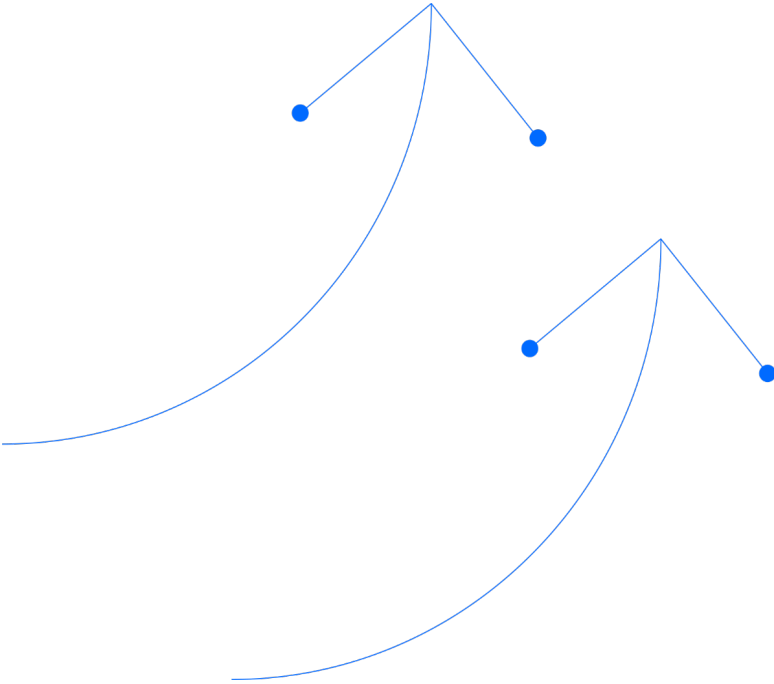


DARWIN COMMUNITY
CONSULTATIVE COMMITTEE

Terms of Reference



Document Owner:	Angelina Anictomatis, Manager Community Affairs, NT		
Approved by:	Kayleen Ewin, General Manager – Government and Community Affairs WANATL		
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1. Purpose

The Darwin Community Consultative Committee (“the Committee”) has been established in satisfaction of Environment Protection Licence 217 (“the Licence”) Condition 68, which seeks to ensure accurate, timely and effective communication between Santos NA Darwin Pipeline Pty Ltd (“Santos”), other stakeholders and the community for the duration of the Licence. The Licence is in force from 19 September 2025 to 18 September 2030.

The purpose of the Committee is to also meet the objectives of Section 3(d) and 3(e) of the Northern Territory Environmental Protection (NT EPA Act) 2019 by serving as an additional forum for ongoing consultation about Santos and its NT activities, and the environmental performance of Darwin LNG. It is not a decision-making body but performs an advisory and consultative role to ensure the community has an opportunity to inform decisions on proposed activities, as required by section 42(d) of NT EP Act.

2. Scope

The scope of this committee is:

- Providing information on and discussing Darwin LNG key environmental performance outcomes,
- Providing information on and discussing proposed amendments or modifications to Darwin LNG that may impact on DLNG key environmental performance outcomes,
- Reviewing and discussing the results of any monitoring, annual reviews or independent audits that form part of associated regulatory conditions of Environment Protection Licence 217,
- Informing and/or consulting on any Santos NT activities,
- Any other matter deemed relevant by Santos.

3. Other Community Engagement

In addition to this Committee, Santos maintains the following means of direct community consultation and engagement:

- Quarterly Community Drop-in Sessions at the Darwin Shopfront, which are advertised publicly and in advance via NT News and social media channels,
- Quarterly Business and Community Newsletter,
- Quarterly Larrakia liaison committee meetings,
- 24/7 Community Hotline: The 24-hour Community Telephone number is 1800 267 600,
- The generic email address enquiriesnt@santos.com is used on all communications and is on the Santos website, the account is monitored by the NT Santos Community Team,
- Darwin Shopfront: Shop 41, Smith Street Mall, Darwin is open to the public from Monday – Thursday 10am – 3pm and outside office hours contact (including 1800 telephone number and email) is displayed.

4. Committee Membership

Chairperson

The Northern Territory Environment Protection Authority must approve appointment of an independent Chairperson, per the Licence Condition 68. The initial appointed Chairperson is Cathy White, for an initial term of 3 years.

Santos will provide the Chairperson with appropriate administrative support necessary for the successful and timely operation of the Committee.

Committee Members

Committee members will be appointed by Santos for initial term of 2 years. The initial Committee members are:

Organisation	Category	Name
1. Litchfield Council	Local Council	Paula Strong – Communication Officer

2. AFANT	Recreational Fishing	David Ciaravolo - CEO
3. [Territory Natural Recourses Management]	Scientific and community based environmental organisation	(TBC)
4. Charles Darwin University Energy and Resources Institute	Academic / Research	Professor Steve Rogers Deputy Vice-Chancellor Research & Community Connection
5. Larrakia Nation	First Nation / Land Management	Michael Rotumah - CEO
6. Chamber of Commerce	Economic Interest	Ronan Mackey – Head of Top End
7. [Community Member]		[TBD by EOI]
8. [Community Member]		[TBD by EOI]
9. [Community Member]		[TBD by EOI]
10. Santos	Operator of Darwin LNG	Peter Kirkpatrick, General Manager Darwin
11. Santos	Operator of Darwin LNG	Jared Sellwood, Senior Environment Adviser
12. Santos	Operator of Darwin LNG	Angelina Anictomatis, Manager Community Affairs, NT

Alternative Representatives

It is the responsibility of regular committee members to nominate suitable alternate representatives in the event a proxy is required for the regular member.

