

## **Everton Parish Council**

### **Terms of Reference – STEP West Burton Development Lead Councillors**

#### **1. Purpose**

To represent Everton Parish Council in monitoring, assessing, and responding to developments related to the STEP fusion energy project at West Burton, ensuring the interests of the local community are protected and communicated.

#### **2. Role**

Appointed Council Members will:

- a. Monitor all stages of the STEP project, including planning, consultation, construction, and operation phases.
- b. Attend briefings, meetings, or public engagement events hosted by the UKAEA, local authorities, or relevant stakeholders.
- c. Maintain regular communication with project leads and statutory bodies involved in the STEP development.
- d. Report back to the Parish Council on progress, key issues, and potential impacts on the parish (e.g. traffic, environment, housing pressure, infrastructure).
- e. Identify and escalate concerns raised by residents regarding the development.
- f. Contribute to the formulation of formal responses to consultations and planning applications on behalf of the Parish Council.
- g. Advocate for local community interests, including environmental protection, transport infrastructure, and public safety.

#### **3. Membership**

- a. Two Council Members will be appointed at the Annual Parish Council Meeting or by resolution at any ordinary meeting.
- b. The term of appointment is one year, renewable at the discretion of the Parish Council.
- c. Councils Member may be replaced or removed by Parish Council resolution at any time.

#### **4. Outputs**

- a. **Reporting:** A brief verbal or written STEP report should be given at each Parish Council meeting or as needed. Any urgent matters requiring Council attention should be flagged promptly to the Chair and/or Clerk.
- b. **Partnership Working:** Work in partnership with the STEP West Burton Development, and relevant authorities, for the betterment of the Parish.

#### **5. Conduct and Limitations**

- a. Council Members must act in line with the Parish Council's Code of Conduct.
- b. These ToR do not grant authority to make binding decisions or financial commitments on behalf of the Parish Council unless formally delegated.

## 6. Review

These Terms of Reference shall be reviewed annually by the Parish Council and amended as necessary.

Adopted by Everton Parish Council on: 7th of July 2025

Signed:

A handwritten signature in blue ink, appearing to read 'Johnson', is written over a horizontal line.

(Chair of Everton Parish Council)

EPC STEP Monitor: Councillor M Wright  
Councillor B Upton

Clerk to the Council: Mr C Bryant