

### Agenda

|                           |   |   |                             |
|---------------------------|---|---|-----------------------------|
| <b>Meeting title</b>      | Community Liaison Group – Meeting 2   |   |                             |
| <b>Location</b>           | Wainfleet Coronation Hall   |   |                             |
| <b>Date/ time</b>         | Tuesday 21 February 7pm-9pm   |   |                             |
| <b>Originator</b>         | Outer Dowsing Offshore Wind   |   |                             |
| <b>Attendees</b>          | Chris Jenner – ODOW<br>Graham Meeks – ODOW<br>David Wright – ODOW<br>Roisin Alldis – ODOW<br>Andrew Acum – ODOW   |   |                             |
| <b>Apologies</b>          | TBC   |   |                             |
| <b>Purpose of meeting</b> | To involve key local stakeholders in the design and development of the Outer Dowsing Offshore Wind project (landfall, onshore cable route and substation) through presentations, discussions and planned workshop activities. |   |                             |
| <b>DRAFT Agenda</b>       | <u>Item:</u>  | <u>Owner</u>  | <u>Timing (from-to)</u>     |
|                           | 1   | Coffee and tea  | ODOW<br>18.45-19:00         |
|                           | 2   | Chair's welcome and introductions                         | Chair<br>19:00-19:10        |
|                           | 3   | Feedback from consultation events                         | Chair<br>19.10-19:20        |
|                           | 4   | Alternative cable route option and further consultation   | Chris Jenner<br>19.20-19:50 |
|                           | 5   | Question and answer session / discussion on future topics | Chris Jenner<br>19:50-20:00 |
|                           | 6   | AOB   | Chris Jenner<br>20.00-20:15 |
|                           | 7   | Chair's closing remarks and next steps / next meeting     | Chair<br>20.15-20:20        |

|                             |  |  |
|-----------------------------|--|--|
| <b>Inputs to meeting</b>    | <u>Input</u><br>Agenda<br>Terms of Reference<br>Q&A  | <u>From</u><br>ODOW<br>ODOW<br>Attendees |
| <b>Outputs from meeting</b> | <u>Output</u><br>Minutes of meeting issued by XX<br>December<br>Responses and comments by XX<br>December | <u>From</u><br>ODOW<br>Attendees         |
| <b>Date of next meeting</b> | TBC  |  |

| <b>Meeting Protocol</b>          |                                    |
|----------------------------------|------------------------------------|
| Distribute agenda before meeting | Fix responsibilities for each item |
| Start on time                    | Finish on time                     |
| Set out your ground rules        | Publish minutes / actions          |
| Stick to the agenda              | Continuous improvement             |