Observers

Santos will invite suitable representatives from the NT Department of Health, and the NT Department of Lands, Planning and Environment, to attend regular and extraordinary Committee meetings.

Changes to Membership

The Chairperson will inform the Committee of any newly appointed members or other changes to membership.

1. Meeting Frequency, Location and Timing

Meeting Frequency

The Committee will meet at least three times per year.

The Chairperson will establish an annual meeting calendar to provide to members at the last regular meeting of each year.

The Chairperson will also provide members at least two weeks' notice before a regular committee meeting.

Extraordinary Meetings

Any committee member may request the Chairperson to convene an extraordinary committee meeting if there are important and urgent matters requiring consideration.

The Chairperson will decide if the extraordinary meeting is called for, or if the matters can be addressed in other ways.

The Chairperson will provide members one weeks' notice before an extraordinary meeting.

Site Visits

Site visits to Darwin LNG may be organised, including as part of a regular meeting, or immediately before or after a regular meeting for convenience.

Santos is responsible for ensuring that work health and safety measures are in place for all who attend the site visit. Committee members must follow all requirements of, and directions by, Santos, including work health and safety requirements, while on site.

Any site visit is subject to the operational requirements of Darwin LNG and approval by Santos and must be coordinated through the Chairperson.

Meeting Venue and Format

Committee meetings will be held:

- in person at Santos' office, Level 3, 19 the Mall, Darwin,
- via MS Teams, or
- as a mix of in-person and MS Teams meetings.

Meeting Time

The normal meeting time will be 9:30 am to 11:30 am, unless the Chairperson proposes an alternative.

2. Meeting Procedures

Meeting Agenda

The Chairperson will distribute the agenda and any supporting documents to the committee members at least one week prior to the meeting.

The Chairperson may decide if the Committee will consider late items at the meeting or defer them. This includes:

- late agenda items raised after the agenda has been circulated,
- late supporting documents provided within one week of the meeting, or
- late agenda items proposed by a committee member during the meeting.

The Chairperson will consider how much time the committee members will need to review and consider the matters adequately, if enough information has been provided to discuss the matter, as well as its urgency and importance.

Standard Agenda Items

'Declarations of interest' will be included as a standard agenda item at the start of each meeting. It is the responsibility of each member to keep their declaration of interests up to date.

'Members discussion' will be included as a standard agenda item, to provide a clear opportunity for members to raise agenda items for future regular and extraordinary meetings or matters for discussion.

A discussion and approval of these terms of reference will be included as an annual agenda item.

Meeting Minutes

The Chairperson is the author of the minutes for each committee meeting.

These minutes must accurately summarise the matters that were discussed at the meeting, including:

- any community feedback expressed, and enquiries and/or requests made,
- how community views were considered
- any opposing views of members on a matter (recorded on request)
- any actions to be taken before the next meeting, who is responsible for them, and by when.

The Chairperson will distribute draft minutes to all committee members within two weeks of the meeting.

Committee members have two weeks to give their feedback.

If there are any disagreements between members on the minutes, the Chairperson will determine the record.

The Chairperson will provide finalised minutes to Santos for publication on its website within two months of that relevant meeting occurring. A website link to the published minutes will be provided to Committee members, and hard copy will be available in the Shopfront.

Recording of Meeting

Recording of meetings by recording device, telephone or any other electronic device is only permitted for the purpose of drafting minutes, with agreement beforehand of the Chairperson and the committee, and cannot be published or distributed.

3. Attendance and Conduct

Attendance

The Chairperson should be notified as soon as possible if a committee member cannot attend an upcoming meeting so that an appointed alternate member may be invited.

Other members should advise the Chairperson in advance of the meeting if an alternate representative is attending on their behalf. Any alternate representatives must sign the committee members' code of conduct and declaration of interest form before attending their first meeting.

The Chairperson may reconvene the meeting if not enough members (including at least one proponent member) can attend.

Observers, Advisers and Subject Matter Experts

Observers in addition to those from NT Department of Health and NT Department of Lands, Planning and Environment, may attend a meeting, at the invitation of the Chairperson. The Chairperson may invite the observer to give input into the discussions of the Committee.

Santos will facilitate the attendance of subject matter experts, and/or independent advisers (if relevant), for meetings, at the request of the Chairperson.

The agenda will advise if non-committee members will be in attendance.

Conduct

Everyone in attendance at the meeting must act in accordance with the Committee code of conduct. Each committee member is to verbally re-confirm their commitment to abide by the code of conduct on an annual basis. This should be recorded in the meeting minutes.

Review

The Chairperson will annually review the Committee's performance and effectiveness over the previous 12 months. The Committee may update the terms of reference following the review.