

**Terms of Reference (ToR) for the Aberdeen Offshore Wind Farm (also known as the European Offshore Wind Deployment Centre) Scientific Research & Monitoring Panel and Working Groups**

**Aberdeen Offshore Wind Farm (also known as the European Offshore Wind Deployment Centre) - “the Project”**

The European Offshore Wind Deployment Centre (EOWDC) is the commonly used project title which is referred to in the Section 36 Application, the Marine Licence application documentation and in the Section 36 Decision Notice, 26 March 2013.

Aberdeen Offshore Wind Farm (AOWF) is the project title referred to in the EU grant agreement.

The full title of the Project therefore incorporates both elements. For the purposes of Panel activities, “the Project” will be used for ease of reference.

**Aberdeen Offshore Wind Farm Limited (AOWFL) - “the Developer”**

AOWFL is the established legal entity owned by Vattenfall Wind Power Ltd (VWPL) (75 %) and Aberdeen Renewable Energy Group (AREG) (25 %). The overall project is being part-funded by a grant under the European Union (Economic Recovery Programme in the Field of Energy). Consortium members in this grant action are VWPL, AREG and Technip Offshore Wind Ltd (Technip).

**Final Investment Decision – “FID”**

The internal milestone at which point the Board of Directors takes the decision on whether to commit funds to a project and take it forward to execution. In terms of Panel remit, research activities and other activities with significant associated costs will not take place until post-FID.

**The Scientific Research and Monitoring Panel - “the Panel”**

In accordance with Condition 15 of the Section 36 Decision Notice, an expert panel was required to be established by Scottish Ministers, within 6 months of the date of consent, to provide scientific advice to them on a research and monitoring programme. The Panel has now been established and its objectives going forward are outlined below.

**Objectives of the Panel**

- to provide a cooperative base from which to share environmental research and monitoring (R&M) information relating to offshore wind farms, including responsibility for canvassing within members own organisations. It was noted that this suggests a wider remit than just a DOWD/AOWF one and therefore clarity has been requested on the extent to which the panel has a specific and wider remit.
- to assess and advise on industry best practice and current research
- to undertake a feasibility study in order to shortlist critical areas of research which will form the basis for establishment of specialist working groups following AOWFL Final Investment Decision (FID)

## TERMS OF REFERENCE

- to evaluate proposals put forward for individual projects, alongside the Working Groups, including appraisal of associated costs, resource requirements and timescales
- to provide strategic advice to Scottish Ministers on allocation of European Union (EU) research budget based on outcome of feasibility study and review of research proposals (this does not include responsibility for the tender and contract process, which is the ultimate responsibility of AOWFL as contracting entity)
- to provide a cooperative base for steering the delivery of environmental R&M projects at the Project
- to disseminate and make publically available information regarding the Panel and Working Group activities and interim/final results of R&M projects

### Panel Membership

- **“Lead Panel Member”** - those members selected and invited to the Panel by Scottish Ministers at the inception stage owing to their key role in the development of offshore wind projects/the Project and/or expertise in a key area of environmental research.

<b>Lead Panel Members (representatives from)</b>	
Scottish Natural Heritage (SNH)	Scottish Environmental Protection Agency (SEPA)
Marine Scotland Science (MSS)	Joint Nature Conservation Committee (JNCC)
Aberdeen City Council (ACC)	Royal Society for the Protection of Birds (RSPB)
Aberdeenshire Council (ASC)	Whale and Dolphin Conservation (WDC)
Association of Salmon Fishery Boards (ASFB)	Marine Scotland Licensing and Operations Team (MS-LOT)
Aberdeen Offshore Wind Farm Limited (AOWFL)	

- **“Discretionary/Guest Panel Member”** – those members who, upon establishment of the Panel, are voted in by Lead Panel Members for a defined period in order to advise/provide input on a particular area of activity
- **“Correspondence Panel Member”**– those members who have a vested interest in the outputs of the Panel but who are not required to advise programme activities directly on a regular basis. Included on distribution lists for outputs, meeting minutes and to provide comment where applicable

### Panel Phases

- **“Establishment Phase”** – pre-FID phase of the Panel's activities when, led by the Establishment Phase Chairperson, Lead Panel Members will further define the role, governance and objectives of the Panel, scope priority research areas and

membership of Working Groups. Research outputs will not be produced during the Establishment Phase.

- **“Establishment Phase Chairperson”** – a Chairperson appointed by Scottish Ministers to manage the Establishment Phase activities
- **“Operational Phase”** – the phase following FID during which Working Groups become functional and research outputs are produced, reported and disseminated
- **“Operational Phase Chairperson”** – a Chairperson appointed by the Lead Panel Members to manage the activities and outputs of Operational Phase

The Panel will report to the Scottish Ministers (or Marine Scotland – Licensing and Operations Team (MS-LOT) as their delegated representatives)

It is anticipated that the Panel will meet at least twice a year following FID decision.

### **The European Offshore Wind Deployment Centre Working Groups – “the Working Groups”**

Specialist groups responsible for the execution of research programmes within a particular subject area e.g. birds, marine mammals, noise, diadromous fish. Clarity needed on whether the Working Groups will personally undertake the research projects or manage those that are. Therefore a decision needs to be made whether their objective is to call for research proposals or put them forward themselves. It is felt that the members of the working groups are unlikely to have time to draft or manage research programmes and more consideration of the role is needed. Working Groups will build on the initial scoping of priority research areas conducted by the Panel in the Establishment Phase by defining the remit of individual research programmes, managing project activities and reporting outputs to the Panel and wider scientific community.

#### **Objectives of the Working Groups**

- to progress the individual priority research areas, as identified by the Panel in the Establishment Phase
- to put forward more detailed proposals for specific projects within the agreed areas and develop detailed scopes through discussions with the Panel
- to identify individuals/organisations with appropriate expertise to undertake projects
- to support the technical evaluation of the R&M proposals and manage the implementation of those projects taken forward

The Working Groups will report to the Panel.

It is anticipated that the Working Groups will meet a minimum of twice a year but up to quarterly once established following the FID decision.