the experience gained as the works progress in order to improve engagement and respond to feedback from local communities and stakeholders regarding what methods work well and which do not work so well.

If in person meetings become challenging to convene (e.g. because of COVID-19), we will seek to hold virtual alternatives instead of some of the face-to-face meetings described in this document. We have learned from adapting to the COVID-19 pandemic that some digital means of engaging provide greater access to some members of the community. Therefore, we will undertake a combination of digital and in person events.



2. Inform

Our locally based Community Liaison Team (CLT) will aim to keep people updated on issues and activities going on in the local area. We will share information on aspects including, but not limited to:

- Onshore construction works associated with the project in a given area. The type of information to be shared will include a description of the works, their location, duration and schedule of hours. There will be an explanation about how the works contribute to the whole project, and why they are necessary
- Contact information in case of query or complaint will be publicised
- Evening and night time works and activities that may occur in close proximity to homes, community buildings and businesses ('receptors')
- Concurrent construction works with Hornsea Project Three in the vicinity of Oulton and Cawston parishes
- Varied opportunities to get involved with the project – advertising community meetings, workshops, drop-in exhibitions, meet-the-buyer supply chain events, education and skills development sessions, job vacancies and more

2.1 How We'll Keep People Informed

Our locally based community liaison team will provide regular opportunities for people to talk to us both face-to-face and online, or by telephone.

Contact details: email addresses, a freepost postal address and telephone numbers of the local liaison team will be shared on relevant web pages, and on materials we publish, so local people can reach the team directly. We will organise drop-in information sessions in the vicinity of the works at least two weeks before the start of the main onshore works in a particular area. These could take place in locations such as village halls, and/or could take the form of pop-up events, to ensure as many people as possible are aware of the programme of works coming to their area.

We will endeavour to include relevant members of the delivery team (e.g. technical team members, construction managers) directly at the main drop-in sessions. At other times, general information will be imparted by the Local Liaison team and questions they cannot immediately answer will be noted and responded to in writing.

If works are required for any of the other projects in the area, consideration will be given to running a drop-in session together, to reduce communication fatigue among local communities, stakeholders and communities relating to construction works is effective and efficient.

We will maintain construction project web pages and publish newsletters and e-news bulletins describing works in the local area(s).

We will write letters, e-mails and publish notices to inform stakeholders and the public four weeks in advance of proposed main construction works and ahead of key milestones, in their area.

We will publish notices/articles in the local press – namely the EDP – four weeks in advance of proposed main construction works, alerting readers to the start of onshore construction and highlighting the planned drop-in exhibitions, their locations and times.

Our locally based community liaison team will request the permission / seek the assistance of Parish Councils and Town Councils to place notices on village and town notice boards. These notices will also be published on relevant web pages. We will also seek as far as appropriate to use broadcast media (e.g. commercial radio) to highlight to local residents and road users when works are starting, and how they can learn more.

Other opportunities to keep local communities informed will also be explored and tested, for example, road-side signage to forewarn of local works can work well in appropriate settings.

In addition to any other required statutory obligations:

- RWE's Stakeholder and Community Engagement Manager will send emails to the relevant Local Authority and Norfolk County Council informing them of dates and timings of works and providing details about any public exhibitions and drop-in events;
- RWE's Stakeholder and Community Engagement Manager will send emails to relevant parish councils, district councillors and interested parties, informing them of dates and timings of works and providing details of any public exhibitions and drop-in events;
- RWE's Stakeholder and Community Engagement Manager will send e-mails to local MPs, informing them of dates and timings of works and providing details about any planned exhibitions and drop-in events
- Local Liaison Officers will email / telephone the emergency services in the area, informing them of dates and timings of works (within time frames agreed with them in advance);
- Information notices will beplaced on village notice boards

3. Respond

The Community Liaison Team will listen to local communities and stakeholders and seek to address questions and concerns. They will be contactable via telephone or email, or by freepost.

If community members and stakeholders have questions, concerns or want to share opportunities to enhance engagement relating to the construction works, the first point of contact will be the Contractor's Local Liaison Officer, who will keep a record of all issues raised and seek to respond in the first instance within 72 hours. Outside construction working hours and/or in the event of an emergency, an 'out of hours' telephone number will be provided.

If the matter is not resolved directly, it will be escalated to RWE's Stakeholder and Community Engagement Manager, who will pursue the issue within the RWE and wider Construction Project Team and raise it with the Local Authority/Highways Authority as appropriate and liaise with the contact, to explain, what can and cannot be done in relation to the issue raised.

Proactive Parish / District liaison meetings will be convened by the RWE CSEM every quarter, for representatives from groups of parishes within the primary consultation zone – at least one in each District, corresponding to a work area. Requests from parish councils for additional engagement, for example further meetings, will be honoured as far as reasonable.

These meetings will provide a forum for local representatives to receive project updates proactively, hear about works coming next in their area, and provide feedback to the Community Liaison Team, and through them to the Consents, Construction Teams and other relevant stakeholders.

Participants will be able to raise concerns, pose questions or make suggestions about the construction works as well as opportunities to become involved in the wider aspects of the projects.

They will also enable discussion of opportunities to deliver enhanced benefits from the projects. The relevant Local Liaison Officer employed by the Contractor will participate in appropriate parts of the meeting.

Ensuring effective engagement in the vicinity of Oulton and Cawston parishes in the event that the projects have concurrent works

Engagement Objectives

- Ensure ease of communication for local stakeholders by having a joint approach from Ørsted and RWE to avoid confusion and duplication
- Proactively provide information to local communities who are potentially affected as a result of the projects
- To open communication lines to ensure local stakeholders can easily get in touch, voice their concerns and keep an ongoing dialogue with the projects
- Ensure the projects Community Liaison Officers (CLOs) work together and meet regularly during crossover works

Concurrent construction works with Hornsea Project Three in the vicinity of Oulton and Cawston parishes

Hornsea Project Three will begin construction ahead of the Norfolk Offshore Wind Zone, therefore Ørsted will initiate and lead will initiate and lead appropriate engagement specifically related to construction works with local residents and businesses in these communities.

The Norfolk Offshore Wind Zone team contributed to the Hornsea Project Three Communication Plan which sets out engagement procedures, including how information will be shared with relevant stakeholders and how any queries or complaints will be responded to. Please refer to Hornsea Project Three Offshore Wind Farm's document *Ørsted & Vattenfall Joint Stakeholder Engagement Plan – Local Stakeholders and Communities* for details.





4. Involve

We will involve local residents and businesses, as well as skills and education providers, in opportunities to benefit and learn as we build the project, in order to generate jobs, enhance skills, education, employment and funding.

Contractors will also undertake local supply chain engagement. The construction project web pages and other media and social media will signpost how to engage with these opportunities.
RWE and the Project Team will:

- Deliver education programmes for schools and young people, and share information on jobs and employment
- Join existing community forums so that the community can talk to us at local groups and events
- Meet with Local Authorities and representative members along the cable route
- Run interactive meet-the-buyer supply chain events
- Support local areas through our £15M Community Fund, including involving communities in shaping the fund and application criteria, as well as its governance, by recruiting and appointing a panel of local people who will decide which local projects should be supported by the fund
- Ask the community for their views on how we communicate and engage, and the best ways of keeping them involved

The Contractors will also be encouraged and supported by RWE to undertake their own involvement activities, for example through contractual agreement, to seek opportunities to work with local companies and supply chains and develop positive exchanges with local communities, which could lead to them delivering other local benefits.



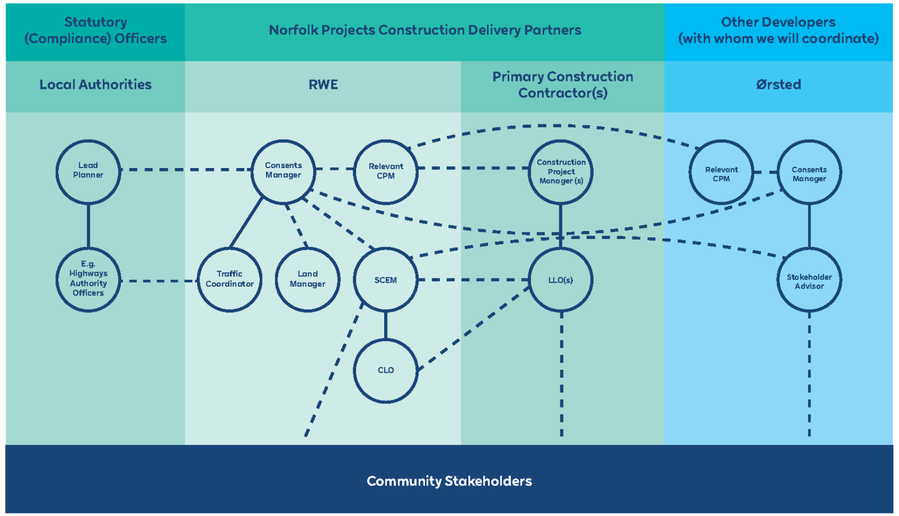
5. Roles and Responsibilities

Informing Activites	Responsible
Publish contact details on relevant web pages and relevant materials	Community Liaison Team
Write letters and emails to stakeholders and the public four weeks ahead of construction works	Community Liaison Team
Publish notices in the local press and on relevant construction project web pages, four weeks ahead of construction works	Community Liaison Team
Seek to use broadcast media to highlight to local residents and road users when works are starting, and how they can learn more	RWE's SCEM
Explore other opportunities to keep local communities informed (e.g. road-side signage)	Community Liaison Team
Email the LPA and NCC, informing them of dates and timings of works and events	RWE's SCEM
Email/write to relevant parish councils, district councillors and interested parties, informing them of dates and timings of works and events	RWE's SCEM
Email landowners, informing them of dates and timings of works and events; maintain the relevant web pages	RWE's LM
Email local MPs, informing them of dates and timings of works and events	Contractor LLO
Email telephone the emergency services in the area, informing them of dates and timings of works	RWE's SCEM

Informing Activites	Responsible
Maintain the construction project web pages, containing general project updates, news on the Community Fund,, Skills and Employment opportunities, and other matters not directly relating to the Construction Programme	RWE's SCEM
Publish regular project e-news bulletins (at least six per year)	RWE's SCEM
Undertake local supply chain engagement	Contractor
Place information notices on village notice boards	Community Liaison Team
Provide regular opportunities to talk to us face-to-face and online, or by telephone	Community Liaison Team
Provide regular opportunities for people to talk to us Ensure contact details of the Construction Project Community Liaison Team are prominent and accessible on all relevant materials and channels supported by the Construction Programme	RWE's SCEM
Service an 'out of office hours' phone line	Contractor LLO
Convene Parish/District liaison meetings for proactive dialogue relating to construction works every quarter	RWE's SCEM
Local authorities – responding to, and logging, regular questions and concerns/complaints	Contractor LLO
Local authorities – liaising with the contact about escalated questions and concerns/ complaints	RWE's SCEM
Responding to, and logging, regular questions and concerns/ complaints relating to Onshore project substation and National Grid extension works	Contractor LLO
Norfolk County Council – handling and escalating complaints	RWE's SCEM and Consents Manager
Manage 'out of hours' telephone number	Contractor LLO
Convene proactive Parish/District liaison meetings every quarter	RWE's SCEM
Share complaints log with Norfolk County Council on a quarterly basis	RWE's SCEM
Request relevant notices are posted on local community websites	Contractor LLO
Seek community and stakeholder views on how we communicate and engage, and the best ways of keeping them involved (e.g. surveys and feedback forms)	RWE's SCEM
Advertise opportunities to get involved with the project, including community meetings, workshops, drop-in exhibitions, meet-the-buyer supply chain events, education and skills development sessions	RWE's SCEM
Deliver education programmes for schools and young people (See Also Norfolk Boreas Skills and Employment Plan)	RWE's SCEM
Share information on jobs and employment	Community Liaison Team
Attend and participate in local community forums and events to engage with local groups and residents	Community Liaison Team
Meet Local Authorities and representative members along the route	RWE's SCEM
Run interactive meet-the-buyer supply chain events	Community Liaison Team
Deliver programme of engagement to shape and deliver £15M Community Fund, and appoint local panel of decision-makers	RWE's SCEM
Meet Ørsted's Stakeholder manager bi-monthly to discuss construction programmes in advance of any concurrent construction works	RWE's SCEM

6. Schematic of key relationships

Ensuring the engagement with stakeholders and communities relating to construction works is effective and efficient



Key

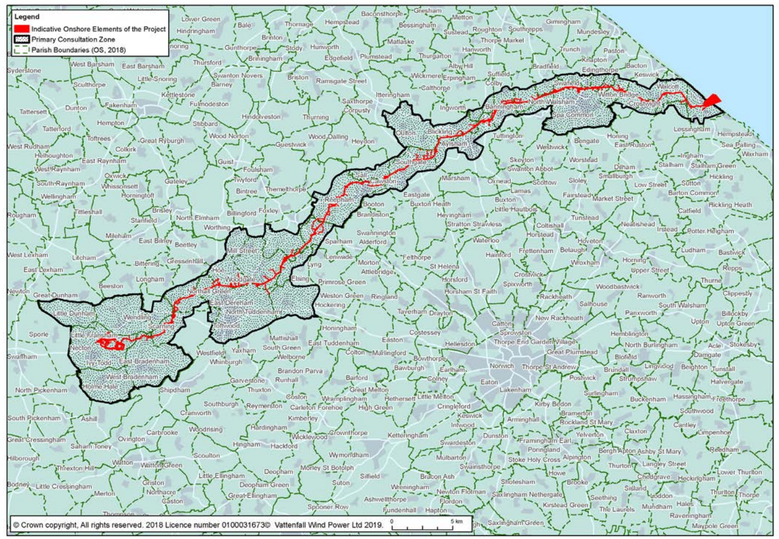
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Glossary

CLO - Community Liaison Officer
CPM - Construction Package Manager
LLO - Local Liaison Officer
SCEM - Stakeholder & Community Engagement Manager

7. Primary Consultation Zone (PCZ)

The PCZ encompasses the Parishes located along the project's onshore cable corridor, close to onshore transmission infrastructure



Norfolk Offshore Wind Zone
Trigonos Building
Windmill Hill Business Park
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SN5 6PB

rwe.com